

**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.**

**(CIN No.U40109MH2005SGC153646)**

**GST No.27AAECM2936N1Z2**

**Name of Office :- EHV (O&M) DIVISION, NANDED.**  
**Office Address :- 132 KV S/S JANGAMWADI, CAMPUS, MSETCL  
NANDED- 431605**  
**Contact No. :- 02462 – 261817 (O), 02462 – 261817 (Fax)  
02462 – 261816 (P)**  
**Email :- ee2240@mahatransco.in ; eenanded@gmail.com**

**Ref. No. EE/EHV(O&M)/NND/TS/ File No.73/ No. 0037** Date :-

**14 JAN 2021**

**E-Enquiry**

To,

**Subject:- E-Enquiry** for Work of supply of Laserjet Printer at administrative office & various sub-stations under EHV (O&M) Division, Nanded.

**Dear Sir,**

Sealed & super scribed quotation are invited for the Work of supply of Laserjet Printers at administrative office & various sub-stations under EHV (O&M) Division, Nanded so as to reach this office on or before **21/01/2021 up to 17:00 hrs** on following terms & conditions:-

**TERMS AND CONDITIONS:-**


The Rate shall be quoted on firm quotation basis as per mentioned in schedule attached.

1. The quotation should be sent under sealed cover duly super scribed as **QUOTATION FOR** Work of supply of Laserjet Printer at administrative office & various sub-stations under EHV (O&M) Division, Nanded.  
(Enquiry No. \_\_\_\_ be quoted).
2. The price quoted by you in your quotation for supply of the material shall be on firm quotation basis for Delivery at EHV(O&M) Division, Nanded inclusive of packing and forwarding, insurance & transportation etc.
3. Your quotation should reach this office **on or before 21/01/2021 up to 17:00 Hrs.** The quotations will be opened on the same day, if possible.
4. Quotation received after due date will not be considered. This office is not responsible for any postal delay.
5. Documents required:- The rate offer must be accompanied with the following documents duly attested & signed by the Agency.
  - A. Copy of valid Shop act
  - B. Copy of Valid Proof of registration under GST.
  - C. Copy of Pan card of the agency/owner of the agency
  - D. Agency possessing Certificate of Manufacturer /authorized dealership of Printers etc. will be given preference (in case more than one agencies quote same rate).
6. Taxes/Cess as applicable will be recovered from bill as per prevailing rules.
7. The rates offer submitted by you should be valid for at least 30 days from the last date of receipt of quotation.

8. **Quantity :-** Quantity shown in “Schedule” may vary as per requirement.
9. **Payment:-** 100% payment will be made in reasonable time after actual supply of Laserjet Printer on receipt of bills in triplicate (Indicating PAN No., GST Reg. No.) to this office subject to availability of funds. No advance / part payment will be made.
10. The undersigned reserves the right to place order either partly or fully or to reject any or all the quotations without assigning any reasons whatsoever.
11. Please quote your PAN & GST No. in the quotation.
12. **Delivery Period & Penalty :-** The material shall be supplied within 15 days from the date of receipt of work order otherwise you will be liable to pay penalty at rate @ 1% per week subject to max. 10% of the total value of work order amount.
13. **Sample:-** You will have to take approval for supplied Laserjet Printer before dispatch. The Executive Engineer EHV O&M Division Nanded or his representative will approve the sample. Delivery of material should be strictly as per approved sample.
14. **Material:** It is mandatory to supply good quality material strictly confirming to our specifications & type as stated in schedule. If any defect observed in the material supplied by you, the same shall be replaced by you free of cost & without delay.
15. **Guarantee for Quality of Material :** There must be Guarantee for satisfactory performance of the Laserjet Printer for period of 12 months from the date of receipt of material / Laserjet Printer at the desired location. The guarantee certificate should be submitted with the bill.
16. **Security Deposit:-** Security deposit i.e. 10% of order value to be paid within 7 days in terms of cash/DD/Bank Guarantee of Nationalized bank/scheduled bank in favour of the Executive Engineer, EHV O&M Div. Nanded from the date of issue of order. The same will be refunded in the normal course, after completion of guarantee period.
17. The agency should not submit ‘conditional quotations’ as such conditional offers shall be liable for rejection. If the agency has any doubt regarding meaning of any portion of enquiry conditions / specifications, he should get it clarified from the office of the undersigned before submitting offer.
18. The undersigned reserved the right to reject any or all quotations without assigning any reasons thereof.
19. You should be fully aware of the MSETCL Company’s general terms & conditions for purchase as the same are applicable to this contract also.

Thanking you.

Encl.:- “Schedule”

  
**Executive Engineer**  
**EHV(O&M) Division Nanded.**

**Copy to:-**

1. The Mgr (F&A), EHV O&M Division Nanded.
2. Notice Board

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


**:Schedule :**

**Name of Work :-** Work of supply of laser jet printer at administrative office & various sub-stations under EHV (O&M) Division, Nanded.

<b>Sr. No.</b>	<b>Name of Item</b>	<b>Tentative Required Quantity (Nos)</b>	<b>Estimated per unit base rate</b>	<b>Quote your Rate per unit</b> (In %age above, %age below OR At PAR of Estimated p.u. base rate)
1	Laserjet Printer (HP 1020+)	4	11579.13	


**GST (If any) \_\_\_\_\_ %**

**Note:** If nothing is mentioned in GST field, rates quoted by you will be considered as inclusive of GST.

  
**Executive Engineer**  
**EHV(O&M) Division Nanded**

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

<b>Sr. No.</b>	<b>Name of Item</b>	<b>General Description of Item</b>
<b>1</b>	Laserjet Printer (HP 1020+)	Printer Type - LaserJet; Functionality - Single Function (Print only); Printer Output - Black & White only. Page size supported - A4, A5, A6, B5, C5, DL, postcards.

  
**Executive Engineer**  
**EHV(O&M) Division Nanded**