


MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.
(CIN : U40109MH2005SGC153646)
Office of The Executive Engineer
EHV O&M Division, Manchar

DSK's Pride , Survey No-170/7B, Pune-Nashik Highway,
In front of Rural Health Centre, Manchar , Tq- Ambegaon Dist: Pune
E-mail: ee61A0@mahatransco.in, eemanchar404@gmail.com
Ph- 02133-223040/41, FAX-02133-223042

EE/EHV/O&M/Division/Manchar/Tech/No. 159
Date: 17.02.2020

To,

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Sub: E-Enquiry for supply of printed Log-Sheet Booklet & Permit Books for various EHV Sub-station under EHV O&M Division Manchar.

Dear Sir,

Please quote your rates for supply of printed Log-Sheet Booklet & Permit Books for various EHV Sub-station under EHV O&M Division Manchar as per Schedule 'A' attached herewith under the terms and conditions given below.

TERMS & CONDITIONS:

1. The Schedule 'A' duly filled in with the rates written in words, figures, and signed should be sent by registered post or in person to the Office of the Executive Engineer, EHV O & M Division Manchar on or before **27.02.2020 up to 17:30** Hrs. Offer on Fax or E-mail will not be accepted. This office will not be responsible for delay in postal transit.
2. Please superscribe the offer with the following details.
 - a) **Reference No.**
 - b) **Quotation for:**
 - c) **Due Date:**
 - d) **Name of the bidder:**
3. Estimated amount for the above said work is limited to **Rs. 1,30,170/- (Rs. One Lakh Thirty Thousand One Hundred Seventy Only) inclusive of GST & all other applicable taxes.**
4. The Offer shall be valid for acceptance for the period of 120 days from the date of submission.
5. All the documents of this enquiry Schedule 'A' and other accompanying documents shall bear the authorized signature of the agency, failing which the offer shall be liable for rejection.

6. **The envelop should contain following documents:**

- a) Valid copy of Shop Act/NOC from Grampanchayat
- b) Valid copy of GST Registration
- c) Valid copy of PAN Card
- d) Similar type of work order or Experience Certificate for supply of printed material & stationary in MSETCL.

- 7. **Work Completion Period:** The material as stated in the Schedule 'A' should be supplied within 45 days from the date of receipt of the order. Three days are reckoned for transit period
- 8. **Before submitting the quotation, check the sample/format of log-sheet booklet & permit books from the office of undersigned. The proof reading of log sheets shall be got done from respective Sub-Station In-Charge.**
- 9. The sample of 90 GSM ledger paper shall be got approved from EE Manchar before starting of work & the same shall be enclosed with the bill.
- 10. The material should be dispatched at EHV O&M Division Manchar office.
- 11. The right to modify/ alter /cancel the quotation is reserved by the undersigned.
- 12. The agency should not submit 'conditional quotations' such conditional offer shall be liable for rejection. If the Agency has any doubt the meaning of any portion of the enquiry conditions/specification, he should get it clarified from the office of the undersigned before submission of the offer.
- 13. **General:** You are supposed to be aware of the general terms & conditions of MSETCL which also applicable to this order.
- 14. **Agreement:** Contractor has to enter into contract agreement on stamp paper costing Rs. 500/- for this contract within 07 days from the receipt of work order. The cost of the bond paper shall be borne by contractor.
- 15. **Security Deposit:** You have to remit, Security Deposit @ of 10% of the total value of the order in this office by D.D./ B.G./ fixed deposit in nationalized or scheduled bank within 07 days from the receipt of work order. You will have to apply for refund of Security Deposit within 6 months after completion of work in all respect.
- 16. The quantities mentioned in schedule 'A' enclosed herewith are provisional and may vary as per requirement.
- 17. If Contractor fails to complete the work within stipulated period penalty at the rate of ½ % of the order value per delayed week or part thereof subject to maximum of 10% shall be recovered from contractor's bill.

18. Bill in triplicate with advance stamp receipt should be submitted to this office with the delivery challan. The GST No. & PAN No. should be mentioned on your bill.
19. **Income tax** if applicable will be deducted as per rules/ otherwise you will have to submit income tax exemption certificate or income tax registration no. of your firm.
20. The undersigned reserved the right to reject any or all quotations without assigning any reasons thereof.
21. All General / Technical/ commercial terms & Conditions of the contract of the company are applicable to this contract.
22. In case of any dispute the decision of the undersigned will be final & binding on you. All questions/disputed or differences arising under out of or in connection with the fulfillment of contract, if concluded, shall be subject to exclusive jurisdiction of Pune Court only.

Thanking you.

Sd/-
(Appasaheb D. Rupatakke)
Executive Engineer
EHV O&M Division Manchar

Copy s.w.r. to:

1. The Chief Engineer, EHV CC O&M Zone, Pune.
2. The Superintending Engineer, EHV (O&M) Circle, Pune.

Copy to:

1. Deputy Manager (F&A).....EHV O&M Division Manchar.
2. Notice Board



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Schedule 'A'

Sr. No.	Particulars of work	Unit	Qty	Rate	Total Amount
1	90GSM Printed Log Sheets (1-12 Pages) (up to 12 Pages , Legal Size, Ledger paper, 90 GSM with cloth binding)	No.	6165		
2	90GSM Printed Log Sheets (18 Pages) Printed Log Sheet (up to 18 Pages, Legal Size, Ledger Paper, 90 GSM with cloth Binding)	No.	2300		
3	21x35 cm Permit Book containing 100 permits in each permit book. (Ledger paper, 90 GSM)	No.	185		
Sub-Total					
GST @ 18%					
Grand Total					

*Quantity may vary as per actual.

* Payment will be effected as per actual measurement.

Sd/-
 (Appasaheb D. Rupatakke)
Executive Engineer
EHV O&M Division Manchar