



**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.**

**CIN No. : U40109MH2005SGC153646**

**Name of Office :** Office of The Executive Engineer, Telecom Division,  
**Office Address :** Administrative Bldg, Ground Floor, At-Vijaynagar, Post - Supane.  
Tal-Karad, Dist: Satara.- 415 114.  
**Contact No. :** 02164-255109  
**E-mail :** ee3160@mahatransco.in

**Website :** [www.mahatransco.in](http://www.mahatransco.in)

**Ref. No. :** EE/TCD/KRD/T- /

**No 42 = -**

**Date :**

**18 MAR 2019**

**QUOTATION INVITING CIRCULAR**

Sealed and Superscribed quotations are invited for providing 1 no. of skilled labour as Computer Operator & 1 no. of unskilled peon at Telecom Division Karad office through outsourcing under Telecom Division, Karad.

The quotation giving full details of your terms and conditions for work, validity of the rates Govt. and GST Tax etc, shall reach this office on or before **25.03.2019 upto 16.00 Hrs.**

You are requested to quote your reasonable rates with due consideration of the following points.

- 1) The rates quoted for providing 1 no. of skilled labour as Computer Operator & 1 no. of unskilled peon through outsourcing under Telecom Division, Karad Vijaynagar should be as per minimum wages act.
- 2) The registration no. under sales tax VAT No./GST Tax/PAN No. should be mentioned in quotation, if registered under E.S.I, the Xerox copy of your registration should be attached with the quotation.
- 3) The envelope should be super scribed QUOTATION for providing 1 no. of skilled labour as Computer Operator & 1 no. of unskilled peon through outsourcing at Telecom Division, Karad,
- 4) This office reserves the right of rejecting the any or all of the quotations, without the Assigning any reason thereof.
- 5) Quantity mentioned is subject to variations.
- 6) Rates should be quoted both in words and figures, overwriting / surcharges should be attested.
- 7) Rates should be valid at least for 90 days.

Encl: Shedule 'A'

Yours faithfully,

**(W.K.Dongre)**

**Executive Engineer,**

**Telecom Division, Karad.**

**Copy s.w.rs. to :** 1) The Superintending Engineer, TCC, Karad.

**Copy To :** 1) The Manager (F&A), Trans O&M Circle, Karad

2) Notice Board.



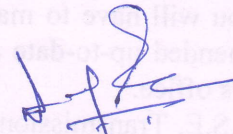
## **TERMS & CONDITIONS**

### **1. WORKS TO BE ATTENDED BY COMPUTER OPERATOR & PEON-**

- a) For Computer Operator (A) Technical work of Karad Division office, S/Dn. offices (B) HR work of Division office, Karad & Peon for Office work such as Filing, office up keeping, attending Exe. Engr. cabin & other office Work.
  - b) The work is to be executed under the supervision of concerned authority in office hours. If the work is required to be executed on holidays, you will have to depute your computer operator on holidays also. All terms and condition of work contract prescribed by M.S.E.T.C.L are applicable to this order.
  - c) The contract labour to be provided should be qualified / trained and well conversant with the work preferably knowledge of above work and minimum qualification for fresh candidate will be observed.
  - d) You will have to pay full compensation in case of any damage / loss to the M.S.E.T.C.Ltd's computer if not handled properly during the course of contractual period of your contract labour.
- 2. SECURITY DEPOSIT :-** You are requested to pay Security Deposit 2.5 or 5% of the total value of the order inclusive of all taxes in the office of Superintending Engineer EHV O&M Circle, Karad in Cash / D.D. / Bank Guarantee within 7 days from the date of receipt of this order. Security Deposit will be refunded after satisfactorily completion of work.
- 3. INCOME TAX:-** Prevailing income tax will be deducted from your bill as per Income Tax Act.
- 4. CONTRACT PERIOD :-** As per the Schedule A enclosed.
5. The contract labour should have clear antecedents and should not have involved in any criminal case acts.
  6. The contract labour should be vigilant, alert and respectful and presentable during the contractual period. They should have good moral reputation and should be free from bad habits like alcoholics, thefts etc.
  7. No residential or any other facilities will be provided by Company.
  8. The M.S.E.T.C. Ltd; will not give any kind or leave, training and advance to your contract labour.
  9. Absence of labour without intimation will be liable to deduction of penalty as decided by the undersigned.
  10. You will have to make payment to your contract labour as per Minimum Wages Act 1948 amended up-to-date and evidence of payment made to your Labour should be submitted to this office.
  11. M.S.E. Transmission Co. Ltd. will not be responsible for any loss, injury to labour while on duty.
  12. You shall be liable to fulfill all the conditions / provisions of ESI, PF, Minimum Wages Act, this office will not be responsible for any shortcomings and liabilities out of provision of this Act. Any damage, compensation, dispute, arising out of this contract will be at your cost / risks. You may submit evidence regarding payment to Regional Provident Fund of your labour.
  13. In case of any dispute regarding execution of works of order any other, conflicting instructions of any difference of option or any ambiguity on any point the decision of the undersigned will be final and binding on all concerned.



14. The payment will be effected after receipt of bill in triplicate by you subject to availability of funds.
15. The contract does not confer any right of employment in M.S.E.T.C. Ltd;'s services.
16. The circulars regarding change in the schedule rates issued by Corporate Office or Zone Office will be applicable to this order & payment will be effected as per revised rates from the date of receipt of letter from the competent authority i.e. Chief Engineer, EHV PC O&M Zone, Karad, however order amount will not change in any case.
17. All the risks and liabilities for providing contract labour observing all legal formalities shall be to your account and you will have to comply all the formalities and get the valid license including labour license, permission and pay the statutory charges / taxes as required at your cost and risks only. The M.S.E.T.C.Ltd; will pay only rates accepted for labour / per month.
18. Special Allowance will be paid as per timely circulars from labour commissioner, Govt. of Maharashtra, Mumbai.
19. You will have to abide by GST Tax applicable from time to time by Govt.
20. You will have to maintain all records as required under labour laws, labour licences, solvency certificate, P.F. registration, Insurance, ESI regulations, Wages Act etc; As required for such work and should satisfy the concerned authority at your cost and risks.
21. You will have to observe the payments strictly in time, regularly of Professional Tax payment, payment of ESI, P.F. GST tax payable against the contract orders.
22. You will have to insure your contractual labours against all risks.
23. Jurisdiction of all suits / legal proceedings in regards to works, under this contract shall be the Court of Karad only.
24. Notwithstanding anything contents herein M.S.E.T.C.Ltd's terms and conditions other necessary documents / formalities shall be applicable and form part of this order.
25. An agreement is required to be executed by you with the Company on stamp paper containing all above terms and conditions of the order before its execution. The cost of stamp paper of Rs.500/- and the same should be borne by you.
26. Decision of the undersigned in respect of order is final. The order acceptance be acknowledged within 7 days failing which it will be treated as the order is accepted by you.



(W.K.Dongre)

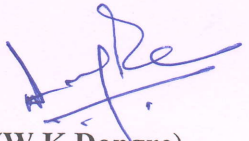
Executive Engineer,  
Telecom Division, Karad.



**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD  
TELECOM DIVISION, KARAD**

**SCHEDULE 'A'**

Sr. No.	Particulars	Unit	Qty.	Rate/Unit	Amount in Rs.
1	Providing skilled labour as Computer Operator through outsourcing at Telecom Division, Karad Vijaynagar.	No.	01	Rate per Day - per Operator	
2	Providing unskilled labour for Office work such as Filing, office up keeping, attending Exe.Engr. cabin & other office Work through outsourcing at Telecom Division, Karad Vijaynagar.	No.	01	Rate per Day - per Peon	

  
(W.K.Dongre)  
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