

Maharashtra State Electricity Transmission Co. Ltd
(CIN No.U40109MH2005SGC153646)

Name of Office- Superintending Engineer, Testing & Communication Circle, Pune
Office Address – Block No.403, Third Floor, Adm. Building, Rastapeth, Pune - 411011

Contact No. Phone/ Fax - 020-26137525 Mob. No. 9767104500
E-mail – se6500@mahatransco.in, setccpune@gmail.com

REF: SE/TCC/ Pune/T- 40 / 40

Date: 28.01.2021

Sub: E-enquiry for Supply & Installation of 9 Nos. of Microsoft Office 2019 for PCs under Testing & Communication Circle Office, Rasta Peth Pune.

Dear Sirs,

Sealed & super scribed quotations from the reputed & experienced registered Suppliers are hereby invited for the work as described in enclosed 'Schedule A' on following terms & conditions.

Terms & Conditions:-

1.Due Date:- The prescribed form i.e. Schedule A duly filled in with the rates written in both numbers & numerals i.e. in words & figures; & duly signed & stamped by the signatory authority should reach this office on or before **08.02.2021, upto 17.00 Hrs.**

**The Superintending Engineer,
Testing & Comm. Circle
Block No. 403, Third Floor,
Admin. Bldg. Rasta Peth,
Pune-411011.**

2.Sealing & Super scripting:- The offer should be sealed in sturdy envelope & should be super scribed by:-

- Subject of this enquiry
- T.O. Outward No. & outward date of this enquiry &
- Due date of submission of this enquiry as mentioned in condition (1).

3.Other Conditions:- The offer should be submitted along with following conditions:-

- Rate validity of the offer
- Inclusion/exclusion of taxes
- Mode of payment.
- Any other condition from the contractor if so.

4.Security Deposit:- The successful Bidder shall have to pay 5% of the contract value in the form of Cash/DD/Account Payee Cheque / bank guarantee towards security deposit within 7 days from the date of acceptance of his offer. The amount will be refunded in the normal course, after expiry of the contract period subject to deduction, if any.

5. The material supplied & installation thereof should be as per the requirement & specification The guarantee certificate for said material should be submitted along with bill.

6.Interest:- No interest will be allowed on this S.D. On the breach of contract during contract period, S.D. will be forfeited without assigning any reason

7.Rate Validity: - The offer shall be valid for acceptance for a minimum period of 60 days from the date of submission of the offer. During this period no bidder shall be allowed to withdraw his offer. Such withdrawal during the said period shall result in the forfeiting of SD.

8.Period of Order: - The work is to be carried out within 30 days from the date of receipt of Order. Four days period will be considered for receipt of order after issuance of order

9.Document Authorization:- All the supporting & accompanying documents shall bear the authorized signature of the Bidder, failing which the offer will be liable for rejection.

Also enclose the registration copy of Shop Act, GST Registration details, Certificate of authorized dealership if any, Bank details, and PAN card

10.Penalty: - If the offered work is not completed within the allocated period then penalty @ ½ % of the order value maximum limited to 10% of the order value shall be recovered from the claims of the contractor.

11.Payment: - Payment along with applicable GST shall be made after completion of work, due recording and scrutiny of the bill by Testing & Comm.Circle, Pune.

12.Tax Deduction: - Income Tax (Or whichever is applicable as per the Govt. statutory rules) at source will be deducted from the contractor's bill. The Income Tax registration no. if allotted should be informed to this office. The Xerox Copy of PAN card should be attached with the bill.

13. The work is to be carried out at Testing & Comm. Circle, Block No. 403 MSETCL Administrative Building Rasta Peth Pune

14.General Conditions: - The MSETCL's general conditions for work contract are also applicable & will be binding on bidder.

15. Right of acceptance/rejection: - The undersigned reserves the right to continue or terminate the offer without assigning any reason thereof.

16. Jurisdiction of all suits/ legal proceedings in regards to work against this tender order thereof shall be subjected to the court of Pune.

17. Agreement: An agreement is required to be executed by you with the company on the Stamp Paper of Rs. 500.00 containing all above terms & conditions of the order before its execution. The cost of the stamp paper should be borne by you.

18. If you fail to carry out the work in full or in part, the work will be got carried out from other party even at higher rates and the difference in rate will be recovered from you.

Yours Faithfully

Encl: Schedule 'A'

Sd/-
Jayant. R. Kulkarni
Superintending Engineer,
Testing & Comm. Circle., Pune.

Copy.s.w.r.to: - The Chief Engineer, MSETCL, CC (O & M) Zone, Pune.

Copy to:- 1) The Manager (F & A) EHV (O & M) Circle, Pune.

Notice Board

Maharashtra State Electricity Transmission Co. Ltd
(CIN No.U40109MH2005SGC153646)

Name of Office- Superintending Engineer, Testing & Communication Circle, Pune
Office Address – Block No.403, Third Floor, Adm. Building, Rastapeth, Pune - 411011

Contact No. Phone/ Fax - 020-26137525 Mob. No. 9767104500
E-mail – se6500@mahatransco.in, setccpune@gmail.com

SCHEDULE A

Name of Work: Supply and Installation of Microsoft Office 2019 at Testing & Communication Circle office Pune.

Sr.No	Description	Unit	Quantity	Rate in Rs.	Total Amount in Rs.
1	Supply & Installation of Microsoft Office 2019, compatible for Windows 10 also for PCs under Testing & Communication Circle, Rasta Peth, Pune-4000411	EA	9		
	Total Amount in Rs.				
Note: The rates shall be inclusive of delivery at works, installation and other charges but exclusive of GST					

Sd/-
Jayant. R. Kulkarni
Superintending Engineer,
Testing & Comm. Circle., Pune.