

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.

Name of Office	:	Office of the Executive Engineer,
Office Address	:	Telecommunication Division, Kalwa, 1 st floor Godawari Building Navi Mumbai-400708.
Telephone No.	:	Tel .NO: (022) 27601768 (P)
CIN No.	:	CIN No: U40109MH2005SGC153646
	:	E-Mail :ee7270@mahatransco.in
E.mail ID	:	eekalwatel@gmail.com

EE/TCD/KLW/Tech/No.76

Date 29.05.2017

E- ENQUIRY

Sub. : - E-Enquiry for daily housekeeping (Cleaning & Up keeping) of Office work for Telecom Division Office for the period from 01.06.2017 to 31.03.2018.

Dear Sir,

Sealed and super scribed quotations are invited for providing daily housekeeping (Cleaning & Up keeping) at the Office of Ex.Engr. Telecom Division, Kalwa. The quotations giving full particulars considering the following, & in the prescribed schedule A format, enclosed herewith should reach this Office on or before **08.06.2017** up to 12.00 hrs. Positively with Xerox copies of relevant documents.

SCOPE OF WORKS: As detailed in Scope of Work 'A'

Documents required to be attached along with offer:-

Following are the list of qualifying documents required please attached for qualifying in the Techno-Commercial Bids for opening of the Price Bids. [If yes please attach the following documents]

- 1) Valid Bombay Shop and Establishment Act License(Please Attach)
- 2) Service Tax registration (Please Attach)
- 3) Valid Workman compensation policy(Please Attach)
- 4) Experience certificate of similar work in MSETCL or any transmission utility or any other government undertaking, certificate from the authority rank of executive engineer or above in MSETCL or equivalent (Please Attach)
- 5) Pan Card (Please Attach)

QUOTED RATES: You are requested to quote your unit rates for the items mentioned in the schedule on firm basis.

PAYMENT: On completion of the job, the bill should be submitted to the Office. The payment will be effected by this office within a reasonable time as per actual work done.

SECURITY DEPOSIT : S. D.@ 5% of order value should be paid at Panvel Circle Office either by cash or D.D. at the time of accepting the order i.e .Rs.2765.75/-

VALIDITY OF OFFER: The offer should be valid for our acceptance for period of 60 days from the date of opening the same.

INCOME TAX : Income Tax & service tax as applicable will be deducted from the bills. (W.C.T will be deducted through bill @ 2% will be deducted at source, if you are registered under WCT Act, otherwise the W.C.T. will be deducted @ 4% at source) if applicable.

SERVICE TAX:- Service tax as per the rule as per rate fixed by government from time to time will be deducted from your bill.

MATERIAL REQUIRED FOR EXECUTION OF WORK: Material required for Execution of work should be borne by you.

PENALTY

If you fail to execute the work within stipulated time as mentioned above, you will be liable to pay

penalty at the rate of ½% per delayed day, subject to a maximum limit of 10% of the total value of the order.

TERMINATION OF CONTRACT.

The undersigned reserves the right to accept or reject the enquiry in part or full. The undersigned reserves the right to terminate the contract at any time during the contract period by giving appropriate notice of 7 days, if it is found that the contractor is not able to cope up with or discharge duties satisfactory/or not able to execute the work as per the order conditions. The discretion of the contract operating authority shall be final & binding on the contractor.

APPLICABILITY OF GENERAL CONDITIONS OF CONTRACT.

Notwithstanding anything stated herein, the Board's General Terms and Conditions of Contract shall be applicable to the contract, as far as they are applicable to this contract.

CONTRACTOR'S EMPLOYEES:- Contractors shall also be responsible for any injury / accident to his employees, payment of compensations etc. as may required to be paid eventually, shall be borne by the contractor himself. The contractor should ensure that his staff uses the requisite safety equipment. The employees should be duly insured Against any such eventuality.

JURISDICTION.

All disputes, differences related to the tender/contract shall be subject to the exclusive jurisdiction of Thane District Court.

Thanking you,

Encl: Schedule 'A'

Yours faithfully,

--- Sd---

(Shri.M.B.Dhore)

**Executive Engineer,
Telecom Division, Kalwa**

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.

Telecom Division Kalwa

-: SCHEDULE 'A':-

Sub.:- SRM .Enquiry for daily housekeeping (Cleaning &Up keeping) of Office work for Telecom Division
Kalwa Office for the period from 01.06.2017 to 31.03.2018.

Sr. No.	SAP Material /Service/ activity No.	Description	Unit	Qty	Rate	Total Amt in Rs.	
1	5000251 6	Cleaning & Upkeeping of Office (Month) : Daily sweeping , collecting garbage's, waste, dust and disposing off the same outside the companies premises. Cleaning of toilet and W.C. twice in a day by phenol, & other material required for cleaning.daily mopping of office weekly cleaning of all window and door, cleaning of all other related work as per instructions of the office staff . requirment of 01 Nos. of labour for above said work. for Telecom Division,Kalwa Office	Months	10			ORDER VALUE IS LIMITE TO 55,315/- (INCLUDING TAXES)
		Total					
		add service tax 15 %					
		Net Total					

--Sd--

(Shri.M.B.Dhore)
**Executive Engineer,
Telecom Division, Kalwa**