



COCHIN PORT TRUST
AN ISO-9001-2015& ISPS COMPLIANT PORT

Office of the
 Senior Deputy Materials Manager
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REQUEST FOR QUOTATION

RFQ NO: F2/51/Laptop Station/2019-MM

Date: 02.12.2019

Electronic quotations are invited for supply of following items, subject to terms and conditions enumerated below.

| Sl.No | Description | Unit | Qty. |
|-------|---|------|------|
| 1 | <p>Providing and placing in position Lap top stations of size: 2400x1000x600 mm consisting of the following:</p> <p>The basic construction of the fixture to be done with 12mm thick BWP Grade Ply confirming to IS- 710 on 25x25mm size GI frame work as per drawing and the front surface to be finished with 6mm thick acrylic solid surfaces of approved make and colour with density range 1.73-1.76 g/cm³ using adhesive as per manufacture's specification. Other exposed surface protected with 0.8mm thick laminate of natural teak wood shade. Each station separated with 10mm thick toughened glass. Base portion and skirting of the platform shall be protected with 1mm thick SS 304 as per drawing. All work shall be done as per drawing. The rate should be inclusive of the cost of all materials, labour charges, all electrical installation, including supply and fixing recessed GI/PVC conduits, 2.5sq mm FLRSH wires for internal wiring, switches, sockets (6A 5pin multi-standard socket), USB charging sockets (minimum of 2000mA charging output), as per the drawings, and wiring with the existing power supply at site, 6mm thick corian, 0.8mm thick laminate, screws, bolts, making necessary cut outs, adhesives, fabrication, transportation, placing in position, loading and unloading complete as directed by the Engineer-in-charge. The rate includes protecting the fixture with proper covering till handing over as directed by the Engineer-in-Charge.</p> | Nos. | 2 |

Conditions:

1. Quotation is due for opening on **17.12.2019**.
2. The bidders should have a valid digital signature certificate (Class-II or Class-III) issued by any of the valid Certifying Authorities to participate in the e-tender.
3. The bids should be uploaded in electronic form only through e-tender portal www.tenderwizard.com/COPT.
4. The bidders need to obtain one time User ID & password for log-in to e-tendering portal www.tenderwizard.com/COPT from the service provider KEONICS, by paying registration amount of **Rs.1180/-** through online Payment using Credit/Debit Card/Net banking. The details of e-Tender facilitator is available through Telephone Nos. **080 49352000/9605557738**.
5. Price should be quoted in the price schedule, attached as a separate excel sheet in the e-tender portal.
6. Brochure containing detailed specification of the product quoted should be uploaded in the e-tender portal.
7. Quotation will be opened at 15:00 hrs on **17.12.2019** in the e-tender portal www.tenderwizard.com/COPT. Tenderers can witness the quotation opening by logging in to the E-tender portal at the date and time fixed for quotation opening.
8. RFQ should be signed and stamped on all pages by the bidder as a token of acceptance and to be uploaded in to e-tendering portal.
9. Guarantee: Product offered shall be guaranteed for **One year** from the date of supply and installation.
10. Price quoted should be for supply of material at Cochin Port Trust Stores. The rate quoted should be inclusive of freight charges, duties etc: Terms like 'payable at actual', 'Extra as applicable' etc: should not be included in the offer.
11. Validity of offer: **60 days** from the date of opening of Quotation.
12. Rates quoted should be strictly as per unit specified.
13. GST rate (%) applicable for the product should be shown separately.
14. Tenderer should have GST registration.
15. Delivery Terms: F.O.R. Cochin Port Trust.
16. Delivery Period: Within **30** days from date of receipt of order.
17. Invoice shall be addressed to the Senior Deputy Materials Manager, Cochin Port Trust, Cochin – 682009.
18. Payment: 100% payment shall be made only after satisfactory supply and installation of items at site to the entire satisfaction of the Engineer in charge at Cochin Port Trust.
19. The Dy. Traffic Manager, Cochin Port Trust shall be the Engineer in charge.
20. TDS under GST Law: As per GST Notification No. 50/2018 dated 13.09.2018; TDS @ 2% will be deducted from any amount payable to the Contractor, where the total value of contract is more than Rs. 2.5 lakhs.
21. The quoted rate should be inclusive of the cost of all materials, labour charges, all electrical installation, specialised painting, hinges, screws, bolts, inline control space, switches and sockets, adhesives, fabrication, transportation, placing in position, all taxes etc. The rate should be inclusive of protecting the fixture with proper covering till handing over as directed by the Engineer in charge.
22. Cochin port Trust reserves the right to reject the quotation without assigning any reason.

Sd/-
Sr. Dy. Materials Manager