

MECHANICAL ENGINEERING DEPARTMENT
OFFICE OF THE SENIOR DEPUTY MATERIALS MANAGER
Phone : 0484-258-2472
e-mail: sdmm@cochinport.gov.in
Website: cochinport.gov.in

REQUEST FOR QUOTATION

RFQ NO: F2/19/MEMENTOS/2026-MM

Date: 20.04.2026

Quotations are invited for the printing and supply of MEMENTOES (as per approved design), subject to terms and conditions enumerated below:

Sl. No.	Item Description and Specifications	Quantity
1	MEMENTOES FOR RETIREES 12" x 10" size (as per approved design)	85 Nos.
2	MEMENTOES FOR VIPs 14" x 12" (as per approved design)	15 Nos.

Conditions:

1. Terms of delivery: F.O.R Cochin Port Authority (as per approved design), Willingdon Island, Cochin- 682 009, Kerala State Ph: 0484 2582468/70/74.
2. Payment : 100% payment will be made within 30 days from the date of acceptance of items to the entire satisfaction of the Engineer – in – charge
3. Consignee: Dy. Materials Manager, Cochin Port Authority, Willingdon Island, Cochin- 682009, Kerala State, Contact No: 0484 2582468/70/74
4. Quotations in sealed cover, super scribing RFQ No. should reach the office of Sr. Dy. Materials Manager, Cochin Port Authority on or before 3.00 PM on 22.04.2026
5. Delivery period: 7 Days from the date of order.
6. The rate offered should be valid for a period ONE YEAR from the date of opening of Quotations.
7. Cochin Port Authority reserves the right to reject part or whole of the quotations without assigning any reason.
8. AE (M) shall be the Engineer in charge for this procurement.
9. Bidders should have registered office in the City of Cochin and should provide contact details with Mobile number.

Dy. Chief Mechanical Engineer (Ele.)