



MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.

CIN No. : U40109MH2005SGC153646

Name of Office : Office of The Executive Engineer, Telecom Division,
Office Address : Administrative Bldg, Ground Floor, At-Vijaynagar, Post - Supane.
Tal-Karad, Dist: Satara.- 415 114.
Contact No. : 02164-255109
E-mail : ee3160@mahatransco.in
Website : www.mahatransco.in

Ref. No. : EE/TCD/KRD/T- / **No. 210**

Date : **18.09.2017**

QUOTATION INVITING CIRCULAR :

Sealed and Super scribed quotations are invited for the works as detailed in Schedule 'A' enclosed herewith subject to following terms and conditions.

- 1) **Name of work :-** Enquiry for Providing of 1 No. of Diesel Vehicle (TATA-SUMO/ BALERO/ TRAX etc.) with driver on hire per day basis for the office of The Addl. Executive Engineer Telecom S/Dn Sangli under Telecom Division, Karad.
- 2) Quotation should be duly filled in and submitted to this office on or before **26.09.2017** along with extra supporting documents.
- 3) The Contract order will be 1 year from the date of engagement of vehicle or as per requirement of this office.
- 4) The vehicle with registration in & after year 2012 shall be preferred.
- 5) The work should be carried out as per enclosed Schedule 'A' and as directed by concerned officer to the full satisfaction and of approved quality.
- 6) Quotations should be duly filled in all respect. Otherwise it will not be considered.
- 7) In case of any dispute, decision of the undersigned shall be final and binding on you.
- 8) Rates should be quoted as per Schedule 'A'. Taxes/Duties and levies should be quoted separately.
- 9) Please mention your Service Tax No., P. F. No. , ESI No. if applicable & P. T. No.
- 10) The preference will be given to local agency.
- 11) The quotation must be sealed and super scribed as QUOTATION FOR:-
Providing of Hiring of Vehicle for The Addl. Executive Engineer, Telecom S/Dn, Sangli under Telecom Dn, Karad.
- 12) **Validity of the Offer:-** The offer should be valid for our acceptance for a period of the 60 Days from the date of opening.
- 13) Other terms & Conditions as per company's Rules shall be binding on you (as per Annexure "W").
- 14) Right to reject any or quotations without assigning any reason there of is reserved by the undersigned.

Thanking You,

Encl:-1) Schedule 'A' & Annexure 'W'

Yours faithfully,

Sd/-
**Executive Engineer,
Telecom Division, Karad.**

Copy s.w.rs. to : 1) The Superintending Engineer, Trans O&M Circle, Karad.

Copy To : 1) The Manager (F&A), Trans O&M Circle, Karad



**MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD.
TELECOM DIVISION, KARAD**

SCHEDULE "A"

- 1) Hiring of TATA-SUMO/TRAX etc / Vehicle :-
- 2) Vehicle Registration No. :-
- 3) Vehicle attached to :-
- 4) Period :- 1 year from engaging the vehicle
- 5) Expenditure Limit :- Rs. 40000/- per Month
(Including Diesel, Rent Hiring Charges, O.T., Halt)

Sr. No.	Type of Vehicle and Register No.	Rate/Day for 10Hrs	O.T. Beyond 10Hrs Duty	Halting Charges	Average Condition
1		Rs. /-	Rs. /-	Rs. /-	12 Kms
		Per Day	Per Hrs	Per Halt	Per Liter

Taxes if Any.....

- Note :- 1) For a particular day either OT and halting charges whichever is less will be paid.
2) Rates should be quoted per day on the firm basis. Taxes if any should be quoted extra, otherwise it will be presumed that the rates are inclusive of service tax if applicable.

Following valid attested documents (Xerox) should be enclosed.

- 19) Certificate of Registration
- 20) Certificate of Fitness
- 21) Certificate of Taxation
- 22) Certificate of Insurance
- 23) Certificate of pollution (PUC)
- 24) PAN No. of Agency / Owner
- 25) RTO Tourist Permit valid up to
- 26) Proof of Service Tax Registration if applicable
- 27) Year of Vehicle Model
- 10) Authorization from competent Authority

Signature of the applicant / Party
With communication Address
Contact No.:-

sd/-
**Executive Engineer,
Telecom Division, Karad**



**MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD.
TELECOM DIVISION, KARAD**

Annexure “W”

Terms & Conditions for contracting the vehicle for The Addl. Executive Engineer Telecom S/Dn Sangli under Telecom Dn. Karad.

I) RTO REGISTRATIONS / CONDITIONS

- 1) The vehicle under contract should have requisite Tourist Taxi Permit, License /Transport License Permit and other important documents for travel in Maharashtra, Goa and Karnataka as per requirement of MSETCL valid for the period of the contract i.e. at least for the period of one year.
- 2) a) The person offering the vehicle on hire have to submit the Xerox copies of documents such as RC/TC Books, Insurance and Tourist Permit/Transport Permit and relevant R.T. O. and other statutory authorities for hiring vehicle to the MSETCL must be obtained by the person hiring the vehicle at owner cost.
- 2) b) The permission of RTO & other statutory authorities for hiring the vehicle to the MSETCL must be obtained by the person hiring the vehicle at owner cost.
- 2) c) In case of hiring of vehicle the permission for running vehicle as “EXCLUSIVELY FOR BONAFIDE USE OF MSETCL” vehicle should be invariably obtained.
- 2) d) The permission from RTO should be displayed on the vehicle.
- 3) All taxes such as RTO Taxes. Town Duties, Insurance and other statutory charges will be paid by owner only.
- 4) The vehicle is to be driven by the Driver appointed by owner, who must possess the valid License & Transport License from RTO authorities.

II) CONTRACT RATE

- 1) The Rates on per day basis, considering 10 (Ten) working Hours per day, the overtime charges & halting charges along with average consumption per liter of diesel of the vehicle given on hire is approved
- 2) The approved rates and scheduled average is as per Schedule “A” enclosed herewith.

III) SECURITY DEPOSIT

- 1) The S. D. of 5% of the order value will be paid before execution of the order. The amount will be refunded in the normal course, after expiry of the contract period subject to deduction if any, forfeited as per the terms and conditions. No interest will be allowed on this deposit. If on the breach of contract during contract period S. D. will be forfeited without assigning any reason.
- 2) If the performance and services given by the hired vehicle & Driver is not found satisfactory, the contract will be terminated without giving any notice at cost and risk of person contracting the vehicle and security deposit paid will be forfeited.

IV CONTRACT PERIOD / UTILITY

- 1) The Contract of Hiring of vehicle for one year period from actual date of engagement of vehicle, however under any circumstances, the period of contract shall be curtailed or extended as per requirement of MSETCL and on the same terms and conditions and the accepted rates.
- 2) The hired vehicle will be utilized on any day for which the vehicle must be made available with short notice of concerned officer. The charges will be paid on the basis of days & vehicle is actually utilized. The concern officer of the vehicle under whom the vehicle being utilized is fully of empowered to give off an any day without assigning any reason for which no charges will be paid for that days.

V RESPONSIBILITY & RISK

- 1) During the period of contract and utilization of vehicle any accident or mishap to vehicle or hired driver all the liabilities will be at owners risk and cost only.

VI AGREEMENT

- 1) An Agreement is required to be executed by the person hiring the vehicle with the companies on Stamp paper of Rs. 500/- containing all the terms and conditions of the order before its execution.
- 2) The cost of Stamp paper should be borne by you. The person offering the vehicle for contract of hire.
- 3) If the owner & person hiring the vehicle is different, agreement between two should be produced by the person, Agency making this agreement with the Transmission Company Ltd.

VII CODITIONS AND INSTRUCTIONS

- 1) The Permission from RTO should be displayed on the hired vehicle
- 2) The hired vehicle should be maintain two separate log-books/diaries, for the recording of daily journey in Kms with timing, fuel account, place /paces visited etc., on each day duly signed by the officer/person using vehicle. The diary maintained for each month should be submitted in original along with your bills for arranging payments,
- 3) It will be not be permitted /allowed to carry any outside passengers /luggage in the vehicle is under contract on MSETCL duty.
- 4) The vehicle is under contract should be provided with MSETCL on the vehicle displaying on TRANSCO tile of duty as follows "EXCLUSIVELY FOR BONAFIDE USE OF MSETCL".
- 5) The hired vehicle should be parked in MSETCL office premises as per instructions of the Officer In-charge of the vehicle on all working days at scheduled timings.
- 6) Speedometer showing Kilometers of the hired vehicle should be kept in good working condition at all times, without any excuse, so as to assess the consumption of diesel.
- 7) The hired vehicle must run on all types of roads. The condition of all tyres fitted to the vehicle must be in good condition. Good and serviceable Stephaney should be provided in the vehicle.
- 8) The hired vehicle has to run normally in the area of jurisdiction, under control of officer, for whom vehicle being ordered.

- 9) However some cases the hired vehicle has to run in the area, out of the jurisdiction of the controlling officer (to whom the vehicle is allotted) within the jurisdiction of Maharashtra State, Goa & Karnataka occasionally.
- 10) The Driver has to move the vehicle for touring as per the instructions of the officer In-Charge of the vehicle.
- 11) The behavior of the driver appointed by the owner for hired vehicle must be punctual in attendance, polite and free from illicit habits.
- 12) In case of the halt the driver should arrange his own kit and no extra amount will be paid by the company on this account.
- 13) During the idle period of the hired vehicle beyond normal working hours as specified by the Officer In-Charge of the vehicle, the availability of the Driver with his Address, Telephone No. should have to be intimated to vehicle In-Charge, invariably so as to utilize, the vehicle at the time of emergency, if any.
- 14) The vehicle should be self starting condition. In case it fails it should be got repaired immediately at your cost.

VIII PAYMENT AND PAYMENT RISK

- 1) A bill for hiring of the vehicle should be submitted in triplicate along with advance stamp receipt to the controlling officer of the vehicle every month after completion of the work during the calendar month. The 100% payment of monthly bills subject to any deduction against the contract after due to certificate by the concerned officer / In-charge of the vehicle will be paid within the reasonable time.
- 2) Though the order is placed, for the payment of contract, the charges will not be paid for the days, when vehicle is not utilized.
- 3) Only Diesel will be supplied by the MSETCL at the free of cost. However the average consumption of the vehicle should be maintained as per approved average in schedule 'A' enclosed. Otherwise proportional amount will be deducted from the bill. The Engine oil, Break oil and other lubricants shall be arranged by the owner / person hiring the vehicle at his cost.
- 4) The charges will be paid as per order conditions, on the basis of vehicle actually utilized. The vehicle should be self starting condition. In case if failure of starter the same should be got repaired immediately, at owner's cost.
- 5) The alternative vehicle of similar condition shall have to be provided as a replacement on the same terms & conditions of the order, in case of the order vehicle is off the road due to any failure/repairs for either for short duration or for longer period. The alternative vehicle should possess necessary RTO Tourist permit.
- 6) All the maintenance charges of the vehicle and salary overtime, allowances / other benefits of the Driver shall be paid by the owner directly.
- 7) In case of the failure of hired vehicle on the road; the period of failure / non use hours during duty period, will be counted for proportionate deduction in the daily bills as per directives of the vehicle only during the idle hours and as per directives of the vehicle in charge.
- 8) The average consumption of the vehicle given on hire basis should be 12 Kms /Liter irrespective of actual average of the vehicle. If the average consumption is less the

proportionate amount will deducted from your bill. You will have to communicate amount the capacity of the diesel tank with vehicle.

- 9) The area which vehicle has to run will be the area under control of the The Addl. Executive Engineer Telecom S/Dn, Sangli under whom the vehicle is being utilized Entry Charges/ Toll Charges will be paid by the MSETCL.
- 10) The Maintenance, any repairs / servicing of the hired vehicle should be carried out only during the idle period or during the period as per the direction of the vehicle In-charge by owner.
- 11) If the hired vehicle is not made available on any working day /days without convincing reason or without intimation. The penalty at rate of 10% of the daily charges will be levied for such every day.
- 12) The Income tax as applicable as per prevailing rates of IT Department of in force will be deducted at source and valid TDS certificate will be issued to agency.

IX GENERAL

- 1) The Companies general conditions for Tender & Contract shall also be applicable and will be binding on the owner of the vehicle.
- 2) In case of difference opinion, about interpretation of terms & conditions between Owner / Agency and MSETCL the decision of the order placing authority will be final and binding on the Owner / Agency.
- 3) The order placing authority reserves the right to cancel the order at any time without assigning any reason or any notice before expiry of contract period.

sd/-
**Executive Engineer,
Telecom Division, Karad.**