

(CIN NO.U40109MH2005SG153646)

From, The Executive Engineer Maharashtra State Electricity Transmission Co. Ltd 400KV R.S. (O&M) Div. Jejuri. A/P: Jejuri. Tal: Purandhar Dist: Pune, Pin code- 412303 Contact no.7447440538	To, Web Site MSETCL
---	--------------------------------------

EE/400KV/R.S./DIV/JEJURI/T -6 / 342

Date: - 22.09.2017

E-ENQUIRY

Sub: - Providing daily up keeping of control room, staff quarters & its Premises at 400KV R.S. Division jejuri.

Sealed quotations are invited for providing daily up keeping of control room, staff quarters & its Premises at 400KV R. S. Division jejuri as per the Schedule "A" with following Terms and Conditions. The quotations should be submitted to this office before or on due on **dt.03.10.2017 upto 15:00Hrs.**

TERMS AND CONDITIONS

- 1] The prescribed form i.e. Schedule 'A' duly filled in with the rates written in words and figures and signed should be sent by registered post or in person to **The Executive Engineer, 400KV R.S. (O&M) Divn. Jejuri, Tal. Purandhar, Dist. Pune 412303 on or before date. 03.10.2017 upto 15.00 Hrs.**
"QUOTATION WITHOUT SUPERScription IS LIABLE FOR REJECTION"
- 2] The rates quoted should be including transportation charges, labour charges and material Charges. The bidder should quote rate including GST in %(Percentage) basis of estimate rate only.
- 3] Zerox copies of below mentioned documents should be attached along with quotation.
 - i] GST registration certificate. (If applicable).
 - ii] PAN Card
 - iii] License (Registration certification under Bombay Shop & Establishment act.) or Gram panchayat NOC
 - iv] The experience certificate or work order copy of same work carried out at Govt organization/ (Govt U/Torganization)/ Pvt Ltd company/ public ltd company/education institute.
- 4] Penalty @ 0.50% of the daily rate will be charged for not carrying out work on any day.
- 5] During the execution of work if any damages occur to the MSETCL's property the same have to be made good at your cost. In that case, the decision of the undersigned will be final and binding on the contractor.
- 6] Payment will be made on monthly basis within reasonable time by a crossed cheque and on actual measurements recorded by concerned work -In-Charge against certified bills to EHV O&M Division II Pune .
- 7] Work should be carried out as per P.W.D. regulations and Board's work regulations.
- 8] S.D.5% of contract value will have to be paid within 15 days from receipt of the order at EHV O&M Division II Pune
- 9] The right to reject any or all quotations is reserved by the undersigned without assigning any reason.

- 10] It may be noted that the material required for above work is not provided by MSETCL.
- 11] The material used by contractor for housekeeping work should inspected through Add. Executive Engineer (Maintenance unit) or their representative and utilized as per their instruction
- 12] The daily housekeeping record should maintain by contractor and certified by Add. Executive engineer (Maintenance unit) or their representative .The payment will be made after verification of daily work register certified by Add Executive Engineer.
- 13] The contractor should aware with all terms and conditions of supply and works contract of MSETCL
- 14] The successful agency should execute the agreement on Rs. 500/- stamp paper with in 15 days of issue of work order. The cost of stamp paper born by agency.
- 15] All the documents of this Enquiry Schedule "A" and other accompanying documents shall bear the authorized signature of the bidder, failing which the offer will be liable for rejection.

Your's Faithfully

-sd-

S.C.Pardeshi
Executive Engineer
400kv RS (O&M) Division Jejuri

Copy :- 1) The Dy. Manager (F&A) 400KV R.S. Division , Jejuri

SCHEDULE “ A”

**Sub: - Providing daily up keeping of control room, staff quarters & its Premises at 400KV
R.S. Division jejury.**

Sr.no.	Particulars of works	Unit	Qty.	Rates/unit including GST 18%	Amount	Rate to be quoted by Agency in % below/at par/ above of estimate rate
1	Daily cleaning and up keeping of all offices & toilet blocks in Control room, by brooming, sweeping and wet moping the entire premises, cleaning of toilets, urinals by using toilet cleaning agents and wet moping, keeping the premises in hygienic condition dusting the furniture, cleaning all partitions and doors once in a week, cleaning windows, water cooler once in a month, cleaning toilets and basins daily in the afternoon also etc. complete including cost brooms and Kharata required for the Job as directed. NOTE:- The below material should be provided for up keepment monthly : 1. Chemicals such as phenyl, dettol, acid, air fresheners, liquid soap with dispenser on all wash basins, soap, naphthalene balls, brooms, mops, dusters, buckets, brushes, 2. Daily work is to be carried out before office hours on all working days as well as on holidays as per requirement.	Month	6	15909.94	95459.64	
2	Removing leakages of Kitchen Nahanai trap with filling inside tile joints with BIB and DS powder mix compound injecting with above water proofing material transportation etc. complete as directed. Attending & removal of choke up in any line of W.C., bath, kitchen, wash basin in building area as well as outside i.e. in chambers, gully trap etc. immediately within a day from receiving complaint from colony residents etc. complete	Each	1	4678.7	4678.7	
3	Cleaning of roof and surrounding area of staff quarters by engaging labors etc. complete including disposing of waste material as directed. cleaning sweeping of terrace, staircase & surrounding area of building up to 3.00 M by removing debris waste papers & any garbage, removing grass & small bushes etc. complete (All staff quarters & control room building once in every 2 months) Cleaning of entire drainage system along with all gully trap and inspection chambers etc. throwing debris outside the premises, sealing of covers with cement mortar etc. complete.	Nos.	3	7487.1	22461.3	
4	Cleaning of Tar road (internal road) and surrounding open water outlet	Month	6	4211.42	25268.52	

5	Daily cleaning of staircase & all staff quarters including disposing of garbage to common dustbins & also collecting the garbage (dry & wet) from each resident & collecting in common dustbin system provided in colony premises etc. Disposing of garbage from common dustbin conveying the same outside by mechanical means, outside the premises of MSETCL colony including loading, unloading & transportation etc. complete as directed by Engineer in charge	Month	6	4211.42	25268.52	
6	Cleaning of water tanks of each staff quarters and control room once in a month and as per demand of employees.	Month	6	3742.96	22457.76	

The total Estimated amount is Rs.195594/- In words (One Lakh Ninety Five Thousand Five Hundred & Ninety Four) inclusive of GST.

-sd-
S.C.Pardeshi
Executive Engineer
400KV R.S.Division Jejuri