

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.
(CIN No.U40109MH2005SGC153646)

From:
Office of the Executive Engineer
EHV O&M Division, MSETCL, Mirjole Road,
MIDC, Ratnagiri – 415 639
Ph. No. 02352 - 298315
E-mail: ee3220@mahatransco.in
Website: www.mahatransco.in



Ref. No.: EE/EHV O&M DN/RTN/T/ No.01186

Date: 06.10.2025

Enquiry

Sub: Enquiry for AMC of repairing & Maintenance of Computers at Division office & Desktop PC, Laptops at S/s, S/DN, under EHV O&M Division, Ratnagiri.

Dear Sir,

Please offer your reasonable rates in % percentage only for Enquiry for AMC of repairing & Maintenance of Computers at Division office & Subdivision office of EHV O&M Dn. Ratnagiri.

Terms and Conditions:

- 1) **Due Date:** Sealed & Super scribed quotations complete in all respect are invited, so as to reach this office on or before **13.10.2025** upto **18:00 Hrs.** The envelope should be superscribed as “Quotation of AMC of repairing & Maintenance of Computers under EHV O&M Division, Ratnagiri on following terms & conditions and as per schedule ‘A’ mentioned below.

The bidders are requested to go through the following instruction in case of any doubt, get them clarified in writing or in person from the office of the Executive Engineer, EHV O&M Division, Ratnagiri in advance before three days.

Quotations should be submitted in sealed cover subscribed with following particulars:

Consisting of two separate envelopes with

- i) Technical qualifying documents
- ii) Price bid documents

Envelope 1:

This envelope should contain qualifying documents mentioned in Terms & Conditions Sr. No. 2.

Envelope 2:

This envelope should contain only price bid in % percentage for given schedule ‘A’.

Above both “Envelope 1 & Envelope 2” shall be enclosed in one envelope in sealed & superscribed.

After verifying the full documents in Envelope 1, if it is found that, the bidder fulfills the desired pre-requisites & qualifies then Envelope 2 will be opened. If the same is not found meeting the pre-requisite, Envelope 2 will not be opened.

Quotations with incomplete details or submitted without sealing or superscribing or not submitted in prescribed form etc. are liable to reject. **Offer on fax or Email will not be accepted. This office will not be responsible in delay in postal transit.**

2) Eligibility Criteria:

- a) Certificate of registration under GST.
- b) PAN/ TAN registration certificate.
- c) Firm registration certificate as shop establishment/firm/ Company.

- d) Experience certificate & work order against same from any Govt./ Semi Govt. Sector/ Banking Sector (Nationalized/ Scheduled banks).
 - e) Proforma 'ANNEXURE-G'.
- 3) **Scope of work:** The scope of work involves comprehensive annual maintenance (on site) of computers & its accessories at EHV O&M Division, Ratnagiri.
- Maintenance services shall consist of preventive, breakdown and comprehensive maintenance (on site) of computers & its accessories as mentioned in annexure 'I'. The maintenance cost shall be inclusive of taxes, labour, service engineer charges, travelling, transportation if any. No extra charges will be paid at any cost from MSETCL.
- Replacement of defective/ worn out part with new parts of same specification and of standard make shall be provided by you free of cost, if failed within guarantee period i.e. one year from date of replacement. The replaced part (old) to be handed over to operating authority i.e. Substation/ Subdivision/ Division In-charge of site.
- 4) **Preventive maintenance service (quarterly):** It should be done quarterly for each and every computer and its accessories at various sites under EHV O&M Division Ratnagiri. During the visit following activities should be carried out at EHV O&M Division Ratnagiri.
- 1) Checking of software update, status/ health of computer hardware, installation of standard antivirus if not installed (Antivirus will be provided from MSETCL).
 - 2) Carry out tests, if required for proper functioning of hardware system.
 - 3) Checking of LAN connections, modem and all the equipment installed in U Rack.
 - 4) Checking of all the equipment should be done thoroughly.
 - 5) If any fault is detected during diagnostic then take necessary step to rectify it and replace it, if required.
 - 6) Removing of dust, dirt inside the CPU, printer, keyboard with the help of blower and cleaning of LCD screen with liquid.
 - 7) Removal of unwanted software, corrupted file/data, defragmentation/ cleaning of drives.
 - 8) 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 measurement certificate should be submitted alongwith the bills.
- 5) **Breakdown maintenance:** On receipt of call from MSETCL person the service engineer shall reach the site and shall carry out following activities.
- 1) Checking the error and determine the status / health of hardware system.
 - 2) Execute tests for proper functioning of hardware and its component.
 - 3) Take action to restore the system to normal/ working condition after replacement/ repairs of the faulty component of hardware.
 - 4) The part replaced should be of standard make and of good quality. Replaced part should be handover to concern officer.
 - 5) The problem should be attended within 8 hrs. from the time of receipt of call.
- 6) **Contract period:** The contract will be valid for 1 year or the exhaust of contract amount whichever is earlier.
- 7) **Security Deposit:** The contractor should pay security deposit at the rate of 5% of the value of the order within 7 days from placing of LOI in the office of the Superintending Engineer EHV O&M Circle Kolhapur. The S. D. will be refunded after satisfactory completion of contract.
- 8) **Agreement Bond:** The contractor will have to execute an Indemnity Bond on stamp paper of Rs.500/- at own cost if order is placed.
- 9) **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 charged at ½ % of work order amount per week, maximum to 10% of work order amount.

- 10) **Payment Terms:** Bill in triplicate should be submitted along with the joint measurement certificate of preventive and breakdown work to the concern supervising authority for certification. Bills will be released for payment after receipt of certified bill with necessary documents & SAP entry/ creation of PMO by the concern officer. Bill should be submitted after very preventive maintenance i.e. quarterly.
- 11) **Rates:**
- 1) The vendor may visit the sites mentioned in Annexure 'I' for inspection of the same, before quoting the rates.
 - 2) No increase, decrease, discount or any other changes in the quoted price will be accepted during the contract period.
 - 3) Any variation in the rate will not be allowed at any ground such as mistake, misunderstanding etc. after submission of quotation. The quoted rates must include all the charges including free replacement of spare parts.
- 12) **Termination:** The contract will be reviewed in terms of performance and maintenance service provided by you every quarter from the start of contract period. If the performance is not found satisfactory, the contract can be terminated by giving 15 days' notice. In this case the SD will be forfeited.
- 13) The annual maintenance contract covers maintenance of the computer and its accessories as mention in Schedule 'A' as per actual requirement of at site. The annual maintenance contract includes routine check, repairs & replacement of faulty parts, components and all the activity to keep the equipments in working condition.
- 14) MSETCL will prepare the schedule for preventive maintenance work to be carried out during the entire period of maintenance contract.
- 15) Any parts/ spares are required for restoration of computers and its accessories in the event of preventive/ breakdown maintenance shall be provided by you.
- 16) Right to reject any or all quotations is reserved by the undersigned.
- 17) If any loss occurs to the MSETCL property during execution of works, you should make it good at your cost.
- 18) **Income Tax:** All the taxes, rates, duties, Cess by whatever may it called in India at prevailing rate will be applicable to this enquiry & will be deducted from bill.
- 19) **Jurisdiction:** All disputes, differences related to the contract if any, the legal jurisdiction of the court shall be Ratnagiri only.

Thanking You.

Encl: Schedule 'A', Annexure 'W'
& Annex-G

sd/-
(K. D. Daware)
Executive Engineer
EHV O&M Dn., Ratnagiri

Copy s.w.r. to: The Superintending Engineer, EHV O&M Circle, Kolhapur.

Copy to: Dy. Manager (F&A) EHV O&M Division, Ratnagiri / Notice Board.

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.
EHV O&M Division, Ratnagiri

Name of work: AMC of repairing & Maintenance of Computers at Division office & Desktop PC,
Laptops at S/s, S/DN, under EHV O&M Division, Ratnagiri.

SCHEDULE 'A'

Sr. No.	Particulars	Unit	Qty	Unit Rate Excl. GST
	Service Part:			
1	AMC for installation OR up-gradation of software problem related to hardware, formatting etc. Agency should visit compulsory at every substations & Subdivision/ Division office per quarter (i.e. during 3 months). Also attend the emergency calls as & when required by users.	No. (Annual Rate)	As per actual	2500.00
2	Repairing of UPS including replacement of UPS battery	No.		1000.00
3	Repairing of Mother board	No.		1250.00
4	Providing & fixing of Hard disk 500 GB SATA	No.		3200.00
5	Providing & fixing of SMPS	No.		1200.00
6	Repairing of Monitor	No.		1850.00
7	Providing & fixing of DVD writer	No.		600.00
8	Providing & fixing of RAM 1GB/2GB DDR2/DDR3/DDR4	No.		1500.00
9	Providing & Fixing Mother Board	No.		3500.00
10	Travelling charges from Division office Ratnagiri to various EHV S/s & S/DN under EHV O&M Dn., Ratnagiri	Km		5.00
	Material Part:			
1	Providing & Installation of 3 user Antivirus for PC/ Laptop	No.	As per actual	1800.00
2	18.5" LED Monitor	No.		4800.00
3	Laptop Battery	No.		3100.00
4	Laptop Mother board	No.		6250.00
5	Display TFT screen for Laptop	No.		6000.00
6	2GB DDR2 RAM for Laptop	No.		850.00
7	2GB DDR3 RAM for Laptop	No.		850.00
8	4GB DDR3 RAM for Desktop	No.		1500.00
9	8GB DDR3 RAM for Desktop	No.		1800.00
10	4GB DDR3 RAM for Laptop	No.		1500.00

Sr. No.	Particulars	Unit	Qty.	Unit Rate Excl. GST
11	8GB DDR3 RAM for Laptop	No.	As per actual	1800.00
12	4GB DDR4 RAM for Laptop	No.		2200.00
13	8GB DDR4 RAM for Laptop	No.		2650.00
14	4GB DDR4 RAM for Desktop	No.		2350.00
15	8GB DDR4 RAM for Desktop	No.		2650.00
16	500GB Laptop HDD	No.		1850.00
17	1TB SATA Desktop HDD	No.		3250.00
18	Laptop Keyboard	No.		2200.00
19	Laptop Charger	No.		1500.00
20	Laptop DVD writer	No.		1000.00
21	Mouse Pad	No.		100.00
22	Bios Battery	No.		100.00
23	CMOS Battery	No.		100.00
24	LED VGA cable	No.		250.00
25	Sata Cable	No.		100.00
26	ECI VGA Card	No.		1200.00
27	Motherboard RAM slot	No.		300.00
28	USB Multimedia Keyboard Wired Combo	No.		1100.00
29	Wireless Multimedia keyboard Combo	No.		1400.00
30	Multimedia 104 keys keyboard wt. USB port	No.		850.00
31	Multimedia keys wireless keyboard set	No.		1600.00
32	USB wired optical 1000 DPI Mouse	No.		450.00
33	Wireless Mouse	No.		500.00
34	600VA UPS 7V 12A Battery	No.		1250.00
35	Gigabit Ethernet N/w Adapter - Desktop	No.		950.00
36	Gigabit Ethernet N/w Adapter - Laptop	No.		950.00
37	Audio sound Adapter - Desktop	No.		800.00
38	1TB Intl SATA 6.0gbps Hard Drive - Laptop	No.		3800.00
39	Laptop Battery Internal	No.		3100.00
40	Laptop Charger	No.		1200.00
41	Audio sound Adapter - Laptop	No.		900.00
42	Canon LBP 2900 Printer Toner Cartridge	No.		1000.00
43	Canon 1020 Printer Toner Cartridge	No.		1000.00
44	Brother HL-B2080DW Printer Toner Cartridge	No.		1000.00

Sr. No.	Particulars	Unit	Qty.	Unit Rate Excl. GST
45	Brother HL-12321D Printer Toner Cartridge	No.	As per actual	1000.00
46	Printer Toner Powder/1 kg	No.		1200.00
47	Printer Toner Drum	No.		250.00
48	Toner PCR	No.		150.00
49	Magnetic Rod	No.		150.00
50	Lajer Printer toner wiper blade	No.		150.00
51	Printer toner wiper blade	No.		100.00
52	Printer A4 paper feed roller	No.		1200.00
53	Printer power board	No.		2500.00
54	Printer logic board	No.		3500.00
55	2m 3 pin desktop power cord	No.		150.00
56	USB Printer cable	No.		150.00
57	Multiple USB device Connector	No.		650.00
58	6A Spike guard wt 5 sockets	No.		850.00
59	16 GB Pendrive	No.		650.00
60	32 GB Pendrive	No.		750.00
61	64 GB pendrive	No.		850.00
62	Flat PVC cabler Marker/Tag - IT Device	No.		300.00
63	Printer Power Supply Cord	No.		150.00
64	Windows 11 Professional software	No.		11500.00
65	128 GB SATA SDD Desktop	No.		1500.00
66	128 GB SATA SDD Laptop	No.		1500.00
67	256 GB SATA SDD Desktop	No.		2200.00
68	256 GB SATA SDD Laptop	No.		2200.00

- Above rates are exclusive of GST.
- Schedule is enclosed for reference only.
- **Taxes if any should be quoted separately otherwise it will be presumed that the rates are inclusive of all taxes.**

The total value of order is limited upto Rs.5.0 Lakhs (Rs. Five Lakhs only) including of all taxes.

Sd/-
(K. D. Daware)
Executive Engineer
EHV O&M Dn., Ratnagiri



MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.
EHV O&M DIVISION, RATNAGIRI

Name of work: AMC of repairing & Maintenance of Computers at Division office & Desktop PC,
Laptops at S/s, S/DN, under EHV O&M Division, Ratnagiri.

ANNEXURE –'W'

Sr. No.	Name of Substation/ LMSDN	Distance from Division Office to Substation & SDN in Kms.
1	220kV Dasturi S/s	126
2	220kV Lote S/s	100
3	110kV Aravali S/s	58
4	220kV Niwali S/s	14
5	110kV Ratnagiri S/s	0.65
6	220kV Pawas S/s	18
7	220kV Oni S/s	55
8	220kV Kharepatan S/s	83
9	132kV Kudal S/s	155
10	132kV Kankavali S/s	91
11	132kV Talebazar S/s	149
12	220kV Insuli S/s	183
13	LMSDN Newkoyna S/Dn.	94
14	LMSDN Kankavli S/Dn.	91

Sd/-
(K. D. Daware)
Executive Engineer
EHV O&M Dn., Ratnagiri

Sub: Bidders Debarred/ Blacklisted by Government/ Semi-Government/Other Power Utilities --- Prohibiting participation of such Firms in MSETCL Tenders

ANNEXURE-G

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 Enquiry for AMC of repairing & Maintenance of Computers at Division office & Desktop PC, Laptops at S/s, S/DN, under EHV O&M Division, Ratnagiri.

As on date of submission of this Tender, 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 Tender 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.

Signature & seal of the Tenderer