

MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD.

From: Office of the Superintending Engineer,
EHV (O&M) Circle, MSETCL, Ground Floor,
Administrative Building, Old saikheda road, Sailani baba Stop, Jail road,
Nasik Road - 422 101
mail id: se5100@mahatransco.in

Ref.No. SE/EHV/O&M/Circle NSK/TECH/

372

DATE: 1 MAR 2019

E-Enquiry

To,

Sub :- E-Enquiry for Supply of Stationery Materials at various EHV Div. Offices & EHV (O&M) Circle Nashik.

Dear Sir,

With reference to above subject, you are requested to quote rate as per specification in Schedule - A with following terms and conditions.

TERMS & CONDITIONS:

1. Please Super scribed the offer with the following details.
 - a. Full name of Quotation submitting firm & full address of the same.
 - b. Bank name, Bank address, Bank A/c. No.
 - c. Valid Shop act license.
 - d. Pan Card.
 - e. Photocopy of GST registration.
 - f. Proof of Supply of Experience of such type of material along with printing under MSETCL/ Other any government sector.
2. Rates quoted should be on firm quotation basis.
3. The material shall be delivered within 30Days from the date of receipt of order
4. Quality material should be supplied. Bidder shall have to submit the sample of quoted product. Any defect observed in the material supplied by you, the same shall be replaced by you free of cost without delay.
5. Guarantee of quality of material: Guarantee for satisfactory performance for period of 12 month from the date of receipt of material at site.
6. Quantities mentioned in our enquiry are tentative & subject to varied.
7. Payment will be affected after Successful completion of work & as per actual work done.
8. Validity of your quotation should be 90 days.
9. 10% of the order value as security deposit will have to be paid by you within 7 days from the date of firm order. The same will be refunded after 03 months from date of supply of stationery material Otherwise order will be treated as cancelled.

Your quotation super scribed with "**Quotation for E-Enquiry for Supply of Stationery Materials at various EHV Offices & EHV (O&M) Circle Nashik**" with this office Enquiry No. Should reach this office **on or before: Morning 11:00.**

(Date 11/3/18)

10) Stationery / Printing Sample shall be got approved from Executive Engineer (Admin) Manager HR EHV (O&M) Circle Nashik before submission of offer or quotation

11) The undersigned reserves the right to reject any or all quotations or cancel the requirement at his discretion without assigning reasons thereof.

Yours faithfully,



SUPERINTENDING ENGINEER
EHV (O&M) Circle, Nasik

Copy s.w.r.s. to:

1. The Chief Engineer, EHV PC (O&M) Zone Nasik

Copy to:

1. The Manager (F&A), EHV (O&M) Circle, Nasik.
2. The Manager (HR), EHV (O&M) Circle, Nasik.
3. The Notice Board.

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD
EHV (O&M) CIRCLE NASHIK
Schedule A

Supply of various Stationary for EHV O&M Circle Nashik & its Division

| Sr No | Particulars | Unit | HSN/ SAC NO. | Qty. | Unit rate without GST | GST in % | Total |
|--------------|---------------------------------------|------|-----------------|------|-----------------------------|----------|-------|
| 1 | Clip File / Spring File With Printing | Pcs | 4820 | 200 | | | 0 |
| 2 | Box file(indrayani Delux) | No | 4820 | 800 | | | 0 |
| 3 | Lace File Big size | Pcs | 4820 | 300 | | | 0 |
| 4 | Two flap file (port folio) | No | 4820 | 300 | | | 0 |
| 5 | J.K.A4 Paper RIM Rid | No | 4820 | 500 | | | 0 |
| 6 | Sundaram Reg (140 PGS)17x27 L-12 | No | 4820 | 100 | | | 0 |
| 7 | Sundaram Reg (188 PGS)17x27 L-13 | No | 4820 | 50 | | | 0 |
| 8 | A4 Keny Presentation file | No | 3926 | 100 | | | 0 |
| 9 | Tag bundle Half size Nilon 6" | No | 8305 | 40 | | | 0 |
| 10 | Tag bundle Full size (144 Pc per Pkt) | No | 8305 | 45 | | | 0 |
| 11 | Kangaro Staplers No.10 St 10 | No | 8472 | 100 | | | 0 |
| 12 | Kangaro Staplers 555 | No | 8472 | 50 | | | 0 |
| 13 | Kangaro Punch DP 52 | No | 8472 | 50 | | | 0 |
| 14 | Kangaro Punch DP 500 | No | 8472 | 12 | | | 0 |
| 15 | Kangaro staples pin box-No.10 | No | 8305 | 48 | | | 0 |
| 16 | Kangaro staples pin box-24x6 | No | 8305 | 45 | | | 0 |
| 17 | Glue Stick 15 gm | No | 3506 | 100 | | | 0 |
| 18 | stamp pads No.2 (MEDIUM) | No | 9612 | 100 | | | 0 |
| 19 | stamp pads No.3 (BIG)camel | No | 9612 | 10 | | | 0 |
| 20 | Ledger paper Rim 80/90 GSM | No | 4820 | 10 | | | 0 |
| 21 | JK F/S PAPER LEGALSIZE | No | 4802 | 7 | | | 0 |
| 22 | 11x5 80 GSM Kraft ENV(27x12) | No | 4817 | 1500 | | | 0 |
| 23 | 9.5x4.5 60 GSM KRAFT ENV (20x10) | No | 4817 | 1500 | | | 0 |
| 24 | 14x10 Envelop Kraft (35x26) | No | 4817 | 500 | | | 0 |
| 25 | 14x10 Clotha Pkt | No | 4817 | 500 | | | 0 |
| 26 | 16x12 Clotha Pkt | No | 4817 | 500 | | | 0 |
| Total | | | | | | | |

(Signature)
Superintending Engineer
EHV O&M Circle Nashik