



MAHATRANSCO

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD.

(CIN No. U40109MH2005SGC153646)

From:- Superintending Engineer (Civil)

EHV Civil Construction cum Maintenances Circle, Nashik

"Administrative Building" ,Block No. 3, 2nd floor, Racca Plot, Old Saykheda Road,

Jail Road, Nashik Road-422 101.

E-Mail ID :se5700@mahatransco.in Website: www.mahatransco.in

Ref . No. SEC/EHV/CCCMC/NSK/Tech-

e- Quotation -

Date:-

11 DEC 2020

Sealed and superscripted e- quotations are invited for the work of " **Scanning office documents & installation for purchase of software for office use**" As detailed in schedule "B" is enclosed herewith subject to following terms and conditions.

Name of Work:- Scanning office documents & installation for purchase of software for office use

- 1) The quotations should reach to this office on or before **11.12.2020** up to **13.00 Hrs**
- 2) The rates should be quoted on Firm Quotation basis (Two Bid System only) including cost of materials, Labours & T&P etc. required for execution of the work.

(a) Compulsory Primary Documents in 1st Envelop:(Technical Bid)

- (i) GST/ GSTIN Registration Certificate.
- (ii) Work done certificate
- (iii) PAN card.
- (iv) Shop Act certificate
- (v) Payment of **EMD Rs. 3000.00** to be made by bidder off-line only upto 14.00 hrs of **10.12.2020** in the office of SE(C), EHV CCCMC, Nashik. EMD details Amount and M.R. No. should be super-scribed on the Envelope

(b) Documents in 2nd Envelop:(Price Bid)

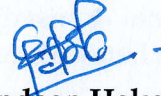
- i) Price bid only where in the rates/percentage should be quoted in figures as well as in words.

NOTE:- Envelop No.2 (Price Bid) will be opened after qualifying in (Technical Bid) Envelop No.1

- 1) The quantities enumerated in here attached Schedule B, however the payment will be made against actual executed quantities of Job work in days as per schedule 'B'.
- 2) The work is to be completed on expiry of quantities in schedule 'B' from the date of handing over the work to commence the work, failing of which a penalty at ½% per week subject to the maximum 5% of the ordered value will be imposed.
- 3) The work should be strictly carried out as per specifications & up to the entire satisfaction of the Engineer-in-charge.
- 4) Payment will be made through First & Final bill/ R.A. bill basis at the discretion of undersigned.
- 5) The contractor will have to pay security deposit to this office equal to 5% of the ordered value.
- 6) In case any accident occurred to the Contractor's persons during execution of work, the contractor will be fully responsible for all claims & compensation. No charge in any case will be borne by the MSETCL
- 7) The terms & conditions enumerated in the approved Booklet "TENDER AND CONTRACTOR FOR WORKS" will be applied in this case & will be binding on the contractor entirely.
- 8) Right to accept any or to reject any or all the quotations without assigning any reason there of is reserved by the undersigned.
- 9) Payment will be released to agency as per availability of funds. Further MSETCL will not pay any compensation due to non availability of funds.

- 10) If the performance and services given by the attendant 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 will be forfeited.
- 11) The undersigned have the reserve right for relaxation of any condition mention above.
- 12) The undersigned reserved the rights for cancellation of any or all quotations without assigning any reason.
- 13) The Dispute if any under this quotation shall be subjected to the jurisdiction of Nashik court only.

Yours faithfully,




(Sandeep Hake)
Superintending Engineer [Civil]
EHV Civil CCM Circle Nashik.

Copy to-

- 1) The Manager [F&A] EHV CCCM Circle. Office, Nashik.
- 2) Master File/Notice Board.

Schedule 'B'
Name of Work :- Scanning of office records in software

Sr. No.	Item Description	Quantity(EHV CCCM Circle Nashik as whole including Nashik Division and Jalgaon Division (Includin Tech, Account & HR section)	Unit	Rate	Amount
1	Scanning of A4 or legal paper (For Quantity variation, Time limit proposals of project other schemes and work order etc. as directed by technical section. DV and other documents as directed by F&A section. service book related information etc. as directed by HR section)on approved quality scanner machine including unfling the filed documents and refiling the same at same location, also handling the documents with care that the documents should not be torn off or lost and all the work should be carried out in front of the officer in charge to maintain the safety of official documents as directed by officer in charge including transportation of man and machine under jurisdiction of EHV CCCM Circle Nashik	110000	Nos	2.00	220000.00
2	Providing and installing the "Maha document" with 1 time DMS project search & retrieval software network including providing licensing of the same in the name as directed by SE [Civil]	1	Nos	25000.00	25000.00
					Total Rs. 245000.00
					Add GST 18% 44100.00
					Grand total Rs. 289100.00


Superintending Engineer [C]
EHV CCCM Circle Nashik

I / We hereby agree to carry out the above work as under :-

- At estimated cost.
 - Above.....% in words.....Of Estimated cost in Schedule "B"
 - Below.....% in words.....Of Estimated cost in Schedule "B"
- I/ We have read the instructions and the same are binding on me / us.