



வ.உ.சிதம்பரனார் துறைமுக ஆணையம்

वी. ओ. चिदम्बरनार पत्तन प्राधिकरण

V.O. Chidambaranar Port Authority

(Ministry of Ports, Shipping & Waterways, Government of India)

Administrative Office, Harbour Estate, Tuticorin-628 004

Tamilnadu

MARINE DEPARTMENT

Certified under

IMS - ISO 9001:2015; ISO
14001:2015 & ISO 45001:2018
and ISPS Compliant Port

Telephone : 0461 - 2352313
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No.MAR-GENE0GERE(MISC)/2/2025-MarineHM/D.114

Date: 24.03.2025

To,

The Probable firms.

Sir,

Sub: Printing of Logbooks and Registers as per the required specification for Port Fire Service-Quotation called for-Reg.


Kindly submit your Quotation in a sealed envelope and superscripted as "Quotation for Printing of Logbooks and Registers as per the required specification for Port Fire Service" addressed to the Harbour Master, Marine Department, V.O.Chidambaranar Port Authority, Tuticorin-628004 on or before 07.04.2025 at 15:00 hours and same will be opened on the same day at 15:30 hours.

In this Quotation format, no column should be left blank. Quotation with counter condition shall be liable for rejection.

Encl:

1. Quotation Format
2. Terms and Condition
3. Format

Yours sincerely,


24/03/25

Harbour Master

1. Tender Format

Bidder's Ref.no.

From

Date:

To

The Harbour Master
Marine Department,
V.O. Chidambaranar Port Authority,
Tuticorin-628004.

Sir,

Sub: Printing of Logbooks and Registers as per the required specification for Port Fire Service-Quotation called for-Reg.

Ref:

We submit herewith the rates for the printing of Logbooks and Registers, as required in enquiry.

| SI No | Description | No of page each book | of for log | Page size | Requirement Quantity | Rate/per unit (Rs) | Total Amount (Rs) |
|-------------|------------------------------|----------------------|------------|-----------|----------------------|--------------------|-------------------|
| a | b | c | d | e | f | g= (e x f) | |
| 1. | Fire Call Report | 100 | | Legal | 5 | | |
| 2. | General Diary | 400 | | Legal | 20 | | |
| 3. | Fire Call Register | 200 | | Legal | 3 | | |
| 4. | Fire Tender Logbook | 200 | | Legal | 10 | | |
| 5. | Snag Register | 100 | | Legal | 2 | | |
| 6. | Fire Extinguisher Register | 400 | | Legal | 5 | | |
| 7. | Manuel call Alarm register | 200 | | Legal | 3 | | |
| 8. | Fire Hydrant Register | 200 | | Legal | 5 | | |
| 9. | Breathing Apparatus register | 200 | | Legal | 3 | | |
| 10 | Mock drill register | 200 | | Legal | 3 | | |
| 11 | Sentry Book | 200 | | Legal | 12 | | |
| 12 | Receipt Register | 400 | | Legal | 2 | | |
| 13 | Dispatch register | 400 | | Legal | 2 | | |
| 14 | Office Tapal Register | 100 | | A5 | 2 | | |
| 15 | Hose Register | 200 | | Legal | 4 | | |
| 16 | Tools and Plant Register | 200 | | Legal | 5 | | |
| 17 | Movement Register | 200 | | Legal | 3 | | |
| Grand Total | | | | | | | |


Office Stamp of Tenderer

Signature of Tenderer

2. Terms and Conditions

1. **Price Basis:** Price quoted is firm and final with free delivery at VOCPA. The increase in price will not be allowed under any circumstances.
2. **GST:** The GST shall be quoted separately. The GST as applicable would be paid extra.
3. **Identical Rates:** The work will be awarded based on the item-wise L1 quote. In case of a tie in the Quote, the bidders who have quoted identical rates will be asked to quote again to decide on the lowest among them.
4. **Mode of Despatch:** The stores may be well-packed to avoid damage in transit and delivered to the consignee.
5. **Completion Period:** The Firms shall be complete within **30 days** from the date of issue of work order.
6. **Liquidated Damages:** The Firms shall be complete the work within **30 days** from the date of issue of work order failing which the Liquidated Damage (LD) will be imposed at **1%** per day of the total contractual value. However, the maximum amount of LD shall be **10%** of the contract price. If the work is not completed within 10 days beyond 30 days from the date of issue of work order, the firms shall be liable to be cancelled.
7. **Validity of Offer:** It should be for a minimum period of three months from the opening date of the quotation.
8. **Payment Terms:** 100% payment will be made after satisfactory completion of work and accepted by the consignee. Please note that this Port cannot make any advance payment to the supplier.
9. **Inspection:** All suppliers are subject to inspection before acceptance.
10. **Genuineness:** In case, the stores supplied are found not suitable by the consignee, supplier may replace it at his own cost immediately.
11. **Sample:** The Printing work shall be done in good quality paper (80GSM), with Proper binding as per our sample approved by the VOCPA/Marine official. The final sample should be shown to VOC Port Marine official before printing to confirm the quality. If any variation from our sample, same shall not be accepted. For Sl. No. 1, the Booklets -5 Nos. to be prepared with perforation (for easy tearing).

Yours sincerely,


24/03/25
Harbour Master



V.O.Chidambaranar Port Authority
Marine Department
Port Fire Service
Fire Call Report (MD F-8)

QM/FSN/FRF

Fire call No.

CALL

1. Station :
2. Date of call :
3. Called by :
4. Location of incident :
5. a) Time of call :
- b) Time of turnout :
- c) Time of arrival at the spot :
- d) Time of leaving the spot :
- e) Time of returning :

PARTICULARS OF FIRE

6. Description of the premises involved :
7. Description of damage :
8. Approximate time of outbreak of fire :
9. Cause of the incident :
10. Classification of fire :
11. Premises handed over to (if any) :

ATTENDANCE OF UNIT OCCURENCE

12. Name of the Unit :
13. Time employed :
14. Personnel in attendance :

FINANCIAL LOSS

15. Estimated value of Property actually
 involved in the fire :
16. Estimated loss :

CASTUALITIES:

17. Port Fire Service :
18. Others :

OTHER PARTICULAR

Report by Sub-officer/Shift In-charge :

