



COCHIN PORT TRUST
GENERAL ADMINISTRATION DEPARTMENT
COCHIN-682009, KERALA, INDIA
Tele 0484-2582108,2582101

E-TENDER NOTICE

No.SWO/Marine Canteen/Tender/2021-S Date: 21-09-2021

E-Tender for running Canteen at Marine Building of CoPT, for one year

1.1 Electronic Tenders (e-Tenders) in “Two Cover System” for running Canteen at Marine Building at Cochin Port Trust for one year, are invited by the Secretary, Cochin Port Trust, Willingdon Island, Cochin-9 and will be received up to the prescribed schedule. Tenders shall be submitted in accordance with the (i) General information (ii) Instruction to Tenderers and (iii) Terms & Conditions of Contract, etc, as detailed in the Tender Document.

1.2.The tender documents can be downloaded from the e-Tendering portal www.tenderwizard.com/CPT.

1.3 The tender documents are also available at Port’s website www.cochinport.gov.in and central public procurement portal www.eprocure.gov.in/cppp.

1.4 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.1,180/- through online Payment using Credit/Debit Card/Net banking.

1.5. The tender shall be submitted by (1) an individual or (2) a proprietary firm (3) a Registered Partnership firm or (4) by a Limited Company. The name and address of the Tenderer shall be entered in the space provided in “Price Bid”. In the event of the tender being submitted by a registered partnership firm, it must be signed on their behalf by the partner holding a power-of-attorney, duly authenticated by Notary Public, authorizing him to do so and to bind all the partners in all matters on the contract. Such power-of-attorney has to be attached with the tender along with a certified copy of partnership deed and registration certificate. In case of a company, the bid shall be submitted by a person authorized by the company and a resolution of the Board of Company, shall be submitted along with the tender, authorizing such person to bid the tender, sign the tender documents and for carrying out all activities in connection with the tender, when awarded. In case of the Proprietorship concern,

a self declaration along with proof is to be submitted. Joint Ventures will not be considered for this tender.

1.6 The tender shall be submitted “online” only at www.tenderwizard.com/CPT.

- i. The bidders shall upload scanned copies of all the required documents, as specified in Schedule A (Technical Bid).
- ii. The Price Bid (Schedule B) shall be submitted in the MS- Excel format already uploaded in the website www.tenderwizard.com/CPT.

1.7 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 – 49352000/ 9605557738.

1.8 The schedule for various activities in connection with this tender will be as follows:-

Sl.No	Description of activity	Venue	Date & Time
1	Availability of Bid Document	Online www.tenderwizard.com/CPT www.cochinport.gov.in www.eprocure.gov.in/cppp	21-09-2021 04.00 PM
2	Start date of uploading by bidders	Online at: www.tenderwizard.com/CPT	21-09-2021 05.00 PM
3	Last date of submission of Bid	Online at www.tenderwizard.com/CPT	11-10-2021 10.30 AM
4	Technical bid opening	Online at www.tenderwizard.com/CPT	11-10-2021 11.00 AM

2. PREPARATION AND SUBMISSION OF BIDS.

2.1 The Documents shall be prepared and scanned in different files (in PDF or JPEG format such that file size is not more than 5 MB) and uploaded during the online submission of Bid at www.tenderwizard.com/CPT.

2.2 The right of acceptance of tender rests with Cochin Port Trust, who do not bind themselves to accept the highest tender and reserves to themselves the authority to reject any or all of the Tenders received, without assigning any reason thereof.

2.3 The tender document will be available in the e-Tendering Portal. All the schedules and annexure in the tender document should be filled up except price bid. The price schedule should be kept blank. All the pages of the Tender Documents including Price Bid (**without filling up**) shall be signed by the Tenderer in the manner specified at 1.5 above.

- 2.4 It is obligatory on the part of the Tenderer to sign each page of the Tender Document as a token of acceptance of all the conditions mentioned in the Document while submitting the tender online.
- 2.5 The tender shall remain valid and open for acceptance for 90 days from the last date fixed for receiving the same. The Cochin Port Trust reserves the right to extend the period of validity for a specific period. The request and response thereto shall be made in writing by post or by fax or by email. The Tenderers will have an option to refuse the request. However, in the event of the Tenderer agreeing to the request, they will not be permitted to modify the tender.
- 2.6 The Tenderer shall not withdraw his tender or makes any modification in the terms and conditions of the tender within the fixed/extended validity period.
- 2.7 Tenders, which do not fulfil all, or any of the above conditions, or are incomplete in any respect, are liable for summary rejection at any stage before placement of order.
- 2.8 Canvassing in connection with the tender is strictly prohibited and tenders submitted by the contractors who resort to canvassing will be liable for rejection.
- 2.9 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.
- 2.10 The tenders containing uncalled remarks or any additional/counter conditions are liable to be summarily rejected.
- 2.11 Disputes if any shall be under the jurisdiction of courts in Cochin Corporation limits only.
- 2.12 All tender documents shall form part of the contract.
- 2.13 Reserve Price for Non-refundable annual premium for tender is Rs. 35,000/- Bidders are requested to quote above the reserve price. The successful bidder shall remit the quoted amount plus applicable GST. The Price Bids with an amount less than Rs. 35,000/- shall be rejected.

Secretary

For and on behalf of

The Board of Trustees of the Port of Cochin

Phone : 0484-2582108/2582101 Fax 0484-26668163