

(CINNO.U40109MH2005SGC153646)

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.
OFFICE OF THE EXECUTIVE ENGINEER,
PAC DIVISION - III, MSETCL Ballarshah
Old Power House Area, Rest House Building Ballarshah-442701
Website:-www.mahatransco.in E-Mail:ee4530@mahatransco.in

Ref: MSETCL/EE/PAC-III/BSH/TECH/SR. No.139

Date: 13.05.2025

E-enquiry

Subject: - Enquiry for Annual maintenance Contract (AMC) of PC, Printer, Laptop at PAC Division III office, Protection unit, Automation unit & Communication unit under PAC Division – III Ballarshah, for the year 2025-26.

Ref: Adm. Approval No. MSETCL/SE/EHV/O&M/Cir/CHD/485 dated 15.04.2025

Dear Sir,

Please quote your lowest rates subject to following Terms & Conditions stipulated below. Quotation may be submitted in a sealed envelope & super scribed with QUOTATION towards Annual Maintenance Contract (AMC) of PC, Printer, Laptop at PAC Division III office, Protection unit, Automation unit & Communication unit under PAC Division – III Ballarshah, for the year 2025-26., Old Power House Area, Rest House Building, Ballarshah. The offer submission period against this enquiry is from **14.05.2025 to 21.05.2025**. The last date of submission of offer is **21.05.2025 up to 17:00 Hrs**. The date of opening of offers is **21.05.2025 at 17:30 Hrs (if possible)**.

TERMS AND CONDITIONS:

- 1. RATES :-** Quote your rates in schedule- A. Rates should stand firm for 12 month from issue of order. Rates should be including all taxes.
- 2. SCOPE OF WORK :-**
 - a) The scope of work involves annual maintenance (on site) of computers & its accessories at PAC Division – III Ballarshah. The Scope of work include service to be provided for repairs arising out of faults otherwise of computer hardware, and LAN system Equipment's, Printers, etc.
 - b) Maintenance services shall consist of preventive maintenance of Desktop, laptop, Printers, Network equipment's (Network Switches / Modem etc.), Cables & Connectors, UPS & Associate Equipment and their power supply.
 - c) Maintenance services shall include virus prevention by updating virus prevention utilities which is installed in the desktop and laptop. If it is expired then it will install and separate bill will be produced.
 - d) Replacement of defective / worn out part with new parts of same specification and of standard make shall be provided by you.

3. PREVENTIVE MAINTENANCE SERVICE (QUARTERLY): - It should be done quarterly for each and every computer and its accessories at PAC Division – III Ballarshah. During the visit following activities should be carried out at PAC Division – III Ballarshah.

- a) Checking of software update, status / health of computer hardware, installation of standard antivirus if not installed.
- b) Carry out tests, if required for proper functioning of hardware system.
- c) Checking of LAN connections, modem and all the equipment installed in U Rack.
- d) Checking of all the equipment should be done thoroughly.
- e) If any fault is detected during diagnostic then take necessary step to rectify it and replace it, if required.
- f) Removing of dust, dirt inside the CPU, printer and keyboard with the help of blower and cleaning of LCD screen with liquid.
- g) Checking of Toner drum of printer.
- h) Removal of unwanted software, corrupted file / data, defragmentation / cleaning of drives.
- i) Minimizing excessive loading of computer to enhance fast processing / working of computer.

All the above activities should be carried out in presence of MSETCL personal and joint inspection report should be submitted along with the bills.

4. BREAKDOWN MAINTENANCE: - On receipt of call from MSETCL person the service engineer shall reach the site and shall carry out following activities.

- a) Checking the error and determine the status / health of hardware system.
- b) Execute tests for proper functioning of hardware and its component.
- c) Take action to restore the system to normal/ working condition after replacement/ repairs of the faulty component of hardware.
- d) The part replaced should be of standard make and of good quality. Replaced part should be handover to concern officer.
- e) The problem should be attended within 6 hrs from the time of receipt of call.

5. TAXES & DUTIES: - GST if any, should be clearly mentioned in the offer. Please quote your GST Registration no. otherwise Taxes will be deducted as per rules.

6. VALIDITY OF OFFER: - The offer should be valid for our acceptance for a period of one year from the due date of opening.

7. CONTRACT VALUE: The total value of the contract is **limited to Rs. 2,00,000/-** (Two Lakhs only).

8. CONTRACT PERIOD: - The contract period should be one year or the exhaust of contract amount whichever is earlier.

9. **PAYMENT :-** 100% payment against the pro-forma invoice in triplicate after satisfactory completion of work subject to availability of fund & completion of all formalities in SAP/ERP system. All the payments will be made by Account Payee Cheques / NEFT / RTGS only.
10. **TRAVELLING EXPENSES:** - No travelling expenses will be paid to the service engineer for visiting Division office or site if required for maintenance work.
11. The Agency has to send his representative for attending the problem within 24hrs from receipt of the call from this office.
12. **PENALTY:** - If the preventive maintenance is not carried out in time or if problem informed to you is not attended within time, the penalty will be charge at ½ % of work order maximum 10%.
13. **SECURITY DEPOSIT:** - The contractor should pay security deposit at the rate of 10% of the value of the order. The S. D. will be refunded after satisfactory completion of contract.
14. **DEDUCTION:** - Any amount on account of damage material or shortage or any other amounts which are or become payable by the agency to the Company, under the same or any other contract shall be deducted by the Company from any amount due or becoming due to the agency under the same or any other contract and shall be adjusted against dues of the MSETCL without prejudice to the Company's right to recover the same by ordinary process of law.
15. **INCOME TAX:** - Income Tax will be deducted as per prevailing rule.
16. **TERMINATION OF ORDER:** - The undersigned reserves the right to terminate this order at any stage without assigning any reason.
17. **JURISDICTION:** - All disputes or differences arising under, out of or in connection with the contract, if concluded, shall be subject to the exclusive jurisdiction of the Chandrapur courts.
18. **ELIGIBILITY CRITERIA:** - Bidder should have to be provide photo copies of following documents and should be produced original if demanded.
 - a) GST Registration certificate.
 - b) Enclose copy of your PAN Card.
 - c) Registration of firm under Bombay Shop and Establishment Act.
 - d) Experience Certificate or Work Order for last 2years copy of similar type of work from offices such as banks, government or semi government, MSETCL offices certified by officers not below the rank of Executive Engineer or equivalent.

19. You are also deemed to be fully aware of the Companies general condition of contract for work, supply of equipment/material and any ignorance of any of the conditions will not exempt you from your liability to abide by the same.
20. **COMPETENT AUTHORITY:** Executive Engineer PAC Division – III, MSETCL Ballarshah is competent authority to decide the awarding order.
21. **GENERAL:** - MSETCL general terms & conditions for work & supply applicable to this contract.

Encl: - Schedule- A

Thanking You,

Yours faithfully,



Executive Engineer
PAC Division-III, MSETCL, Ballarshah

Copy to: -1) The Manager (F&A), EHV O&M Circle, MSETCL, Chandrapur.
2) The Notice Board.

SCHEDULE-A

Sub:- Annual maintenance Contract (AMC) of PC, Printer, Laptop at PAC Division III office, Protection unit, Automation unit & Communication unit under PAC Division – III Ballarshah, for the year 2025-26.

Sr. no.	Material/ Service No.	Particulars	Qty	Unit	MSETCL's Rate (Including GST)	Rate offered by agency (Including GST)
		Supply Portion				
I		Spares required for Personnel Computer/ Laptop/ Printer				
1		Supply of and Installation of Antivirus (01 Year)				
a	500008164	One user Total Security		Nos.	1588.00	
b		Two user Total Security		Nos.	2457.00	
c		Three user Total Security		Nos.	3380.00	
d		Five user Total Security		Nos.	4740.00	
e		Ten user Total Security		Nos.	8854.00	
2	500014601	Providing of RAM (2 GB DDR3)		Nos.	1134.00	
3	500006381	Providing of RAM (1 GB DDR2)		Nos.	1372.00	
4	500014600	Providing of RAM (1 GB DDR1)		Nos.	2106.00	
5	500003705	Providing of Mouse (Wired)		Nos.	378.00	
6	500003704	Providing of Keyboard (Wired)		Nos.	486.00	
7	500018207	Providing of Mouse (Wireless)		Nos.	750.00	
8	500022080	Providing of Keyboard (Wireless)		Nos.	850.00	
9	500022381	Providing of Keyboard & Mouse Combo pack (Wireless)		Nos.	1750.00	
10	500006812	Providing of UPS Battery 1 no.(7 /12 Amps) Make - Luminous / Microtech		Nos.	945.00	
11	500014611	Providing of Tonner Drum		Nos.	270.00	
12	500014613	Providing of PCR for tonner		Nos.	216.00	
13	500014622	Providing of Magentic rod		Nos.	162.00	
14	500014614	Providing of Wiper Blade		Nos.	162.00	
15	500015469	Providing of Dr. Blade		Nos.	189.00	
16	500006811	Providing of Dlink RJ45 Connector		Nos.	21.00	
17	500014621	Providing of Fuser Sleeve		Nos.	1026.00	
18	500009816	Providing of Pressure Rod		Nos.	1156.00	
19	500014337	1 TB Surveillance Hard Disk		Nos.	3300.00	
20	500015602	Providig of 1 TB External Hard Disk		Nos.	4535.00	
21	500005943	Providing of spike Guard		Nos.	270.00	
22	500014608	providing of processor fan		Nos.	497.00	
23	500014606	Providing of USB ext cable		Nos.	97.00	
24	500014607	Providing of USB printer cable		Nos.	90.00	
25	500014604	Providing of power cable		Nos.	103.00	
26	500003700	Providing of new Mother Board		Nos.	4265.00	
27	500017532	Providing of New Monitor 19.5"		Nos.	8500.00	
28	500022126	Providing of New Monitor 21.5"		Nos.	9500.00	
29	500016146	Providing of New Monitor 23.5"		Nos.	10500.00	
30	500019403	Providing Pen Drive 32 GB		Nos.	648.00	
31	500014612	Providing of Tonner/carriage for Cannon		Nos.	3674.00	
32	500020793	Providing of 12 A Tonner/carriage for brother printer		Nos.	3347.00	
33	500008292	Providing of New Cabinet with SMPS		Nos.	1296.00	
34	500022556	Providing of Wireless acces point		Nos.	2160.00	
35	500020840	Providing of Power adaptor		Nos.	281.00	
36	500024931	Providing of USB Hub		Nos.	270.00	
37	500008702	Providing of screen for Laptop		Nos.	4859.00	
38	500016509	Providing of adaptor for Laptop		Nos.	1944.00	

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39	500008305	Providing of Speaker 2.0		Nos.	702.00	
40	500017336	Providing of Battery for Laptop		Nos.	3455.00	
41	500026852	Providing of HP 110A BLACK LASER TONER CARTRIDGE		Nos.	5342.00	
42	500023919	Providing Pen Drive 64 GB		Nos.		
43	500018475	SMPS		Nos.	616.00	
44	500003602	600VA 1Ø UPS		Nos.	3337.00	
45	500023619	5 Port 10/100 MBPS Switch		Nos.	676.69	
46	500026446	Desk Microphone wt Speaker USB/bt		Nos.	800.00	
47	500020010	Intel Core i3 processor		Nos.	13357.60	
48	500020011	Intel Core i5 processor		Nos.	15965.40	
B		Labour portion/Service Charges				
1	50002113	Networking Charges		Each	231.00	
2	50009451	Formatting & Operating system installation charges		Each	461.00	
3	50003884	Printer Repairing		Each	483.00	
4	50004636	Tonner Refilling		Each	429.00	
5	50003709	Crimping of cable at both ends		Each	75.00	
6	50009556	Repairing of Motherboard		Each	820.00	
7	50004201	UPS Repairing		Each	375.00	
8	50009557	Repairing of Monitor		Each	1323.00	
9	50009452	Data (Folders/ Files) Recovery Charges		Each	1769.00	
10	50010899	SMPS Repairing		Each	349.00	
11	50009217	Laptbp Repairing charges		Each	590.00	
12	50007055	Projector Service Charges		Each	1770.00	
13	50000283	PC complaint attending Charges		Each	336.00	
14	50006134	P&F Cat-6 Cable I/O Boxes (any cable CAT		Each	465.00	
Total Amount of Estimate limited to Rs. 2.00 Lakhs inclusive of GST (GST						
Remark: The quantities considered in estimate are tentative and may or may not be used during execution of work order.						
The quantities are considered tentatively for estimation only. The payment will be done as per actual only.						