

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.
(CIN No. U40109MH2005SGC153546)

Office of The Chief Engineer
Maharashtra State Load Dispatch Center,
Thane-Belapur Road, P.O. Airoli,
Navi Mumbai Pin – 400 708.
Tele :91-22-27601765 / 1766
Fax :91-22-27601769
Email : cesldc@mahasldc.in

Ref: CELDK/IT/2020/Rental PC/2050

Date- 04 NOV 2020

To,

Website for display

Sub: e-Enquiry for Supply, Installation, Testing and Commissioning of 16 (Sixteen) Nos of Desktop on Rental basis for the period of Six Months at SLDC Airoli.

Dear Sir,

You are requested to offer your lowest rate for **Supply, Installation, Testing and Commissioning of 16 (Sixteen) Nos of Desktop on Rental basis for the period of Six Months at SLDC Airoli** in the format Specified as per Annexure-C. The offer should be valid for at least 120 days from the due date of quotation. The quotations not complete in any respect or partial quotations will be totally rejected. No correspondence in this regard will be entertained

The sealed envelope marked as **“e-Enquiry for Supply, Installation, Testing and Commissioning of 16 (Sixteen) Nos of Desktop on Rental basis for the period of Six Months at SLDC Airoli”** must reach this office on or before **10.11.2020 upto 15:00 Hrs.** This quotation will be opened on 10.11.2020, if possible.

Thanking You,

Yours faithfully

SD/-
(Juelee Wagh)
Chief Engineer (MSLDC)
MSETCL Airoli

Encl:- Annexure 'A' - Scope of Work
Annexure 'B' - Terms & Conditions
Annexure 'C' - Price Schedule
Annexure 'D' - Undertaking

Copy to:- 1) Dy Manager (F&A), MSLDC Kalwa
2) Master File.

ANNEXURE 'A'

1. Documents Required :

The bidder should submit following documents along with the quotation: -

- (a) Certificate of the registration under GST.
- (b) PAN registration certificate.
- (c) Proof of firm being registered as shop establishment/firm/company etc., as applicable.
- (d) Audited annual accounts statement i.e. Balance sheets OR ITR for past Three financial years.
- (e) Annexure- C (Price Schedule) and Annexure- D (Undertaking)

Failure to provide the desired information and documents may lead to disqualification of the Bidder.

2. Scope of Work:

1. The scope of works involves Supply, Installation, Testing and commissioning of the 16 (Sixteen) numbers of Desktop along with Microsoft Windows 10 Operating System on rental basis at SLDC Airoli as per **Annexure 'C'**.
2. **Contract Period: Contract period shall be Six Months from the date of delivery and installation of desktop or till the procurement of the new Desktop PC by MSLDC, whichever is earlier. The same shall be intimated to you by MSLDC.**
3. You shall provide Comprehensive Support for the Rental Desktop PC for the contract period
4. You shall be responsible to resolve all hardware related issues with the Rental Desktop supplied by you.
5. **Support Levels**
Resolution time : 2 Working Days
Call Registration Process: Telephonic or Email.
6. MSLDC shall be reinstalling the Operating System if required to resolve Operating System related issues.
7. To co-ordinate with OEMs for support.
8. The Vendor shall provide a clear-cut escalation matrix to MSLDC.

SD/-
(Juelee Wagh)
Chief Engineer (MSLDC)
MSETCL Airoli

ANNEXURE 'B'

TERMS and CONDITIONS:

- 1) **Supply of Material:** Materials offered should be strictly as per Technical specification mentioned in Annexure 'C'. The material shall be subject to approval of consignee after testing.
- 2) When the Configuration / Specification / feature required is not available in a particular model, next available higher configuration model shall be offered.
- 3) **Delivery Period:** The material should be delivered to the consignee **within 7 days** from the date of receipt of order.
- 4) **Destination For Supply:** The material should be supplied at SLDC Kalwa office during working hours 10:00 Hrs. to 17:00 Hrs. on working day.
- 5) **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 taken on rent from other agency & if payment of unutilized services is made then same shall be recovered from your bill.
- 6) **Technical Support:** You will provide onsite services, only based on call logged, for any technical problem in the executed work for the contract period.
- 7) **Quantity:** Material should be supplied as per specifications and quantity mentioned in enclosed Annexure 'C' only.
- 8) **Penalty for downtime:** Agency/Company should solve the problem within two working days from the time of issue reported. If this downtime exceeds more than two working days then Rs. 100/- per day will be charged as penalty, maximum up to 10% of the order value. (During Technical Support Period)
- 9) **Submission of bills and Payment-** You should submit your invoice in triplicate at the end of every month and payment will be made within 30 days. There will be no advance payment against this Work Order. First invoice shall accompany with delivery challan.
- 10) 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.
- 11) If any dispute arises, the decision of the undersigned is final and binding on you.
- 12) Partial supply/installation/configuration/commissioning will not be accepted by the MSETCL. No any payment will be made for partially executed work.
- 13) **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.

- 14) **Packing:** The material shall be packed suitably for Rail/Road worthy packing as per standard practice.
- 15) No extra charges for transportation, T&P, labour, packing, insurance, excise, material etc. will be paid, it will be arranged by you only.
- 16) **Quality of work and Material:** Bidder will be responsible for quality of work and workmanship. The material should be supplied as per specification.
- 17) **Accident:** If any accident occurs to your labour skilled or unskilled, compensation if any, is to be paid by bidder only.
- 18) **Consignee for supply**
The consignee are as below or his authorized representative
Chief Engineer(SLDC), State Load Despatch Centre, MSETCL, Thane Belapur Road,
Airoli, Navi Mumbai 400 708
- 19) For any loss to the company's property due to your negligence during execution of work, you will be liable to pay the equivalent compensation as per the recommendation of concerned engineer.
- 20) 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.
- 21) 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
- 22) In case of dispute, if any, the legal jurisdiction of the court shall be **Mumbai** only.
- 23) **Integrity:**
You are responsible for and obliged to conduct all contracted activities in accordance with the Contract using state-of-the-art methods and economic principles and exercising all means available to achieve the performance specified in the Contract.
- 24) **Your Obligations during the Contract Period:**
You are obliged to work closely with the MSLDC based on the service call logged to bidder/Service provider, act within its own authority and abide by the directives issued by the MSLDC.
- 25) **Confidentiality:**
The bidder will treat all data and information about the MSLDC obtained in the execution of his responsibilities, in strict confidence and will not reveal such information to any other party without the prior written approval of the MSLDC.
- 26) **Indemnity:**
The bidder shall indemnify the Government against all actions, suits, claims and demands brought or made against it in respect of anything done or committed to be done by the bidder in execution of or in connection with the work of this contract and against

any loss or damage to the Government in consequence to any action or suit being brought against the bidder for anything done or committed to be done for the execution of this contract.

The bidder will abide by the job safety measures prevalent in India and will free the MSLDC from all demands or responsibilities arising from accidents or loss of life, the cause of which is the Service Provider's negligence. The bidder will pay all indemnities arising from such incidents without any extra cost to MSLDC and will not hold the MSLDC responsible or obligated.

The MSLDC may at its discretion and entirely at the cost of the bidder defend such suit, either jointly with the bidder or single in case the latter chooses not to defend the case.

- 27) Any parts/spares etc required for system restoration in event of Breakdown shall be provided by Vendor.
- 28) Office space and normal office facilities shall be provided by MSLDC.
- 29) Income tax will be deducted at the prevailing rate.
- 30) **Travelling Expenses:-** No travelling expenses will be reimbursed or paid to the services & Maintenance Engineers or any other staff for visiting offices of the MSLDC for maintenance work.
- 31) MSLDC does not bind itself to accept the lowest or any bid and reserves the right to reject all or any bid or cancel the tender/enquiry without assigning any reason whatsoever. MSLDC also has the right to re-tender without the Vendors having the right to object to such re-tender.
- 32) MSLDC may at its discretion abandon the Tender/Enquiry process any time before the issuance of Purchase Order.
- 33) In case of new tender/enquiry version creation by MSETCL for any modification in tender/enquiry, bidder is required to resubmit the bid/quotation. As existing bid/quotation of the bidder gets invalidated automatically in such event.
- 34) The tender should be completed with all particulars & Annexures (C, D). Wherever it is mentioned the tender/enquiry must be signed along with seal. Any document of the tender/enquiry not bearing the signature of bidder is liable to be rejected.
- 35) Conditional or partial bids will not be accepted.
- 36) **If any accident occurs to the contractor's labor, while on duty, department will not be responsible in any way either legal or financial for the accident to the contractor's labor and the same shall be at the risk and cost of the contractor. The contractor will have to pay the compensation as per workman's compensation Act to the labors.**
- 37) No increase, decrease, discount reduction or any other changes in the price will be acceptable after the opening of the quotation.

- 38) During the period of contract, no upward revision of charges will be accepted.
- 39) All the expenses towards visit of maintenance person & maintenance cost shall be borne by the Contractor.
- 40) Apart from the above points, all the terms and conditions published by MSETCL in booklet “Tender & Contract of Works” are applicable here also.
- 41) You shall abide to M.S.E.T.C.L. standard terms and conditions regarding work contract.
- 42) Signing Of Contract Agreement: In case order is placed, you will have to enter an agreement with MSETCL, in the prescribed format on bond paper of Rs. 500/- amount (Amendment vide Maharashtra Stamp Act, 20 of 2015) at your cost within 7 days from the date of the receipt of order as per the D O ltr no. Mudrank-2009/2707/Pra.Kra./326/M-1 dtd 09.10.09. And Co. `s Adm. Circular no. 207 dtd 17.04.10. The MSETCL will not be liable to pay nor shall you be entitled to claim any bill amount due or payable under the contract until the agreement is executed with MSETCL. The necessary Stamp Duty for the agreement shall be borne by you.

SD/-
(Juelee Wagh)
Chief Engineer (MSLDC)
MSETCL Airoli

Annexure-C
Bill of Materials/Price Schedule

Sr. No	Description	SAC Code	Qty (a)	No. Of Months (b)	Unit Rate (In Rs.) (c)	Total Rate (In Rs.) (a*b*c)
1	Desktop on rental basis along with OS • HP/Dell/Lenovo • Core i3 Based Processor, • 4 GB RAM, • 320 GB HDD, • 18.5" TFT Monitor, • Keyboard & Mouse, • With Windows 10 OS.		16	6	_____	_____
	GST@18%					_____
	Total Rate including GST					_____

In Words: (Rupees _____ only) (Inclusive of GST)

**SIGNATURE & SEAL OF THE
BIDDER**

DATE :-

PLACE :-

Annexure 'D'

UNDERTAKING

(On Company's Letterhead)

To,

**Chief Engineer(SLDC)
Maharashtra State Load Despatch Centre,
Airoli, Navi Mumbai**

Dear Sir,

I / We agree to supply of Licenses for “Supply, Installation, Testing and Commissioning of 16 (Sixteen) Nos of Desktop on Rental basis for the period of Six Months at SLDC Airoli.” at the rates herein tendered by me / us subject to the conditions of the 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 **120** days from the opening date of the 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: