
 <p>MAHATRANSCO Maharashtra State Electricity Transmission Co. Ltd.</p>	<p align="center"><b>MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD</b>  <b>CIN No. U40109MH2005SGCI53646</b>  <b>EHV O&amp;M DIVN-II PUNE-30</b>  <b>NEW PARVATI S/STN., SR. NO-121,</b>  <b>NEAR DIPAK NITRET CO. SINHGAD ROAD,</b>  <b>PUNE - 410030</b>  <b>☎- PH.NO.020-24250602/1 ( FAX NO.) 020-24250031</b>  <b>E-mail: ee6120@mahatransco.in</b></p>	 <p align="center"><b>माहितीचा अधिकार RIGHT TO INFORMATION</b></p>
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**EE/EHV /O&M/PN /Tech-/ 621**

**DT: 06.06.2018**

**Sub:** E-Enquiry for Hiring of Vehicle (TATA SUMO/Pick up vehicle or of similar category) along with driver for Addnl. Executive Engineer, Line Maintenance Sub-division II, Pune under EHV (O&M) Dn. II, Pune for the period of one year.

Dear Sirs,

Sealed & super scribed quotations are invited on firm quotation basis for the works indicated in schedule 'A' so as to reach this office **on or before 21.06.2018 up to 17.30 hrs.** on following Terms & Conditions.

**Terms & Conditions:**

- 1. Name of work:** Hiring of Vehicle (TATA SUMO/Pick up vehicle or of similar category) along with driver for Addnl. Executive Engineer, Line Maintenance Sub-division II, Pune under EHV (O&M) Dn. II, Pune for the period of one year.
- 2. Validity of order:** The period of this contract is up to One Year from actual date of engaging the vehicle after issue of final order/LOI Or exhaustion of amount of work order whichever is earlier. If departmental vehicle is available or MSETCL doesn't require your vehicle at any stage during this period, your vehicle will be discontinued with a prior notice to you.
- 3.** Method of submission of quotation as mentioned in separately attached Annexure 'A'.
- 4. Driver:** Vehicle will be driven by your driver who shall be well behaved, neatly dressed with good habits. He should scrupulously (carefully) follow all rules & regulations of RTO & Traffic Police. **He must have valid driving license. If validity of license expires before one year, you will have to produce a copy of renewed license 8 days prior to expiry date of license.** Name, address, phone no. License no. Batch no. should be given to office.
- 5. If the vehicle/driver is not available, replacement must be arranged by you or penalty of Rs. 500/- per day will be charged for the same.**
- 6.** All R.T.O permissions, registrations, insurances & taxes shall be exclusively your responsibility & MSETCL will not be responsible for any penalty or disciplinary action taken by RTO, Traffic police etc.
- 7. Working period:** Normal working hours will be **9.00 a.m to 19.00 p.m (Timing may vary but total 10 Hrs are counted)**. On every working day you will have to make vehicle available as per instruction of Incharge.
- 8. Agreement:-** As per rate the bidder have to enter into contract agreement on stamp paper costing Rs. 500/- (Rs. Five hundred only) for this contract within 7 days from the receipt of work order, but before starting work, the cost of stamp paper is to be borne by you.
- 9. Night halt:** Night halt charges (out of Pune (head quarter)) will be paid as per schedule. The driver should arrange his own kit for night halt.
- 10.** Contractor & driver should have **telephonic & mobile facility** so that he can be contacted at any time.

- 11. Security Deposit:** You will have to pay Security Deposit of 5% of the work order value within 7 days from the date of issue of work order in the form of Cash/BG/ D.D. of any Nationalized/ scheduled Bank in the favour of “MSETCL at the office of The Executive Engineer EHV O&M DN-II, Pune, valid for one year or Bank Guarantee in the prescribed format in favour of The Executive Engineer EHV O&M DN -II, Pune valid for one year. If you fail to do so, the SD will be recovered from your first bill with interest i.e. 18% applicable. The Security deposit will be refunded only after satisfactory completion of the guarantee period. Also, you will have to apply for refund of SD within 6 months after completion of guarantee period. If you fail to apply within stipulated period, the action as per CO's rules will be taken.
- 12. Document Required:-** The rate offer must be accompanied with following documents duly attested & signed by vendor:-
1. Valid Shop Act License (if applicable)
  2. Insurance Certificate
  3. Vehicle Fitness Certificate
  4. Professional Tax Certificate
  5. Tourist permit Certificate/ Contract Carriage Certificate
  6. Valid Driving License
  7. Valid PUC
  8. Registration Certificate
  9. Vehicle Type
- 13. If validity of any license / certificate expires during order period, you will have to renew the same and submit the copy to this office. Payment will be effected for valid period only.**
- 14.** All the repairing and maintenance charges including cost of spares, oil etc. will be borne by you. All other expenses such as Driver's salary will also be paid by you at your own cost.
- 15. The vehicle is being hired for Line Maintenance Sub-division II, Pune under EHV O&M Div, II, Pune. The area for running of vehicle may be all the lines/substation under this division, Baramati stores & H.O. i.e. Mumbai.**
- 16.** The vehicle must run on all types of roads. The necessary Stephaney must be provided with the same. Also, vehicle must be in good working condition.
- 17. Bills:** Monthly bill in Three copies along with photo copy of daily entry in log book of the respective month shall be submitted to EE EHV O&M Div. II, Pune for passing of bill. **PAN no. should be mentioned on your bill.**
- 18. Payment:** Payment will be made within reasonable time by EE/EHV O&M Div. II, Pune. After receipt of duly certified and recorded bill by Addnl. Executive Engineer, Line Maintenance Sub-division II, Pune and after taking necessary entries in ERP-SAP system.
- 19.** Income tax will be deducted from your bill & for payment of bill PAN No. is compulsory.
- 20.** The Driver will not be permitted to carry out any outside passenger/luggage when the vehicle is under Company's work.
- 21.** The bidder supposed to be aware of the general terms & conditions of MSETCL.

Thanking you,

Yours faithfully,  
-Sd-

**Mrs.P.U.Raut**  
**Executive Engineer,**  
**EHV (O&M) Div II Pune**

**Copy s.w.rs to:**

1. The Chief Engineer, EHV PC O&M Zone, Pune
2. The Superintending Engineer, EHV (O&M) Circle, Pune

**Copy to:** 1. The Dy. Manager (F&A), Dn .II, Pune.  
2. Notice Board / M/F.

## Schedule 'A'

E-Enquiry for Hiring of Vehicle (TATA SUMO/Pick up vehicle or of similar category) for Addnl. Executive Engineer, Line Maintenance Sub-division II, Pune under EHV (O&M) Dn. II, Pune for the period of one year.

<b>1</b>	Hiring of Vehicle (TATA SUMO/Pick up vehicle or of similar category)	<b>Unit</b>	<b>Qty</b>	<b>Rate in Rs.</b>	<b>Total amount in Rs.</b>
<b>A</b>	Rate for 10 Hrs. per day. (Including diesel)	Per day	325	1200/-	3,90,000.00
<b>B</b>	Rate per Km for the Run above 2000Km.run per month	Per km.	700	9/-	6,300.00
<b>C</b>	O.T. per hour (Over & above 10 Hrs.)	Per Hrs.	800	100/-	80,000.00
<b>D</b>	Night Halting charges	Per Night	35	100/-	3,500.00
	<b>Total Estimated Amount in Rs.</b>				<b>4,79,800.00</b>

**Rates are exclusive of GST. GST will be paid extra as per prevailing rate.**

**The contractors have to quote above/below/At par in %.**

**The contractor should not quote above/below/At par of individual items, such Price bid will be rejected.**

1. -----% **Below** ( In words -----) of the above total estimated cost.
2. ----- **At Par** ( In words -----) of the above total estimated cost.
3. -----% **Above** ( In word-----) of the above total estimated cost.

Dated

**Signature of Contractor with Seal**

Name -----

Address-----

**Note:**

1. The expenditure limit is Rs. 40,000/- per month ( including GST, oiling, over time, halting charges & diesel value).
2. **Date of submission of quotation is 21.06.2018 up to 17.30 hrs.**

-Sd-  
**Mrs.P.U.Raut**  
**Executive Engineer,**  
**EHV O&M Div. II Pune**

## **Annexure 'A'**

Your quotations should be submitted in a **sealed envelope** super scribed with quotation for Hiring of Vehicle (TATA SUMO/Pick up vehicle or of similar category) for Addnl. Executive Engineer, Line Maintenance Sub-division II, Pune under EHV (O&M) Dn. II, Pune for the period of one year

**This envelope should contain two separate envelopes.**

### **Envelope 1:**

This envelope should contain document / certificate / proof of qualifying prerequisite brochures attested certificate etc. as per clause no.12 of terms & conditions.

### **Envelope 2:**

This should contain only price bid in given format for quoting rate.

- ❖ If envelop 1 contains all required document, then and then only envelop 2 will be opened. If not, then envelop 2 (i.e. price bid) will be kept as it is/ returned to the contractor without opening.
- ❖ Quotations with incomplete details or submitted without sealing or super scribing or not submitted in prescribed form etc. are liable to reject. **Offer on fax or e-mail will not be accepted. This office will not be responsible for delay in postal transit.**

This office reserves all the rights to reject any or all quotations without assigning any reasons thereof.

The bidder is requested to go through the above instructions and in case of any doubt, get them clarified in writing or in person from the office of the Executive Engineer, MSETCL, EHV (O&M) Division II, Pune- 30 in advance before three days.

-Sd-  
**Mrs.P.U.Raut**  
**Executive Engineer,**  
**EHV (O&M) Div II Pune**