

**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.**  
**CIN No.U4010MH2005SGC153646**

**EHV O&M Division, Idgah Naka, Nalwandi Road, Beed- 431122**

**Cont. No. 0242-222876 (O) / 222803 (P)**

**Email Id :- [ee2230@mahatransco.in](mailto:ee2230@mahatransco.in) / [eebeed@gmail.com](mailto:eebeed@gmail.com)**

**Ref No: EE/EHV (O&M)/ Beed/ Tech/Date:-**

**No 1 1 7**

**12 4 JAN 2019**

**To,**

**E- Enquiry**

Sub: E- Enquiry for of providing services of (a) Peon (b) Trained Typist/Steno cum computer operator (c) LDC or trained Typist/Steno cum computer operator under EHV (O&M) Division Office, Beed.

**Dear Sir,**

Sealed firm quotations are invited for providing services of (a) Peon (b) Trained Typist/Steno cum computer operator (c) LDC or trained Typist/Steno cum computer operator under EHV (O&M) Division Office, Beed.

**TERMS AND CONDITIONS:**

1. Your sealed quotation should reach this office on or before **Dt.31.01.2019 at 17.30Hrs.** and will be opened on the next day, if possible.
2. Your sealed quotation should reach this office within time period. If your sealed quotation not received to this office within time period, it will not be considered, for any postal delay this office will not be responsible.
3. Quotation shall be sent under sealed cover duly super scribed as Quotation for -- -----  
---- & Your Enquiry No. -----
4. Documents should have enclosed with the offer for Technical Qualification.
  - a. Shop Act Registration
  - b. Contractor License.
  - c. PAN
  - d. GST Registration.
5. The rates should be valid for 120 days.
6. The rates shall be quoted in the work schedule "A" The rates and amount shall be written both in figures. The rates shall be written legibly and shall be free from eraser. Overwriting or conversions of figures correction and where unavoidable shall be made by Crossing out initiating, dating and rewriting.
7. No advance payment shall be made in any case. However, 100% payment shall be effected after satisfactory completion of work.
8. The quotation should be submitted strictly as per our requirement; any additional condition/shortfall left in offer letter shall cause rejection of quotation.
9. The undersigned reserves the right to reject any or all the quotations without assigning any reasons thereof.
10. Order limited to **Rs. 3.00 Lakhs** only

Thanking you,

Yours faithfully,

**Encl: Schedule "A"**

Executive Engineer,  
EHV O&M Division, Beed




**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD.,**  
**EHV.O&M. Division, Beed.**

**SCHEDULE "A"**

**Scope of Work:** Providing services of (a) Peon (b) Trained Typist/Steno cum computer operator (c) LDC or trained Typist/Steno cum computer operator under EHV (O&M) Division Office, Beed.

Sr. No.	Particulars	Unit	Qty	Rate
	Providing services of (a) Peon (b) Trained Typist/Steno cum computer operator (c) LDC or trained Typist/Steno cum computer operator under EHV (O&M) Division Office, Beed.			
1	Peon	No.	3	
2	Trained Typist/Steno cum computer operator	No.	2	
3	LDC or trained Typist/Steno cum computer operator	No.	4	
	<b>Total</b>			

Note:-Order Amount Limited up to 3.00 Lakh

  
**Executive Engineer,**  
**EHV O&M Division**  
**Beed.**

**Copy S.w.r.to: -**

1) Superintending Engineer, EHV (O&M) Circle Parli V

**Copy to: -**

1) Dy. Manager (F&A), EHV (O&M) Division Beed.