



MUMBAI PORT AUTHORITY
Estate Division

No.Estate/Tender No. 1/2024/1295 dated 22.07.2024

NOTICE INVITING TENDER

1. Digitally signed and uploaded online bids in Single Cover System are invited by the Chief Engineer (HOD) on behalf of the Board of Mumbai Port Authority (also referred to as Mumbai Port Authority) from the experienced, resourceful firms for the following work :

Sr No	Tender No. and Description of Work	Cost of Tender Set Incl. 5% GST	Earnest Money Deposit (Rs.)	Publishing Date
			Estimated Cost of Work (Rs.)	Bid Submission End Date (DUE DATE)
				Tender Opening Date
1	<u>Tender No.:</u> <u>Estate.1/2024</u> Providing on hire basis, maintaining and operating photocopy machine at Estate Division,Mumbai Port Authority, for a period of Two Years.	Rs.3150/-	Rs.32,000/-	24.07.2024
			Not Available	13.08.2024 at 15:00 hrs.
				14.08.2024 at 15:00 hrs.

2. Interested eligible tenderers may obtain further information and inspect the tender documents at the e-Procurement website <https://eprocure.gov.in/eprocure/app> This website can also be accessed by clicking the link at MbPA's Website <http://www.mumbaiport.gov.in>.

3. The downloading and submission of Tender Documents shall be carried out as mentioned at Instructions for Online Bid Submission in the Tender and instructions at e-Procurement website <https://eprocure.gov.in>. No editing, addition/ deletion of matter shall be permitted.

4. Pre bid replies/addendum/ amendments/ errata if any 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>.

5. The bidder has to submit his offer online at the e-procurement website <https://eprocure.gov.in> using valid Digital Signature Certificates. As tender submission is online on CPP portal, the payment of Tender Fee and EMD can be done online. Tenderer shall visit <https://eplatform.mbpsedi.gov.in> for making the payment for Tender Fee and EMD and choose the option “**Latest Tenders**” on the dashboard. After selecting the relevant tender, the tenderer can make online payment after entering the basic details of bank for refund purpose, the receipt generated as PDF file of Tender Fee and EMD shall be uploaded by the tenderer on CPP Portal under relevant option as a proof for the payment, failing which Tender will not be opened. The details of bank payment reference number and payment date also need to be entered while uploading in the relevant fields. 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.

6. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions are given in the Tender Set to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

7. The folder containing online receipt for tender Fees, EMD and Online Bid uploaded at <https://eprocure.gov.in> will be opened as per Bidding Schedule in the presence of tenderers or their representatives who may wish to be present. **Bids of the tenderer will not be opened in case the Tender fee is not submitted in the form and manner described above**

8. Tenderers may please note that if the offers are not received according to the instructions detailed herein, the same may be liable for rejection. Any corrections and remarks shall be either type written or must be in ink and duly authorized.

9. The tenders shall remain valid for a period of **90** days from the opening of technical bid.

10. Price Bid: The bidder shall submit his offer in BOQ online in the format provided in Price Bid. The BOQ is given in .xls file with the tender document, the same is to be downloaded and filled by the bidder. The .xls file published at CPP Portal is only to be submitted without any addition or alteration to the file. The bidder should submit the filled BOQ according to the Instructions for Online Bid Submission and instructions at e-Procurement website <https://eprocure.gov.in>.

11. The successful Contractor shall comply fully with all Central and State laws dealing with the employment of persons, apprentices etc. including the Employment of Children Act, 1938, Payment of Wages Act, 1936, the Workmen's Compensation Act, 1923, the Factories Act, 1948, the Minimum Wages Act, 1948, Dock Labour Regulations, Contract Labour (Regulation and Abolition) Act 1970. Employees Provident Fund Act (EPF), ESIC regulations and any statutory amendment or re-enactment thereof for the time being in force.

12. Tenderers who are registered with: -
- i. District Industries centers (DICs)
 - ii. Khadi & Village Industries commission (KVIC)
 - iii. Khadi & Village Industries Board (KVIB)
 - iv. Coir Board
 - v. National Small Industries Corporation (NSIC), Govt. of India enterprises under "Single Point Registration Scheme" of Ministry of MSME
 - vi. Directorate of handicrafts and handloom
 - vii. Any other body specified by Ministry of Micro Small & Medium Enterprises (MoMSME)
 - viii. Udyam Registration certificate (URC).

Under the public procurement policy with effect from 18.9.2015, bidders are eligible for availing benefits of exemption of cost of tender fee and EMD. They are required to submit documentary proof of such registration along with the offer, for claiming the exemptions else their offer will not be considered valid.

Activity of Photocopying/ Xeroxing work should be mentioned in the certificate, else the Bids will not be considered for evaluation.

Note : Tenderer is responsible to download Tender document and Addendums/ Amendments/ Errata/ Replies to the queries of the Party etc., if any, issued by MbPA, from the website before submission of the Tender. Any shortfall in submission of the said Addendums/ Amendments / Errata/ Replies to the queries of the Party etc. along with the downloaded documents while submitting the Tender then such offer may not be considered.

Sd/-
Estate Manager