



MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION
ENGINEERING (MECHANICAL) DEPARTMENT

Ref. No. MM/NS/CME/265/

Date: /09/2016

To,

- 1) M/s. IDAC Solutions (P) Limited, Navi Mumbai
- 2) M/s. Kairee Systems Pvt. Ltd., Pune
- 3) M/s. Indian Army Musketry Stores, New Delhi
- 4) M/s. Hope Security Equipments Pvt. Ltd., New Delhi
- 5) M/s. SDS (Security Defence System), Chandigarh
- 6) M/s. Security Shoppe (India) Pvt. Ltd., New Delhi
- 7) M/s. Sivananda Electronics, Nashik
- 8) M/s. Super Safety Services, Mumbai
- 9) M/s. Lotus Machines Pvt. Ltd., Chandigarh

By Speed Post to all parties

& also on MPT website

Dear Sir,

Last date and time of submission of tender : 13 -10-2016 on or before 15.00 hrs.

Sub: Supply, Installation, Testing & Commissioning of Passport Reading Machine as detailed in the Technical Specification – Schedule 'A'.

Ref: Tender No. MM/NS/CME/0265 due on 13-10-2016 at 15.00 hrs.

EMD: Rs 4,000/- (Rupees four thousand only)

You are requested to furnish sealed tenders in the single cover **system** superscribed as **TENDER No.MM/NS/CME/265 due on 13.10.2016 at 15.00 hrs.**

The sealed cover superscribed as **TENDER No.MM/NS/CME/265 due on 13.10.2016** shall be opened on due date at 15.30 hrs. in the presence of authorised representatives of the tenderer's who may choose to be present at the time of opening. Tenders sent by email or by FAX will not be accepted.

Incomplete tenders will not be accepted. Tenders should be kept valid for a minimum period of 90 days from the date of opening and shall conform to the general terms and conditions of contract attached.

Tenders shall be accompanied by EMD of Rs.4,000/- (Rupees four thousand only) by Demand Draft payable to the FA & CAO, Mormugao Port Trust, Goa payable at Mormugao Harbour, Goa.

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

Thanking you.

Yours faithfully,

MATERIALS MANAGER (i/c)

Post Box No.: 170 Menezes Braganza Road, Vasco-da-Gama, Goa, 403 802

Phone: 0832- 2512721, 2513111, Fax: 0832-2514899

Web Site: www.mptgoa.com, E-Mail mm@mptgoa.com



MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION
P.O. BOX NO.170,
BAINA, VASCO-DA-GAMA, GOA.
Website: www.mptgoa.com

TERMS AND CONDITIONS

1. **Only** manufacturers or their authorized dealers are **eligible to quote for this tender**.
2. The prices should be FIRM in Indian currency on FOR destination to be supplied at our stores at Vasco-da-Gama, Goa.
3. We are not entitled for "C" or "D" form. As such, you may furnish your detailed offer with full quantum of taxes/ED applicable.
4. **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 will have to produce the Tax invoice and all other documentary evidence required for availing the CENVAT Credit. The manufacturers should confirm that they can produce all the documentary evidence required by the Excise authorities to enable Port avail CENVAT Credit. In case, they are unable to provide the documentary evidence required to avail the CENVAT Credit, their offer will be evaluated including the Excise Duty component.
5. **Payment terms:** The payment terms will be 100% within 30 days of receipt of the materials or bills whichever is later by RTGS.
6. **Validity of Offer:** Your offer should be valid for 90 days.
7. **Delivery:** We require these items within **4 weeks** of placement of order. Confirm acceptance.
8. **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 of delay. The total Liquidated Damages shall however not exceed 10% of the total basic value of the order. The total value here means the total value of the order exclusive of excise duty, taxes etc. **The date of despatch of material from your works will be considered as date of delivery for the purpose of Liquidated Damages.** Confirm acceptance.
9. **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 Government Act or Legislation or other Authority, accident, strike, riot, lock-out 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 time, 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. Requests for extension received after expiry of the delivery schedule will not be entertained.

- 10. SECURITY DEPOSIT:** Within 14 days of acceptance of the tender, the successful tenderer will have to effect a Security deposit equal to 5% of the value of the order 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 12 months from the date of receipt of order.
- 11. PERFORMANCE GUARANTEE :** In addition to the deposits specified in clause 10 above, the successful tenderers will be required to effect a further deposit of an amount equal to 10% of the value of the accepted tender as Performance Guarantee for 12 months from the date of supply. The same may be furnished by Demand Draft or Bank Guarantee. In case the Performance Guarantee is furnished by way of Bank Guarantee the same should be valid for a minimum period of 15 months from the date of supply including the claim period of 3 months.
- 12. Kindly furnish the Guarantee / Warranty applicable.**
- 13.** Kindly submit technical catalogue/leaflet alongwith your offer.
- 14.** The materials will be inspected by our engineers at our site.
- 15. Packing:** The materials should be suitably packed to withstand the hazards of transportations.

MATERIALS MANAGER (i/c)

For Tenderer use:

We have gone through all the tender terms and conditions and we hereby certify that we agree to all the above tender conditions of contract attached to the tender.

Name & Signature of tenderer with company seal.



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MATERIALS MANAGEMENT DIVISION
P.O. BOX NO.170,
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CONDITIONS OF CONTRACT

1 DEFINITIONS:-

PURCHASER means* MATERIALS MANAGER* on behalf of the Chairman of the Board of Trustees of Mormugao Port trust.

* INSPECTION OFFICER* means the person, firm or department nominated by the purchaser to inspect stores on his behalf.

***CONTRACTOR** * means the person, firm or company whose tender is accepted.

2 CONTRACT :- This contract is for the supply of stores of the description at the rate in the quotations as and at the time and place detailed in the Schedule Order.

3. **Delivery**: The contractor shall arrange deliveries of stores as detailed in supply order the time and place and the manner specified therein.

4. **DELIVERY THE ESSENCE OF THE CONTRACT**: The time given for delivery or despatch shall start from the date of receipt of order by the Contractor. The time for the date of delivery or despatch stipulated in the Schedule/Order shall be deemed to be the essence of the contract. In the event of the Contractor failing to effect delivery in the manner aforesaid, the Purchaser shall be entitled to recover from Contractor as Liquidated Damages and not as penalty a sum not exceeding 1% of the price of stores which the Contractor has failed to deliver as aforesaid for every week or part thereof during which the delivery of such stores may be delayed . The maximum liquidated damages shall however not exceed 10% of the value of the materials ordered. If the Contractor shall delay to complete the supplies or installment thereof as provided in the Schedule/Order by a period greater than 8 (eight) weeks, the purchaser may without prejudice to his claim for Liquidated Damages, terminate the contract and shall be entitled to purchase elsewhere on the account and at the cost of the Contractor, the stores which the Contractor has failed to deliver and the Contractor shall be liable for any loss or damages which the Purchaser may sustain of such failure on the part of the Contractor.

If failure to deliver the goods shall have arisen from war, insurrection, restraint imposed by Government 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 time, 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 effect the performance of the contract within a reasonable time. Requests for extension received after expiry of the delivery schedule will not be entertained.

5. **INSPECTION NOTICE** : When inspection during manufacture or before delivery is required, notice in writing shall be sent by the Contractor to the Inspection Officer, when stores are ready for inspection and no stores shall be delivered until the inspection officer has certified that the stores have been approved by him.

6. REMOVAL OF REJECTION: When any stores delivered to the consignee are rejected at the consignees depot on account of default on the part of the Contractor, they shall be removed by the Contractor within 14 days from the date of intimation of rejection to the Contractor. In case in which a contract is placed for delivery F.O.R. station of despatch, the rejected stores may be taken back by the supplier either at the consignee depot or at the station from which they were sent. In either of these cases, the Contractor elects to take back the stores at the station of despatch, the goods shall be booked on account and risk of the Contractor.
7. Payment:- Unless otherwise agreed between the purchaser and the contractor, the payment of materials will be made as detailed in the order.
8. The Administration reserves the right to accept plus or minus 10% of the quantities ordered.
9. The Administration reserves the right to accept/reject in part or in whole the tender without assigning any reason whatsoever.

CONTRACTORS SIGNATURE

MATERIALS MANAGER (i/c)

NOTE: The above format should be attached to your offer duly signed and stamped failing which your offer will be considered as incomplete and liable for rejection. Further, ensure that every page is signed and stamped.



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MATERIALS MANAGEMENT DIVISION
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TENDER FORM

To,
The Materials Manager
MORMUGAO PORT TRUST
Baina Vasco-da-Gama

I/we do hereby tender to supply and deliver to the Materials Manager of the description and quantity at the prices and in the manner detailed in the conditions of contract.

I/We agree if my /our tender if accepted in whole or in part to execute within 14 days of communication to me /us of such acceptance and agreement for the supply of such quantity as the Materials Manager may accept. I/we agree that our stamps, court fees and legal costs for the execution of the Agreement shall be borne by me/us.

I/We further agree, that if my/our tender is accepted to effect within 14 days of such acceptance a deposit with the Financial Advisor and Chief Account Officer, Mormugao Port Trust, Headland Sada, Mormugao , Goa (in cash , by Demand Draft or in the form of Bank Guarantee from any scheduled Bank) equal to 5% of the Materials for which the tender has been accepted.

I/We further agree if I/We shall decline to execute an agreement within 14 days of intimation to that effect, my/our tender may not be accepted and my/our tender deposit may be forfeited to the administration

Signature of the Contractor

Name:

Address:

Witness : 1.

2.

REMARKS :Kindly submit this form duly signed and stamped, else your offer is liable to be rejected.

SCHEDULE 'A'

TECHNICAL SPECIFICATIONS

1. PASSPORT READING MACHINE

Passport Reading Machine complete with all other accessories and configure to Computer.

Sl. No.	Specifications	
1.	Vcc	5V +/-5%
2.	Dimensions:	Length 190mm (minimum) Width 145 mm (minimum) Height 73 mm(minimum)
3.	Certifications	CE
4.	Interface	USB 2.0
5.	Resolution	Scalable resolution upto 500 dpi
6.	Image type	Visible, IR, UV
7.	Illumination	Visible, IR and UV(optional LEDs)
8.	Features	Automatic document detection, VIZ reading(optional), OCR MRZ reading, full page imaging
9.	Make	DESKO / 3M / ACCESS

MATERIALS MANAGER i/c

Name & Signature of tenderer with company seal.

SCHEDULE 'A1'**SCHEDULE OF QUANTITIES & PRICES**

Sr No	Description	Unit	Qty	Unit Rate in (Rs.)		Amount in (Rs.)
				In fig.	In words	
1.	Supply and Installation of Passport reading machine as detailed in the Technical Specification – Schedule 'A'					
	(i) Supply	No.	1			
	(ii) Installation, Testing & Commissioning.	No.	1			
Total						

(In Words Rupees _____)

_____ only)

Note: a) The offered rates shall be inclusive of all taxes except Custom Duty and Service Tax will be paid as extra as applicable. However, any new tax will be imposed by State/Central Govt. and same will be reimbursed on producing documentary proof.

b) Also indicate % breakup of Packing & Forwarding, E.D., taxes, Freight and insurance included in your prices.



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TENDER NO. MM/NS/CME/265 DUE ON 13-10-2016

PREQUALIFICATION CRITERIA

1. Only the manufacturers or their authorized dealers are eligible to quote against this tender.
2. The parties should submit at least one order copy pertaining to last seven years for having supplied similar items as per our requirement of value exceeding Rs. 2,00,000/- lakhs or two orders of value exceeding Rs. 1,25,000/- lakhs each or three orders of value exceeding Rs. 1,00,000/- each in order to qualify for this tender. The Rates should be clearly visible on the order copies submitted.
3. If the past performance of the tenderer as regards delivery or quality was found to be not satisfactory, then the tenderer's offer may not be considered for price bid opening.

MATERIALS MANAGER (i/c)

Name, company seal & signature of the tenderer

NOTE: Kindly submit the above format duly signed over your office seal along with your offer, else your offer will not be considered.

DETAILS FOR SUBMISSION BY VENDORS ALONG WITH TENDER.

A. VENDOR DETAILS OF VENDOR

1.	Name of the Organisation	
2.	Address (in detail)	
3.	Telephone no.	
4.	E-mail ID	
5.	PAN No.	
6.	Tax Identification No. (TIN)	
7.	Service Tax Registration No.	
8.	Service Tax Registration Code	
9.	CST Registration No.	
10.	Employee Provident Fund (PPF)	
11.	Employee State Insurance Scheme (ESIC) Registration No.	

B. BANK DETAILS OF VENDORS.

1.	Bank Name	
2.	Bank Branch Address (in detail)	
3.	Bank Branch Code	
4.	Bank Account No.	
5.	Bank Account Type	
6.	Magnetic Ink Character Recognizer (MICR)	
7.	IFSC Code.	