

**MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD**  
**(CIN NO- U40109MH2005SGC153646)**

The Executive Engineer MSETCL EHV O&M, Division,  
Near Market Yard, Bapat Camp, Kolhapur  
Tal: - Karvir, Dist-Kolhapur-416 005  
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Phone No. 0231-2651529, 8411001872

Ref No.MSETCL/EE/O&M/Dn./Kop/T/LP/No.1132

**Date : 16.12.2019.**

**E-Enquiry**

**Name of work:** Providing 1 No. Diesel Vehicle (TATA- Indica / Indigo / Swift desire / Honda Amaze or equivalent with AC) with Driver on hire per day basis for the office of the Executive Engineer, EHV O&M Division, Kolhapur.

Dear Sir,

Sealed and super scribed quotations are invited from the experienced agencies for the above said work on item rate basis, so as to reach the office of Executive Engineer, MSETCL, EHV O&M Division, Bapat Camp, Kolhapur, **on or before 23/12/2019 up to 17:00 Hrs.**

The other terms and conditions are as mentioned below.

- 1) The Contract order will be 1 year from the date of engagement of vehicle or as per requirement of this office.
- 2) The vehicle with registration & manufacturing after December 2014 will only be acceptable.
- 3) The work should be carried out as per enclosed Schedule 'A' and as directed by the concerned officer to the full satisfaction and of approved quality.
- 4) Quotations should be duly filled in all respect. Otherwise, it will not be considered.
- 5) In case of any dispute, decision of the undersigned shall be final and binding on you.
- 6) Rates should be quoted as per Schedule "A". Taxes/duties and other levies should be quoted separately.
- 7) Please mention your GST Tax No. , P.F. No., ESI No. & P.T. No, if applicable
- 8) The preference will be given to local agency in case of same rate quoted.
- 9) The quotation must be sealed and super scribed as QUOTATION FOR – Providing Vehicle on Hiring at office of The Executive Engineer EHV O&M DN Kolhapur.
- 10) Validity of the Offer: - The offer should be valid for our acceptance for a period of the 60 Days from the due date of the opening.
- 11) Other terms and conditions as per Company's Rules shall be binding on you (as per Annexure-W)
- 12) Right to reject any or all quotations without assigning any reason there of is reserved by the undersigned.

Thanking you

Yours faithfully,

**Executive Engineer,  
E.H.V.O&M Dn. Kolhapur.**

Encl: Schedule 'A' & Annexure-W

**MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD.,  
EHV (O&M) DIVISION KOLHAPUR  
Schedule 'A'**

- 1) Hiring of TATA- Indica or equiv. Vehicle (Diesel) .....
- 2) Vehicle Registration No .....  
.
- 3) Vehicle Attached to At EHV O&M Division Bapat camp  
Kolhapur.
- 4) Period ( One Year from date of engaging the of  
Vehicle)
- 5) Expenditure Limit Rs. 40,000/- Per month  
( Including Diesel, Rent, Hiring Charges,  
OT, Halt)

Sr. No.	Particulars	Unit	Rates as per Estimate	Quote rates in % basis At par/Above/Below
1	<b>Rate/day for 10Hrs</b>	Per day	Rs.900/-	
2	<b>O.T. Beyond 10 Hrs. Duty</b>	Per Hrs.	Rs. 50/-	
3	<b>Halting Charges</b>	Per Halt	Rs. 150/-	

Note:-

- 1) Above rates are exclusive of Taxes. GST tax will be paid extra.
- 2) Average Condition 16 Kms/Per Litter.
- 3) For a particular day either OT or halting charges whichever is less will be paid.
- 4) Rates should be quoted per day on firm basis.
- 5) Vehicle registration should be within 5 years.

Following valid attested documents (Xerox) should be enclosed along with the quotation.

- 1) Certificate of Registration
- 2) Certificate of Fitness
- 3) Certificate of Taxation
- 4) Certificate of Insurance
- 5) Certificate of Pollution (PUC)
- 6) PAN No of Agency / Owner
- 7) RTO Tourist Permit valid up to date.
- 8) Proof of GST Registration If applicable.

**(Signature of the applicant / party)**

With communication address      Contact No:-

**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.,  
EHV (O&M) DIVISION, KOLHAPUR.**

**Terms and Conditions**

For Contracting the Vehicle at EHV O&M Division Bapat camp Kolhapur

***Annexure-W***

**I) R.T.O REGISTRATIONS/CONDITIONS**

- 1) The vehicle under contract should have requisite Tourist Taxi Permit, License/Transport License Permit and other important documents for travel in Maharashtra, Goa and Karnataka as per requirement of the MSETCL. Valid for the period of the contract i.e. at least for the period of one year.
- 2) a) The person offering the vehicle on hire have to submit the Xerox copies of documents such as RC/TC, Books, Insurance and Tourist Permit/Transport permit and relevant R.T.O and other statutory authorities for hiring vehicle to the MSETCL, must be obtained by the person hiring the vehicle at owner cost.  
  
b) The permission of R.T.O and other statutory authorities for hiring vehicle to the MSETCL, must be obtained by the person hiring the vehicle at owner cost.  
  
c) The permission from R.T.O should be displayed on the vehicle.
- 3) All taxes such as R.T.O Taxes, Town Duties, Insurance and other statutory charges will be paid by owner only.
- 4) The vehicle is to be driven by the appointed by owner, who must passes the valid License & Transport License from R.T.O authorities.& he should be skilled.

**II CONTRACT RATE**

- 1) The rates on per day basis, considering 10 ( Ten) working Hours per day , the overtime charges and halting charges along with the average consumption per liter of diesel of the vehicle given on hire is approved.
- 2) The approved rates and scheduled average is as per Schedule 'A' enclosed herewith.

**III SECURITY DEPOSIT**

- 1) The S.D. 5% of the order value will have to be paid before execution of the order. The amount will be refunded in the normal course, after expiry of the contract period subject to deduction, if any, forfeited as per the terms and conditions. No interest will be allowed on this deposit. If on the breach of contract during contract period S.D. will be forfeited without assigning any reason.
- 1) If, the performance and the services given by hired vehicle and Driver is not found satisfactory, the contract will be terminated without giving any notice at cost and risk of person contracting the vehicle and security Deposit paid by will be forfeited.

#### **IV CONTRACT PERIOD/UTILITY**

- 1) The Contract of hiring the vehicle, for one year period from actual date of engagement of vehicle however, under any circumstances, the period of contract shall be curtailed or extended as per the requirement of the MSETCL and on the same terms and conditions and the accepted rates.
- 2) The hired vehicle will be utilized on any day for which the vehicle must be made available with a short notice from concerned Office/ Officer. The charges will be paid on the basis of the days & vehicle is actually utilized. The charges shall not be paid for days the vehicles has not been utilized. The vehicle is being utilized is fully empowered to give off on any day without assigning any reason for which no charges will be paid for that day/s.

#### **V RESPONSIBILITY AND RISK**

- 1) During the period of contract and utilization of vehicle any accident or mishap to the vehicle or hired driver all the liabilities will be at owners risk and cost only.

#### **VI AGREEMENT**

- 1) An Agreement is required o be executed by the person hiring the vehicle with the companies on Stamp paper of Rs.500/- containing all above terms and conditions of the Order before its execution.
- 2) The cost of stamp paper should be borne by you. The person offering the vehicle for contract of hire.
- 3) If the owner and person hiring the vehicle is different, agreement between two should be produced by the person. Agency making this agreement with the Transmission company Ltd.,

#### **VII CONDITIONS AND INSTRUCTIONS**

- 1) The permission from R.T.O should be displayed on the hired vehicle.
- 2) The hired vehicle shall have to maintain two separate log-books/diaries, for the recording of daily journey in Kms with timing, fuel account, place/ places visited etc., on each day, duly signed by the Officer/ person using the vehicle. The diary maintained for each month should be submitted in original along with your bills for arranging payments.
- 3) It will not be permitted/allowed to carry any outside passengers/ Luggage in the vehicle, when the vehicle is under contract on M.S.E.T.C.L .duty.
- 4) The vehicle under contract should be provided with M.S.E.T.C.L on the vehicle displaying on TRANSCO tile of duty as follows. "EXCLUSIVELY FOR BONAFIED USE OF M.S.E.T.C.L
- 5) The hired vehicle should be parked in M.S.E.T.C.L Office premises as per instructions of the Officers of the vehicle on all working days at scheduled timings.
- 6) Speedometer showing the Kilomiterage of the hired vehicle should be kept in good working condition at all times, without any excuse, so as to assess the consumption of diesel.

- 7) The hired vehicle must ply on all types of roads. The condition of all the tyres, fitted to the vehicle must be in good condition. Good and serviceable Stephaneys should be provided in the vehicle.
- 8) The hired vehicle has to run normally in the area of jurisdiction, under control of the Field Officer, for whom the vehicle is being ordered.
- 9) However, in some cases, the hired vehicle has to run in the area, out of the jurisdiction of the controlling Officer. (to whom the vehicle is allotted) within the jurisdiction of Maharashtra State, Goa & Karnataka occasionally.  
In such circumstances, the necessary permit of the concerned state shall have to be obtained by the owner of the hired vehicle at his cost, however the charges for which will be reimbursed to the party on producing the receipt of the payment to the concerned controlling Officer.
- 10) The Driver has to move the vehicle for touring as per the Instructions of the field Officer or In-charge of the vehicle.
- 11) The behavior of the driver appointed by the owner for hired vehicle must be punctual in attendance, polite and free from illicit habits.
- 12) In case halt, the Driver should arrange his own kit and no extra amount will be paid by the Company on this account.
- 13) During the idle period of the hired vehicle beyond normal working hours, as specified by the Officer In-charge of the vehicle, the availability of the Driver with his address, telephone no. should have to be intimated to the vehicle In-charge, invariably so as to utilize the vehicle, at the time of emergency, If any.
- 14) The vehicle should be in self starting condition. In case it fails it should be got repaired immediately at your cost.

## **VIII PAYMENT AND PAYMENT RISK**

- 1) A bill for hiring of the vehicle should be submitted in triplicate along with advance stamp receipt to the controlling Officer of the vehicle, every month after completion of work during the calendar month. The 100 % payment of monthly bills subject to any deduction against the contract after due certificate by the concerned field Officer / In-charge of vehicle, will be paid within the reasonable time by concerned Executive Engineer contracting the vehicle on hire.
- 2) Though the order is placed, for the payment of contract, the charges will not be paid for the days, when the vehicle is not been utilized.
- 3) Only Diesel will be supplied by the M.S.E.T.C.L at the free of cost, however the average consumption of the vehicle should be maintained as per approved average in schedule 'A' enclosed. Otherwise the proportionate amount will be deducted from the bill. The Engine Oil, Break Oil, and other lubricants shall be arranged by the owner / person hiring the vehicle at his cost.

- 4) The charges will be paid as per order conditions, on the basis of vehicle actually utilized. The hired vehicle should be in self starting condition. In case, if failure of starter the same should be got repaired immediately, at owner's cost.
- 5) The alternative vehicle of similar condition shall have to be provided as a replacement, on the same terms and conditions of the order, in case of the ordered vehicle is off the road due to any failure / repairs for either for short duration or for longer period. This alternative vehicle should possess necessary R.T.O Tourist permit.
- 6) All the maintenance charges of the vehicle and salary overtime, allowances / other benefits of the Driver shall be paid by the owner directly.
- 7) In case of failure of the hired vehicle on the road; the period of failure/ non use hours during duty period, will be counted for proportionate deduction in the daily bills. as per directives of the vehicle only during idle hours and as per the directive of the vehicle in charge.
- 8) The average consumption of the vehicle given on hire basis should be 16Kms /Litr irrespective of actual average of the vehicle. If the average consumption is less, the proportionate amount will be deducted from your bill. You will have to communicate amount the capacity of the diesel tank with vehicle.
- 9) The area for which vehicle has to run will be the area under control of the Executive Engineer EHV O&M Dn Kolhapur under whom the vehicle is being utilized. Entry Charges/ Toll charges will be paid the MSETCL.
- 10) The maintenance, any repairs / Servicing of this hired vehicle should be carried out only during idle period or during the period as per the direction of the vehicle In-charge by owner.
- 11) If the hired vehicle is not made available on any working day/ days, without convincing reason or without intimation, the penalty at the rate of 10 % of the daily charges will be levied for such every day.
- 12) The income tax as applicable as per prevailing rates of I T Department of in force will be deducted at source and valid TDS certificate will be issued to agency.

## **IX GENERAL**

- 1) The co's general conditions for Tender and Contract shall also be applicable and will be binding on the owner of the vehicle.
- 2) In case of difference of opinion, about interpretation of terms and conditions, between owner/ agency and M.S.E.T.C.L the decision of the order placing authority will be final and binding on the owner / agency.
- 3) The order placing authority reserves the right to cancel the order at any time without assigning any reason or any notice before the expiry of contract period.

Executive Engineer  
EHV (O&M) Division Kolhapur.