

**Maharashtra State Electricity Transmission Co. Ltd**  
**(CIN: U40109MH2005SGC153646)**

<b>From</b> Name of Office: Executive Engineer, 400KV R.S. (O&M) D/n, MSETCL, Chakan. Office Address: Plot No. P 10, Opp. Mercedes Benz, Chakan MIDC Phase III, Tal. Khed, Dist. Pune 410501. C/R Mobile Nos: 7447440556/7447440557 E mail ID: ee6180@mahatransco.in; eechakan400kv@gmail.com	<b>To,</b>  <b>Website publication/ Notice Board</b>
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**Ref. No.EE/400 KV/CHAKAN/Tech/20-21/Enq-17 / 291**

**Date: 27 NOV 2020**

**e-ENQUIRY NO.17 (2'nd call)**

**Sub: - e-Enquiry for providing services for housekeeping work at 400 KV Chakan Division.**

**Dear Sir,**

You are requested to submit your offer **in sealed quotation** for providing labors for Conservancy service to 400 kV Chakan as per scope of work in schedule 'A' **so as to reach this office on or before 03/12/2020; 16:00 Hrs**, considering following terms and conditions.

**Schedule 'A'**

<b>Sr. No.</b>	<b>Description of work</b>	<b>Qty (Months) (Lump sum on monthly basis as a job work)</b>	<b>Estimated Rate Rs/ Month (Lump sum)</b>
01	A) Providing housekeeping services for Cleaning of SCADA room; Control room, 3 nos. of office rooms, rest room, charger room, battery room, cable room, store room, complete passage in ground floor & 1 <sup>st</sup> floor, complete stair case & 6 nos. of bay control rooms. B) Lifting of garbage from building to common dust bin & disposing the garbage from common dustbin and conveying the same outside of MSETCL. C) Also providing sweeper for daily cleaning of toilet & bathroom blocks of 400KV Control Room with using scented phenyl, Acid powder & maintaining them in good condition every day. Placing of Naphthalene balls every week. <b>(Note: All the rates should be quoted including required material for housekeeping/cleaning work.)</b>	12 months	Rs.22000/- per month + GST @18 % extra  <b>Total Order value Limited to 3 Lakhs only.</b>

**TERMS AND CONDITIONS:**

- Scope of work: -** The scope of work is as detailed in Schedule 'A' the work should be carried out as per the instructions of Engineer in-charge.

2. The prescribed form i.e. Schedule 'A' duly filled in with the rates written in words and figures and signed should be sent by registered post or in person to **The Executive Engineer, 400KV R.S. (O&M) Divn. Chakan, Tal. Khed, Dist. Pune 410501.**
3. Please super scribe the offer with the following details :-
  - a. Quotation for :-
  - b. Due Date :-
  - c. Name of the Bidder :-
4. All the documents of this enquiry Schedule 'A' and other accompanying documents shall bear the authorized signature of the bidder, failing which the offer will be liable for rejection.
5. The documents of an offer shall be written legibly and free from erasures, overwriting or conversion of figures corrections where unavoidable shall be made by crossing out, rewriting, initialing and dating.
6. You will have to submit the documentary evidence of **PAN card/Aadhar card, GST Registration certificate, Registration under Shop Act or NOC of Grampanchayat**, with quotation. **If said document not submitted, offer will be liable for rejection.**
7. **GST: Taxes & duties will be applicable as per prevailing rates. Deduction of taxes if applicable as per Income tax Govt. of India rules.**
8. The bidder is in his own interest expected to visit the site of the work and acquaint himself with the site conditions which will affect the work.
9. Quotations which do not fulfill all or any of the above conditions or are incompleteness in any respect are liable to be rejected.
10. **The contract period of order is valid for 12 months from actual engagement date of work.**
11. The right to reject all or any of the quotation without assigning any reason, whatsoever for the rejection of any quotation or all the quotations or to place an order for full quantity or part thereof or to finalize the order on time preferred basis or to split the order quantity wise is reserved with the undersigned.
12. Bidder should not submit "Conditional Quotations" such conditional offer shall liable for rejection.
13. If the bidder has any doubt regarding the meaning of any portion of the enquiry conditions/specifications he should get it clarified from the office of the undersigned before submission of the offer.

**Thanking you**

**Yours Faithfully**

**Sd/-  
Anil.B.Patil  
Executive Engineer  
400KV RS (O&M) Division  
MSETCL, Chakan**

**Copy to:**

1. The Adl.EE (Maintenance), 400 kV Chakan
2. The Dy. Manager (F&A) 400KV R.S. (O&M), Division, Chakan/**Notice board**