

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.

From :

Name of Office : EHV Projects Division – I

Office Address : 3rd floor, Administrative Building, 925, Kasbapeth, Juna Bazar Rd, Pune.

Contact No. : 020-24579223, 24572129 Fax No. : 24573602

Email Id : ee6610@mahatransco. in

EE/EHVPD-I/PN/T/ LPO-47O/ 1457

Date: 20.10.2021

E-enquiry

Sub : Enquiry for “providing skilled/unskilled manpower at EHV Projects Dn-I upto the amount of Rs- 2,00,000/- (including GST).

Sir,

You are requested to send your offer for providing skilled/unskilled manpower to EHVPD-I, MSETCL, Pune. For making offer the following conditions to be noted:-

1. The skilled person to be provided for the post of Office Assistant should have passed graduation examination & should have computer knowledge. The skilled person to be provided for the post of Typist should have passed 12th examination & should know Marathi & English typing. The unskilled person to be provided for the post of peon should have passed 4th std Examination as per the revised qualifications of MSETCL.
2. The skilled / unskilled persons should have clear antecedents & should not have been involved in any criminal case etc.
3. The skilled/unskilled persons should be vigilant, alert & respectful & presentable while on duty. They should have good moral reputation & should be free from bad habits like alcoholics, theft etc. They should have weekly off as per rules.
4. The working timings will be **10.00 a.m. to 6.15pm for skilled persons & 09.30 a.m. to 07.00pm for unskilled persons** & should be followed strictly. The holidays will be as per the company's holiday list for Division/ Sub Division.
5. You will have to make arrangement of relievers for weekly off/ leave etc. at your cost
6. The contract does not confer any right of employment in Company's services.
7. You should quote fixed charges per day except GST & no other charges will be considered. Tax to be mention extra.
8. Payment will be made subject to availability of funds.
9. Please quote rate under minimum wages Act 1948. The office is situated in Kasba peth, Pune alongwith 3no. of sub divisions (Zone 1) and 2 no of sdn offices at Baramati (Zone 2). Submit the following documents along with your quotation :

I) Technical Qualifying Requirement:

- 1) Valid Electrical contractor license.
- 2) Proofs of completing similar works during last 05years in any of the following criteria:
 - i) Three completed work orders each amounting to not less than 20% of the estimated cost of subject enquiry
 - or
 - ii) Two completed work orders each amounting to not less than 30% of the estimated cost of subject enquiry
 - or
 - iii) Single completed work orders amounting to not less than 60% of the estimated cost of subject enquiry
 - or
 - vi) Work orders cumulatively amounting to 100% of the estimated cost, within maximum of 6 work orders.

II) Financial Qualifying Requirement

- 1) Proof regarding registration under GST & proof of paid challan and return filing for last 6 month atleast.
- 2) Income tax return for the last three financial year.

III) HR Qualifying Requirement

- 1) Full name of company/firm,bank name & full address,bank account number and PAN card copy.
- 2) Permanent address of the contractor/proprietor of the firm and proof of the same. Documents regarding proprietorship or partnership business or company. List of manpower, technical staff etc.
- 3) Current valid copy of labour license obtained from labour commissioner office.
- 4) Current valid copy of registration under shops and Establishment Act OR NOC of Grampanchayat.
- 5) Current valid copy of registration certificate from ESIC & proof/ return of last six month wise paid challan OR proof for valid registration under workmen compensation policy ie Insurance policy of labours.
- 6) Current valid copy of registration certificate from EPFO & proof/return of last six month wise paid challan for already engaged outsourced employee.
- 7) Current valid copy of registration certificate under Maharashtra labour welfare board registration.

- 8) Valid copy of Professional Tax both PTEC & PTRC and proff/return for last six month wise paid challan.
- 9) Declaration regarding not been blacklisted.
- 10) Udyog Aadhar Memorandum & Udyog Aadhar Registration certificate (if applicable).
- 10.** The rates should be quoted on your firms letter head in sealed envelop mentioning on top of envelop “Quotation for providing skilled/unskilled manpower at EHVPD-I, Pune.”
- 11.** Your quotation should reach to this office in person or by post on or before **26.10.2021 up to 18:15 hrs.**
- 12.** Right to reject any or all offers without assigning any reasons are reserved with undersigned.

Thanking you.

Encl: Schedule A

SD/-
Executive Engineer
EHV Projects Division-I, Pune

Copy to:
The Manager (F & A), EHV PD-I, Pune.
M.File.

SCHEDULE 'A'

Sub : Enquiry for “providing services of skilled/ unskilled manpower at EHV Projects Dn-I, Pune upto the amount of Rs- 2,00,000/- (including GST).

Sr.No.	Name of the office	Zone	Post	Skilled/ Unskilled	No of outsorce	PER day Rate
1	EHV Project Dn-I, Pune	Zone 1	Office Assistance	Skilled	3	
2			LDC	Skilled	2	
3			Typist	Skilled	1	
4			Peon	Unskilled	4	
5		Zone 2	Office Assistance	Skilled	2	
6			Driver	Skilled	1	
			(Overtime charges (30 Hr)		Rate per Hr	
		TOTAL			12	

(Amount in Word Rs-

) excluding GST

Name & seal of Agency

SD/-
Executive Engineer
EHV Projects Division-I, Pune.