



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

Office of the  
Senior Deputy Materials Manager  
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**No. F2/T-09/Wooden Desks/2020-MM**

**Dated: 07.02.2020**

**TENDER NOTICE**

1. Electronic tenders (e-tenders) in two cover system are invited by the Sr. Dy. Materials Manager, Cochin Port Trust, Willingdon Island, Cochin 682009 for Supply of **“Wooden Desks”**.
2. Tender documents can be downloaded from the e-tendering portal [www.tenderwizard.com/COPT](http://www.tenderwizard.com/COPT) or from CoPT website [www.cochinport.gov.in](http://www.cochinport.gov.in) or from Central Public Procurement Portal [www.eprocure.gov.in/cppp/](http://www.eprocure.gov.in/cppp/).
3. 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 online tender.
4. The bids should be uploaded in electronic form only through e-tender portal [www.tenderwizard.com/COPT](http://www.tenderwizard.com/COPT).
5. Cost of tender document **Rs. 2,100/-** and Earnest Money Deposit (EMD) **Rs.6,000/-** including GST are to be remitted in the form of the Banker's Cheque or DD issued by Nationalized / Scheduled banks, drawn in favour of FA & CAO, Cochin Port Trust, payable at Cochin as two separate DD/Bankers's Cheque.
6. Two separate DD/Bankers's Cheque towards Cost of Tender Document and EMD (as mentioned above) shall be submitted to Sr. Dy. Materials Manager before the scheduled date and time of opening of the bid, failing which the bid will be rejected.
7. All benefits applicable to MSME/NSIC as per the Public Procurement Order 2012/2017 shall be applicable for this tender.
8. Scanned copy of DD/Bankers's Cheque towards Cost of Tender Document and EMD (as mentioned above) shall also be uploaded in the e-tender portal [www.tenderwizard.com/COPT](http://www.tenderwizard.com/COPT), failing which the bid will be rejected.
9. The bidders need to obtain one time User ID & password for log-in to e-Tendering portal [www.tenderwizard.com/COPT](http://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 or DD in favour of “KSEDCL, Bangalore”. The details of e-tender facilitator is available through Telephone Nos. **080 49352000/ 09605557738**
10. The tenders shall be submitted **“on line”** strictly in accordance with the Instructions to Tenderers and other terms & Conditions given in the tender document.
11. The bidders shall submit scanned copy of all the required documents such as DD / Bankers Cheque towards the cost of tender document and EMD; proof of experience, financial details, etc. in the e-tender portal [www.tenderwizard.com/COPT](http://www.tenderwizard.com/COPT).
12. Time schedule for various activities in connection with this tender will be as follows:
  - 12.1. **Availability of Tender Document:** [www.cochinport.gov.in](http://www.cochinport.gov.in); [www.eprocure.gov.in/cppp/](http://www.eprocure.gov.in/cppp/); [www.tenderwizard.com/COPT](http://www.tenderwizard.com/COPT) from **07.02.2019 to 27.02.2020**
  - 12.2. **Pre Bid Meeting:** **14.02.2020 11.30 Hrs** at Mini Conference Hall, Cochin Port Trust.
  - 12.3. **Queries if any to be sent through e-mail on or before:** **13.02.2020 11.00 Hrs**
  - 12.4. **Opening of Techno-Commercial bid:** **15:00 Hrs 27.02.2020.**
  - 12.5. **Opening of Price Bid of qualified Tenderers:** Will be announced later

Sd/-  
Sr. Dy. Materials Manager  
For and on behalf of the Board of Trustees of  
**The Cochin Port Trust**