







#### 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

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

Tamilnadu MARINE DEPARTMENT

Email id Website

Telephone : 0461 - 2352313 : dc@vocport.gov.in : www.vocport.gov.in

Date: 24.03.2025

No.MAR-GENEOGERE(MISC)/2/2025-MarineHM/D.114

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,

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		No of page for each log book	Page size	Requirement Quantity	Rate/per unit (Rs)	Total Amount (Rs
a	b	С	d	е	f	a= (a × 5)
1.	Fire Call Report	100	Legal	5		g= (e x f)
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	Receipt Register	400	Legal	12		
13	Dispatch register	400	The state of the s	2		
14	Office Tapal Register	100	Legal A5	2		
15	Hose Register	200	1000	2		
16	Tools and Plant Register	1995	Legal	4		
17	Movement Register	200	Legal	5		
7	Movement Negister	200	Legal	3		
				Gr	and 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.
- GST: The GST shall be quoted separately. The GST as applicable would be paid extra.
- 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.
- Mode of Despatch: The stores may be well-packed to avoid damage in transit and delivered to the consignee.
- 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 SI. No. 1, the Booklets -5 Nos. to be prepared with perforation (for easy tearing).

Yours sincerely,

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

#### ATTENDANCE OF UNIT OCCURENCE

11. Premises handed over to (if any)

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

#### **FINANCIAL LOSS**

18. Others

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

16. Estimated loss :

CASTUALITIES:

17. Port Fire Service :

#### OTHER PARTICULAR

Report by Sub-officer/Shift In-charge :



## PORT FIRE SERVICE QM/FSN/RGD GENERAL DIARY REGISTER (MD F-33)

Date.		•••••
Time	Occurrence	Signature



## PORT FIRE SERVICE FIRE/RESCUE CALL REGISTER (MD F-35)

#### QM/FSN/RFC

SI No	Date of call	Time of Turn out	Duration in sec	Premises involved	Description of damage	Classification of fire/ Rescue	Name of officer attended the fire /Rescue call	Other Remarks	Signature of F&ASO



#### PORT FIRE SERVICE FIRE TENDER LOG BOOK (MD F-37)

#### QM/FSN/RLB

Date	Time		Meter	reading	Total Km	Total time	Purpose of Trip	Fuel (Pet	rol/Diesel)	Foam	Signature	Signature of
	Out	In	Out	In	run	of run		Supplied	Balance	Compound	of driver	Sub officer



#### PORT FIRE SERVICE SNAG REGISTER (MD F-38)

#### QM/FSN/RSN

SI No.	No. Date		Workshop	Nature of defect and repairs	Initial of FMD	Initial of SO	Initial of F&ASO
	Out	In	_				



## PORT FIRE SERVICE FIRE EXTINGUISHER REGISTER (MD F-39)

QM/FSN/RFE

Type of Fire Extinguisher : Capacity :

Bought on : Extinguisher No:

Commissioned on : Location :

SI no.	Installed at	D.Hose & Nozzle	Physical condition of the cylinder	Safety Pin& Carrying Handle	Date of Inspection	Inspected by	Signature of Sub-officer	Signature of SI	Signature of F&ASO



## PORT FIRE SERVICE QM/FSN/RMC MANUAL CALL POINT REGISTER (MD F-40)

Zone :

Location :

Manual Call Point :

SI No.	Date	Condition of Call	Condition of Panel	Initial of	Initial	Initial of
		Point	Board	Sub-officer	of SI	F&ASO



#### PORT FIRE SERVICE HYDRANT REGISTER (MD F-41)

#### QM/FSN/RFH

SI No	Date	Details of Test Inspection & Repairs	Initial of Sub officer	Initial of SI	Initial of F&ASO

## Global Connect

## PORT FIRE SERVICE BREATHING APPARATUS REGISTER (MD F-42)

QM/FSN/RBA

Date of Receipt:

Make

SI No	Date	Particulars of Inspection Maintenance	Pressure kg/cm2		Initial of Sub-officer/	Initial of	Initial of	Remarks	
		Test and repairs			Shift In-charge	SI	F&ASO		



## PORT FIRE SERVICE MOCK DRILL REGISTER (MD F-43)

#### QM/FSN/RMK

SI No	Time of call	Date	Location	Name of the Unit	Time of Return	Name of Emergency	Remarks	Signature of F&ASO
						3 ,		



## PORT FIRE SERVICE **SENTRY REGISTER**

14/02/688

DATE:

SHIFT:

DAI		L.	SHIFT.					
Time From To			Signature of Signature of Remarks					
			Shift in-charge					
				,				



## PORT FIRE SERVICE RECEIPT REGISTER (MD F-33)

QM/FSN/RRR

S I No.	Date	Description	Remarks



## PORT FIRE SERVICE DESPATCH REGISTER (MD F-33)

#### QM/FSN/RDR

SL No.	Date Description	Remarks



## PORT FIRE SERVICE OFFICE TAPAL REGISTER

Date	Description	Particulars	Signature
			_
1			



## PORT FIRE SERVICE HOSE REGISTER

Type of Hose:

Bought on:

Fire Station:

Hose No:

Length:

Date of issue:

SI No.	Date	Details of use	Usage	Defect, if any	Signature
			Time		



## PORT FIRE SERVICE TOOLS AND PLANT REGISTER

#### QM/MAR/RTP

SI	Date of	Description	Quantity of	Balance	Signature
No	issue		Supplied		
SI	Date of	Description	Quantity of	Balance	Signature
No	issue		Supplied		
				i e	



## PORT FIRE SERVICE MOVEMENT REGISTER

SI No Date		Name of the Staff	Purpose		Out		In	Signature of Shift
				Time	Signature	Time	Signature	In-charge