

MUMBAI PORT AUTHORITY
General Administration Department
Welfare Division

Tender No. GP/X/2024/10 - General Provisions

NOTICE INVITING TENDER

1. Invitation

- 1.1 Online e-Tenders are invited by the General Administration Department, Welfare Division on behalf of Trustees of the Port of Mumbai (also referred to as Mumbai Port Authority) for supply of raw materials to the Mumbai Port Authority Departmental Canteens for the period of 8 months commencing from August 2024 to March 2025.
- 1.2 Interested eligible tenderers may obtain further information and inspect the tender documents at the e-Procurement website [https:// www.eprocure.gov.in](https://www.eprocure.gov.in). This website can also be accessed by clicking the link at MbPA's Website <http://www.mumbaiport.gov.in>.
- 1.3 The downloading and submission of Tender Documents shall be carried out as mentioned in the Tender Document and instructions at e-Procurement website <https://eprocure.gov.in>.
- 1.4 Pre bid replies/addendum/ amendments/ errata etc. will be made available at the e-Procurement website <https://eprocure.gov.in> and tenderers are requested to check and download the same for submission. This website can also be accessed by clicking the link at MbPA's Website <http://www.mumbaiport.gov.in>.

2. Tender Activity Sheet

Tender Publishing and Download of Tender Documents	15.07.2024 at 11:00 am
Pre-Bid Meeting date and time	22.07.2024 at 03.30 pm at Officers' Canteen, Gr. Floor, Vijaydeep Bldg., S.V. Marg, Ballard Estate, Mumbai - 400001
Last date of submission of Online bid (Bid submission end date) & samples	05.08.2024 till 12:00 noon
Last date of Submission of Tender Fee and EMD	05.08.2024 till 12:00 noon Online payment through payment gateway at https://eplatform.mbptedi.gov.in
Tender Opening Date	07.08.2024 at 02:00 pm
Validity of Offer	90 days from opening of Tender.
Earnest Money Deposit	Rs.23,650.00 (Rupees Twenty Three Thousand Six Hundred Fifty only). Tenderer shall visit https://eplatform.mbptedi.gov.in for making the payment of Tender Fee & EMD.

Note: Mumbai Port Authority reserves the right to change any of the above details at its sole discretion.

3. Scope of Work

- 3.1 Contractors are required to supply the raw material as listed in **BOQ schedule-X** at the Central Godown, MbPA at ground floor of Bhandar Bhavan, Mazgaon, Mumbai-400 010 as requisitioned by the Godown Keeper as and when required. Generally one order per month having various items is placed by godown keeper. The contractor should supply the material with quality, standard as described in the Annexure-8 and BOQ schedule-X at the rate quoted and accepted by MbPA, after evaluation with compliance of all tender conditions/contract conditions prevailed in the clause/document. Materials should be as per the approved brand if specified. Whenever applicable the supply should be as per sample approved by the committee.

4. Purchase of Tender

- 4.1 The tender document can be downloaded from the Mumbai Port Authority web site <http://www.mumbaiport.gov.in> and the CPP Portal at www.eprocure.gov.in The tenderers are required to pay Rs. 525/- (Rupees Five Hundred and Twenty-Five Only) towards the cost of the Tender Document, through the payment gateway as detailed in Appendix 1 (Instructions for online bid submission). The above charges are inclusive of 5% GST and are **Non-Refundable.**)
- 4.2. The downloading of Tender Documents shall be carried out strictly as provided on the website/ CPP Portal. No editing, addition/ deletion of the contents of the tender set shall be permitted. If any discrepancy is noticed at any stage between the MbPA's printed tender document and the one submitted by the tenderer, the MbPA's printed tender document shall prevail.
- 4.3 Tenderers who are registered Micro and Small Enterprises as classified by Central Government in terms of the Section 7 of MSME Development Act, 2006 and Registered with District Industries Centres or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other Body specified by Ministry of Micro, Small and Medium Enterprises shall be eligible for issue of tender document free of cost and exemption from payment of EMD.
- Under MSE category, only manufacturer for goods and services providers for services are eligible for exemption from EMD & Tender fee. Traders are excluded from the purview of this policy.
- 4.4 The tenderer shall be entirely responsible to download the corrigenda/addenda/amendments/clarifications/extensions of tender due date etc. if any issued by the MbPA, from website/CPP Portal before submission of his offer of the tender document.

- 4.5 Since the Tender set is non-transferable, the tenderer who is making the online payment, should only utilize the same for submitting his/her own Tender on CPP portal
- 4.6 The tenders shall remain valid for a period of 90 days from the date of opening of Tender.

Manager (HR)
Mumbai Port Authority