



MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD.

CIN NO-U40109MH2005SGC153646

Executive Engineer, MSETCL, EHV O&M Dn., Nanded
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EE/EHV O&M/Dn/NND/T/ No. **1235** **Date :** **20 OCT 2018**

Subject:- Enquiry for the Work of providing the services of various outsourcing persons (Peon, computer operators(Typist & steno typist)) under EHV(O&M) Division, Nanded.

Estimated Amount:- **Rs. 2,99,501/- Including GST & VDA provision**

Dear Sirs,

Please offer your reasonable rates for the subjected work as per Schedule 'A' given below. The scope of work is also mentioned therein.

SCHEDULE 'A'

Sr. No.	Particular of Work	Unit	Quantity (Nos.)	Quote your Rate in Rs. /Day/Person
1	Providing services of outsourcing persons	Days		
A	Skilled Persons i.e. Computer Operator (Typist / Steno typist)			
a	Zone - II (With ESIC)	125	1	
B	Un-skilled Persons i.e. Peon			
b	Zone - II (With ESIC)	125	3	

TAXES (If Any) : _____

Rate should be quoted in consideration to various provisions of Minimum wages act, Govt. of Maharashtra, & as per MSETCL Circular No142 Dtd 03/01/2014

Note:- Following documents should be attached with the quotation.

- 1) Certificate of Registration, 2) P.F. Documents, 3) ESIC Registration, 4) GST Registration, 5) PAN CARD document. 6) PTRC Registration, if applicable 7) Experience Certificate for providing outsource staff.

2) Note:- If nothing is mentioned in taxes column, your quoted rates will be assumed as inclusive of all taxes.

- 3) The rates quoted below minimum wages and provisions of Circular No. MSETCL/CO/HR/142, Dtd 03.01.2014 will not be considered for comparison and placing order.

DUE DATE	The quotations complete in all respects, duly sealed & super scribed should be submitted through post or courier or in exceptional case, by hand delivery to this office on or before 28/10/2018
CONTRACT PERIOD	6 Months with effect from the date of issue of Final Order/LOI or till the exhaust of order amount OR Finalization of Tender at Circle Office, Parli whichever is earlier
VALIDITY OF OFFER	The offer should be valid for our acceptance for a period of 60 days from the due date of opening

The undersigned reserves the right to reject any or all quotations without assigning any reasons.

Thanking you,
Encl. Terms & Conditions


Executive Engineer,
M.S.E.T.C.Ltd.
EHV O&M DN. Nanded.

TERMS AND CONDITIONS OF CONTRACT

1) SIGNING OF CONTRACT:

After the receipt of the final work order, the contractor shall enter into an agreement with the Company, in the prescribed format before commencement of work. Until the agreement is executed, the company will not be liable to pay, nor shall the contractor be entitled to claim amount due or payable under the contract. The necessary stamp duty for the agreement shall be borne by the contractor.

2) SCOPE OF WORKS:

The scope of works includes providing the services of various outsourcing persons (Peon, computer operators(Typist & steno typist)) under EHV(O&M) Division, Nanded.

The expectations from the deployed are

- i) They shall have similar work experience.
- ii) In good physical & mental health, devoid of bad habits like drinking etc.
- iii) Polite & well behaved.
- iv) Preferably in between 18 & 40 years of age.

3) SECURITY DEPOSIT:

You should pay security deposit equivalent to 5% of the value of the order. Security Deposit is payable by (a) Cash (b) D.D. (c) Bank Guarantee from a nationalized scheduled Bank. The S.D. will be refunded after satisfactory completion of the work

4) CONTRACT PERIOD:

The contract period shall be operative for **6 months** with effect from the date of issue of **Final Order/LOI** or till the exhaust of order amount or Finalization of Tender at Circle Office, Parli whichever is earlier.

5) OPERATING AUTHORITY:

The Executive Engineer, EHV O&M Dn. Nanded will operate this contract.

6) PAYMENT OF BILL:- The monthly bill in triplicate should be submitted to the EHV O & M division office Nanded at the end of each month along with the attendance sheet for the month. The Division office will effect the payment.

7) PENALTY FOR DEFAULT:

Penalty @ 1% per day/part of payment approved rate thereof subject to maximum 10% of order value will be deducted from your bills as penalty in case you default in providing Outsource persons during contract period. The deduction will be limited to the actual period of default. In case if outsource person is absent on his duty without intimation, then Rs150/- per day per person will be deducted from his payment.

8) TAX DEDUCTION AT SOURCE:

i) In accordance with I.T. Act 1961, I.T. will be deducted at source at the prevailing rates from the bills. Similarly any other tax deductible at source, if applicable to this particular contract, as per statutory provisions (laid down by Central or State Government.) will also be deducted from the bills at the prevailing rates.

9) Out-Sourcing Staff cannot claim in future for job in MSETCL. Undersigned reserves the right to disqualify outsource staff.

10) DAMAGE TO PERSONS AND PROPERTY:

The contractor shall indemnify the MSETCL against any losses and claim in respect of injuries or damage to any persons, material or physical damage to any property whatsoever, which may arise out of or in consequence of the execution of the work.

11) TERMINATION OF CONTRACT:

The undersigned reserves the right to cancel the contract, after giving due notice to the contractor, in the event of the breach of contract and unsatisfactory services in any respect.

12) JURISDICTION:


All disputes, differences related to the contract shall be subject to the jurisdiction of Nanded Court only.

13) Please quote your PAN No. GST No. on the bill.

14) You will have to maintain all records as required under labour laws labour licenses, P.F. Registration, ESI regulations, Minimum Wage Act etc.

15) You will have to observe the payments strictly in time, regularly of Professional Tax payment, ESIC P.F., GST payable against the contract orders and submit the Xerox of amount paid.

16) The Competent Authority reserves the right to relax any of the above conditions without assigning any reason thereof.


**Executive Engineer,
M.S.E.T.C.Ltd.
EHV O&M DN. Nanded.**