

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD
(CIN No.U40109MH2005SGCI53646)

Office of the Executive Engineer
EHV O & M Division-I, Pune
Block No.406, Administrative Building, 3rd Floor, Rasta Peth, Pune – 411011
Phone No : 26131362 (O), Fax No.: 26053991 E-mail- ee6140@mahatransco.in

EE/EHV O&M Dn.-I/Pune/Tech./ 1739

Date :21.12.2021.

Sub: E-enquiry for Procurement of Windows 10 Professional Software / Operating System (Transferable i.e. It can be used at any PC once at a time) for Laptop of Additional Executive Engineer, & Desktop of Dy.E.E. (O) working under EHVO&M Division-I, Pune.

Dear Sir,

Sealed and superscribed quotations are invited for the above work on **Item rate basis**, so as to reach this office on or before **30.12.2021 upto 12:00 Hrs.** You are requested to quote your reasonable rate for the above work. The terms and conditions are as follows.

INSTRUCTIONS TO BIDDERS:

- 1) The offer should be submitted in two separate sealed envelopes contained in one main envelopes
super scribing the subject.

Envelope 1: Should contain associated documents/Certificates/proof of qualifying pre-requisite Broachers attested certificate etc such as,

- a) Valid Copy of shop Act or NOC from Grampanchayat.
- b) Valid registration under GST .
- c) Copy of Pan card.
- d) Work experience certificate of similar work executed for similar type of work (not below the rank of Executive Engineer in case of Government Organization.)

If validity of any license/certificate expires during order period, you will have to renew the same & submit the copy to this office. Payment will be affected for valid period only.

Envelope 2: Price bid documents: This should contain only price bid in given schedule, not in any other format.

After verifying full documents /certificated pre-qualification as above in envelope 1,if it is found that ,bidder fulfills the desired prerequisites, envelope 2. will be opened. If the same is not meeting the prerequisites, Envelope 2 shall not open.

- 2) Quotations with incomplete details submitted without sealing or superscripting not submitted in prescribed format etc are liable to reject. Offer on fax or e-mail will not be accepted. This office will not be responsible for delay in postal transit. The agency should not submit 'conditional quotation' such conditional offer shall be liable for rejection.

- 3) The right to place an order for part or to cancel any or all quotations without assigning any reasons is reserved with this office.

Terms & conditions :

- 1) The bid validity period should not be less than 90 days from the date of submission of offer.
- 2) **Work completion Period:** The work should be completed within 1 week from the date of issue of work order.
- 3) The estimated rates given by this office are inclusive of taxes. However, the bidder should quote rates exclusive of all Taxes. The taxes should be quoted separately.
- 4) **Security Deposit:** Contractor have to Pay, Security Deposit @ of 10% of the total value of the order in this office by D.D./ B.G./ fixed deposit in nationalized or scheduled bank after acceptance of order & within 7 days. Also, contractor will have to apply for refund of SD within 6 months after work . If Contractor fails to apply within stipulated period, action as per company's rules will taken .
- 5) The T&P/ labour/ machinery/ equipment/ material required for the work shall be on your account.
- 6) **Supervision of Work:-**The work shall be under the supervision of the Addl. Executive Engineer(o), EHVO&M Division-I, Pune .
- 7) **Penalty:**
 - A. **Delay in execution of work :**If the contractor fails to complete the total work in all respect in stipulated time as mentioned above, he will be liable to pay penalty at rate of ½ % per day subject to maximum limit of 10% of the total value of the order. However, if the agency completed work as per work order specification & as well as, as per directives of MSETCL with lesser amount than the work order amount after specified time limit, he will be liable to pay penalty at the rate of ½% per day & subjected to maximum limit 10% of the total value of the work executed as per MSETCL's Engineer In-charge directives.
 - B. **Performance of work :** If it is found that performance of work is unsatisfactory, the contract is liable for termination without giving any prior notice and at your entire risk. The security deposit paid by you shall be forfeited.
 - C. **Delay in starting the work:** If it is found that the agency fails to execute the agreement/ start the work within stipulated time period, the contract is liable for termination without giving any prior notice and at your entire risk. The EMD paid by you shall be forfeited.
- 8) Any breakage/damage occurred to MSETCL material/ Equipment / theft of material if any, asset during the work shall be recovered from your bills as per rules. While execution of work, if any loss is caused to MSETCL, the same will be recover from you & you will have to make good the loss, work to be attended by you at your cost & risk only.
- 9) The contractor shall not be entitled to claim any interest on amount payable to him.

- 10) Contractor shall not entrust the work on sub-contract /transfer or assign the contract or any part thereof to any third party. In case any deviations observed it will be treated as breach of contract and the contract will be terminated at your entire risk and cost.
- 11) Contractor should be fully aware of the MSETCL's General Condition for execution of work and same is applicable to this contract also. Any of the condition will not exempt you from your liability to be abiding by the same.
- 12) **Income tax:** If applicable will be deducted as per rules/ otherwise you will have to submit income tax exemption certificate or income tax registration no. of your firm PAN No.
- 13) **TERMINATION OF CONTRACT WITH RISK & COST :** If the agency fails to complete the work fully as given in Schedule against the order, within the stipulated period, the Company shall be at liberty, with prior notice of 3 days, to get the work on account of and at the risk of the contractor. MSETCL will prefer a claim for the difference in price and for all expenses whatsoever incurred in getting the same work. The said claim shall be recovered from any payment due to the Contractor from MSETCL , i.e. from bills or deposit or on any account; such expenses will also include 15% Supervision charges. The owner reserves the right to terminate/cancel the contract, in the event of the breach of contract in any respect or undue delay in execution of work/starting of the work.
- 14) In case of difference of opinion, misinterpretation of any of the condition of the contract. In connection with or arising out of the condition or during the period work, the decision of the under signed shall be final & binding on you.
- 15) **Jurisdiction:** All disputes, differences related to the contract shall be subject to the exclusive jurisdiction of Pune District Court.

Thanking you,

Encl: Schedule 'A'

Yours faithfully,

-Sd-

[V.D. Munde]

Executive Engineer
EHV O&M Division- I, Pune.

Copy s.w.rs to: 1. The Superintending Engineer, EHV O&M Circle, Pune

Copy to: 1. The Dy. Manager (F&A), Division- I, Pune.

Schedule “A”

Procurement of Windows 10 Professional Software (Transferable i.e. It can be used at any PC once at a time) for Laptop of Additional Executive Engineer, & Desktop of Dy.E.E. (O) working under EHVO&M Division-I, Pune.						
SN	Particulars of Item	Qty	Unit	Ex-Works Unit Rate	Total unit Rate incl. GST	Amount
1	Windows 10 Professional Software (Transferable)	2	Nos.			
Amount Rs. -						

-Sd-
(V.D. Munde)
Executive Engineer
EHV O&M Division-I Pune