



**MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION
ENGINEERING (MECHANICAL) DEPARTMENT**

ADMINISTRATIVE OFFICE, IInd FLOOR,
HEADLAND SADA, MORMUGAO, GOA-403804

(Po Box No. , 170, Vasco-da-Gama, Goa – 403 802) P.O.Box.No.: 170,

Ph. No.: 2594507,2594520 WEBSITE: www.mptgoa.com

The Materials Manager Mormugao Port Trust, Baina, Vasco-da-gama, invites quotation in the tender form hereunder superscribed as quotation No. MM/15/0418 due on 16/02/2017 for the supply of materials detailed below: subject to terms and conditions therein.

1. M/s. Hindustan Unilever Limited, Navi Mumbai.
2. M/s. A. M. Hasanali & Sons, Mumbai.
3. M/s. Deepraj Marketing, Old Goa.

Note:

1. In addition to the above tenderers, other tenderers who meet the pre-qualification criteria of the tender are eligible to quote for this tender.

Date : 27/01/2017

Materials Manager



MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION

Ref. No:

Date: 27/01/2017

To,

Dear Sir,

Last date and time of submission of tender: 16/02/2017 on or before 15.00 hrs.

Sub : Supply of Soaps on Annual Rate Contract basis as per Annexure A &B

Ref: Tender No: MM/15/0418 due on 16/02/2017 at 15.00 hrs.

EMD : NIL

You are requested to furnish sealed tenders in the **two cover system** superscribed (1) **TECHNO COMMERCIAL (unpriced) OFFER IN COVER-I** (marked in blue ink) and the other superscribed (2) **PRICE OFFER IN COVER-II** (marked in red ink) Both covers shall be superscribed as above.

Cover marked "Techno Commercial Offer" Cover –I shall contain complete & detailed technical specifications and commercial terms and conditions such as taxes, duties, freight, insurance, discount, price variation clause and any other conditions but excluding the price and should be submitted along with Earnest Money Deposit.. Commercial and technical deviations if any should be clearly spelt out. The Cover –II marked "Price offer" should contain **only the prices** without any conditions. In case the cover marked "Techno commercial offer" contains prices and the cover marked "price offer" contains any conditions other than the price, the offer will be rejected.

Cover marked - I "Techno Commercial offer" shall be opened on due date at 15.30 hrs. in the presence of authorized representatives of the tenderer's who choose to be present at the time of opening. The cover marked II (Price Offer) will be opened only after receipt of clarification of all Technical Specifications and Commercial deviations.

Tenders should be kept valid for a minimum period of 60 days from the date of opening and shall conform to the general terms and conditions of contract attached.

The administration reserves the right to reject any or all tenders or accept any tender wholly or in part without assigning any reason whatsoever.

MATERIALS MANAGER

TECHNICAL SPECIFICATIONS

Tender No.:

MM/15/0418

Date of opening:

16/02/2017

Code No	Description of Soaps	Unit	Annual Quantity
15.08.606	'Lifebuoy' milled soap of net weight 125 gms. when packed of M/s Hindustan Unilever Ltd	Nos.	18120 nos.
15.08.607	'Surf Excel' Soap of net weight 100 gms. when packed of M/s Hindustan Unilever Ltd	Nos.	20154 nos.
15.08.608	'Lux' Soap of net weight 100 gms. when packed. of M/s Hindustan Unilever Ltd	Nos.	2034 nos.
15.08.609	'Lux International' Creamy white soft soap of net weight 75 gms .when packed of M/s Hindustan Unilever Ltd	Nos.	1134 nos.

MATERIALS MANAGER**We hereby agree to all the above technical specifications**-----
Signature of Tenderer with Company Seal

NOTE : This Annexure 'A' should be attached to COVER-I of your offer, duly signed and stamped, failing which your offer will be considered incomplete and will be rejected.

Tender No.: MM/15/0418

Date of opening: 16/02/2017

TERMS & CONDITIONS

1. **PRICES:** Prices quoted should be on F.O.R. destination basis inclusive of transit insurance indicating clearly the quantum of taxes and other charges whatsoever applicable. The prices quoted should be based on manufacturer's Maximum Retail Prices (MRP) indicating discount, if any as a percentage (or factor) of MRP. In case of revision in prices by the manufacturer during the period of Annual Rate Contract, the same will be considered against furnishing of documentary evidence of price revision by the manufacturer. However, in case of any statutory revision in taxes, duties within the validity period of the Rate Contract/delivery period of supply order, the same will be considered provided you furnish documentary evidence such as copy of Govt. notification. Kindly note we are not entitled for C or D forms, and as such full CST is applicable.
2. **Quantity:** The quantities indicated are our approximate annual requirements. They may vary by + or - 10%. and there is no contractual liability on our part to order or accept the quantities as per the Annual Rate Contract in full.
3. **Validity :** The Annual Rate Contract shall be valid for a period of **1 year** from the date of award of Annual Rate Contract.
4. **Delivery:** The first lot of One **third** (1/3rd) the quantity of Soaps is to be supplied **within 4 weeks** of receipt of our Annual Rate Contract. The Soaps will have to be supplied on 'freight paid/door delivery' basis to our Stores at Baina, Vasco- da- Gama, Goa duly insured at your cost. The Soaps are to be supplied from the latest manufactured batch. The 2nd lot of 1/3rd quantity of the soaps is to be supplied in June 2017 ie. Latest by 28/06/2017 and 3rd lot of 1/3rd quantity of the soaps is to be supplied in Oct.,2017 ie. Latest by 28/10/2017.
5. **PAYMENT TERM:** The payment terms will be 100% within 30 days of receipt of materials or bills whichever is later by RTGS/ECS. Kindly submit your Bank details alongwith your offer.
6. **SECURITY DEPOSIT:** Within 14 days of acceptance of the tender, the successful tenderer will have to affect a Security deposit equal to 5% of the value of the Annual Rate Contract by Demand Draft or by Bank Guarantee from a Scheduled Bank. The Demand Draft should be drawn in favour of the Financial Advisor and Chief Accounts Officer, Mormugao Port Trust, Goa payable at Mormugao Harbour, Goa. However, in case the Security Deposit is furnished by way of Bank Guarantee, the same should be valid for a minimum period of 18 months from the date of award of Annual Rate Contract. Please note that we do not accept Bank Guarantee issued by ICICI Bank.
7. **LIQUIDATED DAMAGES:** Supply schedule as per order should be strictly adhered to. In the event of delay in supplies, liquidated damages at 1% of the total basic value of the undelivered quantity will be levied per week or part thereof delay. The total liquidated damages shall however not exceed 10% of the total basic value of the order. The total basic value here means the total value of the order exclusive of excise duty, taxes etc. The date of receipt of materials at our stores will be considered as date of delivery for the purpose of Liquidated Damages.

8. **FORCE MAJEURE & EXTENSION IN DELIVERY PERIOD**: In case of failure to deliver the goods in time, which shall have arisen due to war, Insurrection, restraint Imposed by the Govt. Act. Of legislation or other Authority, accident, strike, riot, lockout or unforeseen events beyond human control directly or indirectly interfering with the supplies of stores or from any cause which the purchaser may admit as reasonable ground for an extension of times, the purchaser will allow such additional time he considers reasonable provided that the contractor shall report to the purchaser the occurrence of any cause as aforesaid which will or might affect the performance of the contract within a reasonable time. Request for extension received after expiry of the delivery schedule will not be entertained.
9. **Excise Duty**: The quantum of Excise duty applicable will not be considered for evaluation of the tender, wherever the Port is eligible for CENVAT credit. The manufacturers should confirm that they will produce the Tax invoice alongwith the supplies and in case of dealers, they should be registered with the Excise authorities and should confirm that they will produce Tax invoice in their own name to enable Port avail CENVAT credit. In case they are unable to provide Tax invoice as above, required by the Port to avail CENVAT credit, their offer will be evaluated including the Excise Duty component. Also, tenderers who agree to furnish Tax invoice as above in their offer but fail to produce the same at the time of supply, the amount towards Excise duty component will be deducted from their bill.
10. **Quotations by Fax / Email will not be accepted under any circumstances. All quotations should be duly sealed and submitted by post / Courier or in person.**

MATERIALS MANAGER

We here by agree to all the above terms and conditions.

SIGNATURE AND SEAL OF TENDERER

NOTE: Kindly submit this Annexure 'B' duly signed in acceptance of all the above terms and conditions indicated therein or else your offer is liable to be rejected.

PREQUALIFICATION CRITERIA

- Only manufacturer or their authorized distributors are eligible to quote for this tender. The authorized distributors should submit a copy of their valid authorization letter alongwith the offer.
- The Tenderer should submit at least one order copy pertaining to last five years for having supplied Soaps similar to our requirement of value exceeding Rupees 2.5 lakhs in order to qualify for this tender.

MATERIALS MANAGER

**MORMUGAO PORT TRUST****MATERIALS MANAGEMENT DIVISION****TECHNO COMMERCIAL SCHEDULE - COVER I**

OFFER NO.: _____ DATE: _____

TENDER NO. MM/15/0418 DUE ON: 16/02/2017

Code No.	Description	Qty. (Nos.)	E.D in %	CST in %	L.S.T. in %	P/F in %	Freight in %	Insurance %	Others, %	Brand/ Model
15.08.606	'Lifebuoy' milled soap of net weight 125 gms .when packed.	18,120								
15.08.607	'Surf Excel' Soap of net weight. 100 gms. when packed	20,154								
15.08.608	'Lux' Soap of net weight 100 gms. when packed.	2,034								
15.08.609	'Lux International' Creamy white soft soap of net weight 75 gms. when packed.	1,134								

1. The tenderers are requested to fill up the above details and submit the same in cover - I
2. Offers not given in above format are liable to be rejected.
3. ED-Excise Duty CST/VAT - Central/Value Added Tax, P/F- Packing & Forwarding
4. Mention 'NA' if taxes/duties etc are not applicable.

Date:

Name, Signature & Seal of the Tenderer

MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION

PRICE SCHEDULE - COVER II

OFFER NO. _____ DATE: _____

TENDER NO. MM/15/0418 DUE ON: 16/02/2017

P.L. Code	Description	Qty. (Nos.)	U/ Rate (Basic) Rs	E.D Rs.	CST Rs.	L.S.T. Rs	P/F Rs.	Fre ight Rs.	Ins ura nce Rs.	TOTAL FOR DESTINATION PRICE Rs (a+b+c+d+e+f+g +h)
			(a)	(b)	(c)	(d).	(e)	(f)	(g)	
15.08.606	'Lifebuoy' milled soap of net weight 125 gms. when packed.	18,120								
15.08.607	'Surf Excel' Soap of net weight. 100 gms. when packed	20,154								
15.08.608	'Lux' Soap of net weight 100 gms. when packed.	2,034								
15.08.609	'Lux International' Creamy white soft soap of net weight 75 gms. when packed.	1,134								

1. The tenderers are requested to fill up the above details and submit the same in cover - I
2. Offers not given in above format are liable to be rejected.
3. ED-Excise Duty CST/VAT - Central/Value Added Tax, P/F- Packing & Forwarding
4. Mention 'NA' if taxes/duties etc are not applicable.

Date:

Name, Signature & Seal of the Tenderer