



MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.

Office of the Executive Engineer,

E.H.V. Projects Division, Kalyan.

IInd floor, 'A' wing, 'Tejashri Bldg.', Jahangir Maidan, Karnik road,
M.S.E.T. Co. Ltd., Kalyan (W) 421 301.

Tel. – 0251 2328540 / **Fax** – 0251 2201657

E-mail – eehvcdnkalyan@gmail.com, ee7620@mahatransco.in

Ref. No. EE/EHV P/DN/KLN/T-45 /No. 530

Date: 20/05/2017.

Sub: Enquiry for annual Maintenance Contract for Computer, Printers, Laptops & Fax.

Dear Sir,

Sealed and super scribed quotations are invited for the work of Annual Maintenance of Computer & Printers pertaining to this office As per Annexure Schedule 'A' & 'B'. The quotation should reach this office on or before 29.05.2017

TERMS & CONDITIONS: -

- 1) The rates should be quoted in schedule 'A' will be firm and inclusive of all taxes & duties. The taxes amount shall also be mentioned separately. ✓
- 2) Your quotation in a sealed envelope super scribed with above enquiry number & date & EMD paid Receipt No. & date, should be reach to this office on or before 16.00 hrs. On 29.05.2017 positively. ✓
- 3) Validity period for rates quoted should not be less than 90 days from the date of receipt of the quotation. ✓
- 4) Contractor will have pay earnest money deposit i.e. EMD of Rs.5000/- in cash / Demand draft drawn in favour of "M.S.E.T.C.L." payable at Kalyan only at the office of EE, EHV Project Division, Kalyan. Mode of payment of EMD with MR no. etc. should be return on sealed envelope of quotation. The quotation without payment of EMD will not be accepted. ✓
- 5) Right to reject any or all quotation without assigning any reason thereof is reserved to the undersigned ✓
- 6) Quotation should be duly filled & signed in all respect otherwise it will not be considered. ✓
- 7) In case of any dispute, decision of the Executive Engineer, E.H.V. Projects Dn. Kalyan shall be final and binding on the contractor. ✓
- 8) You have to produce document such as Pan Card, Your firm Registration no. VAT registration / Service Tax registration etc. at the time of payment of EMD. ✓
- 9) You have to pay Security deposit of Rs. i.e. 5% of the order value in the form of Cash or D.D. drawn in favour of "M.S.E.T.C.L." payable at Kalyan within Seven days from the date of receipt of order otherwise it will be deducted from your first bill. ✓

Scope of Work:

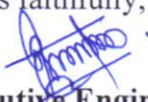
- 1) You will have to attend once in a forth night also as and when required for the purpose of servicing/cleaning! ✓
- 2) The period of contract shall be from date of issue of LOI/WO to 31.03.2018. However payment will be effected as per actual measurement, measured at site as per M.S.T.E.C.L.'s rules. ✓
- 3) Preventive maintenance of Computers & printers should be carried out under supervision of representative of this office.
- 4) The fault, if any occurred, should attended by you, on the same day or next day after intimation given by this office. ✓
- 5) If the faulty part is to be taken away for maintenance, you should do that so as to keep the system running till the faulty part is repaired or replaced by you. ✓
- 6) The rates shall be inclusive of all taxes/charges if any. ✓
- 7) Payment will be made Quarterly subject to availability of funds after the submission of bill in triplicate with proof of attending this office for maintenance. ✓
- 8) The undersigned reserves the right to terminate the contract in case of unsatisfactory performance. ✓
- 9) Income tax will be deducted from your bill ✓
- 10) All the material/equipment received by you through Gate pass of this office and you should also bring the repaired material of equipment with your delivery Challan and entry of each occasion should be made in register. ✓

Thanking you.

Encl: Schedule "B"


Manager (F & A)
M.S.E.T. Co. Ltd.
E.H.V. Project Dn. Kalyan.

Yours faithfully,


Executive Engineer
E.H.V. Projects Dn.
M.S.E.T. Co. Ltd., Kalyan.

Copy s.w.r.to:

The Superintending Engineer, EHV Projects Circle, Kalwa.

Copy to:

- 1) The Manager (F&A), EHV Projects Dn., Kalyan.
- 2) Head Clerk, EHV Projects Dn., Kalyan
- 3) Notice Board.


SCHEDULE'A'**Sub:** Enquiry for annual Maintenance Contract of Computer, Printers, Laptops & Fax.

Sr. No.	Particulars of work	Unit	Qty (Yearly)	Rate Excluding. Tax	Amount in Rs.
1	SER-AMC for Computers (As per combine requirement of Division & Subdivisions)	EA	48		
2	SER-AMC for Laptop (As per combine requirement of Division & Subdivisions)	EA	12		
3	SER-Services for laser jet printer (As per combine requirement of Division & Subdivisions)	EA	40		
4	SER-Refilling of Printer Toner (As per combine requirement of Division & Subdivisions)	EA	132		
5	SER-Replacement of Toner Drum (As per combine requirement of Division & Subdivisions)	EA	32		
6	SER-Replacement of Toner PCR (As per combine requirement of Division & Subdivisions)	EA	32		
7	SER-P&I of Doctor/magnet clean blade-printer (As per combine requirement of Division & Subdivisions)	EA	32		
8	SER-P&I of magnet roller of printer (As per combine requirement of Division & Subdivisions)	EA	32		
9	SER-Replacement of Toner wiffien blade (As per combine requirement of Division & Subdivisions)	EA	32		
10	SER-AMC for Local area network (As per combine requirement of Division & Subdivisions)	EA	48		
Total Rs.					
Add Service tax @ 15.00%					
Total(A)					
11	Providing total security to the Desktop & laptop yearly	EA	13		
Total (A)					
Add VAT@ 6.00%					
Total(B)					
Grand Total(A+B)					

Note:- E-Enquiry is called for said work referring the circular no. MSETCL/CO/CE (O&M)/SE-II/EE-VII/6826 DT.22/06/2016

Seal and Signature of Agency


Manager (F & A)
M.S.E.T. Co. Ltd.
E.H.V. Project Dn. Kalyan.


Executive Engineer,
EHV Projects Dn., Kalyan