



MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION
ENGINEERING (MECHANICAL) DEPARTMENT

ADMINISTRATIVE OFFICE, IInd FLOOR,
HEADLAND SADA, MORMUGAO, GOA-403 804.
(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 superscribed as quotation No.

MM/Towels/0409 due on **21/02/2017** 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 Alps Industries, Ghaziabad
- 3) M/s R. D. Maganlal, Mumbai.
- 4) M/s Mirah Dekor, Ltd. Mumbai.
- 5) M/s S N Enterprise, Panaji.
- 6) M/s Caro Distributors, Margao.
- 7) M/s. Ichalkaranji Textiles, Yadrav.

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 : 23/01/2017

Materials Manager

MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION

Ref. No:

Date: 19/01/2017

To,

Dear Sir,

Last date and time of submission of tender: 21/02/2017 on or before 15.00 hrs.

Sub : Supply of Turkish Towels as per Annexure A &B
Ref: Tender No MM/Towels/0409 due on 21/02/2017 at 15.00 hrs.

EMD : Rs. 15,000(Rupees fifteen thousand only)

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 authorised 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 shall be accompanied by EMD of Rs.15,000/ (Rupees fifteen thousand only) by Cash or Demand Draft payable to the FA & CAO, Mormugao Port Trust, Goa payable at Mormugao Harbour, Goa . The Earnest Money Deposit can also be deposited in cash at Cash Section, MPT Administrative Office, Headland Sada. Incomplete tenders or tenders without EMD in cover marked "Techno Commercial Offer" - Cover I 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.

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

ANNEXURE –A

TECHNICAL SPECIFICATIONS

TENDER NO. MM/TOWELS/0409

DUE ON : 21/02/2017

SR. NO.	DESCRIPTION	QUANTITY (APPROXIMATE)
1.	TURKISH TOWELS 100% COTTON DYED, SIZE 150 cms. X 75 cms. Weight not less than 500 gms.	1510 nos.
2.	TURKISH TOWELS 100% COTTON DYED, SIZE 150 cms. X 75 cms. Weight not less than 400 gms.	339 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/TOWELS/0409**DUE ON : 21/02/2017****TENDER CONDITIONS**

1. Only reputed mills or their authorized dealers should quote against this tender. Authorized dealers should submit authorisation letter from the manufacturers.
2. The total landed unit price of the towels offered to our stores at Vasco-da-Gama, Goa, should **not exceed Rs.420/-** for Turkish towels of size 150 cms. X 75 cms. (Item 1) and should **not exceed Rs.357/-** for Turkish towels of size 150 cms. X 75 cms, (Item 2). The tenderer should submit a certificate alongwith COVER-I confirming that their prices will not exceed as indicated above and in the format enclosed (Annexure-C), failing which the offer will be rejected.
Kindly note that the offers for towels exceeding above rates will not be considered.
3. A maximum of 2 types of samples each for either size of Towels may be submitted alongwith Cover – I, with shade card of colours. **Offers without samples will be rejected outright. If the offer is for more than one Brand, clearly indicate the type and brand offered separately.**
4. The quantities indicated are approximate and may vary by +/- 10%.
5. **The samples of towels as per our specifications will be put up to our Uniform Committee for selection. The decision of the Uniform committee as regards selection will be final.**
6. **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. **In case supplies do not match with original samples, the entire lot will be rejected.**
7. Each towel should be separately packed in polythene bag and the towel should have the brand name clearly indicated.
8. The tenderers should agree to all our tender specifications, terms & conditions in toto, else their offer will be rejected.
9. **PRICES:** 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.
10. **DELIVERY:** The towels should be supplied within **8 weeks** of receipt of order.
11. **PAYMENT:** Our payment term is '100% within 30 days of receipt of materials'.
12. **VALIDITY:** The offer should be valid for a period of 60 days from the date of opening of tender.
13. **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.
14. **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 dispatch of materials will be considered as date of delivery for the purpose of Liquidated Damages.

15. **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.
16. **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.
17. **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.**
18. To claim exemption from submitting EMD, 'EMD exemption Certificate' from SSI/MSME/NSIC or any empowered Central/State Government Authority shall be submitted along with Cover-I of the tender.

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: This Annexure 'B' 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.

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 3 lakhs in order to qualify for this tender.
- Only manufacturers or their authorized dealers are eligible to quote for this tender. The authorized dealers should submit a copy of their valid authorization letter alongwith the offer.

MATERIALS MANAGER

CERTIFICATE

To,
The Materials Manager,
Mormugao Port Trust,
Headland Sada
GOA-403802

Sub: Tender no.MM/UNIF/TOWELS/0409 due on 21/02/2017

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:**

- (I) **Rs.420/-** for Turkish towels of size 150 cms. X 75 cms .and weight not less than 500 gms. (Item 1).
- (II) **Rs.357/-** for Turkish towels of size 150 cms. X 75 cms. and weight not less than 400 gms. (Item 2).

Date:

Signature of Tenderer with Company Seal.

Note : This Annexure 'C' 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.



MORMUGAO PORT TRUST
MATERIALS MANAGEMENT DIVISION

TECHNO COMMERCIAL SCHEDULE

COVER I

OFFER NO.: _____ DATE: _____

TENDER NO. MM/Towels/0409 DUE ON: 21/02/2017

Sr. No	Co de No.	Description	Qty.	E. D in %	CST in %	L.S. T. in %	P/F in %	Freight in %	Insur-ance %	Oth-ers, %	Brand / Model
1.	-	Turkish Towels 100% cotton of size 150X75cms. (500gms)	1510 nos.								
2	-	Turkish Towels 100% cotton of size 150X75cms. (400 gms)	339 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/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/Towels/0409 DUE ON: 21/02/2017

Sr. No	C o d e N o.	Description	Qty.	U/ Rate (Basic) Rs (a)	E. D Rs. (b)	CS T Rs. (c)	L.S .T. Rs (d).	P.F RS. Rs. (e)	Frei ght Rs. (f)	Insur ance Rs. (g)	Othe rs Rs. (h)	TOTAL FOR DESTI NATION PRICE Rs (a+b+c +d+e+f +g+h)	Brand/ Model
1.	-	Turkish Towels 100% cotton of size 150X75cms. (500gms)	1510 nos.										
2	-	Turkish Towels 100% cotton of size 150X75cms. (400 gms)	339 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.

3. ED-Excise Duty

CST-Central Sales Tax,
VAT – Value Added Tax.

P/F- Packing & Forwarding

Date:

Name, Signature & Seal of the Tenderer