

**MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD.
EHV CIVIL CONSTRUCTION CUM MAINTENANCE CIRCLE- NASHIK**



From: -**Superintending Engineer (Civil)**
EHV Civil Construction Cum Maintenance Circle, MSETCL Administrative Building
Block No.3, 2 nd Floor Racca Plot Old Saikheda Road, Jail Road
NASHIK-422101
E-mail se5700@mahatransco.in

Ref: SEC/EHV/CCCMC/NSK/Tech/ 1186

Date :- 03.09.2025

E-ENQUIRY

To,

Sub: - “24 X 7 Hrs. Day to day housekeeping works and Khansana Services for Guest House at Racca Plot, Jail Road, Nashik.”

Ref:- 1) Approved office note of Superintending Engineer, EHV CCCM Circle Nashik on dtd. 07/08/2025

Dear Sir,

Sealed and super scribed percentage rate quotation are invited in the above mentioned work as detailed in “ Schedules” attached herewith so as to reach the office of the undersigned at the above mentioned address.

The bidder has to submit super scribed envelop in two bid system. The 1st Envelop containing technical bid and 2nd Envelop containing commercial bid. Shall be reached to this office on or before **11/09/2025 up to 18.00 Hrs.**

TERMS AND CONDITIONS

1) Compulsory Primary Documents: (Technical Bid)/ TQR.

- (i) Shop Act registration.
- (ii) Food & Drug License
- (iii) PAN Card
- (iv) GST/GSTIN Registration Certificate.
- (v) E.P.F. Registration Certificate – issued by competent authority of Govt.
- (vi) Experience of having successfully completed similar works.
- (vii) Payment of **EMD Rs. 9988.00 /- & quotation fee Rs. 500+ 18% GST** to be made by bidder online & having registered vendor of MSETCL.
- (viii) Statement of Net worth for an amount equal to 25% of the estimated cost of work duly registered and certified by Chartered Accountant. Net worth = Equity share Capital + Reserves – Revaluation reverse – Intangible assets - Miscellaneous expenditure to the extent not written off and carry forward losses.

- (ix) Average Financial Turn-over certificate duly registered and certified by Chartered Accountant during the last 3 years ending 31st March of previous financial year should be at least 30% of the estimated cost. In addition the agency may has to submit annual Turnover Report / Profit and loss Accounts of last 3 years duly certified by Chartered Accountant / Registered Income Tax Practitioner.
- (x) Price bid only where in the percentage should be quoted.
- (xi) Bidders have to submit an undertaking in the attached Pro forma **ANNEXURE-D** declaring that their Firm is not Debarred/Blacklisted by Government/Semi-Government/Other Power Utilities, anywhere.
- (xii) Bidders have to submit an undertaking in the attached Pro forma **ANNEXURE-A** on letter head of agency.

NOTE:- Price Bid will be opened after qualifying in Technical Bid.

- 1) Payment of **EMD Rs. 9988.00 & quotation fee Rs. 500+ 18% GST** to be made by bidder online & having registered vendor of MSETCL.
- CHIEF ENGINEER CAFS NASHIK ZONE MSETCL
 - Account No. :- 44261972324
 - Name of Bank :- State Bank Of India
 - IFS Code :- SBIN0012210.

Quotations submitted without the payment of E.M.D shall be liable for rejection. **The envelopes of the Quotations should be super scribed about name of work and receipt of EMD which is paid online.**

- 2) The quantities enumerated in here attached Schedule B are approximate, however the payment will be made against actual executed quantities on site.
- 3) The work should be completed within **12 Months** from the date of handing over the site to commence the work or complete exhaustion of work order whichever is earlier, failing of which a penalty at ½% per week subject to the maximum 10% of the ordered value will be imposed.
- 4) The work should be strictly carried out as per standard specifications & up to the entire satisfaction of the Engineer-in-charge.
- 5) No materials will be supplied by the MSETCL for this work except materials as shown in Schedule B
- 6) Payment will be made through First & Final bill/ R.A. bill basis at the discretion of undersigned.
- 7) The contractor will have to pay security deposit to this office equal to 5% of the ordered value.
- 8) In case any accident occurred to the Contractor's labour/workmen during execution of work, the contractor will be fully responsible for all claims & compensation. No charge in any case will be borne by the MSETCL
- 9) The materials to be utilized for the work should be getting approved from the Engineer-in-charge prior to its utilization for the work.
- 10) The terms & conditions enumerated in the approved Booklet "TENDER AND CONTRACTOR FOR WORKS" will be applied in this case & will be binding on the contractor entirely.

- 11) Right to accept any or to reject any or all the quotations without assigning any reason there of is reserved by the undersigned.
- 12) Payment will be released to agency as per availability of funds. Further MSETCL will not pay any compensation due to non availability of funds.

Thanking you,

Encl: Schedule B, Annexure D & Annexure A.

Yours faithfully,



(Hadi I. Khan)
Superintending Engineer (Civil)
EHV CCCM Circle Nashik.

Copy s.w.r.t.- Manager [F&A] CAFS Unit, Nashik.



EHV CCCM Circle Nashik

Name of Work : Estimate of Day to day Housekeeping works & Khansama Services for Guest House at the Administrative Building, Racca plot, Jail Road, Nasik Road, Nasik.

Schedule B

It. No.	Description of Item	Quantity	Unit	Rate without GST	Rate including 18 % GST	Amount
1	Collection and disposal of garbage from Rest House Rooms and cleaning all rooms, Dormitory & court Yard, Corridor Passage, Terrace & surrounding area of Rest House including tools, cleaning materials such as detergents, phenyl of standard make duly approved by engineer Incharge. Labour, necessary supervision etc. complete as per details given below. Inside Suit, Room& Dormitory cleaning should be carried out & complete in the morning before 10.00AM (Minimum 2 No of persons are required to be engaged for this item) (The Rates are inclusive of required material like News Paper, Naptha Balls, Acid. Broom, Duster, Hand Wash, room freshner, odonil & Mosquito Coils etc) a) Floor cleaning two times in a day b) Wet mopping of floor (Verndas, lobbies, staircases, Landings of Staircase, And collection of garbage & disposing off as directed. Twice in a day by wet mopping) c) Toilet & bathroom blocks, W/C, Urinals, Wash bain, Toilet flooring, dado tiles, Twice in a day & as per requirement D)Furniture phone cleaning once in a day E) Dusting of walls & cobweb removal once in a month F)window glass cleaning Once in a fortnight G) Deep cleaning of individual Rooms. Cleaning with wet duster cloth partitions, curtains, water coolers, columns, doors, windows,pelmets, racks, nameplates, photo frames, tubelight, fan grills, venetian blinds,once on fifteen days.) H) Cleaning with wet duster/cloth, tables, chairs, partitiuons, sofas Once in a day.	12.00	MONTH	35815.00	42261.70	507140.40
2	Providing the services of one Khansama and Assistant to khansama (24*7)for Preparing the good quality food for visitor who are staying/ Visiting the Rest House also maintaining the record of visitors along with collection of stay charges & in washing area & maintain the records of housekeeping as per the requirement & services of cooking as mentioned in Annexure-A, with all required material / utensils / gas refilling charges etc shall be borne be the contractor. etc complete. (minimum 2 No of person should be engaged for for this item. i.e 1 no of kansama and 1 no assistant) a) Maintaining the Cleanliness in the Kitchen,Pantry, store , rooms, passage area, Washing & dinning room b) Attending the Room services & Dinning hall services for food and water etc. c) maintaining the record of visitors name address purpose of visit etc along with collection of stay charges and every visitors rating on services d) Maintaining the Record of Utensils Like soap, paste , brush etc e) Filling of Hand Wash, other Consumable etc as required. f) Provding kitchen services as per Annex-A as per the Visitor Requirement: Note-Bidder should provide his rate for item in Annex-A g) serving the food to the visitor who are staying at rest House	12.00	MONTH	34719.00	40968.42	491621.04
						998761.44
					Total Amount including GST in Rs.	998761.00

Note: Providing the services of one Khansama and Assistant to khansama (24*7) for Preparing the good quality food for visitor who are staying/ Visiting the Rest House also maintaining the record of visitors along with collection of stay charges & in washing area & maintain the records of housekeeping as per the requirement & services of cooking as mentioned in Annexure-A, with all required material / utensils / gas refilling charges etc shall be borne be the contractor. etc complete. (minimum 2 No of person should be engaged for for this item. i.e 1 no of kansama and 1 no assistant)

-sd-

Superintending Engineer (Civil)
EHV CCCM Circle Nashik.

I / We hereby agree to carryout the above work as under :-

- At estimated cost.
- Above.....% in words.....Of Estimated cost in Schedule "B"
- Below.....% in words.....Of Estimated cost in Schedule "B"

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD
EHV CCCM Circle, Nashik

"ANNEXURE – A"

Subject- “24 X 7 Hrs. Day to day housekeeping works and Khansana Services for Guest House at Racca Plot, Jail Road, Nashik.”

Sr. No.	Particulars of work	Unit	MSETCL Rate (Rs.)
1	Annual contract to run MSETCL Guest House located at Guest House at the Administrative Building, Racca plot, Jail Road, Nasik Road, Nashik. - rates for providing and supply of good quality and tasty food - breakfast / tea / lunch / dinner to guests / office staff / other residents of rest house as per the instructions of incharge		
a	Tea (100ml)	Cup/Each	10.00
b	Morning breakfast consisting of Veg / Non-veg dish of South Indian / Maharashtra varieties	Dish/Each	25.00
c	Veg Lunch / Dinner consisting of two vegetables + chapati/puri/paratha + Pulao/fried rice/plain rice + Dal fry/plain Dal + Papad + Salad + Pickle + One sweet item + curd	Thali/Each (unlimited)	100.00
d	Non-veg Lunch / Dinner consisting of Chapati/Bhakar/Paratha + Plain/Fried Rice + Papad + Salad etc to be served with any of the following item-		
	i. Egg Curry	Per person/ Per Plate	100.00
	ii. Chicken	Per person/ Per Plate	150.00
	iii. Mutton	Per person/ Per Plate	200.00
Note - Above charges are at the maximum to be recovered by the contractor against his cooking expenses, the given rates shall remain same till this contract lasts, whichever is later. Order shall be served to the guest before 01 hour of given time. The same type of vegetable should not be repeated for the same day, suitable variety in breakfast / lunch / dinner shall be maintained to the complete satisfaction of MSETCL officials. The rates includes all the material, labor, refilling of Gas Cylinder etc as required for complete service for preparation and serving of food as required by Staying authority/Visitor.			

Signature with stamp of the Contractors & Address.

ANNEXURE 'D'

Undertaking to be submitted by the Bidder declaring that Bidder is not Debarred/Blacklisted by Government/Semi-Government/Other Power Utilities.

I/We hereby declare that I/We is/are participating in MSETCL's Quotation for the work of "24 X 7 Hrs. Day to day housekeeping works and Khansana Services for Guest House at Racca Plot, Jail Road, Nashik." As on date of submission of this Quotation, I/We hereby declare that My Firm/We is/are not Debarred/Blacklisted by Any Government/ Semi-Government/Other Power Utilities, anywhere.

The above declaration is true to the best of My/Our knowledge and belief.

I/We hereby agree that in case My Firm/We are Debarred/Blacklisted by Any Government/ Semi-government/ Other Power Utilities, anywhere, My/Our Offer is liable for rejection at any stage of Tendering process as per Quotation Conditions. Further, I/We hereby understand and agree that in case My Firm/We are Debarred/Blacklisted by Any Government/ Semi-Government/Other Power Utilities,

anywhere, My/Our Order is liable for termination at any stage of Order execution process and My Firm/We shall be solely responsible for the consequences arising out of it.

Authorized Signatory, Seal of the firm

