

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

(CIN U40109MII2005SGC153646)

(GST NO 27AAECM2936N1Z2)

TECHNICAL DEPARTMENT

Executive Engineer,

EHV Project Division,

MSETCL, Near Old 132 KV Sub station

Old MIDC, Ajintha Road, Jalgaon-425003.

E-mail : ee5620@mahatransco.in

EE/EHV/Project/JLG/Tech/ No. **No 0 0 0 4 3**Date: **14 JAN 2026****E-Enquiry**

To

Sub: Hiring of Vehicle Preferably Jeep (Mahindra Bolero/Tata Sumo) along with fuel & driver on per day basis for EHV S&I Sub-Division, MSETCL, Bhusawal.

Dear Sir,

Sealed & Superscribed **Quotations** are invited so as to reach this office on or before **20.01.2026 up to 15.00 Hrs** for Hiring of Vehicle (Preferably Jeep) along with fuel & driver on per day basis for EHV S&I Sub-Division, MSETCL, Bhusawal as per **Schedule 'A'** with following terms & conditions.

Terms & Conditions:-

- 1) While quoting the rates, the taxes if any, should be mentioned clearly & valid for entire contract period of 12 months.
- 2) Income tax at source as per rules will be deducted from bill as per the prevailing rates.
- 3) The Fuel, Engine Oil & other lubricants shall be arranged by you at your own cost. The payment for only fuel will be paid as per Sr. No. 02 of "Schedule-A".
- 4) The MSETCL will not be responsible for any kind of accident or damage during the hired period. All the financial liabilities arising out of accident shall be borne by the owner of vehicle.
- 5) The rates quoted shall be valid for 90 days.
- 6) Vehicle registration should be within **07 Years**.
- 7) Vehicle must be registered with Tourist Permit.
- 8) The responsibility of comprehensive Insurance, PUC, Tax, T-Permit & RTO formalities will be with vehicle provider. **The third-party insurance policy will not be accepted.**
- 9) The rates shall be quoted as per attached "Schedule-A". Rate for per day of hiring of vehicle shall be quoted at Sr. No. 01 and rate for Per Km of vehicle for fuel charges shall be quoted separately at Sr. No. 02.
 - a) The mileage per liter of the Diesel vehicle should not be less than **12 Kms/Ltr.**
- 10) The applicability of GST or otherwise should be clearly mentioned in offer, otherwise rate will be considered including GST.

- 11) The L-1, bidder will be decided on the basis of including all costs & GST, if applicable to the bidder. Order will be placed with bidder having minimum financial burden (including GST if applicable) to the Company.
- 12) In a calendar month a maximum 1 day (excluding, weekly off days / official holidays) will be discounted for calculation of penalty (However, payment for a day will not be made). If the vehicle is not available on duty for more than 1 day, the penalty at the rate Rs.100/- per day, absent from duty will be charged from your bill.
- 13) If bidder is traveling agency, then the original agreement between vehicle owner and travel agency may be submitted in bid documents.
- 14) The working hours will be normally from **09:30 to 18:45 hrs** on working days (Monday to Saturday). However, in case of emergency, it will be required beyond 19:00 hrs or before 9:00 hrs & on holiday also. Vehicle shall be hired on daily basis and no payment shall be given for Sunday / other Public Holidays / any other working days if the vehicle is not used. Timely maintenance of vehicle should be carried out at your cost including servicing of the vehicle of the vehicle so that the vehicle hired to us shall always be in perfect condition to run on road. In case user officer find that, the vehicle cannot utilized due to certain defects, payment that days shall not be made.
- 15) During the currency of the contract any damages to M.S.E.T.C.L property and personals will be the responsibility of the agency and M.S.E.T.C.L will have full power to recover the cost of such damages from the agency. M.S.E.T.C.L will have Powers to determine the cost of such loss/damage and the same will be binding on the contract.
- 16) Value of the work order will be limited to **Rs. 6,00,000/- (Six Lakhs Only)** along with fuel charges & GST for 12 months and monthly expenditure limit shall not exceed **Rs. 50,000/-** including fuel charges & GST etc. Toll expenditure will be paid by MSETCL as per actual.
- 17) Driver should be managed by vehicle owner. He should have valid license to drive such type of vehicle.
- 18) All the provisions under rules and laws regarding registration of vehicle should be borne by vehicle owner.
- 19) In the event of any breach on any of the terms and conditions of the contract, M.S.E.T.C.L shall have (without prejudice to other rights and remedies) the right to terminate the contract forthwith by giving 24 Hours' notice.
- 20) The condition of the vehicle should be in good condition. The bidder should wash vehicle at least once in a month at car washing center. Timely maintenance of vehicle should be carried out at your cost including servicing of the vehicle of the vehicle so that the vehicle hired to us shall always be in perfect condition to run on road. In case user officer find that, the vehicle cannot utilized due to certain defects, payment that days shall not be made.
- 21) All other standard terms and conditions of the contract prevailing in MSETCL are applicable in the case.
- 22) It will not be binding on the MSETCL to provide parking space for the hired vehicle inside or outside the MSETCL's premises after duty hours.
- 23) Vehicle should be able to use on country roads also, where EHV Substation/line works are going on.

24) In case of failure of vehicle due to any reason, the vehicle owner has to provide another same type of vehicle on same rate & same terms & condition without any delay.

25) No Kilometer mileage will be allowed for conveyance of vehicle from garages to MSETCL office and vice versa.

26) Vehicle owner will have to produce original valid registration/certificates required as per Motor Vehicle Act for verification whenever demanded by MSETCL authorities.

27) With 07 days prior notice, the contract will be terminated, if departmental vehicle is made available by MSETCL for this office.

28) Prior notice of 01 month will be required if contractor want to terminate the contract during contractual period.

29) Quotation should be submitted along with all vehicle necessary documents.

30) Agency will have to pay Security Deposit @ 5% of the Contract value in the form of FDR/BG/DD. The said SD amount will be refunded after successful completion of contract period.

31) Agency will have to execute an agreement on **Rs. 800/-** stamp paper as per Mumbai Mudranka Adhiniyam.

32) The agency should time to time verify and renew all the vehicle-related documents; if expired the Vehicle Hiring bill for said period will not be paid and the contract will be terminated when such fact will come to the notice of the vehicle user or undersigned.

33) The vehicle shall have valid fastag provided on vehicle & Agency shall maintain a minimum balance of Rs 1,000/- in the fast-Tag System. for toll clearance. The reimbursement of toll will be made on monthly basis.

34) **Driver:-**

i) The driver engaged by agency on hired vehicle should be preferably young, polite, obedient, with valid driving license, should have sufficient experience to drive the four wheeler vehicle safely & carefully without coursing any accident and should have knowledge of traffic rules. Also, he should have road route/parking etc. knowledge of city & other places, especially in Mumbai and Nashik.

ii) The driver engaged should not be more than 55 years of age or less than 18 years. He should be able to write, read & speak Marathi, Hindi, and English Language.

iii) The driver engaged shall attend duty in time with neat & clean cloth.

iv) The driver must observe all the etiquette and protocol while performing their duty and should not have any kind of bad habits (such as drunk in duty time).

v) The driver will be responsible filling up the vehicle Log Book etc. He will work under and report to the authority concern/vehicle user.

vi) The agency shall ensure good behavior from driver and they shall abstain from taking part in any staff union and association activities. Agency shall be responsible for indiscipline of driver provided by you and shall take care that he will not create any nuisance in the organization or misbehavior. In case driver does not satisfy the basic norms of good work and conduct/integrity, he/she should be removed immediately and suitable substitute should be arranged by you with immediate effect.

vii) If the officer using the vehicle find anything wrong with the driver, the agency shall provide proper alternative driver otherwise vehicle shall be immediately discontinued & vehicle treated not on duty & penalty shall be made at applicable rate.

viii) The vehicle & driver are expected to be available at the Headquarters during the entire contract period. Also, the mobile phone number is used by the driver for communication with the vehicle user/ MSETCL shall always be the live condition to avoid inconvenience to the vehicle user/ MSETCL authority.

35) **Payment terms and Vehicle logbook maintenance:** - The driver of the vehicle should maintain a diary recording the movements KM run, timings & fuel quantity etc. which should be got certified by the authorized officer of MSETCL on daily basis. The payment will be made subject to the availability of the funds at EHV Project Division Jalgaon.

36) In case of any dispute arising out of your contract, it will be in the jurisdiction of Jalgaon Court only.

37) Following valid documents (xerox) of vehicle shall be attached & submitted with the quotation :

- a. Registration Certificate.
- b. Insurance Certificate.
- c. T-Permit.
- d. Fitness Certificate.
- e. PUC.
- f. Driving License.
- g. Tax Paid Receipt.
- h. GST Registration certificate (if any).
- i. Experience Certificate (if any).
- j. Bidder PAN Card copy.
- k. Bank details of business owner/agency owner.

Thanking You,

Yours faithfully,


Executive Engineer
EHV Project Division
MSETCL, Jalgaon

Copy s.w.r.s.to,

1. The Superintending Engineer, EHV Project Circle, MSETCL, Nasik.

Copy to,

1. The Manager, EHV Project Division, MSETCL, Jalgaon.
2. Add. Executive, EHV S&I Sub-Division, Bhusawal.
3. Notice Board.

MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LIMITED
EHV Projects Division, Jalgaon.

SCHEDULE 'A'

Sub: Hiring of Vehicle Preferably Jeep (Mahindra Bolero/Tata Sumo) along with Fuel & Driver on per day basis for EHV S&I Sub-Division, MSETCL, Bhusawal.

| Sr. No. | Particulars | Fuel Type | Rate in Rs. (incl. GST If any) | Unit |
|---------|---|-----------|---|---------|
| 1 | Rate per day for hiring of Jeep excluding Fuel Charges. | Diesel | | Per Day |
| 2 | Rate for Per Km for Fuel Charges | Diesel | | Per Kms |

In words: Rs: Limited to Six Lakhs Only per year along with GST & fuel charges. Toll expenditure will be paid by MSETCL.

Note :-

a) The mileage per liter of the Diesel vehicle should not be less than **12 Kms/Ltr.**


Executive Engineer
EHV Projects Division
MSETCL, Jalgaon.