



**MAHARASHTRA STATE ELECTRICITY  
TRANSMISSION CO. LTD.**

**CIN No.U40109MH2005SGC153646.**

**Executive Engineer(Civil)**

E.H.V.Civil Construction cum Maint. Division, Pune  
925, Kasba Peth, Administrative Building, 4th Floor, Near  
Kumbharwada, Juna Bazaar Road, PUNE- 411011  
E-Mail: [ee6720@mahatransco.in](mailto:ee6720@mahatransco.in)



**Ref: - EEC/EHVCCCMD/PUNE/Tech/737**

**Date: - 10.06.2025**

**Sub:** -E-Enquiry for the work of hiring of vehicle with fuel (Swift Dezire /Indigo) for a period of 315 days 2025-26 for the EHV CCCM S/Dn-Pimpri Chinchwad, under EHV CCCM Division, Pune.

**Ref:** -1) मराविपाकं/मासं. रक्का/भाडोत्री वाहनं/नस्तीक, ५८२, दि. ३०.०७.२०२१

2)CE/EHV PC O&M Zone/Pune/Tech/98, Dt. 14.01.2025

Dear Sir,

With reference to above, you are requested to offer your rates if interested for the supply of diesel Car with air conditioner, registration of which should not be before year 2017 on hire basis on following terms and conditions. Sealed and superscribed quotations should reach this office on or before 18.06.2025 at Hrs. 18.00

**TERMS AND CONDITONS ARE AS MENTIONED BELOW:**

1. The period of contract is for **12 Months or expiry of work order value i.e. limited to Rs.6,00,000/- whichever is earlier.** However actual days will be counted for payment. The period will be reckoned from the date of issue of order or as instructed by the undersigned.
2. The vehicle will be utilized on working days, however if required, vehicle will be utilized on holidays also, without any extra charges.
3. The fuel cost and also the cost of the lubricating oils i.e. engine oil, break oil and other spares will be borne by agency. Toll charges will be paid by this office.
4. Maintenance of vehicle will be borne by agency.
5. All other taxes such as R.T.O., Insurance and other statutory, taxes/charges should be paid by agency.
6. Normally, day will be counted from 9.00 A.M. (in the morning) and 19.00 hrs. (in the evening). (10 hrs duty daily). Timing within this span will be changed whenever required with advance intimation by the contracting authority which will be binding on you. Timing will be considered from actually when vehicle with driver reports on duty to the authority and closing time will be taken when driver drops the authority at the place where authority specifies.
7. Vehicle will be driven by your driver who must have a valid transport driving license. The driver has to drive the vehicle as per instructions of the Engineer-In-Charge. Driver should be punctual in attendance and free from habits i.e. alcohol, nicotine and talking on mobile phones while driving etc.
8. The vehicle must run on all type of roads and the vehicle must be in good running condition with air conditioner which will be used whenever required by the authority.

9. The salary and allowances of the driver are to be borne by agency. In case of any complaint or mishap, all liabilities of vehicle will be at your risk and cost.

10. The speedometer showing the kilometer of the hired vehicle should be kept in good working condition at all times without any excuses so as to assess mileage of vehicle.

11. The alternative vehicle of similar condition shall have to be provided as a replacement on the same terms and conditions of this order in case the ordered vehicle is off the road due to failure/repairs etc. either for short period or long period.

12. Normally the working hours per day will be 10 hours. The same will be counted as per instructions of Engineer-In-Charge. In case the working hours exceeds 16 hours per day, then overtime will be paid per hour limited to halting charges. In short maximum extra payment will be restricted to either Over Time or halting charges whichever is less.

13. Meter reading will be taken at the place where vehicle reports for MSETCL duty /office in morning and where it is left in evening i.e dropping of the authority at the designated place/office.

14. Night halt charges will be paid extra. Regarding over time for a particular day either O.T. or halting charges will be paid.

15. If the particular vehicle allotted against the order, is off the road, for longer (more than 3 days) duration for major/Minor repairs etc. the other vehicle of similar condition shall have to be given as a replacement on the same terms and conditions of the order having necessary RTO, tourist permit for the same. If vehicle is not provided or replacement is also not given vehicle will be engaged at your risk & cost with a penalty of Rs.200 per day.

16. Vehicle should always be accompanied with all necessary documents such as Registration Insurance/R.T.O. permit, vehicle Fitness Certificate, Pollution Certificate and valid driving license of vehicle driver etc. The driver should submit all such papers to R.T.O. authority as and when required.

17. If the performance and services of your vehicle and driver is found unsatisfactory, then the contract will be terminated without any prior notice.

18. In case of any difference of opinion in respect of interpretation of terms and conditions of Work order and P.O, the decision of the respective In-charge is final and binding on you.

19. The proper invoice for the payment of hired vehicle should be submitted to the Ex. Engineer (C), CCCM Division, Pune, in triplicate, for passing and payment as per the availability of funds.

20. Security Deposit: You have to remit, before execution of order, security Deposit @ of 10% the total value of the order in this office in cash/ by D.D./ B.G./ fixed deposit in nationalized or scheduled bank after acceptance of this order. If not paid, the same shall be deducted through your 1<sup>st</sup> R.A. bill 5% & 2<sup>nd</sup> R.A Bill 5% with interest. And it shall be refunded to you after successful completion of work if applied within six months from the date of completion of order.

21. You have to execute the agreement for hiring of vehicle with the company on stamp paper of Rs. 500/ The cost of stamp paper will be borne by you.

22. In case of halt at outside stations, the driver should make this own arrangement for lodging and boarding etc. however you have to quote for halting charges separately as mentioned in Schedule "B" attached herewith.

23. Income tax at source at the appropriate prevailing Government rate as applicable will be deducted from your bill as per rules. The income tax Reg. No. if allotted should be submitted to this office. Rates are inclusive of GST. However, GST shall be deducted from your bills as per Government prevailing rules as applicable time to time.
24. The Company's general condition for contract of hired vehicles will be applicable and binding for this contract also.
25. In case of any accident/ damage occurred while the vehicle is on duty, the agency will be liable and responsible for the same. In case, if court awards any compensation amount to the person met with an accident, the Company shall not bear any responsibility in such matter.
27. Your payment per month will be restricted to Rs. 50,000/- (Rs. Fifty thousand only) including cost of fuel charges and GST. Excess expenditure over and above Rs. 50,000/-per month will not be entertained so you have to keep close watch on this and if amount excesses Rs. 50,000/- you have to keep vehicle idle in that month.
28. The vehicle and Driver should have requisite license valid transport license permit and other important documents for travel in Maharashtra original copy duly certified of the Tourist taxi permit, RC and TC books should be kept with the vehicle in all respects as the Department shall not bear any responsibility in such matters.
29. The jurisdiction of the vehicle is normally Pune districts & as required all over Maharashtra.
30. You have to submit Xerox copies of following valid documents.
- a) R.T.O. Registration Certificate of vehicle
  - b) Clearance of payment of tax.
  - c) Valid insurance of vehicle.
  - d) Valid Road permit/ Tourist permit. ('T' permit for engaging vehicle on hire basis)
  - e) Valid Shop act License
  - f) Valid 'PUC' test certificate. (Generated online).
  - g) Valid Driving License of the driver of transport vehicle.
  - h) Valid fitness certificate.
  - i) Pan Card & Aadhar Card of Agency/Owner.
31. Driver deployed by the contractor for the hired vehicle shall be sufficiently experienced to drive on the road safely and shall possess a valid driving license.
32. Company shall not be responsible for driver's liability such as accident compensation, wages, accommodation and other facilities etc.
33. It will not be binding on the Company to provide parking space for the hired vehicle inside or outside the Company premises after duty hour.
34. The preferable average consumption of the vehicle given on hire basis should be of 16 Kms/Litre.
35. The driver of the hired vehicle shall maintain the vehicle diary indicating time of arrival for duty in morning, all the movements during the day and time of closure of duty period. The driver shall also indicate the Kilometrage from place to place and obtain the signature of the user of the vehicle regularly from time to time.
36. Payment will be done on actual number of days and running of the vehicle (when vehicle is on duty) Daily average running should be 80Km per days & if the average running per day is less than 80Kms then recovery for each less Km travelled will be effected at rate Rs.9 Per Km and if

average daily running is more than 80Kms then Rs.12 per extra Kms travelled will be paid. (Note :- for e.g if number of days vehicle is used 20 and if Kms travelled is 1400 then  $(20 \times 80 - 1400) \times 9$  will be recovered through bill and if number if is 1800 Kms then extra payment of Rs.  $(1800 - 20 \times 80) \times 12$  will be paid in the bill.

37. Right to reject any or all quotations without assigning any reason is reserved by the undersigned.

38. Rate should be quoted inclusive of GST as per prevailing Government Rules.

Yours faithfully,

**(S. D. Chaure),**  
**Executive Engineer (Civil),**  
**EHV CCCM Division, Pune.**

**Copy S.w. rs.to:** - 1) The Superintending Engineer(C), EHV CCCM Circle, Pune.

**Copy to:** - 1) Addl. Executive Engineer (C), EHV CCCM Sub-Division-Pimpri Chinchwad,  
2) The Dy. Manager (F&A), EHV, CCCM Division.

(CIN NO.U40109MH2005SGC153646)

*MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD.*

**SCHEUDLE 'B'**

**Sub :- E-enquiry for the work of:** Hiring of vehicle (Indica/Indigo) for a period of 315 days for 2024-2025 for the EHV CCCM S/Dn-Pimpri Chinchwad, under EHV CCCM Division, Pune.

Sr No.	Activity	Description	Qty.	Rate Rs.	Unit
1)		Providing Diesel operated Four wheeler CAR with Driver on hire basis to EHV CCCM S/Dn-III, Pune including cost of fuel, with including cost of lubricants, repairs and servicing etc. all complete.			
a	50000238	Providing Rate per day (up to 10 Hrs.)	315.00	1552.00	Per Day.
b	50000240	Overtime Charges after 10.00 Hours Duty	400.00	138.00	Per Hour.
c	50000241	Night halt charges.	1.00	171.00	Per Night Hault.
d	50000239	Extra rates per Km for running more than daily average running of 80 Kms. (Ref. clause no.31.)	2000	11.50	Per Km.

Note :

Total value of order will be limited to Rs.6,00,000/- (Rupees Six Lakh Only.) including all taxes, halting charges & overtime.

2. Monthly expenditure is restricted to Rs.50,000/- per month including Taxes.

3. The GST applicable should be quoted separately.

4. The estimated quantities are tentative and may vary as per the situation but limited to the total estimated cost.

5. The payment will be made on actual measurement basis.

6. Halting charges or O.T. whichever is less will only be paid.

7. Rates should be quoted excluding GST. GST will be paid extra if you are register under GST as per prevailing rules.

8. If average running per day in the billing month is less than 80Km per day recovery per less Kms travelled will be affected at Rs.9 per Kms (Rf. Clause No.31).

The contractors have to quote above/below/At par in % in respect of total Amount.

The contractor should not quote above/below/At par of individual items, such Price bid will be rejected.

1. -----% Below (In words -----) of the above total estimated cost.
2. ----- At Par (In words -----) of the above total estimated cost.
3. -----% Above (In word-----) of the above total estimated cost.

All the valid relevant papers (Xerox copy) regarding the vehicle should be enclosed (self-attested),

a) R.T.O. Registration Certificate of vehicle

b) Clearance of payment of tax.

c) Valid insurance of vehicle.

d) Valid Road permit/ Tourist permit. ('T' permit for engaging vehicle on hire basis)

e) Valid Shop act License

f) Valid 'PUC' test certificate. (Generated online).

g) Valid Driving License of the driver of transport vehicle.

h) Valid fitness certificate.

i) Pan Card & Aadhar Card of Agency/Owner.

-----Sd-----

**EXECUTIVE ENGINEER (C),  
EHV CCCM DN., PUNE- 11**

**SIGNATURE OF CONTRACTOR**

**NAME**

**ADDRESS**