



MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD.  
(CIN NO. U40109 MH2005 SGC 153646)

EHV PC O&M ZONE, KARAD,

Administrative Building, 1st Floor - Vijaynagar, Karad, 415114, Dist : Satara.

Contact No.: Tel (O): 02164 255054, (O):02164 255191, Fax: 02164 255186

E-mail : cekarad@mahatransco.in

Corporate Office - Prakashganga, Plot No. C-19, E Block, 1st Floor, Bandra-Kurla Complex, Bandra (E), Mumbai - 400 051, Phone No - 022 - 26595301, Fax No - 022 - 26592316, Email -

cs@mahatransco.in, Website - [www.mahatransco.in](http://www.mahatransco.in)

Ref. No. CE/EHV PC O&M/ZONE/KRD/ T /

NO 0463

Date :- 12 APR 2021

To,

**Sub:** Enquiry for Annual Contract for Providing Xerox facility at EHV PC O&M Zone, Karad.

**Dear Sirs,**

Please offer your reasonable rates for the Annual Contract for Providing Photo copy facility at EHV PC O&M Zone, Karad as detailed in schedule 'A' enclosed.

1. **DUE DATE:** The quotations complete in all respects, duly sealed & super scribed should be submitted to this office on or up to **19.04.2021 Upto 05:00 P.M.**
2. **QUOTED RATES:** Rates should be inclusive of all such as material required if any, maintenance etc. The taxes applicable if any should be quoted distinctly.
3. **VALIDITY OF OFFER:** The offer should be valid for our acceptance for a period of 60 days from the due date of opening.

The undersigned reserves the right to reject any or all quotations without assigning any reason whatsoever.

Thanking you,

Yours faithfully,

(Anil V. Kolap)

Chief Engineer,

EHV PC (O&M) Zone, Karad

**Encl:** 1. Schedule 'A'.  
2. Annexure 'S'.

**Copy To: -**

- 1) The S.E., EHV O&M Circle, Karad.
- 2) A.G. Manager (F&A) EHV PC O&M Zone Karad.
- 3) Notice Board.

M/F (T).

**Annexure (S)**  
**GENERAL TERMS AND CONDITIONS**

1. **Agreement** : Within 7 days from the date of the receipt of work order if placed, the contractor shall enter into an agreement with the Company on Rs. 500/- Stamp paper, in the prescribed format. Until the agreement is executed, the Company will not be liable to pay, nor the contractor shall be entitled to claim amount due or payable under the contract. The necessary stamp duty for the agreement shall be borne by the contractor.
2. **Xerox Machine & Papers** : Required printing papers will be supplied by the MSETCL. Further, Photo copy machine is to be provided at MSETCL's Office by the contractor for the period of One Year.
3. **Payment.** : 100% monthly payment will be released only after satisfactory completion of work & after receipt bill to this office. Your Service Tax No./PAN No. should have to be quoted on bill.
4. **Bill.** : You have to submit your bill in triplicate to this office.
5. **Penalty.** : If the machine not serving for more than one week or for the period decided by EE (Adm) or representative at the time of failure of machine then: The agency shall be liable to pay penalty @ 1 % of the price per delayed day, maximum of 10% on the contract value. The penalty will be levied subject to **force majeure** conditions, for which documentary evidence will have to be produced to the satisfaction of the competent authority of the Company.
6. **Maintenance, Tools & Plants.** : All required maintenance to your machine & T&P material is to be arranged by you at your cost.
7. **Income tax** : Income Tax will be deducted from your bill, as per Govt. Rules.

8. **Operation** : The machine may be operated by MSETCL's authorized employees. Power supply will be provided by MSETCL. The agency shall carry the responsibility of failure of machine at the time of its operation, irrespective of the person who is operating the machine.
9. **Responsibility** : The company will not be responsible for any accidents or damages caused to your machine. You have to bear the Compensation to your machine/operator in case of any accident.
10. **Dispute.** : In case of any disputes, the decision of the undersigned shall be final & binding on the contractor.
11. **Jurisdiction.** : All disputes or differences arising under / out of or in connection with this order shall be subject to exclusive jurisdiction of Karad Court only.
12. **Power of Authority.** : The undersigned reserves the right to cancel the quotations at any stage without assigning any reason whatsoever.

(Anil V. Kolap)

Chief Engineer


EHV PC O&M Zone, Karad

**MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD.,  
EHV PC O&M ZONE, KARAD**

**Schedule 'A'**

**Contract for Providing Xerox facility at EHV PC O&M Zone, Karad**

<b>Sr. No.</b>	<b>Description</b>	<b>Unit</b>	<b>Rate in Rs.</b>
1	Contract for Providing Photo copy facility at EHV PC O&M Zone, Karad, as per enclosed terms & conditions:- <b>Note:-</b> All the Supply of Consumable Material Like Tonner , Developer, Maintenance or Replacement of Drum, Spares, Cleaning blade, rollers etc. & Monthly routine preventive maintenance to the Xerox machine should be borne by agency.	Per Copy	

  
**Chief Engineer**  
EHV PC O&M Zone, Karad

Seal and signature of Agency

PAN NO. of agency \_\_\_\_\_