

**COCHIN FISHERIES HARBOUR
(GOVERNED BY COCHIN PORT TRUST)**

Office of the Administrator,
Cochin Fisheries Harbour,
Thoppumpady, Kochi – 682005, KERALA
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TENDER No. A 2/Accts. System/2021/CFH

Date: 12.01.2022

e- TENDER NOTICE

1. Electronic **Special Limited Tenders (e-tenders) under Single stage Single Cover system** on percentage basis are invited on behalf of Cochin Fisheries Harbour from experienced, resourceful and bonafide consultants for the following work:

SI. NO.	Tender No. Name of work	Particulars	Qualifying Criteria
a.	Special Limited Tender for the Appointment of Financial Consultant to carry out the work of Book Keeping, Accounting, GST & TDS remittance, filing returns using tally software and other statutory works with Government Departments at Cochin Fisheries Harbour for a period of one year	E.M.D: Nil. (EMD/Bid declaration shall be furnished) Cost of tender document at Rs.750+ 12% GST (Rs.840/-) Last date and time for submission and opening of tenders- 15.00 hrs and 15.30 hrs on 02.02.2022.	See para-2 below
	Estimated cost – Rs. 6,00,000/-		

2. Tender documents can be downloaded from the e-Tendering portal www.tenderwizard.com/CPT on the dates specified by making online requisition. Bid document will also be available in Cochin Port Website (www.cochinport.gov.in) as well as eprocure.gov.in (CPPP) Portal. The cost of bid document shall be furnished in the form of Demand Draft /Banker's Cheque drawn in favour of the ADMINISTRATOR, Cochin Fisheries Harbour and scanned copy of the same shall be attached with the e-tender.
3. The bidders need to obtain the one time User ID & password for log-in to e-Tendering Portal www.tenderwizard.com/CPT from the service provider M/s.KEONICS by paying registration amount of Rs.1124/- through online payment using Credit/Debit Card/Net banking or DD in favour of "KSEDCL, Bangalore".
4. The intending bidder must have valid Class-II or III digital signature certificate to submit the bid. For further details please contact e-Tender Help Desk No. 080 – 40482000 / 9746118529 / 9605557738.

5. The tenders shall be submitted “online” strictly in accordance with the Instructions to Tenderers and General Description and Special Conditions of Contract given in the Tender Document. The bidders shall submit scanned copy of all the required documents such as DD/ Bankers Cheque towards the cost of tender form, EMD/ Bid Security Declaration, proof of experience, financial details, etc. along with e-tenders.
6. The bidder shall submit the Originals of (i) DD / Bankers Cheque towards the cost of tender in a sealed cover to the Administrator, cochin Fisheries Harbour, Kochi -682005, Kerala, before opening date & time of the tender. Non submission of original financial documents towards cost of tender document and EMD/ Bid Security Declaration before opening date and time of tender, will make the tender liable for rejection.
7. Bidders who are registered with National Small Industries Corporation (NSIC), Govt. Of India Enterprises under “Single Point Registration Scheme” of Ministry of MSME shall be eligible for issue of tender document free of cost. They are required to submit documentary proof of such registration along with the offer, as detailed in Instructions to Tenderers, for claiming the available exemptions and also, a scanned copy of the Exemption Certificate duly notarised shall be uploaded in the e-tendering Portal.
8. The undersigned reserves the right to reject/cancel/postpone anyone or all tenders at any stage of the tender, which will be binding on all bidders.

CHIEF MECHANICAL ENGINEER