



MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.
(CIN No.U40109MH2005SGC153646)

Office of the Executive Engineer,
Testing Division, MSETCL,
132kV Gorakshan SS premises , Gorakshan Road, Akola
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Ref MSETCL/EE/TESTING/DN/AKL/TECH/NO.

Date:-

To.

No. 71-3-3

13 MAR 2019

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Sub:- Enquiry for hiring of Taxi vehicle (1No) " (TATA Sumo / Spacio/ Mahindra Bolero plus or equivalent)" with taxi permit including diesel along with Licensed Driver for office of Addl.EE, Testing Akola-1 under Testing Division, MSETCL Akola.

Ref: Adm. Approval No. CE/EHV/CCO&M/Zone/Amt/tech/F-02/80219/DT 13.02.2019

Dear Sir,

Please quote your lowest rates for supply of taxi vehicle (TATA Sumo / Spacio/ Mahindra Bolero plus or equivalent) (1 No.) for the financial year 2019-20 on hire basis subject to terms and conditions stipulated as below. The Quotation may please be submitted / handed over to bearer of this letter, in a sealed envelope super scribed "**QUOTATION FOR HIRING OF VEHICLE FOR TESTING UNIT AKOLA-1**" on per day basis so as to reach this office on or before **22/03/2019 up to 13:00 pm**. In case of hand delivery Quotation should be handed over to receipt clerk of this office. Quotations will be opened on DT.22/03/2019 at 15:00 Hrs if possible.

Schedule

Sr. no.	Particular of work	Average per KM	Unit	Rate per Unit
1	2	3	4	5
1	Hiring charges of (TATA Sumo / Spacio/ Mahindra Bolero plus or equivalent) along with Licensed driver for office of Addl.Executive Engineer Testing Unit Akola-1		Day	Excluding Gst:- Including GST:-

Note: 1) Rate should be quoted in column no. 5. Total Annual limit will be Rs. 480000/- including all hiring charges, diesel and GST.

2) The comparison will be done on per day hiring charges only.

3) Please quote average of vehicle otherwise MSETCL will be consider average of 12 KMPL (minimum). Diesel amount will be paid as per actual KM of run by considering this average. Rate of diesel will be calculated by averaging the diesel rate per Km at the end of Month

TERMS AND CONDITIONS:-

1) **CONTRACT PERIOD:** Contract period is from 01.04.2019 to 31/03/2020 i.e. 1 year or exhaustion of contract value whichever is earlier. Total Contract value will be limited to Rs. 4,80,000/- (Rs 40000/- per month)

2) **RATES:-**

- i) Per day rates should be quoted along with all applicable taxes.
- ii) Rates should be inclusive of GST (If applicable) or exclusive of GST & inclusive of all other taxes, compressive insurance and any other statutory tax applicable.
- iii) Rates should be inclusive of required engine oil, grease, and other thing which are required for vehicle. No other maintenance cost will be paid extra.
- iv) Rates should be inclusive of services of driver and all other maintenance expenditure.
- vi) The monthly expenditure limit per month per vehicle is limited to 40,000/- including all charges, taxes and cost of Diesel.
- vi) The manufacturing of vehicle should be after April 2015

3) **FUEL:** Diesel shall be provided by agency only, on actual basis.

4) **DUTY:** - Hiring charges will be paid for working days of the vehicle only. Normally, the vehicle will be required only on office working days and the duty Hrs. of the vehicle will be normally 12 Hrs. i. e. from 10:00 Hrs. to 22:00 Hrs. However for some exceptional cases the vehicle may be required on non working days and / or additional hours than specified, for which no extra amount will be paid. The vehicle should also be available as and when required during emergencies other than the specified time as well as holidays also as per company requirement. The jurisdiction of this vehicle largely will be Amravati Zone i.e. Districts such as Akola, Amravati, Washim, Yavatmal, Buldhana. However, in case of urgency vehicle may be used outside this region. Vehicle will have to carry Testing equipments with the MSETCL Staff.

5) **VALIDITY OF ORDER:** The order will be valid for period 12 Months from the date of issue of the order or exhausting order amount whichever will be earlier. Three day will be reckoned for transit of this order.

6) **COMPLETION OF STATUTORY FORMALITIES:** - All R.T.O. formalities shall be completed by you, regarding registration of vehicle, payment of taxes, taxi permit, road permit, etc. Necessary certificate of "Pollution within permissible limit" for period of contract shall be obtained; compressive insurance of vehicle valid for the complete period of contract.

7) **MAINTENANCE OF VEHICLE:** The vehicle must ply on all types of roads. The condition of all the tyres fitted to the vehicle shall be good. A good & serviceable Stephaney should be provided in the vehicle. A timely maintenance of vehicle should be carried out. The vehicle hired to us shall always be in a perfect condition. In case the user/Officer finds that the vehicle cannot be utilized for certain defects or any statutory formalities, the officer shall refuse to take vehicle on duty. The vehicle should be in self starting condition. In case it fails, it should be get repaired immediately at your cost. Substitute vehicle shall be arranged on that day.

8) **REGISTRATION:** - *The vehicle registration should not be more than 5 years old. Earliest registered & good condition vehicle shall be preferred.* Please note that earlier registered but vehicle tyres as well as overall not in good condition will not be accepted at all. (Before placing the order vehicle shall be inspected for overall condition by staff members)

9) **DRIVER:** - The driver engaged to drive the vehicle should have a valid license with adequate (2-3 Years) experience, he should have polite behavior, he should on duty with neat and clean clothes/ uniform as per rules taxi driver framed by RTO and free from any kind of bad habits. He should be able to write all the entries of vehicle movements in diary. **He will not allow talking on mobile phone during driving.** The driver will not be permitted /allowed to carry any outside passengers, luggage when the vehicle is used under MSETCL's work.

10) **VARIOUS LIABILITIES:** - In case of any accident arises, on account of vehicle being not condition, or any other reason, the consequences shall be to your account. On account of any accident while the driver is on duty with us the various liability will be yours. Any court awarding any kind of damages to person met with accident on his/her hear the liability shall be solely of yours

11) **MAINTENANCE OF VEHICLE DIARY:** - The driver driving the vehicle shall maintain the vehicle diary for each month indicating time of arrival, time of leaving the duty period, starting KM and ending daily, place of vehicle go and name of officer. The diary should be submitted along the bill for payment.

12) **AGREEMENT:** - The Contractor will have to enter into an **Agreement** with the Company to carry out the contract in the prescribed form on non-judicial court stamp paper / stamp paper of appropriate value shall be executed with MSETCL to carry out the work before commencement of the work as per MSETCL's Adm. Circular No.207 Dt.17.04.2010. **The cost of the stamp paper will be borne by the Contractor.**

13) **TAXES:** GST will be paid extra and deducted at the time of billing as per prevailing rule. GST will be considered on total hiring charges, diesel & other payable amount. Please quote GST Tax Registration number if any. Further any other taxes as per prevailing rules will be deducted from bill.

14) **INCOME TAX:** Income tax will be deducted from your bill as per rule.

15) **TERMS OF PAYMENT:** Monthly Payment will be made within reasonable time after receipt of bills in triplicate duly recorded in MB and certified by concern In charge, subject to availability of funds and completion of all formalities in SAP system. The payment will be done on actual measurement basis.

16) **PENALTY:** If the hired vehicle is not made available on any working day without any intimation & without convincing reasons by you, payment should not be made for the same day and penalty of Rs 200/- will be deducted from bill for that day.

17) **SECURITY DEPOSIT:** - 5% of the amount of the order is to be paid as security deposit by cash/DD/BG in Superintending Engineer EHV O&M Circle, MSETCL Akola within 7 days from the date of receipt of this order. **If S.D amount is not paid, payment will not be released.** No interest will be paid on this amount and this will be refunded after execution of works/guarantee period satisfactorily. Failure to furnish the security deposit within the specified period shall entail to cancellation of the contract.

18) The contract shall be awarded to lowest. However, if the lowest rate vehicle is not in good condition, then next lowest agency will be considered after specifying the reason.

19) MSETCL will not be responsible for any accident (fatal or non-fatal) or injury to the personnel of the agency or any financial implication arising there from. In case any accidents or any mishap takes place to the vehicle during its utilization, all the liabilities of vehicle as well as driver person, goods etc. will be at your risk & cost & the MSETCL will not be responsible for any liabilities & compensation.

20) **COMPETENT AUTHORITY (CA)** is Executive Engineer, Testing Division Akola.

21) WORK & SAFETY REGULATION: - The contractor shall ensure the safety of all the workmen, materials and equipment either belonging to him or to other working at site. The contractor shall be responsible for provision of all safety notices and safety equipment required both by relevant legislation and the Engineer as he may deem necessary.

22) DOCUMENTS: Photocopies of following documents must be enclosed with quotation along with schedule A:

1. Valid National permit or Tourist permit.
2. Valid Vehicle Registration Certificate.
3. Valid Road Tax
4. Valid Pan card.
5. Valid Vehicle PUC
6. Valid Comprehensive insurance as per law in force from time to time by R.T.O.
7. Valid Certificate of fitness,
8. Duly signed each page of Enquiry etc.

If documents are not submitted the quotations are liable for rejection. For any short fall in documents submitted, decision of competent authority will be final and binding on you.

23) GENERAL: - Undersigned reserves the right to reject any or all quotations without assigning any reason; and all other general terms and conditions of M.S.E.T.C.L. shall applicable to this contract also.

24) LEGAL JURISDICTION- All disputes arising out of quotation/order will be subject to exclusive jurisdiction of Akola Court only.

Thanking you,



**Executive Engineer,
Testing Division, MSETCL, Akola**

Copy to: - 1) The Sr. Manager (F&A) EHV (O&M) Circle, MSETCL, Akola
2) Notice Board.

SCHEDULE A

Enquiry for hiring of Taxi vehicle “ (TATA Sumo / Spacio/ Mahindra Bolero plus or equivalent)” with taxi permit including diesel along with Licensed Driver for office of Addl.EE, Testing Unit,Akola-1 under Testing Division, MSETCL Akola.

1. Enquiry Reference : _____
2. Type / Model of Vehicle : _____
3. Manufacturing Year of Vehicle: _____
4. Registration No. of the : _____
Vehicle
5. Per Day rate of Hiring of Vehicle : _____
Along with Driver charges inclusive of all applicable taxes (In Rs. / Day)
 - a. In Figure : _____
Without GST
With GST:-
 - b. In Words : _____

6. Average / Mileage of : _____
The Vehicle (in Km/Ltr) _____
7. Date of Insurance : _____

The terms and conditions of the above referred enquiry are acceptable to me.

Signature of the contractor

Name: _____

Seal: _____