

EHV PC O&M ZONE, KARAD,  
Administrative Building, 1st Floor Vijaynagar, Karad, 415114, Dist : Satara.  
Contact No.: Tel (O): 02164 255054, (O):02164 255191, Fax: 02164 255186  
E-mail : cekarad@mahatransco.in

Ref. No. CE/EHV PC O&M/ZONE/KRD/ T / **No - 1408** Date :- **23 SEP 2025**

**Sub:** Budgetary offer for Supply of stationery, at EHV PC O&M Zone, Karad.

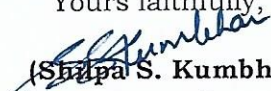
**Dear Sirs,**

Please offer your reasonable rates for supply of stationery, at EHV PC O&M Zone, Karad as detailed in schedule 'A' enclosed.

1. **DUE DATE:** The budgetary offer complete in all respects, should be E-mailed to [cekarad@mahatransco.in](mailto:cekarad@mahatransco.in) /duly sealed & super scribed should be submitted to this office on or up to **29.09.2025 till 16:00 hrs.**
2. **QUOTED RATES:** The budgetary Rates should be inclusive of all taxes if any, i.e. GST/Fright etc. The taxes applicable if any should be quoted distinctly.
3. **Make:** You should clearly mention the Manufacturer details of the stationery as mentioned in Schedule 'A'.
4. **VALIDITY OF OFFER:** The offer should be valid for our acceptance for a period of 30 days from the due date of opening.
5. **DELIVERY:** The material should be delivered to EHV PC O&M ZONE, OFFICE KARAD within 7 Days from the date of the order.
6. **PAYMENT:** 100 % Payment will be made after delivery of material in good condition; subject to availability of funds & applicable statutory deductions.
7. **SECURITY DEPOSIT:** The Security Deposit @ 5 % of order value should be paid by supplier in the form of B.G./D.D./Cash within 7 Days from the Work Order. The S.D. will be refunded after satisfactorily completion of the order.
8. **PENALTY FOR LATE DELIVERY:** If the material not delivered within stipulated time mentioned in the supply order; penalty @ ½ % per delayed week or part thereof will be charged.
9. Copy of GST registration certificate if applicable & PAN should be submitted with your offer.
10. All terms & conditions of MSETCL's supply order will be applicable for the proposed supply of material.

The undersigned reserves the right to reject any or all quotations without assigning any reason whatsoever.

Thanking you,

Yours faithfully,  
  
(Shripa S. Kumbhar)  
Chief Engineer,  
EHV PC (O&M) Zone, Karad

**Encl:** Schedule 'A'.

**Copy To: -**

- 1) A.G. Manager (F&A) EHV PC O&M Zone Karad.
- 2) Notice Board.

M/F (T).

MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD.,


EHV PC O&M ZONE, KARAD

Schedule 'A'

Sub:- Supply of stationery, at EHV PC O&M Zone, Karad.

Sr. No.	Particulars	Unit	Qty	Rate per unit in Rs.	Total Amount
1	Supply of stationery as per following details				
A	A4 size paper B2B/KOKO/JK or equivalent <b>GSM 70</b> (Each box containing 10 Nos. of Rims )	Box	53		
B	A3 size paper B2B/KOKO/JK or equivalent <b>GSM 70</b> (Each box containing 10 Nos. of Rims )	Box	1		

**Remark :-** Sample of each paper for which rates are quoted shall be enclosed with offer.

  
(Shilpa S. Kumbhar)  
Chief Engineer  
EHV PC O&M Zone, Karad

Seal and signature of **Agency**

- a. PAN No. of agency \_\_\_\_\_  
b. GST No. \_\_\_\_\_