

NEW MANGALORE PORT AUTHORITY
MARINE DEPARTMENT

Tender No. **NMPA/PFS/2025/007** dated 14-03-2025

NIT No. **NMPA/PFS/2025/007** dated 14-03-2025

E-Tender No. 2025_NMPT_853327_1



TENDER DOCUMENT
FOR

**“REFILLING OF DIFFERENT
TYPES OF FIRE
EXTINGUISHERS”**

Estimated Amount	₹2,12,730/- Excluding GST
E.M.D	₹5,000/-
Tender Fee	₹560/-

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IMPORTANT INSTRUCTIONS TO THE BIDDERS FOR THE E-SUBMISSION OF THE BIDS ONLINE THROUGH CENTRAL PUBLIC PROCUREMENT PORTAL

This is an **E-Tender** event of **NMPA**. You are requested to read the terms & conditions of this tender before submitting your online tender. **BIDDERS** who do not comply with the conditions with documentary proof (wherever required) will not qualify in the Tender for opening of price bid.

1	Bidder should do Online Enrolment in the Portal using the option Click Here to Enroll available in the Home Page. Then the Digital Signature enrollment has to be done with the e-token, after logging into the portal.
2	Bidder then logs into the portal giving user id / password chosen during enrollment.
3	The e-token that is registered should be used by the bidder and should not be misused by others. The bidder participating in the tender shall upload the tender in CPP website. If the tender uploaded by any other firm, the tender shall be rejected summarily.
4	DSC (Digital Signature Certificates) once mapped to an account cannot be remapped to any other account. It can only be inactivated.
5	The Bidders can update well in advance, the documents such as certificates, purchase order details etc., under My Documents option and these can be selected as per tender requirements and then attached along with bid documents during bid submission. This will ensure lesser upload of bid documents.
6	After downloading / getting the tender schedules, the Bidder should go through them carefully and then submit the documents as per the tender document; otherwise, the bid will be rejected.
7	The BOQ template must not be modified / replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for that tender. Bidders are allowed to enter the Bidder Name and Values only.
8	If there are any clarifications, this may be obtained online through the e-Procurement Portal, or through the contact details given in the tender document. Bidder should take into account of the corrigendum published before submitting the bids online on http://eprocure.gov.in/eprocure/app or www.newmangalore-port.com Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender schedule and they should be in PDF formats.
9	Bidder should arrange for Tender Fee and EMD as specified in the tender. The proof of payments made towards Tender Fee and EMD to be submitted along with technical bid.

10	The bidder should read the terms and conditions and accept the same to proceed further to submit the bids.
11	The bidder has to submit the tender document(s) online well in advance before the prescribed time to avoid any delay or problem during the bid submission process.
12	There is no limit on the size of the file uploaded at the server end. However, the upload is decided on the Memory available at the Client System as well as the Network bandwidth available at the client side at that point of time. In order to reduce the file size, bidders are suggested to scan the documents in 75-100 DPI so that the clarity is maintained and the size of file gets reduced. This will help in quick uploading even at very low bandwidth speeds.
13	It is important to note that, the bidder has to click on the Freeze Bid Button, to ensure that, he/she completes the Bid Submission Process. Bids, which are not frozen, are considered as Incomplete/Invalid bids and are not considered for evaluation purposes.
14	The Tender Inviting Authority (TIA) will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues.
15	The bidder has to upload the Technical bid in full shape in CPP Website only. The documents uploaded in CPP website should be legible, otherwise it will be treated as invalid document. The PRICE BID HAS TO BE UPLOADED IN CPP WEBSITE ONLY in the respective event and NO HARD COPY FOR PRICE BID WILL BE ACCEPTED.
16	At the time of freezing the bid, the e-Procurement system will give a successful bid updating message after uploading all the bid documents submitted and then a bid summary will be shown with the bid no., date & time of submission of the bid with all other relevant details. The documents submitted by the bidders will be digitally signed using the e-token of the bidder and then submitted.
17	After the bid submission, the bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid. The bid summary will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening event.
18	Successful bid submission from the system means, the bids as uploaded by the bidder is received and stored in the system. System does not certify for its correctness.
19	The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected.

20	The time that is displayed from the server clock at the top of the tender Portal, will be valid for all actions of requesting bid submission, bid opening etc., in the e-Procurement portal. The Time followed in this portal is as per Indian Standard Time (IST) which is GMT+5:30. The bidders should adhere to this time during bid submission.
21	The bidders are requested to submit the bids through online e-Procurement system to the Tender Inviting Authority (TIA) well before the bid submission end date and time (as per Server System Clock).
22	Tender Fee and EMD shall be submitted with the Part I- Technical BID. BID submitted without fees, as mentioned above will not be considered for evaluation and shall be rejected summarily.
23	The EMD of un-successful Bidders shall be refunded only after the contract has been awarded to the successful Bidder. No interest shall be paid on the EMD. The EMD of successful Bidder will be released/ Refunded upon the Bidder's accepting the award & signing the Agreement, and furnishing the Contract Performance Security/Bank Guarantee. No interest shall be paid on the EMD.
24	If the successful bidder fails to sign the AGREEMENT within the stipulated time, the contract shall be cancelled and EMD shall be forfeited as per Clause No. 5 of GCC .
25	The bidder/Tenderer/contractor shall file the applicable returns with Tax departments in time and submit the same as documentary proof.
26	The GST applicable shall be paid extra as applicable.
27	While imposing penalty GST shall be collected.
28	A. Techno-Commercial bid will be opened electronically on specified date and time as given in the NIT. Bidder can witness opening of bid. B. Price bid will be opened electronically of only those bidder(s) whose Techno-Commercial Bid is found to be Techno-Commercially acceptable by NMPA . Such bidder(s) will be intimated date of opening of Price bid, through valid email confirmed by them.
29	All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.
30	No deviation to the technical and commercial terms & conditions are allowed.
31	After submitting online bid, the bidder cannot access the tender, once it has been submitted with digital signature.
32	A. Please note that there is no provision to take out the list of parties downloading the tender document from the website mentioned in NIT. As such, BIDDERS are requested to see the website once again before

	<p>the due date of tender opening to ensure that they have not missed any corrigendum uploaded against the said tender after downloading the tender document. The responsibility of downloading the related corrigenda, if any, will be that of the downloading parties.</p> <p>B. No separate intimation in respect of corrigendum to this NIT (if any) will be sent to BIDDER (s) who have downloaded the documents from website. Please see websites of NMPA / CPP.</p>
33	<p><u>PRE-BID QUERIES</u></p> <p>i. Upload their questions/queries in the CPP Website.</p> <p>ii. The bidder can also submit the queries in writing to The Dy. Conservator, Marine Department, NMPA, well in advance through e-mail: dyconservator@nmpt.gov.in / me-section@nmpt.gov.in.</p> <p>iii. The pre-bid queries will be received up to 21-03-2025 at 1500 hours. Pre-bid queries will not be entertained after the cutoff date & time.</p> <p>iv. Minutes of the meeting, including the text of the questions raised (without identifying the source of enquiry) and the responses given will be published in Port and CPP websites. Non-submission of Pre-bid queries will not be a cause for disqualification of a Bidder.</p>
34	NMPA has the right to cancel this e-tender or extend the due date of receipt of bid(s) without assigning any reason thereof.
35	The online tender should be submitted strictly as per the terms and conditions and procedures laid down in the website <u>www.eprocure.gov.in/eprocure/app</u> of CPP Portal .
36	The BIDDERS must upload all the documents required as per terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.
37	The bid will be evaluated based on the filled-in Technical & commercial formats.
38	The documents uploaded by bidder(s) will be scrutinized. In case any of the information furnished by the bidder is found to be false during scrutiny, tender liable to be rejected.
39	<p><u>Nodal Officer:</u> The Fire cum Assistant Safety Officer, Marine Department, New Mangalore Port Authority, Panambur-575010, Mangalore, e-mail id: somayyanai.k@nmpt.gov.in , Ph: 0824-2407488</p>
40	BOQ format available in “BOQ” Section of CPP website.

NEW MANGALORE PORT AUTHORITY

MARINE DEPARTMENT

NOTICE INVITING TENDER (NIT)

NIT No. **NMPA/PFS/2025/007**

Date: **14-03-2025**

Title of Work **“REFILLING OF DIFFERENT TYPES OF FIRE EXTINGUISHERS”**

The Deputy Conservator, New Mangalore Port Authority invites **e-Tenders in Two Bid system** (Technical Bid and Price Bid) on behalf of New Mangalore Port Authority (NMPA), from the reputed, bonafide, resourceful & experienced firms for the subject Work.

Details of Estimated cost, Tender fee, EMD and Schedule of Tender (SoT) for participation in this tender are given below:

1	TENDER No.	NMPA/PFS/2025/007 dated 14-03-2025	
2	MODE OF TENDER	e-Tender System (Online – Two Cover System) through e-procurement portal www.eprocure.gov.in/eprocure/app	
3	e-Tender No.	2025_NMPT_853327_1	
4	Estimated cost	₹2,12,730/- Excluding GST	
5	Earnest Money Deposit as per Clause No. 2.6 (a) of ITB	₹5,000/-	
6	Tender Fee	₹560/- (500 + 12% GST) Non-refundable.	
7	Date of NIT available to parties to download	14-03-2025	at 1100 hrs

8	Date of Starting of online Pre-bid queries	14-03-2025	at 1100 hrs
9	Date of Closing of online Pre-bid queries	21-03-2025	at 1500 hrs
10	Date of Starting of e-Tender for submission Bid on line at www.eprocure.gov.in/eprocure/app	21-03-2025	at 1000 hrs
11	Date of closing of e-Tender for submission of Bid.	03-04-2025	at 1500 hrs
12	Date & Time of opening of Technical Bid.	04-04-2025	at 1530 hrs
13	Date & Time of opening of Price Bid.	To be communicated separately by email.	
14	Work Contract period	30 days from the date of commencement of work.	
15	Validity of Tender	120 days from the date of opening of Technical Bid.	

Note: Amendments to the tender (if any) will be issued only through website **www.newmangaloreport.gov.in** and on CPP Portal (Central Public Procurement Portal) **www.eprocure.gov.in/eprocure/app**.

Sd/-
Deputy Conservator
New Mangalore Port Authority

NEW MANGALORE PORT AUTHORITY

MARINE DEPARTMENT

Minimum Qualification Criteria of the bidders (MQC):

1.1 AVERAGE ANNUAL TURNOVER
Average Annual Financial Turnover during the last three years ending **31st March 2024**, should be at least **₹63,819/-**.
Bidders have to submit the following:
Audited Financial Statements for the last three financial years [2021-22, 2022-23 and 2023-24] i.e. balance sheets, profit and loss statements, duly sealed and signed by **Chartered Accountant**.

1.2 The BIDDER shall have **SUCCESSFULLY COMPLETED Similar Works in India DIRECTLY (Subcontract work will not be considered for Pre-Qualification) in Port Sector (Govt.) / Port Sector (Private) / Central Govt. / State Govt. / Private Company / PSUs** during last **07 (SEVEN) years** ending on **last day of month previous to the one in which tenders are invited**, should be either of the following:

One similar completed work costing not less than (OR)	₹1,70,184/- excluding GST
Two similar completed works each costing not less than (OR)	₹1,06,365/- excluding GST
Three similar completed works each costing not less than	₹85,092/- excluding GST
Bidder should have GST registration and copy of same to be submitted.	

"Similar Work" means

“Refilling of Fire Extinguishers” OR “Maintenance and installation of Fire Extinguishers”.

The BIDDERS shall enclose the self-certified copy of supporting documents, if not, originals to fulfill the eligibility criteria for **Minimum Qualification Criteria viz. LOA/Work Order/Agreement** copies for similar works, **Satisfactory Work Completion Certificates** from client’s letter head (**Not in bidder’s letter head**) indicating **contract period & Total executed contract value excluding GST.**

INSTRUCTIONS TO BIDDERS (ITB)

2.1 E-Tenders in **Two Cover system** are invited from the reputed, bonafide, resourceful & experienced firms for the work of “**Refilling of different types of Fire Extinguishers**”.

2.2 TENDER SUBMISSION:

a) **Technical Bid** shall contain all the documents as per **clause 2.16 of ITB**. The proof of payments made towards **Tender Fee** and **EMD** (receipt of NEFT / RTGS / SBI collect) to be submitted along with technical bid.

If the bidder is submitting EMD in the form of **Bank Guarantee / Insurance Surety Bonds / Account Payee Demand Draft / Banker’s Cheque**, then the **Original document (hard copy)** for the same shall be submitted prior to cut off date and time of **Technical Bid opening**.

b) **Price Bid** shall contain only the **Price schedule** in the prescribed form given in this Tender Document. **Price Bid only through ONLINE**. Any condition imposed in the Price Bid shall make the Tender liable for out-right rejection. **Technical Bid should not contain Price Bid. “Disclosure / indication of Price in the Technical Bid shall render the tender disqualified and rejected”**.

2.3 LAST DATE FOR SUBMISSION OF TENDER:

The last day for submission of tender is **03-04-2025**. **NMPA** may at its sole discretion reserves the right to extend the date for receipt of tender.

2.4 AUTHORITY IN SIGNING TENDER DOCUMENTS

i The tender, if submitted on behalf of a Partnership Firm should be signed either by all the partners or some of the partners or other person/s holding a valid “**Power of Attorney**” from other partners or all the partners constituting the firm. Each partner shall be fully responsible for any non-compliance of Terms and conditions.

ii In case of a Company, the Tender Document along-with Pre-bid Clarifications, Corrigendum, Addendums etc. should be signed by a person holding a valid “**Power of Attorney**” as per **Annexure-6** or **firm’s Power of Attorney** executed in his favour in accordance with the constitution of the Company.

- iii **Original document (hard copy) of Power of Attorney** shall be submitted prior to cut off date and time of **Technical Bid opening**, if the bidder is executed **Power of Attorney** as per **Annexure-6**.
- iv The **Proprietorship firm** need not submit “**Power of Attorney**”. However, firm has to submit the **Declaration** as per **Annexure-8**.

2.5 **BIDDER TO INFORM HIMSELF FULLY**

- i The BIDDER is expected to examine carefully the contents of all the documents provided like Instructions to the BIDDERS, General Conditions of Contract, Scope of work and Specifications etc. Failure to comply with the requirements of the tender will be at the BIDDERS own risk. The BIDDER to ensure to make a complete and careful examination of requirements and other information set out in the tender document.
The BIDDER shall be deemed to have, visited the site and surroundings and have obtained all necessary information in all the matters whatsoever that might influence while carrying out the Works as per the conditions of the tender and to satisfy himself to sufficiency of his tender etc.
- ii The BIDDER is advised to acquaint himself with the job involved at the site, like communication facilities, laws and bye laws in force from Government of Karnataka and Govt. of India;, and other Statutory bodies, **NMPA** Rules and Regulations as well as CISF regulation for the issue of passes and collect all information that may be necessary for preparing and submitting the tender and entering into Contract with **NMPA**.
- iii BIDDER shall bear all costs associated with the preparation and submission of his tender and **NMPA** will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the tendering process.
- iv The BIDDER and/or his representatives will be granted permits to visit the site for the purpose of inspection, on receipt of a formal written request. The BIDDER will be fully responsible for any injury (whether fatal or otherwise) to himself or his representatives for any loss or damage to property or for any other loss, damage, costs and expenses whatsoever caused which but for the granting of such permission would not have arisen.

2.6 EARNEST MONEY DEPOSIT (EMD)

- a The tender shall be accompanied by Earnest Money Deposit of **₹5,000/-** in the form of **Insurance Surety Bonds** or **Account Payee Demand Draft** or **Banker's Cheque** or **Bank Guarantee** from any of a **Scheduled Bank** or **payment online** in an acceptable form, which is stipulated in the tender.

In case bidder claims exemption of **Tender Fee** and **EMD** as Micro and Small Enterprises (MSE), the bidder shall upload proof of their being MSE registered with District Industries Centre (DIC) or Khadi and Village Industries Commission or Khadi and Industries Board (KVIB) or Coir Board or National Small Industries Corporation (NSIC) or Directorate of Handicrafts and Handlooms or **Udyam Registration Certificate** or any other body specified by the Ministry of MSME.

- b EMD in the form of Bank Guarantee (as per **Form -5**) shall have a validity period of **04 months** and claim period of **03 months**.
- c In the event of BIDDERS withdrawing his tender before the expiry of tender validity period of **120 days** from the date of opening of Technical Bid, the tender shall be cancelled and EMD shall be forfeited.
- d The Earnest Money Deposit of **unsuccessful BIDDERS** shall be returned without interest as early as possible on award of Contract to the **successful BIDDERS**. The Earnest Money Deposit of the successful BIDDERS shall be refunded (without interest) only on receipt of Performance Guarantee as stipulated in the tender **Clause 15 of GCC**.
- e In the event of forfeiting the **EMD, GST** as applicable shall be collected.

2.7 ACCEPTANCE OF TENDER:

NMPA reserves the right to accept or reject all or any tender without assigning any reasons and does not bind themselves to accept the **lowest offer**.

2.8 TENDER VALIDITY:

The tender shall remain valid for acceptance for a period of **120 days** from the date of opening of **Technical Bid**. **NMPA** reserves their right to extend the period of validity for a specific time. The request and the response, there to, shall be made in writing by post or by Fax/ email. A bidder may refuse the request without forfeiting his EMD.

However, in the event of the tenderer agreeing to the request; he shall not be permitted to modify his tender and also shall submit an extension of EMD, if it is submitted in the form of Bank Guarantee. **In case if there is a delay in opening of technical bid, sufficient time would be given for extension of BG (EMD) accordingly.**

2.9 AMENDMENTS

- i At any time, prior to the last date for submission of tenders, **NMPA** reserves the right to amend and modify the tender document by issuing Addendum/Corrigendum which shall be uploaded in the CPP/PORT Websites.
- ii The Addenda/Corrigenda so issued shall form part of the tender document and shall be binding upon the BIDDERS. NMPA may at their discretion, extend the last date for submission of the tender, to enable the BIDDERS to have reasonable time to submit their tender after taking into consideration such amendments, which shall also be uploaded to the Websites. **The BIDDER shall acknowledge receipt of such Addenda/Corrigenda and upload the same along with his Tender duly signed and sealed in all pages.**

2.10 ERRORS IN THE TENDER DOCUMENT:

- i Tender shall be prepared, signed and uploaded only by that Firm/Corporation in whose name the tender documents have been issued. The tender shall be typed or written in indelible ink and all pages of the tender shall be signed.
- ii The BIDDER shall submit complete tender and the same shall be without alterations, interlineations or erasure except those to accord that instructions issued by the **NMPA** or as may be necessary to correct errors made by the BIDDERS. Person or persons signing the tender shall initial all such cancellations, alterations or amendments. If any discrepancy found in figures and words in the Price Schedule the rate quoted in words shall supersede the figures. In the event of any difference between the unit rate and the total amount stated therein, the unit rate should be reckoned as the correct one.

2.11 LANGUAGE OF TENDER :

The Tender submitted by the BIDDER and all correspondence and documents relating to the Tender exchanged by the BIDDER and the **NMPA** shall be written in the **English language**. Any printed literature, other than English language, shall be accompanied by an English translation, in which case, for purpose of interpretation of the tender, the English translation shall govern.

2.12 MODIFICATION, SUBSTITUTION AND WITHDRAWAL OF PROPOSAL:

No offer shall be modified, substituted or withdrawn by the BIDDER after the closing time on due date. Withdrawal of a proposal during the interval between closing time on proposed due date and expiry of the proposal validity period would result in cancellation of bid.

2.13 CURRENCY

Prices shall be quoted in **Indian Rupees only** and all payments will be made in **Indian Rupees**.

2.14 CONTRACT WORK

The work to be carried out (hereinafter referred to as "the Contract Works") and the Price for the same (hereinafter called "the Contract Price") shall include the Work described in the Tender Documents with particular reference to the specifications, schedules, etc. annexed hereto.

2.15 CONTRACT PRICE

The BIDDER shall fill up the Price Schedules against Bill of Quantities in CPP Portal as detailed in **Annexure -9**. Prices quoted by the BIDDER shall be firm, fixed and valid till completion of the Contract and will not be subject to variation on any account.

2.16 TECHNICAL BID

The Technical Bid shall be uploaded with the following documents **duly sealed and signed in all pages**.

1 **Tender Fee and EMD:**

a) The tender shall be accompanied by Tender Fee of **₹560/-** through **NEFT / SBI collect**, which is stipulated in the tender. **The tender not accompanied with Tender fee shall be treated as invalid and rejected summarily.**

b) The tender shall be accompanied by Earnest Money Deposit of **₹5,000/-** through **RTGS / NEFT / SBI collect / Bank Guarantee / Insurance Surety Bonds / Account Payee Demand Draft / Banker's Cheque**, which is stipulated in the tender. **The tender not accompanied with EMD shall be treated as invalid and rejected summarily.**

In case bidder claims exemption of **Tender Fee** and **EMD** as Micro and Small Enterprises (MSE), the bidder shall upload proof of their being MSE registered with District Industries Centre (DIC) or Khadi and Village Industries Commission or Khadi and Industries Board (KVIB) or Coir Board or National Small Industries Corporation (NSIC) or Directorate of Handicrafts and Handlooms or **Udyam Registration Certificate** or any other body specified by the Ministry of MSME.

2	Tender Document along-with Pre-bid Clarifications, Corrigendum, Addendums if any, to be submitted duly initialed on each page with company's seal as token of acceptance of Tender Conditions & Specifications as per Clause No.2.4 of ITB.
3	Power of Attorney as per Annexure -6 or Firm's Power of Attorney to be submitted. The Proprietorship firm need not submit " Power of Attorney " however, firm has to submit the Declaration as per Annexure- 8 .
4	Audited Financial Statements for the last three financial years [2021-22, 2022-23 and 2023-24] i.e. balance sheets, profit and loss statements, duly sealed and signed by Chartered Accountant . Average Annual Financial Turnover is calculated as follows: Annual Turnover of 2021-22 = A Annual Turnover of 2022-23 = B Annual Turnover of 2023-24= C Average Annual Turnover = $\frac{A+B+C}{3}$
5	Experience on similar works as per Clause 1.2 of MQC executed during the last Seven years ending on last day of month previous to the one in which tenders are invited.
a	The document/s (LOA / Work Order / Agreement) submitted shall clearly indicate the Contract Price and Contract Period .
b	Satisfactory Work Completion Certificate from client's letter head (Not in bidder's letter head) shall clearly indicate the total executed Contract Price and Contract Period .
6	TDS Certificate towards the proof of payment received from the clients to be submitted. However, TDS Certificate is not mandatory for contracts executed with the Govt. / PSU / Major Ports.
7	Copy of GST Registration certificate .
8	Copy of PAN Card.
9	Bidder Information form (Annexure -1).
10	Minimum Qualification Criteria of BIDDERS (Annexure -2) to be typed in Bidder's Letter Head.
11	Undertaking for not altering Tender Document along-with Pre-bid Clarifications, Corrigendum, Addendums (Annexure -3)
12	Bankers Details (Annexure -4)
13	Covering letter in firm's letter head. (Annexure -5)
14	Information regarding Debarred (Annexure -7)
15	The bidder has to upload the Technical Bid (Full Shape) and the Price Bid in CPP Website only in the respective event and NO HARD COPY FOR PRICE BID WILL BE ACCEPTED.
16	Technical offer with counter condition shall be liable for rejection and disqualification .

2.17 Techno-commercial Pre-Bid Enquiries / Clarification

If any Clarification on Techno-commercial aspects, same may be forwarded to the **Deputy Conservator, NMPA**. The queries/clarification received from the BIDDERS would be discussed and the response of the Port Authority shall be communicated to the BIDDERS through **CPP** and **Port websites**.

2.18 TENDER OPENING AND EVALUATION

i OPENING OF TECHNICAL BID:

Technical bids of the Tender, received up to closing time on stipulated date, shall be opened as per SOT & Important Instructions of CPP.

ii SCRUTINY AND EVALUATION OF THE TENDERS:

- a) In the first instance the documents submitted with the Technical Bid will be scrutinized to ascertain whether the BIDDER fulfils the requirements as stipulated in the tender document.
- b) To assist in the scrutiny, evaluation and comparison of tenders, the Port Authority may ask BIDDER individually for clarifications. Request for clarification and response thereto shall be in writing or through fax or E-mail followed by post or through speed post. No change in Price or substance of the tender shall be sought, offered or permitted nor is the BIDDER permitted to withdraw the tender before the expiry of the validity period of the tenders in the process of clarifications.
- c) The Technical Bids shall be thereafter scrutinized for responsiveness. For this purpose, a tender shall be treated as substantially responsive which meets with all the requirements of the tender documents and is without any deviations. The BIDDER who does not fulfil the tender requirements shall not be considered for further evaluation.
- d) After the tender opening, the whole process involving scrutiny, clarifications, evaluation and comparison of tenders and recommendations regarding award of Contract shall be confidential. Any efforts on part of any BIDDER to influence the Port Authority in any way in the process of scrutiny, evaluation, comparison of tenders and decision concerning award of Contract may result in rejection of the BIDDER's bid.
- e) Any modification of the Tender Document, which may become necessary, before opening of the Technical Bid, shall be made through the issue of an Addendum. This Addendum, so issued, shall be communicated to all the participating BIDDERS. This Addendum shall form part of the Tender Document and shall remain binding on all the BIDDERS and the same shall be submitted (duly signed and stamped on each pages as token of acceptance) by them, within the stipulated date of submission or extended due date of submission, if any.

2.19 OPENING OF PRICE BID:

- a. Technical Proposals considered to be non-conforming, not substantially compliant and not fulfilling the requirements of the Tender Documents, shall be rejected by the Employer and the BIDDER shall not subsequently be permitted to make any changes or corrections to, or withdrawals of the non-conforming deviation or reservation.
- b. Tenders, which are found to be in conformity with Tender requirement, shall be considered for opening of Price Bid.
- c. The BIDDERS found to be qualified and responsive shall be informed about the date and time of opening of their Price Bids. On the stipulated date and time the Price Bids of such BIDDERS shall be opened online.

2.20 FALSE INFORMATION

The Bid will be summarily rejected & disqualified and bidder shall be debarred for a period of up to **three (3) years** from participating for tenders at NMPA, duly informing the MSE authorities as applicable, if:

- a) Any of the documents furnished by the bidder is found to be wrong / false **during scrutiny** ; and/or
- b) Any of the documents furnished by the bidder is found to be wrong / false **during the contract period**, contract will be terminated and performance security will be forfeited.

2.21 RESPONSIVENESS

The bidder has to submit the following documents, failing which the Bid will be treated invalid and rejected summarily. Bidder shall not have any claim on this account later on.

- 1. Tender Fee details (or) MSME/NSIC Certificate as per Clause No. 2.16 (1) of ITB.**
- 2. EMD details (or) MSME/NSIC Certificate as per Clause No. 2.16 (1) of ITB.**
- 3. Power of Attorney as per Annexure 6 or Firm's Power of Attorney.**

GENERAL CONDITIONS OF CONTRACT (GCC)

1 DEFINITIONS

In the Contract (as hereinafter defined) the definition of the following words and expressions shall have the meanings hereby assigned to them except where the context otherwise requires:

- a) "**Employer**" means **Board of Members** of New Mangalore Port, a body corporate under the **Major Port Authority Act, 2021**, by notification issued by the Government of India, acting through its Chairperson, Dy. Chairperson or Deputy Conservator or any other officers so nominated by the Board.
- b) "**Bidder/Contractor/Operator**" means the person or persons, firm, corporation or company whose tender has been accepted by the Board and includes the Bidder's servants, agents and workers, personal representatives, successors and permitted assigns.
- c) "**Contract**" means and includes Tender Documents, Instructions to BIDDERS, General Conditions of Contract, Drawings, Specifications, and Schedules etc., any amendments thereto, Bid, Work Order and the Contract Agreement.
- d) "**Contract Price**" means the total sum of money to be paid by the board to the bidder on timely completion of the contract work as per Contract including payment for extra work, i.e. as per defined and applicable items of the terms of payment.
- e) "**Specifications**" means the specification referred to in the tender documents and any modifications thereof or additions thereto or amendments thereto as may be from time to time be furnished or approved in writing by the Employer.
- f) "**Work**" or "**Works**" shall means **the refilling of different types of fire extinguishers by the contractor as per the scope of work under the contract.**
- g) The "**Site**" shall mean the area of **working place.**
- h) "**Approved**" or "**Approval**" shall mean approval in writing.
- i) "**Month**" shall mean English Calendar Month.
- j) "**Engineer in-charge / representative**" shall mean any officer / Engineer authorized by Dy. Conservator for purpose of this contract.
- k) "**SOT**": **Schedule of Tender**
- l) **NMPA** or **Port** means **New Mangalore Port Authority, Panambur.**

2 COMMENCEMENT OF CONTRACT

The successful bidder shall commence the contract within **20 days** from the **date of issue of Work Order**.

3 COMPLETION PERIOD

The contractor shall complete the work of “**Refilling of different types of Fire Extinguishers**” within **30 days** from the date of commencement of contract.

4 INSURANCE

The contractor has to take a **Commercial General Liability (CGL)** Insurance Policy during execution of contract work to the extent of 50 % of the contract value to cover Third Party Liability with cross liability extension. Third party liability shall cover

- a) Third party bodily injuries/death/disablement (persons not belonging to Employer and/or Contractors/subcontractors.
- b) Third party property damage which includes damages to others properties/materials/vessels/pipelines/cargo/equipment/other facilities belong to third party and inclusive of properties during construction/erection/Govt. properties.
- c) The value of third party legal liability for compensation for loss of human life or partial/total disablement as well as for damage to others equipment/material/property shall be of required statutory limit where applicable or as awarded by Court of Law.
- d) The policy will be on claim made basis with retroactive date of commencement of contract and shall be valid throughout the tenure of the contract period (including defect liability period) and be also valid during the extended period if any.

5 CONTRACT AGREEMENT

The successful bidder will be required to execute an Agreement at his expense on Non-Judiciary Stamp Paper (₹100/-) in the proper departmental format (**Form -1**) for the due and proper fulfillment of the contract within **20 days** from the date of issue of Work Order.

The contractor shall make **05 copies of the Agreement** with your Original Technical bids and submit to the employer within **07 days** after signing of Agreement by the **EMPLOYER** and **CONTRACTOR**.

If the successful bidder fails to sign the agreement within the 20 days from the date of issue of Work Order, the contract shall be cancelled and EMD / Performance Security will be forfeited.

6 ARBITRATION

In case of any dispute between the contractor and employer, all the reasonable efforts shall be made for an amicable settlement in the first instance. Upon failure to do so, either party may refer the dispute for settlement through '**conciliation and settlement guidelines**' issued by IPA time to time. In case parties fail to arrive any settlement as mentioned above, either party may refer the dispute for arbitration.

Unresolved dispute between the contractor and employer shall be referred to arbitrators to be appointed in accordance with the provisions of the arbitration and conciliation Act, 1996 or statutory amendments and modifications thereof. Arbitration shall be held in **Mangalore**. The arbitration proceedings shall be in **English**.

The disputes so raised shall be referred to a panel of three Arbitrators, of which one to be appointed by the **NMPA** and other by the contractor. The presiding arbitrator will be appointed by the arbitrators appointed by both the parties herein. The Arbitration proceedings shall take place in Mangalore or Administration building, **NMPA**, Panambur only and same shall be under Jurisdiction of Court of Mangalore.

7 LANGUAGE

The language in which the contract documents shall be drawn up shall be **in English**.

- 8** The bidder should also note that they should employ the staff of **Indian Nationals only** and comply with the provisions of Applicable Acts and other relevant Rules.

9 TAX

The rate quoted by the Bidder is **exclusive of GST**. Applicable GST to be shown separately in Tax Invoice and same will be reimbursed. All the GST returns needs to be filled within time limit. The contractor shall file the applicable returns with Tax Department in time and submit the same as documentary evidence. Input Tax credit lost if any due to non-filing of returns will be recovered from contractor.

After the last date of bid submission date, other than GST if any new taxes, levies, duties imposed by the Govt. is applicable to this contract, same shall be reimbursed by the employer on production of documentary evidence.

10 E PAYMENT

The option of e-payment is available to the bidder. The bidders are required to furnish the information as per the format **Annexure - 4** for opting e-payment.

11 ADDRESS

GST address will be considered for all future correspondence as per Annexure-4.

12 PROTECTION OF ENVIRONMENT

All measures and aspects to be adapted to protect the environment.

13 SAFETY REGULATIONS

Working personnel should wear proper PPE and follow the safety regulations. The contractor shall be responsible for the safety of all activities at the site.

14 STAFF PASS

Free Port Entry Passes will be issued for the operational staff, Manager & their vehicles. However, RFID card to be purchased from Pass section at contractor's cost. The cost of each card is ₹150/- appx.

15 PERFORMANCE SECURITY

15.1 Performance Security should be **10 % of Total Contract value + 18 % GST** and should be submitted in the form of Insurance Surety Bonds or Account Payee Demand Draft from a Commercial Bank or Bank Guarantee from a Scheduled Bank or payment online in an acceptable form within **20 days** of issue of Work Order. Bank Guarantee as per Format given in **Form -2** with a validity of **01 year** and claim period of **03 months**.

15.2 Penalty @ **0.25% on the value of Performance Security + GST** shall be levied per week for each week or part thereof on delayed submission of BG.

15.4 Failure of the successful bidder to comply with the requirements shall constitute sufficient grounds for cancellation of the award of work.

15.5 Performance Security shall be released after satisfactory completion of **Guarantee Period of 01 year**.

15.6 BG towards Performance Security by the issuing bank directly to the Port through **SFMS mode** with ICICI Bank IFSC code: **ICIC0000014**.

16 PAYMENTS

a) The bill in complete shape to be submitted to the office of the Deputy Conservator and payment will be made within **20 days** from the date of submission of bill in complete shape, after satisfactory completion of work.

- b) The bill / invoice should clearly indicate the contractor's PAN, GST Registration Number etc.

The invoice should contain the following information:

Name of the customer: **NEW MANGALORE PORT AUTHORITY**
GSTIN of customer: **29AAALN0057A2ZG**

- c) **GST will be paid extra as applicable.**
- d) Taxes such as INCOME TAX etc. as applicable will be deducted from the contractor's bill.
- e) Income tax will be deducted as applicable from the gross bill amount payable to the firm. At present IT @ 2% of total bill amount is being deducted
- f) **NO INTEREST ON ACCOUNT OF DELAYED PAYMENTS.**
- g) **Payment will be made only in INDIAN RUPEES.**
- h) Any claim for interest will not be entertained by the NMPA with respect to any payment or balance which may be in their hands owing to any disputes between themselves and the Contractor or with respect to any delay on the part of the **NMPA** in making payment.

17 PRICES

The bidder should make sure that their offer is firm and without any condition which will have any financial implication. Only the price that appears in the Price bid will be considered.

18 DEVIATION

The BIDDERS shall not offer and/or submit any counter conditions. Tenders containing counter conditions shall be rejected.

19 ALTERATION

Any alteration, omission or cancellation made to the tender must be authenticated by the Bidder's signature.

20 ALTERNATIVE/CONDITIONAL TENDER

In the event any bidder offers any alternative proposal in this tender and/or incorporate any condition the tender shall be considered as non-responsive and rejected.

21 BRIBES

The offer of bribes or other inducement to any person with a view to influence the placing of the contract will result in the unconditional rejection of the tender.

22 SCOPE OF WORK

- a) The fire extinguishers are to be picked up from the NMPA Fire Station and returned back to the Fire station after satisfactory completion of work.
- b) Any damage / loss during transit will be on contractor's account and amount as applicable would be deducted from the bill amount payable.
- c) All fire extinguishers refills and spare parts must conform to specifications and perform as laid down IS 15683:2006 and IS 2190:2010 duly amended from time to time by BIS.
- d) Delivery of refilled fire extinguishers must be accompanied with the relevant HPT report. In case of CO₂ gas type fire extinguishers, the HPT report should be from a PESO certified HPT Centre.
- e) Ensuring that the stickers mentioning the operating instructions of fire extinguishers are in good condition, legible and are well visible.

Detailed description of work is as detailed below:

Sl. No	Types of Extinguishers	Capacity	Qty	Scope of work
01	DCP Fire extinguisher (Trolley Mounted- Conventional type) IS 10658	75 kg	18	<p>A) Hydraulic pressure test of 75 kg DCP extinguisher with cap assembly.</p> <p>B) Hydraulic pressure test of associated CO₂ cylinders with valve assembly & refilling.</p> <p>C) Spray painting of 75 kg DCP & its associated CO₂ Extinguisher.</p> <p>D) Refilling of 75kg DCP extinguisher with Potassium Bicarbonate confirming to I.S.4308/ latest amendment.</p> <p>E) New operational sticker for 75 kg DCP & its associated 2 kg CO₂ extinguisher.</p> <p>F) Replacement of discharge tube, squeeze grip nozzle, gauge, wheel assembly of 75 kg DCP extinguisher and its associated CO₂ cylinder if required.</p>

02	D.C.P Fire Extinguisher (Stored pressure Type) IS 15683	9 kg	20	<p>A) Hydraulic pressure test of 9 kg DCP container with valve assembly.</p> <p>B) Spray painting of 9 kg DCP container.</p> <p>C) New operational sticker for 9 kg DCP extinguisher.</p> <p>D) Replacement of new valve assembly, discharge tube if required.</p> <p>E) Refilling of 9 kg DCP extinguisher with Mono Ammonia Phosphate powder.</p>
03	D.C.P Fire Extinguisher (Stored pressure Type) IS 15683	4 kg	35	<p>A) Hydraulic pressure test of 4 kg DCP container with valve assembly</p> <p>B) Spray painting of 4 kg DCP container.</p> <p>C) New operational sticker for 4 kg DCP extinguisher.</p> <p>D) Replacement of new valve assembly, discharge tube if required.</p> <p>E) Refilling of 4 kg DCP extinguisher with Mono Ammonium Phosphate powder.</p>
04	CO ₂ Extinguishers IS 2878	4.5 kg	40	<p>A) Hydraulic pressure test of CO₂ extinguishers with valve assembly.</p> <p>B) Spray painting of the extinguishers.</p> <p>C) Refilling of CO₂ extinguishers.</p> <p>D) New Operational sticker for 4.5 kg CO₂ cylinder.</p> <p>E) Replacement with new valve assembly new discharge tube and discharge horn if required.</p>
05	CO ₂ Extinguishers IS 2878	6.5 kg	54	<p>A) Hydraulic pressure test with valve assembly.</p> <p>B) Spray painting of the extinguishers.</p> <p>C) Refilling of CO₂ extinguishers.</p> <p>D) New Operational sticker for 6.5 kg CO₂ cylinder.</p> <p>E) Replacement with new valve assembly discharge tube, discharge horn, wheel assembly if required.</p>

23 GUARANTEE PERIOD

The refilled extinguisher should be guaranteed for a period of **01 year** from the date of delivery for any defects.

During the Guarantee period, contractor shall be responsible for any defects that may develop under proper use, arising from faulty material workmanship in the work, but otherwise and shall at his own cost rectify such defects, when called upon to do by the competent authority.

24 PENALTY

A) The work shall be commenced within **20 days** from the date of **issue of Work Order**, failing which the penalty will be imposed @ **½ % per week or part thereof** of the total contractual value, subject to maximum **10%** of total contractual value. If the contract is not commenced within **7 days beyond 20 days** from the date of **issue of work order**, the contract shall be liable to be cancelled and the and EMD / performance guarantee will be forfeited.

B) Penalty will be imposed @ **½ % per week or part thereof** of the total contractual value for **delay in completion of work**, subject to maximum **10 %** of total contractual value.

The penalty will be collected along with applicable GST.

25 PRICE BID EVALUATION

The Bidder whose Price Bid is found to be the **Lowest** shall be considered for award of Contract on total contract price.

26 MOBILIZATION & DEMOBILIZATION

The contractor shall bear all expenses for mobilization and de-mobilization.

27 The Employer (NMPA) shall not be **responsible** and liable for any damage / accident / loss / death / compensation payable to any workman or other person in the employment of the contractor / injury suffered by any of the contractor's staff due to errors of the Supervisor / staff or any reason whatsoever.

28 Employer Liability Insurance: The Contractor shall indemnify and keep indemnified the Employer i.e. NMPA against all damages or compensation payable at Law in respect of or in consequence of any accident or injury to any workman or other person in the employment of the contractor or Sub-Contractor against all claims, demands, proceedings, costs, charges and expenses whatsoever in respect thereof on in relation thereto and the Employer

shall be at liberty to deduct or adjust from the Contractor's bills an amount that employer may be called upon to pay towards claims, demands, proceedings, costs, charges and expenses whatsoever in respect of or in relation to any accident or injury referred to above without any reference to the Contractor.

- 29** The Contractor shall comply with the Central State and Municipal Laws and Rules and shall be solely responsible for complying with the provisions of the Contract "Labour (Regulations & Abolition) Act, 1970 & the contract labour (Regulation & Abolition) Karnataka Rules 1974 and rules there under and the enactments that may be applicable including ESI Act, the payment of wages act, Provident Fund Act, the Minimum Wages Act, the Factory's Act, as applicable. The Workman Compensation Act or any other **applicable** legislation and the Municipal by-laws or other statutory Rules and Regulations whatsoever in force of these are applicable. Any obligations finding or otherwise missed under any statutory enactments, rules & regulations there under shall be the responsibility of the Contractor and the NMPA will take no responsibility for the same. The Contractor should take Workmen's Compensation Policy for his workers, who are not covered under ESI and submit the same to the EIC immediately after commencement of the work.
- 30** The Contractor is liable to pay all Statutory Compensation of the Labourers / persons engaged by him for the satisfactory execution of the works, **as applicable**. If any claim is made against New Mangalore Port Authority on this work, the Port Authority shall have the right to deduct the same from the bill amount payable to the contractor after verification of the validity and if admissible as per rules.
- 31** The successful bidder has to submit an **Indemnity Bond** as per prescribed format **Form -3** prior to commencement of contract.
- 32** The successful bidder has to submit an **Undertaking** as per prescribed format **Form - 4** prior to commencement of contract.

Date:

Signature of the bidder with stamp & address

Annexure -1

Bidder Information Form

[The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.]

Date: *[insert date (as day, month and year) of Tender Submission]*

Tender No.: *[insert number of Tendering process]*

Page ----- of ----- pages

1. Bidder's Legal Name ----- *[insert Bidder's legal name]*

2. Bidder's actual or intended Country of Registration: ----- *[insert actual or intended Country of Registration along with Registration Details]*

3. Bidder's Year of Registration: ----- *[insert Bidder's year of registration]*

4. Bidder's Legal Address in Country of Registration: ----- *[insert Bidder's legal address in country of registration]*

5. Bidder's Authorized Representative Information

Name of the Authorized Representative: ----- *[insert Authorized Representative's name]*

Name of the firm: ----- *[insert Firm's name]*

Address: ----- *[insert Authorized Representative's Address]*

Telephone/Fax numbers: ----- *[insert Authorized Representative's telephone/fax numbers]*

Email Address: ----- *[insert Authorized Representative's email address]*

6. Attached are copies of original documents of: *[check the box(es) of the attached original documents]*

- In case of government owned entity from India, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITB
- PAN NUMBER
- GST Registration Numbers

(Authorised Signatory)

Company Seal:

NOTE: The above details should be typed in the firm's letter head and submitted with signature and seal.

Annexure -2

MINIMUM QUALIFICATION CRITERIA OF BIDDERS

List of all Completed Contracts during the last Seven (7) years similar in nature ending on last day of month previous to the one in which tenders are invited as per clause No. 1.2 of MQC:

Sl. No.	Nature of Work	Total value (in INR)	Contract Period		Name & address of clients
			From	To	
a)	LOA/Work Order/ Agreement copy for each completed work is to be enclosed.				
b)	Work Completion Certificate from the client's letter head (Not in bidder's letter head) for each completed work is to be enclosed as documentary evidence for similar work/s carried out. Such certificate should clearly reflect the Period of Contract and Total executed contract value (exclusive of GST) in INR.				

NOTE: The above details should be typed in the firm's letter head and submitted with signature and seal.

UNDERTAKING

This is to certify that the contents of the downloaded **Tender Document** along-with **Pre-bid Clarifications, Corrigendum, Addendums etc.** for the work of “**Refilling of different types of Fire Extinguishers**” have not been altered, in any form by us.

Signature

For and on behalf of.....

(Company Seal)

Date:

Annexure -4

Bankers Details for E Payment

1.	Name of the firm (Bidder)	
2.	Full address of the firm (Bidder) registered under GST (All correspondence will be made to this address only)	
3.	Telephone No. of the beneficiary (Bidder)	
4.	Mobile No. of the beneficiary (Bidder)	
5.	Fax No. of the beneficiary	
6.	Email ID:	
7.	Account No.	
8.	Account Type (SB or CA or OD)	
9.	Name of the Bank	
10.	Full address of Branch	
11.	MICR code (Should be 9 digit)	
12.	Bank IFSC Code No.	
13.	GST Registration No.	
14.	PAN Card No.	

NOTE: The above details should be typed in the firm's letter head and submitted with signature and seal.

COVERING LETTER

No.....

Date:.....

To,

The Dy. Conservator,
Marine Department,
New Mangalore Port Authority,
Panambur-575010
Mangalore.

Dear Sir,

Sub: Submission of Technical Bid

Ref: Tender No. **NMPA/PFS/FE/2025/007** dated **14-03-2025** for
“Refilling of different types of Fire Extinguishers”.

Please find attached herewith the following enclosures

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- 15
- 16

Place:

Signature:

Date:

Seal:

NOTE: The above details should be typed in the firm’s letter head and submitted with signature and seal.

Annexure -6

(To be executed on non-judicial Stamp Paper)

FORMAT OF POWER OF ATTORNEY

In favour of signatory/s to the Tender, duly authenticated by Notary Public.

POWER OF ATTORNEY IN FAVOUR OF -----
(Name, Designation, Company name)

TO ALL TO WHOM THESE PRESENTS shall come, I -----,
(Name & address of the authorized person to sub-delegate/delegate powers,
delegated on him by the Board of Directors) do hereby sub-delegate/delegate, in
terms of the powers delegated to me by the Board of Directors, -----
(name of the Co.) to Shri ----- (name, designation & address of the
Attorney) the following:

NOW KNOW YE AND THOSE PRESENTS that I -----,
(Name & address of the authorized person to sub-delegate/delegate powers,
delegated on him by the Board of Directors), do hereby authorize and empower
Shri ----- (name, designation & address of the Attorney) to do severally
amongst others, for the purpose of carrying on our business, the following:

- a) To represent lawfully the ----- (name of the Co.) for obtaining bid/tender documents, prepare, sign, execute and submit tenders for execution of tender No. **NMPA/PFS/2025/007** dated 14-03-2025 for “**Refilling of different types of Fire Extinguishers**”. Or any other works incidental to such works.
- b) To discuss the technical and financial matters, negotiate and accept prices and take decisions regarding terms and conditions and sign agreements and contracts and also to bind the (name of the Co.) to the arbitration clause included in the contract.
- c) For all or any of the purposes here of to sign and deliver or otherwise execute such deed or deeds, transfer or transfers, endorsement or endorsements and to perform such other acts, matters, things as the Attorney shall consider requisite or advisable as full and effectively as the Company could do, if present and acting there.

I, ----- (Name & address of the authorized person to sub-delegate/delegate powers, delegated on him by the Board of Directors) in terms of the powers delegated to me by the Board of Directors of ----- (name of the Co.), do hereby agree that all acts, deeds and things done by the said Attorney by virtue of this power of attorney, shall be construed as acts, deeds and things done by the Company.

I, ----- (Name & address of the authorized person to sub-delegate/delegate powers, delegated on him by the Board of Directors), further undertake to ratify and confirm whatever our said attorney shall do or cause to be done for the Company, the said Company, in the premises, by virtue of the powers hereby given.

WHEREAS, this sub-delegation is signed and delivered to Shri ----- (name & designation of the Attorney), on this ----- day of -----, 20-- (Two thousand -----).

WHEREAS, even though this sub-delegation is signed on this ----- day of -----, 20-- (Two thousand -----), will have effect from the date he signs and receives this delegation.

IN WITNESS WHEREOF, I,----- (Name & address of the authorized person to sub-delegate/delegate powers, delegated on him by the Board of Directors) has, this ---- day of -----, 20-- (Two thousand -----) set my hands and subscribed my signature unto this instrument.

SIGNED AND DELIVERED ON
_____ BY

(Name of authorized person to delegate powers)

WITNESS:

SIGNED AND RECEIVED ON

_____ BY

(Name & designation of Attorney)

DECLARATION

We hereby certify that our company/firm has not been debarred or de-listed or blacklisted by any Government (Central/State), Semi Government Agency or Any PSUs.

Signature

For and on behalf of.....

(Company Seal)

Date:

DECLARATION
(In case of Proprietorship firm)

We hereby certify that our company/firm M/s.....
is a Proprietorship firm and undersigned is the Proprietor of
the company.

Company seal with Date

Signature of Proprietor of the Company

SPECIMEN FORM OF CONTRACT AGREEMENT

(To be executed on ₹100/- non-judicial Stamp Paper)

[The successful Bidder shall fill in this form in accordance with the instructions indicated]

THIS CONTRACT AGREEMENT is made on the _____ day of _____ 20__.

BETWEEN

(1) *The Board of Members of the **New Mangalore Port Authority**, an Autonomous Body of the Ministry of Shipping of the Government of INDIA, incorporated under the **Major Port Authority Act, 2021**, under the Laws of India and having its principal place of business at Panambur, Mangalore – 575 010, Karnataka State (hereinafter called "**the Port**"),*

and

(2) *[insert name of Bidder], [incorporated under] the laws of [insert: country of Bidder] and having its principal place of business at [insert: address of Bidder] (hereinafter called "**the Contractor**").*

WHEREAS the **PORT** invited Tenders against tender **No.....** for execution of "**Refilling of different types of Fire Extinguishers**" viz., and has accepted a Tender by the Contractor in accordance with Supply /delivery schedule and remedying of any defects therein, in the sum of [insert Contract Price in words and figures, expressed in the Contract currency(ies) excluding GST] (hereinafter called "**the Contract Price**").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall constitute the Contract between the **Port** and the **Contractor**, and each shall be read and construed as an integral part of the Contract:
 - (a) This Contract Agreement
 - (b) General Conditions of Contract;
 - (c) Notice Inviting Tender and Tender No. **dated**
 - (d) Replies issued to the Pre-bid queries, Corrigendum to Tender
 - (e) The Bidder's original Price Bid
 - (f) The Port's Work Order No. **dated**
 - (g) Add here any other document(s)

AND WHEREAS

PORT accepted the Bid of **Contractor** for the provision and the execution of WORK at the CONTRACT PRICE as indicated in CONTRACT upon the terms and subject to the conditions of Contract. Now this CONTRACT AGREEMENT witnesseth and it is hereby agreed and declared as follows:

3. In consideration of the payment to be made to **Contractor** for WORK to be executed by him, **Contractor** hereby Covenants with **PORT** that **Contractor** shall and will duly provide, execute and complete Work and things in CONTRACT, mentioned or described or which are to be implied there from or may be reasonably necessary for completion of Work and at the times and in the manner and subject to the terms and conditions or stipulations mentioned in CONTRACT.

4. In consideration of the due provision, execution and completion of WORK, **Contractor** does hereby agree to pay such sums as may be due to **PORT** for the services rendered by **PORT** to **Contractor** as set forth in CONTRACT and such other sums as may become payable to **PORT** towards loss, damage to the **PORT's** equipment, materials etc. and such payments to be made at such time and in such manner as is provided in the CONTRACT.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of India on the day, month and year indicated above.

The Agreement is assigned as dated And contains pages from **01** to

For and on behalf of the PORT

For and on behalf of the Contractor

Signed: (insert signature)
in the capacity of [insert title or other
appropriate designation]

Signed: [insert signature of authorized
representative(s) of the Contractor] in the
capacity of (insert title or other appropriate
designation)

in the presence of [insert identification of
official witness]

in the presence of [insert identification of
official witness]

Form -2

SPECIMEN BANK GUARANTEE FORM FOR PERFORMANCE GUARANTEE

(To be executed on ₹100/- non-judicial Stamp Paper)

[The bank, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated]

1. In consideration of the Board of Members of **New Mangalore Port Authority, Panambur, Mangalore - 575010, Karnataka** incorporated by the Major Port Authority Act, 2021 (hereinafter called "The Board" which expression shall unless excluded by or repugnant to the context or meaning thereof be deemed to include the **Board Members** of the Port of **New Mangalore Port Authority**, its successors and assigns) having agreed to exempt (Name of the Bidder/s (hereinafter called the "Bidder/s") from the demand under the terms and conditions of the Contract, vide **Dy.Conservator** Work Order No _____ date ____ made between the BIDDERS and the Board for execution of _____ covered under Tender No _____ dated _____ (hereinafter called "the said contract") for the payment of Performance Guarantee in cash or Lodgement of Government Promissory Loan Notes for the due fulfillment by the said BIDDERS of the terms and conditions of the said Contract, on production of a Bank Guarantee for ₹ _____ (Rupees _____) only we, the (Name of the Bank and Address) _____ (hereinafter referred to as "the Bank") at the request of the BIDDERS do hereby undertake to pay to **FA and CAO, New Mangalore Port Authority** an amount not exceeding ₹ _____ (Rupees _____) only against any loss or damage caused to or suffered or which would be caused to or suffered by the Board by reason of any breach by the BIDDERS of any of the terms and conditions of the said contract.
2. We, _____ (Name of Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demur merely on a demand from the Board stating that the amount claimed is due by way of loss or damage caused to or which would be caused to or suffered by the Board by reason of any breach by the BIDDERS of any of the terms and conditions of the said contract or by reason of the BIDDERS failure to perform the said contract. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee However, our liability under this guarantee shall be restricted to any amount not exceeding ₹ _____ (Rupees _____ only).
3. We, _____ (Name of Bank) undertake to pay to the Board any money so demanded notwithstanding any dispute or disputes raised by the Bidder(s) in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Bidder(s) shall have no claim against us for making such payment.
4. We, _____ (Name of Bank) further agree with the Board that the guarantee herein contained shall remain in full force and effect during the period that would be taken for performance of the said contract and that it shall continue to be enforceable till all the dues of the Board under or by virtue of the said contract have been fully paid and its claims satisfied or discharged or till the _____ (Name of the user department) of the Port Authority certifies that the terms and conditions of the said contract have been fully and properly carried out by the said BIDDERS and accordingly discharge this guarantee

PROVIDED HOWEVER that the Bank shall be at the request of the Board but at the cost of the BIDDERS, renew or extend this guarantee for such further period or periods as the Board may require from time to time.

5. We, _____ (Name of Bank) further agree with the Board that the Board shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said contract or to extend the time of performance by the said contract or to extend the time of performance by the said BIDDERS from time to time or to postpone for any time or from time to time any of the powers exercisable by the Board against the said BIDDERS and to forebear or enforce any of the terms and conditions relating to the said contract and we shall not be relieved from our liability by reason of any such variation or extensions being granted to the BIDDERS or for any forbearance, act or omission on the part of the Board or any indulgence shown by the Board to the BIDDERS or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
This guarantee will not be discharged due to the change in the constitution of the Bank or the Bidder(s).

Notwithstanding anything to the contrary contained in any law for the time being in force or banking practice, this guarantee shall not be assignable or transferable by the beneficiary. Notice or invocation by any person such as assignee, transferee or agent of beneficiary shall not be attained by the Bank. Any invocation of guarantee can be made only by the beneficiary directly

It is also hereby agreed that the Courts in **Mangalore** would have exclusive jurisdiction in respect of claims, if any, under this Guarantee.

6. We, _____ (Name of Bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Board in writing
7. **“Notwithstanding anything contained herein:**
- a) **Our liability under this Bank Guarantee shall not exceed ₹ _____ (Rupees _____ only);**
 - b) **This Bank Guarantee shall be valid upto _____; and**
 - c) **We are liable to pay the guarantee amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before _____ (date of expiry of Guarantee).”**

Date day of 20

Signature

For (Name of Bank)
(Name)

INDEMNITY BOND

(To be furnished in Stamp paper not less than ₹100 e-Stamp paper)

This deed of indemnity is executed byherein after referred to as ‘Indemnifier’ which expression shall unless repugnant to the context or meaning thereof, include its successors, Administrator, representatives and assignees in favour of **New Mangalore Port Authority**, Panambur, Mangalore 575010, herein after referred to as ‘indemnified’ which expression shall unless repugnant to the context or meaning thereof include its representatives and assignees witnesses as to.

Whereas the indemnified herein as awarded to the indemnifier herin a Tender/Contract or for supply of / Construction of on terms and conditions set out interalia in the **Work Order No.....** valued at **₹.....**

AND Wheareas, the **Clause No...** of the above mentioned work order provides for indemnifying the indemnified by the indemnifier for any accident, damage or compensation payable to any workmen or other person in the employment of the contractor or any sub contractor during the period of tender/contract.

AND whereas, the indemnifier hereby irrevocably agrees to indemnify the indemnified against all damages or compensation payable at law in respect of or in consequence of any accident or injury to any workmen or other person in the employment of the contractor or sub-contractor against all claims, demands, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto and the indemnified shall be at liberty to deduct or adjust from the bills payable to the indemnifier by the indemnified for an amount that the indemnified may be called upon to pay towards claims, demands, proceedings, costs, charges and expenses whatsoever in respect of or in relation to any accident or injury referred to above without any reference to the indemnifier.

The indemnifier shall comply with all the Central, State and Municipal Laws and Rules and shall be solely responsible for complying with the provisions of the Contract Labour (Regulations & Abolition) Act,1970 & the contract labour (Regulations & Abolition) Karnataka Rules 1974 and rules there under and the enactments that may be applicable including ESI Act, the payment of Wages Act, Provident Fund Act, the Minimum Wages Act, the Factory’s Act, the Workmen Compensation Act or any other applicable legislation and the Municipal by-laws or other statutory Rules and Regulations whatsoever in force if these are applicable .Any obligations finding or otherwise missed under any statutory enactments Rules & Regulations there under shall be the responsibility of the indemnifier and the indemnified will have no responsibility for the same.

The indemnifier shall obtain Workmen's Compensation Policy for his workers, who are not covered under ESI and submit the same to the ESIC immediately after commencement of the work.

The indemnifier is liable to pay all Statutory Compensation to the Labourers / persons engaged by him for the satisfactory execution of the works. If any claim is made against indemnified arising out of this work, the Port shall have the right to deduct the same from the bill amount payable to the indemnifier after verification of the validity and if admissible as per rules.

The indemnifier shall ensure the use of PPE such as helmets, safety shoes, nose masks, hand gloves, safety harness or any other equipment as required depending on nature of work by his staff at site.

In addition to complying of the above, the indemnifier hereby undertakes to indemnify the indemnified against any unforeseen incidents/accidents, which may lead to fatality including death, permanent/partial disablement, injury, financial loss, legal issues or any other etc of the labourers / workmen's / staffs of the contractor / sub-contractor for which the indemnified and its officers / representation are in no way responsible.

For.....
INDEMNIFIER
(Signature with name and Designation)
Company Seal

Station:
Date :

Witness:
1.....
Signature with Seal, Designation &Address

2.....
Signature with Seal, Designation &Address

(Should be typed in the Firm's /Contractor's official letter head)

UNDER TAKING

We, **M/s**..... acknowledge, undertake and agree that our employees / labourers shall at all times observe and comply with relevant legislations and procedures/rules related to safety, Environmental and security aspects. We also confirm that,

- 1) The Employer (**NMPA**) shall not be liable for any accident, damage or compensation payable to any workman or other person in the Employment of **M/s**..... or any Subcontractor of **M/s**..... or any other person deployed by us for work inside Port premises.
- 2) **Employer liability Insurance:** **M/s**..... shall indemnify and keep indemnified the Employer i.e. **NMPA** against all damages or compensation payable at Law in respect of or in consequence of any accident or injury to any workman or other person in the employment of **M/s**..... or our subcontractor against all claims, demands, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto and the Employer (**NMPA**) shall be at liberty to deduct or adjust from the bills of **M/s**..... an amount the Employer (**NMPA**) may be called upon to pay towards claims, demands, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation to any accident or injury referred to above without any reference to **M/s**.....
- 3) **M/s**..... shall comply with all the Central State and Muncipal Laws and Rules and shall be solely responsible for complying with the provisions of the Contract Labour (Regulations and Abolition) Act,1970 and the contract labour (Regulations and Abolition) Karnataka Rules 1974 and rules there under and the enactments that may be applicable including ESI Act, the Payment of Wages Act, Provident Fund Act, the Minimum Wages Act, the Factory's Act, the Workmen Compensation Act or any other applicable legislation and to Muncipal by-laws or other Statutory Rules and Regulations whatsoever in force, if these are applicable. Any obligations finding or otherwise missed under any statutory enactments, rules and regulations there under shall be the responsibility **M/s**..... and the **NMPA** will take no responsibility for the same. **M/s**..... shall take Workmen's Compensation policy for their workers ,who are not covered under ESI and submit the same to the EIC immediately after commencement of the work.
- 4) **M/s**..... are liable to pay all statutory compensation to the Labourers / persons engaged by as for the satisfactory execution of the works. If any claim is made against New Mangalore Port Authority on this work, the Port Authority shall have the right to deduct the same from the bill amount/BG payable to **M/s**..... after verification of the validity and if admissible as per rules.
- 5) **PERSONAL PROTECTIVE EQUIPMENTS:**
M/s..... shall ensure the use of PPE such as helmets, safety shoes, nose masks, hand gloves, safety harness or any other equipment as required depending on nature of work by their staff at site.
- 6) In case of unforeseen incident/accidents including the Employees engaged by us the responsibility and accountability for such Incident/accident, which may lead to fatality including death, financially and legally lies with only **M/s**..... or our subcontractor. **NMPA** and its officers are no-way responsible.

Place:
Date:

Signature:
Seal:

BOQ - PRICE SCHEDULE

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Tender Inviting Authority: Deputy Conservator, Marine Department New Mangalore Port Trust, Panambur, Mangalore 575010

Name of Work: REFILLING OF DIFFERENT TYPES OF FIRE EXTINGUISHERS

Contract No: NMPA/PFS/2025/007 dated 14-03-2025 e-tender number - 2025_NMPT_853327_1

PRICE SCHEDULE							
NUMBER #	TEXT #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Item Code / Make	Quantity	Units	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT Without Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	7	13	15
1	DCP Fire extinguisher - (Trolley Mounted- Conventional type) IS 10658 (Capacity - 75 Kg)						
1.01	A) Hydraulic pressure test of 75 kg DCP extinguisher with cap assembly. B) Hydraulic pressure test of associated CO2 cylinders with valve assembly & refilling. C) Spray painting of 75 kg DCP & its associated CO2 Extinguisher. D) Refilling of 75 kg DCP extinguisher with Potassium Bicarbonate confirming to I.S.4308/ latest amendment E) New operational sticker for 75 kg DCP & its associated 2 Kg CO2 extinguisher. F) Replacement of discharge tube, squeeze grip nozzle, gauge, wheel assembly of 75 kg DCP extinguisher and its associated CO2 cylinder if required.	item1	18.00	Nos		0.00	INR Zero Only
2	D.C.P Fire Extinguisher - (Stored pressure Type) IS 15683 (Capacity -9 Kg)						
2.01	A) Hydraulic pressure test of 9 kg DCP container with valve assembly B) Spray painting of 9 kg DCP container. C) New operational sticker for 9 kg DCP extinguisher. D) Replacement of new valve assembly, discharge tube if required. E) Refilling of 9 kg DCP extinguisher with Mono Ammonia Phosphate powder.	item2	20.00	Nos		0.00	INR Zero Only
3	D.C.P Fire Extinguisher (Stored pressure Type) IS 15683 (Capacity - 4 Kg)						
3.01	A) Hydraulic pressure test of 4 kg DCP container with valve assembly B) Spray painting of 4 kg DCP container. C) New operational sticker for 4 kg DCP extinguisher. D) Replacement of new valve assembly, discharge tube if required. E) Refilling of 4 kg DCP extinguisher with Mono Ammonia Phosphate powder.	item3	35.00	Nos		0.00	INR Zero Only
4	CO2 Extinguishers IS 2878 (Capacity - 4.5 Kg)						
4.01	A) Hydraulic pressure test of CO2 extinguishers with valve assembly. B) Spray painting of the extinguishers. C) Refilling of CO2 extinguishers. D) New Operational sticker for 4.5 kg CO2 cylinder. E) Replacement with new valve assembly new discharge tube and discharge horn if required.	item4	40.00	Nos		0.00	INR Zero Only
5	CO2 Extinguishers IS 2878 (Capacity - 6.5 Kg)						
5.01	A) Hydraulic pressure test with valve assembly. B) Spray painting of the extinguishers. C) Refilling of CO2 extinguishers. D) New Operational sticker for 6.5 kg CO2 cylinder. E) Replacement with new valve assembly discharge tube and discharge horn, trolley if required.	item5	54.00	Nos		0.00	INR Zero Only
Total in Figures						0.00	INR Zero Only
Quoted Rate in Words						INR Zero Only	

Note:

- GST will be paid as applicable.
- **The PRICE BID HAS TO BE UPLOADED IN CPP WEBSITE ONLY in the respective event and NO HARD COPY FOR PRICE BID WILL BE ACCEPTED.**
- The Bidder whose Price Bid is found to be the **Lowest** shall be considered for award of Contract.

NMPA BANK DETAILS FOR REMITTING TENDER FEE & EMD

Name of Payee: **The FA & CAO, NMPA, Panambur, Mangalore.**

1	Name of the Bank:	State Bank of India, Panambur, Mangalore Pin: - 575 010.
2	Bank A/C No.	10205649448
3	IFSC Code:	SBIN0002249
4	MICR Code:	575002011

The bidder can also make on-line payment directly to NMPA through “**SBI Collect**”.