

<b>Office of the Executive Engineer 400KV RS Division Khadka (MSETCL) Khadka-Bhusawal ,Pin-425201 Mobile No.7768001155</b>		
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**Ref. No. EE/400KV/RS/Dn/KDK/BSL/T/No. 481****Date: - 11.09.2025.**

**Subject: - E-ENQUIRY** for the work of housekeeping cleaning, sweeping. cleaning of toilets, WC Pan, Urinal Pan at 400/220/132 kV Control room, Division Office, Maintenance Office, Testing Office, Maintenance Stores, ACDC Room, Line Maintenance Offices and all 400 kV R.S. premises under 400 kV R.S. Division, Khadka.

Dear Sir,

Sealed and super scribed quotations are invited for the above work as per enclosed schedule 'A'. You are requested to quote your reasonable rates for the above work. The terms and conditions are as follows.

**TERMS AND CONDITIONS:-**

- DUE DATE:** - The quotation complete in all respect, duly sealed & super scribed should be submitted to this office on or before **Dt. - 22.09.2025** up to **15:00** Hrs Positively.
- SCOPE OF WORK** :- As detailed in schedule 'A'.
- QUOTED RATES:** - The quoted rates should include the cost of material, all skilled and unskilled labour and also the requisite T & P, incidental charges etc. The Taxes will be clearly mentioned & if the Taxes are not clearly mention, then it will be considered as Inclusive of all taxes.
- Estimated cost** is limited to Rs. 5,87,872/- (inclusive of all taxes)
- ENQUIRY FEES:** - Agency should have to pay Rs. 118 (inclusive of 18% GST) against enquiry quotation Fees to the CAFS Unit Nashik Zone having following account detail:  
State Bank of India Account  
Name of the Account - CHIEF ENGINEER CAFS NASHIK ZONE.  
Account Number - 44261972324, IFSC - SBIN0012210  
& copy of receipt attached with quotation.
- SECURITY DEPOSIT:-**
  - The successful Contractor(s) will have to submit Security Deposit at the rate of 5 % of the Value of the order, by BG/ FDR at the office of the Executive Engineer, 400kV Rs Dn. Khadka, Bhusawal within 07 days from the date of receipt of letter of intimation.  
The detail order will be issued only after the payment of security deposit.
  - The BG/ FDR submitted towards the Security Deposit shall be in the name of the Executive Engineer, 400kv Rs Dn. Khadka, Bhusawal.
  - If the successful Contractor fails to submit Security Deposit within the stipulated period, it will be presumed that the Contractor is not interested in execution of the contract and the work contract will be issued to other agency. The decision of E-enquiry accepting authority i.e. the Executive Engineer, 400kv Rs Dn. Khadka, Bhusawal shall be final and remain binding on the Contractor(s).
  - No interest will be paid on the Security Deposit and the Security Deposit will be refunded after satisfactory execution of works. The Security Deposit will be returned to the Contractor without any interest of successful completion of the Contract Period and after completion of Contractor's other obligations under the Contract. And if the work will be not completed by the agency the security deposit will be forfeited by the MSETCL.

**7. AGREEMENT & STAMP DUTY:-**

- a. The successful Contractor has to execute an Agreement with The Executive Engineer, 400kV

RS Dn. Khadka, Bhusawal within 14 days after receipt of letter of intimation, the work order will be only issued after executing the Agreement & submission of security deposit to this office.

- b. The successful Contractor shall submit an Agreement Bond on Rs.500/- non-judicial stamp paper as per the Clause 34 of Mumbai Stamp Duty Act 1958. The expenses towards the stamp paper and preparation of Agreement Bond will be on the part of the contractor.

**8. VALIDITY OF OFFER:** - The offer should be valid up to the exhausting of work order value from the opening of the quotation.

**9. SUPERVISION OF THE WORK:** - The work shall be under the overall supervision of the Addl. Executive Engineer or his representative. In case of any dispute, decision of undersigned shall be final and binding on the Contractor. The work should be carried out as per the directives of the concerned supervision In charge or his representative.

**10. WORK COMPLETION PERIOD:** - You will have to carry out the said work for 12 months from the receipt of the work order or intimation to you by Executive Engineer or his representative.

**11. SUBMISSION OF BILL & PAYMENT:** - You have to submit the monthly Original bills in triplicate including work order No., Pan No., GST No. along with satisfactory detail work completion report etc. to this division in the name & office of the undersigned. The same will be submitted to the concerned incharge for further process. After that the concern unit Incharge will verify & certify the bill with SAP generated SES against PO No. in SAP & submit the same to this office for effecting payment. After due audit & verification, Exe. Engr., 400 kV RS Khadka-Bhusawal, shall effect the payment. Payment of Bill will be made as per the availability of funds at 400 KV RS Khadka-BSL. However, the payment will be made as per actual measurement & as per the actual work done.

**12. DOCUMENT REQUIRED:** - The offer rate must be accompanied with following documents.

I. Valid Firm/shop act Registration copy or Latest NOC of Gram Panchayat.

II. Valid GST Registration Copy if applicable otherwise submits the undertaking.

III. PAN Card copy and IT returns of last 3 years.

IV. The bidder should have to submit the Work completion/experience certificate of similar

type of subjected works issued by authority not below the Rank of Executive Engineer or equivalent in Govt. /Semi- Govt. Utilities as a proof of experience.

**13. T&P:** - All the T&P required for above work will be arranged by the Contractor.

**14. SAFETY:** - The contractor shall ensure the safety of all the workmen, materials and equipment either belonging to him or to other working at site. The contractor shall be responsible for providing of all safety notices and safety equipment required. If any accident occurs during the

work, the complete responsibility of the accident will be of Contractors. The M.S.E.T.C.Ltd.

Shall not pay any type of compensation for any type of accident.

**15. TDS & GST:** - TDS & GST will be deducted as per rules from Bill.

**16. PENALTY:** - The work will have to be carried out for one year from this office intimation otherwise penalty at ½ % per week subjected to maximum 10% of the ordered amount will be levied at the discretion of competent authority.

**17. GENERAL:** - MSETCL general Terms and Conditions for works are applicable to this contract. The undersigned reserves the rights to accept or reject any or all the bidders without assigning any reason thereof.

**18. CONTRACTOR'S DEFAULT:**

- a. In case you fail to complete work fully OR partially, the security deposit will be revoked by MSETCL. In this case the balance work will be got done from other agency may be at higher rates and the difference in cost will be recovered from the contractor's bills.

- b. In case of any loss / damage to the Owner's asset /material, it will be the sole responsibility of the contractor to lodge the complaint in writing to the nearest police station under intimation to this office or to In-charge/ designated officer.

- c. If there happens any loss of goods or damage to valuable material in the premises on account of negligence of the Staff, the cost of loss / damage shall be recovered from the contractor.
19. **SUSPENSION / HOLDING OF WORK:** If the work has to be suspended due to any reasons i.e. stay order from court of law, legal held up from any other Agency, shut down etc. the MSETCL shall not pay any compensation / damage to the contractor towards item like idle labour, etc. In such cases the contractor is not liable for claiming extra payment.
20. **DEDUCTION:** Any Amount which become payable by the contractor to the MSETCL under particular contract will be deducted by the Owner from any amount due or becoming due to him to the contract under the same or any other contract.
21. **SAVE AND EXCEPT:** Amount due to account of damage or compensation for default or Breach of contract by the contractor in which case instead of deduction of the same amount shall be retained and the Owner shall have the right on amount so retained or withheld.
22. **TERMINATION OF CONTRACT:** The Undersigned reserve the right to terminate the contract at any stage without assigning any reasons thereof.
23. **JURISDICTION:-** All disputes or difference arising out of and in connection with the contract shall be subject to the exclusive jurisdiction of Bhusawal Court only.
24. If any worker employed by you for this work is found unsuitable for any reason by this office, the agency will be required to remove the said person & suitable replacement will be provided immediately within 24 hours by the agency at no extra cost.
25. MSETCL bears no responsibility of any kind in r/o the worker employed for this work & Contractor shall be whole responsible to observe & follow all the statutory provisions Regarding Labour laws. The rates should be quoted considering applicability of all these aspects.
26. MSETCL Reserve rights to add more terms during the contract period if found necessary. The right to add/alter/modify/ order partly or fully at any stage or to cancel without assigning any reason thereof is reserved by the undersigned.

Thanking You.

Yours Faithfully,

SD/-

**Kapildeo U. Sathe**  
**Executive Engineer**  
**400 KV RS Dn.MSETCL,**  
**Khadka- Bhusawal.**

**Copy s.w.r.s. to:** -The Superintending Engineer, EHV (O&M) Circle, Bhusawal.  
-For information please.

**Copy to:** - 1. The Add. Executive Engineer, S/Stn. Maintenance 400 kV R/S., Khadka.  
2. The Dy. Manager (F&A) CAFS subunit @ Khadka -Bhusawal.

**SCHEDULE 'A'**

**Subject:** - AMC for housekeeping cleaning, sweeping. cleaning of toilets, WC Pan, Urinal Pan at 400/220/132 kV Control room, Division Office, Maintenance Office, Testing Office, Maintenance Stores, ACDC Room, Line Maintenance Offices and all 400 kV R.S. premises under 400 kV R.S. Division, Khadka.

Sr. No.	Particulars of Work	Unit	Qty.		Rate Rs./ Month	Total Amount in Rs.
			Per Month	Per Year		
1	2	3	4		5	6
1.	<p>Cleaning, Sweeping and Up keeping of 400 kV Khadka Control room building Premises, Khadka colony premises and Line Maintenance S/Dn. premises The Scope of Cleaning &amp; Sweeping work includes the following Activities:</p> <p><b>A) 400 kV Lines Maint. S/Dn. Akot &amp; BBLR side offices</b> - Daily Works Includes - Cleaning &amp; Sweeping of 400 kV Lines S/Dn. Offices, Cleaning all tables, cleaning of drinking water utensils in 400 kV Lines sub-Division office and filling of fresh drinking water in all utensils, Weekly Works Includes-Removing of spider web and fungus growth in 400kV Lines sub-Division office.</p> <p><b>B) Ground Floor-Daily Works Includes</b> - Cleaning work in 400 control room building Cleaning and water washing of main building staircase, veranda, Division office, Maintenance office. Testing office, ACDC room, store room, Telecom office, Battery room, water taps, wash basin, cleaning of drinking water utensils and filling of fresh drinking water in all utensils. Weekly Works Includes- All glass doors include entrance, division office, control room etc. Removing of spider web and fungus growth in all above offices and rooms.</p> <p><b>C) First Floor</b> – As above ( In cable room)</p> <p><b>D) Second Floor-</b> As above (In Control room, PLCC room, Telecom office etc.</p> <p><b>E) Daily Maintaining cleanness</b> of surrounding area of 400kV Control room building up to 10 meters from the building boundary. &amp; Maintaining cleanness of surrounding area of colony quarters up to 10 meters from building boundary.</p> <p><b>F) Cleaning work of colony Daily Works Includes</b> - In MSETCL's 400kV Khadka colony, Sweeping of staircase of all quarters, checking of drain water &amp; removing chock up etc. Weekly Works Includes-Removing of spider web and fungus growth in 400kV colony</p> <p><b>G) Daily Disposal of garbage</b> from all garbage bins in colony and it's disposable Out of premises which are instructed by concern incharge.</p> <p><b>Stipulated Work Timings of above activity:-</b> A = 08.30 To 09.30, B,C,D &amp; E = 09.30 To 13.30 and F&amp;G = 14.00 To 17.30.</p>	Per Month	2	24		
2.	<b>Providing and Utilization of Cleaning &amp; Sweeping materials which includes the following</b>	Per Month	12 Months			
1	Phenyl	Liter/Month	3.00	36		
2	Acid	Liter/Month	3.00	36		
3	Lyzol	Liter/Month	3.00	36		
4	Colin	Liter/Month	3.00	36		
5	Harpic	Liter/Month	4.00	48		
6	Kharata	Nos./Month	4.00	48		
7	Cotton Cloth	Mtr./Month	10.00	120		
8	Nepthaline Balls	Kg./Month	3.00	36		
9	Dettol (Hand Wash)	Liter/Month	6.00	72		
10	Odonil	Nos./Month	20.00	240		
11	Broom	No./Month	5.00	60		
12	Detergent Powder	Nos./Month	1.00	12		
13	Room Freshener	EA	5.00	60		
14	Floor Cleaning Mop	EA	3.00	60		
			Total Amount Rs.			
			GST @ 18% on Total Amount Rs.			
			Grand Total Including All Taxes			

Sd/-  
**Kapildeo U. Sathe**  
 Executive Engineer  
 400 KV RS Dn.MSETCL,  
 Khadka- Bhusawal.