



MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION
ENGINEERING (MECHANICAL) DEPARTMENT

ADMINISTRATIVE OFFICE, IInd FLOOR,
HEADLAND-SADA, MORMUGAO, GOA – 403804.
(P.O.Box.No. 170, Vasco-da-Gama, Goa-403 802)

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

The Materials Manager Mormugao Port Trust, Headland Sada, Mormugao, Goa invites quotation from the following tenderers in the tender form hereunder super scribed as Q.No. MM/Off-Towels/0417
Due on 22.02.2017 at 15.00 hrs for the supply of materials detailed below: subject to terms and conditions therein.

- 1) M/s John & Michael, Margao
- 2) M/s Caro Distributors, Margao.
- 3) M/s S N Enterprises., Panjim.
- 4) M/s Mirah Dekor Ltd., Mumbai
- 5) M/s R.D. Maganlal & Co., Mumbai

Note:

1. In addition to the above tenderers, other tenderers registered with Materials Management Division, Mormugao Port Trust, for the tendered item/items are eligible to quote against this tender.
2. The registration form is also available on our website www.mptgoa.com. Those tenderers who wish to register can download the vendor registration questionnaire form and complete the formalities.

Date : 24/01/2017

Materials Manager



MORMUGAO PORT TRUST
ENGINEERING (MECHANICAL) DEPARTMENT
MATERIALS MANAGEMENT DIVISION

Ref. No.MM/Off-towels/

Date: 24/01/2017

To,

Dear Sir,

Last date and time of submission of tender: <u>22/02/2017</u> on or before <u>15.00 hrs.</u>
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Sub : Supply of Turkish Towels of Size 150cms (-10cms) x 75 cms (-5cms) as per Annexure 'A' & "B"

Ref: Tender No. MM/Off-TOWELS/0417 due on 22/02/2017 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 sealed and superscribed as above.** In case the two covers are inserted in a **third cover**, the third cover also **must be sealed and superscribed with the tender reference number and stating that it contains two sealed covers.**

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 duly authorised representatives of the tenderers 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.

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

MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION

ANNEXURE -A

Tender no : MM/Off-Towels/0417 due on : 22/02/2017

DETAILED TECHNICAL SPECIFICATIONS

Sr. no.	Description	Qty.
1.	TURKISH TOWELS, 100% COTTON DYED, of Superior quality yarn, SIZE: 150cms (-10cms) x 75cms (-5cms). Weight not less than 470gms, Brands: Bombay Dyeing/Weaves/Welspun	189 nos.

MATERIALS MANAGER

We hereby agree to all the above technical specifications.

Signature and Seal of Tenderer

***Note: This Annexure-A should be attached to Cover-I of your offer duly signed and stamped,
failing which your offer will be considered as incomplete and will be rejected .***

ANNEXURE-B

TENDER NO.MM/Off-Towels/ 0417 DUE ON 22/02/2017

1. Authorized dealers should submit authorization letters from their manufacturers or their authorized distributors.
2. The total FOR destination price of the towels offered should **not exceed Rs.452/-**.The tenderer should submit a certificate along with COVER-I confirming that their prices will not exceed the rate, as indicated above in the format enclosed (Annexure-C), failing which the offer will be rejected.
Kindly note that the offers for towels exceeding rate specified above, will not be considered.
3. A maximum of 2 samples of Towels indicating the count of yarn and type/make of yarn, should be submitted along with Cover – I, with shade card of colours. **Offers without samples will not be considered. If your offer is for more than one brand, clearly indicate the ‘product code’ and ‘brand’ separately.**
4. Our requirement is for Towels with shades **other than white**. Tenderers shall submit shade card of Towels offered by them from which we will select 2 shades of Towels for actual supply.
5. The quantities indicated are approximate and may vary by +/- 10%.
6. The samples of towel as per our specifications will be put up to our Tender Advisory Committee for selection. The decision of the committee as regards selection will be final.
7. **Inspection** : The towels will be inspected at our stores on receipt. The original approved towel furnished by tenderer and the sample drawn from the supplies will be compared. **We reserve the right to test the supplied samples before accepting the lot. In case supplies do not match with original sample, the entire lot will be rejected.**
8. **Packing**: Each towel should be separately packed in polythene bag.
9. The tenderers should agree to all our tender terms & conditions in Toto, else their offer will be rejected.
10. The prices should be quoted on **FOR destination** basis inclusive of taxes, duties, packing & forwarding, freight and insurance and should remain firm till the completion of supply. The tenderers shall fill in price schedule attached as per Annexure-II and submit it in Cover-II. The techno-commercial scheduled indicating the percentage of taxes/duties etc., but without indicating the prices as per Annexure-I should be submitted in Cover-I.
11. The towels should be supplied within **10 weeks** of receipt of order.
12. Our payment term is ‘100% within 30 days of receipt of materials’. Kindly indicate **complete details of your Bank for the purpose of payment by ECS/RTGS.**
13. The offer should be valid for a period of 90 days from the date of opening of tender.
14. **SECURITY DEPOSIT**: Within 14 days of acceptance of the tender, the successful tenderer will be required 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. In case the supplies are delayed the

Bank Guarantee should be extended for a further period as required. Please note that we do not accept Bank Guarantee issued by ICICI Bank.

15. **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 every 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 basic value here means the total value of the order exclusive of excise duty, taxes etc. The date of despatch of materials will be considered as date of delivery for the purpose of Liquidated Damages.
16. **FORCE MAJEURE**: In case of failure to deliver the goods in time, which shall have arisen from 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 Time, the purchaser will allow such additional time he considers reasonable provided that the contractor shall report within a reasonable time to the Purchaser or any cause as aforesaid which will or might affect the performance of the contract. Request for extension received after expiry of the delivery Schedule will not be entertained.
17. **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 along with 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.
18. **Quotations by FAX/E-mail will not be accepted under any circumstances. All quotations should be duly sealed and submitted by post/Courier or in person.**

MATERIALS MANAGER

“We hereby agree to all the above special tender terms in addition to all other terms & conditions of the tender.”

Signature of the tenderer with Company seal.

Note: Kindly submit the above Annexure ‘B’ duly signed along with cover-I of your offer in acceptance of all the terms and conditions indicated therein, else your offer will be rejected.

CERTIFICATE

To,
The Materials Manager,
Mormugao Port Trust,
Vasco-da-Gama
GOA

Sub: Tender no.MM/Off-Towels/0191 due on 27/09/2012

With reference to above, we hereby confirm that maximum F.O.R. destination unit rates quoted by us against your above mentioned tender **will not exceed Rs.452/-** for Turkish Towels of size 150cms. (-10cms) X 75 cms. (-5cms).

Date :

Signature & Seal of Tenderer

Remarks: Kindly submit this Annexure 'C' should be attached to Cover-I of your offer duly signed and stamped, else your offer will be rejected.

PREQUALIFICATION CRITERIA

- The Tenderer should submit at least one order copy pertaining to last three years for having supplied Turkish Towels similar to our requirement of value exceeding Rupees fifty thousand to qualify for this tender.
- Only manufacturers / authorized dealers/distributors are eligible to quote for this tender. The authorized dealers/distributors should submit a copy of their valid authorization alongwith the offer.

Materials Manager



MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION

TECHNO COMMERCIAL SCHEDULE
COVER I

OFFER NO.: _____ DATE: _____

TENDER NO. MM/Off-Towels/0417 DUE ON: 22/02/2017

Sr. No	Code No.	Description	Qty	E.D in %	CST in %	VAT in %	P/F in %	Freight in %	Insurance %	Others %	Brand/ Model
1.	15.05.011	Turkish Towels, 100% cotton, of superior quality yarn Size: 150cms (-10cms) x 75cms (-5cms), weight not less than 470gms. Brands: Bombay Dyeing/Weaves/Welspun	189 Nos								

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/LST-Central/Local Sales Tax, P/F-Packing & Forwarding, VAT-Value added tax
4. Mention 'NA' if taxes/duties etc are not applicable.

Date:

Name, Signature & Seal of the Tenderer



ANNEXURE- II

MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION
PRICE SCHEDULE
COVER II

OFFER NO. _____ DATE: _____

TENDER NO. MM/Off-Towels/0417 DUE ON: 22/02/2017

S r. N o	Code No.	Description	Qty.	U/ Rate (Basi c) Rs	E.D Rs.	CST Rs.	VAT Rs	P.F RS. Rs.	Freig ht Rs.	Insur ance Rs.	Othe rs Rs.	TOTAL FOR DESTINA TION PRICE Rs (a+b+c+d +e+f+g+h)	Brand/ Model quoted
				(a)	(b)	(c)	(d).	(e)	(f)	(g)	(h)		
1	15.05.011	Turkish Towels, 100% cotton, of superior quality yarn Size:150cms (- 10cms) x 75cms (- 5cms), weight not less than 470 gms Brands: Bombay Dyeing/Weaves/ Welspun	189 Nos										

1. The tenderers are requested to fill up the above details and submit the same in cover - I I
2. Offers not given in above format are liable to be rejected.

ED-Excise Duty CST-Central Sales Tax, VAT-Value Added Tax P/F- Packing & Forwarding

Date:

Name, Signature & Seal of the Tenderer