

MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LIMITED
(CIN NO U40109MH2005SGC153646)

Name of Office:	Office of the Chief Engineer (AC&I)
Office Address:	Prakashganga, Ground floor, Plot C -19, E - block, BKC, Bandra (E), Mumbai: - 400051.
Contact No.:	(O) 022 - 2659 5137, (P) 022 - 2659 5141, Fax: 022 - 26598587
E-Mail Id:	ceaci@mahatransco.in
Website:	www.mahatransco.in

MSETCL/CO/CE/IT/

No 053011

Date:

19 JUL 2019

E- Enquiry

Sub: Quotations for Purchase of Desktop, Printer and Repair of Laptop Keyboard at Corporate Office MSETCL.

Sir,

Sealed & super scribed quotations are invited from the reputed experienced/registered contractor for the work as described in Schedule 'A' is enclosed herewith:

Terms & Conditions: -

- 1] The prescribed form i.e. Schedule 'A' duly filled in with the rates written in words & figures & signed should be sent by registered post or in person to Office of the Chief Engineer (AC&I) Prakashganga, Ground floor, Plot C -19, E - block, BKC, Bandra (E), Mumbai: - 400051. Within 7 days on or before 25 / 7 / 2019 upto 17:00 Hrs.
Contact Person: Raj Rathod, System Analyst (IT)
- 2] Please super scribe the offer with following details.
Quotation for: Purchase of PC/Laptop/Printer Spares at Corporate office MSETCL.
Due Date: 25 / 7 / 2019
Name of Bidder:
- 3] Documents required: PAN/ TAN registration certificate, Valid GST registration Certificate & Proof of firm being registered as shop establishment/firm/ Company as Applicable.
- 4] Supply of Material: Materials offered should be strictly as per specification mentioned In Schedule 'A'.
- 5] The quotations will be evaluated on the basis of specification/brand/make of the product as per MSETCL requirement. If considered necessary, the MSETCL committee may take the decision in this regards and decision of Committee would be final and binding to bidder.
- 6] Delivery Period: The material should be delivered to the consignee within 10 days from the date of issue of order.

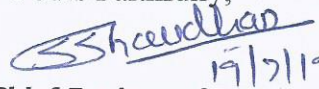
- 7] Destination For Supply: The material should be supplied at MSETCL, Prakashganga, Plot No. C-19, E Block, BKC, Bandra East, Mumbai 400 051.
- 8] Your representative shall also deliver following document: i) Final invoice in triplicate.
ii) Delivery Challan. (iii) Installation Report
- 9] Acceptance of Quotation: The Company does not bind to accept the lowest or any quotations neither will any reasons be assigned for rejection of any enquiry. It is also not binding on the company to disclose any analysis report of enquiry.
- 10] Security Deposit: The contractor should pay security deposit at the rate of 5% of the value within 7 days from the date of receipt of LOI which will be refunded after completion of guarantee period.
- 11] Terms of payments: 100% payment will be affected to you within 45 days after supply, installation, testing of all material & on the basis of actual measurement recorded by the engineer-in-charge. However release of payment may depend on availability of funds.
- 12] Penalty for late delivery: If the materials are not supplied within stipulated time limit, penalty at the rate 1/2% (Half Percent) per week delay will be recovered from your bill subject to 10% maximum of work order value. In case failing of supply goods from your side, the balance goods will be purchased from other agency & difference in cost will be recovered from your bill & SD in this case will be forfeited to company.
- 13] Quantity: Material should be supplied as per specifications and quantity mentioned in enclosed Schedule 'A' only & quality as per sample approved.
- 14] If the materials are not approved/ received in good condition, the same shall have to be replaced in part or in whole as per case.
- 15] Warranty: warranty as per OEM T&C from the date of Supply of the PC Spares. During the warranty period you will replace/ repair free of cost if material found defective in coordination with OEM.
- 16] Agency/ Company should submit the warranty certificate, if applicable.
- 17] The warranty would be on-site and comprehensive in nature and back to back support from the OEM.
- 18] The work should be done as per the specifications given in the Schedule 'A'. MSETCL will not accept the items with different specifications.
- 19] If any dispute arises, the decision of the undersigned is final and binding on you.
- 20] Partial supply/installation/configuration/commissioning will not be accepted by the MSETCL. No any payment will be made for partially executed work.
- 21] Transit Insurance: Any damage during transit will not be the responsibility of MSETCL and bidder must agree to provide a replacement at his cost. Transit Insurance will be borne by bidder.
- 22] Packing: The material shall be packed suitably for Rail/Road worthy packing as per standard practice.
- 23] Income Tax & any other applicable taxes will be deducted from your bills as per rules.
- 24] No extra charges for transportation, T&P, labour, packing, insurance, excise, material etc. will be paid, it will be arranged by you only.
- 25] Accident: If any accident occurs to your labour skilled or unskilled, compensation if any, is to be paid by bidder only.
- 26] For any loss to the company's property during execution of work, the bidder will be liable to pay the equivalent compensation as per the recommendation of concerned Engineer.
- 27] All the terms and conditions for the supply, testing and acceptance, payment terms, penalty etc. shall be as those mentioned herein and no change in the terms & conditions will be acceptable.

- 28] The enquiry should be completed with all particulars. Wherever, it is mentioned the enquiry must be signed along with seal. Any document of the enquiry not bearing the signature of bidder is liable to be rejected.
- 29] Right to reject any or all quotations is the reserved by the undersigned.
- 30] This office does not bind itself to accept the lowest or any bid and reserves the right to reject all or any bid or cancel the Enquiry without assigning any reason whatsoever. This office also has the right to re-issue the Enquiry without the Vendors having the right to object to such re-issue.
- 31] This office may at its discretion abandon the Enquiry process any time before the issuance of Purchase Order.
- 32] Where there is a discrepancy between the amounts in figures and in words, the amount in words shall govern.
- 33] No increase, decrease, discount reduction or any other changes in the price will be acceptable after the opening of the quotation.
- 34] The rates quoted should be valid for 180 days from the date of opening of quotation.
- 35] The disputes / arbitration etc. if any, against this contract will be subject to the jurisdiction of the Mumbai Court.
- 36] GST need to be specified clearly on quotation.
- 37] Apart from the above points, all the terms and conditions published by MSETCL in booklet "Tender & Contract of Works" are applicable here also.

Thanking You.

Encl: 1) Schedule 'A'
2) Annexure B

Yours Faithfully,


19/7/19
f Chief Engineer (AC&I)

Copy to:-

- 1] The Assistant General Manager (F&A), Corporate Office, MSETCL
- 2] Notice Board
- 3] Web Master

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SCHEDULE - 'A'

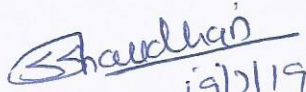
Subject: Purchase of Desktop, Printer and Repair of Laptop Keyboard at Corporate Office MSETCL.

Sr. No.	Description of work	Quantity	Unit/rate	GST %	GST in RS	Total Cost
1	Desktop touch screen DT AIO 27 QB 007 IN - i7 8700 Hexa Core 8th Gen. Win 10+ M.O.16 - 128 GB SSD	1				
2	HP LJ 226DW ALL IN ONE PRINTER, Duplex, Wi-fi.	1				
3	Keyboard for HP Spectra Laptop X360 I3AE503TU with installation Charges	1				

* GST Number must be quoted on quotation.

* All the valid relevant papers (Xerox Copy) should be enclosed with quotation i.e.

- 1) Registration certificate
- 2) GST
- 3) Shop act (If Applicable)
- 4) Pan Card


19/01/19
Chief Engineer (AC&I)

ANNEXURE 'B'

UNDERTAKING

(On Company's Letterhead)

To,
Chief Engineer (AC&I),
Corporate Office,
MSETCL, Prakashganga,
Plot No. C-19, E Block,
BKC, Bandra East
Mumbai 400 051

Dear Sir,

I/We agree for "Supply of Desktop, Printer and Repair of Laptop Keyboard at MSETCL, Prakashganga, Plot No. C-19, E Block, BKC, Bandra East, Mumbai 400 051 at the rates herein tendered by me / us subject to the conditions of the enquiry/tender and supply above which I/We have carefully read and which I/We have thoroughly understood and to which I/We hereby agree.

I/We hereby agree to keep this offer open for 180 days from the due date of the enquiry/tender and shall be bound by communication of acceptance dispatched within the prescribed time.

I/We hereby declare that I/we have not been blacklisted by the registering authority or any department of the Central /State Government, Semi-Government, public undertakings, corporate etc.

The information given by me is true and in future if it is found that the information given by me is false then MSETCL is free to take legal action including termination of the contract, against me.

Yours faithfully,

Seal & Signature of the Bidder

Date

Place