

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

(CIN No. U40109MH2005SGC153646)

Name of Office : <b>EXECUTIVE ENGINEER (C)</b>	
EHV Civil Construction Cum Maintenance, Division, Aurangabad	
Office address: Wing No. 102, MSETCL Administrative Building, 132KV S/stn Harsool, Aurangabad.	
Contact No. : 0240-2331419, Mob. 8484819389	
Email Id :- ee2710@mahatransco.in	
No.:EEC/EHV/CCCM/Dn./A 'bad/T/ No 0 0 0 5 6	Date: 7 JAN 2022

**E-Enquiry**

**Sub:** E-enquiry for the work of "Running of staff Canteen" at MSETCL Administrative building Harsool, Aurangabad

Dear Sirs,

Sealed and super scribed item rate quotations are invited for the above mentioned work as detailed in Schedule "B" is enclosed herewith subject to following terms and conditions.

**TERMS AND CONDITIONS**

1. The quotations should reach to this office at the above mentioned address **on or before 24.01.2022 up to 15.00 hrs.** The quotations will not be accepted after due date & time of submission.
2. The rates (percentage) should be quoted on firm quotation basis inclusive of all taxes, Transportation, Loading, Unloading and other incidental charges.

**A) Compulsory Primary Documents :( Technical Bid)**

- (a) The Contractor should have registration under Shop & Establishment Act and should have '3' years experience of running canteen in large and private/ industrial sector/ reputed establishment/Govt. offices/Undertaking having 100 - 200 employees.
- (b) The contractor shall submit attested copies of following documents -:
  - i) Experience certificate issued by an officer not below the rank of Executive Engineer or depending upon the case.
  - ii) Food & Drugs Certificate (FSSAI).
  - iii) Payment of EMD amount Rs. 3,000/- (Rs Three thousand only) to be made by bidder in cash/In form of DD/FDR of any Nationalized Bank in favor of EE (C) EHV CCCM DIV. MSETC Ltd. Aurangabad only up to 15.00Hrs of 24.01.2022 in the office of The Executive Engineer ( C ), EHV CCCM Division, Wing no. 102, Administrative Building, 132KV S/stn. Harsool, sillod Road, Aurangabad, EMD details, amount & MR No. Should be super-scribed on the Envelope.
  - iv) Registration under Shop & Establishment Act.
  - v) PAN Card Registration.
  - vi) GST Registration.
  - vii) Registration under Contract Labour (Regulation & Abolition) Act 1970

**B) (Price Bid)**

- i) Price bid only where in the rates/ percentage should be quoted in figures clearly.
3. Quantities mentioned in Schedule "B" are approximate and may vary.
4. Contract period is **12 Months.**

5. Contractors are requested to visit office of The Executive Engineer ( C ), EHV CCCM Division, 102, Administrative Building, 132KV s/stn, Harsool Aurangabad (of MSETCL) & understand the scope of work before submitting the quotation.
6. The contractor whose contract is terminated in MSETCL (Mahatransco)/ MSEDCL (Mahadiscom)/ MSEB Holding Company/ MSEPGL (Mahagenco) or in any establishment, their offer will not be opened.

7. Earnest **Money Deposit** -

Bidders are required to pay an EMD of Rs.3,000/- ( Three thousand only) in the form of RTGS/ cash/ Demand Draft drawn on any nationalized bank or scheduled bank payable at Aurangabad at par, in favour of **EE (C) EHV CCCM DIV. MSETCL Ltd. Aurangabad**. Offers, submitted without EMD, will be rejected. EMD of the successful bidders will be returned on executing the Contract, and furnishing the Security Deposit.

The EMD may be forfeited:

- (A) If a bidder withdraws his offer during the period of bid validity, or
- (B) In case of a successful bidder, if the bidder fails:
  - a. to execute the agreement / contract within 10 days from the date of the issue of the work order.
  - b. to submit Security Deposit as specified in the terms and conditions

8. **Security Deposit**

- i) The successful tendered shall pay the prescribed Security Deposit within 10 days after the acceptance of his tender.
- ii) Bidder will have to pay Security Deposit amounting to **Rs. 25,000/- (Rs. Twenty Five Thousand only)** in RTGS/ FDR or demand draft of any Nationalised Bank situated in Aurangabad area. The same will be released after 1 month from the date of satisfactory completion of contract under scope of this work.
- iii) Failure to furnish the prescribed Security Deposit or to execute the agreement within the period specified in Clause no.6 above shall entail forfeiture of the earnest money and / or the cancellation of the contract.

9. **Price Bid:-**

- i) The Financial Bid as per the schedule B. The Financial Bid must be filled in completely, without any errors, erasures or alterations.
- ii) The tenderer shall BID in English or Marathi both in figures against rates put to enquiry, and amount in the price schedule of Items of Work forming part of the work in such a way that any interpolation is not possible. The rate quoted should be in whole number.
- iii) The price schedule is divided in to 3 parts A,B and C giving certain weightage to each part. It is requested to note that the offer quoted will be evaluated by giving 50% weightage to A, 30% weightage to B, 20% weightage to C. i.e. Total offer =  $0.5 \times [\text{sum of rates of Item "A"}] + 0.3 \times [\text{sum of rates of Item "B"}] + 0.2 \times [\text{sum of rates of Item "C"}]$ .

10. **Opening of Bids** -The quotation submitted will be opened on **25.01.2022 at 10:00** hours if possible. MSETCL will not accept conditional bids.

11. **Financial Evaluation**

- i) Commercial bids of only the technically qualified bidders shall be opened.
- ii) The bids, found lacking in strict compliance to the commercial bid format shall be rejected.



- iii) Any offer quoted below the standard specified rates shall be deemed to be rejected.
- iv) The bidders have to quote amount in Indian rupees as per schedule of the financial bid. If there is a discrepancy between words and figures, the amount in words shall prevail and be valid. If the agency does not accept the correction of the errors, its bid will be rejected and EMD will be forfeited.
- v) In case same rates quoted by two agencies, the selection will be based on the high qualitative services and experience.
- vi) The Undersigned, reserves the right to withdraw/relax any of the terms and condition mentioned above so as to overcome the problems encountered at a later stage.

## **12. Award Criteria**

- i) On written communication from MSETCL for having qualified for Running of staff Canteen at MSETCL Office premises at Administrative Building, 132KV s/stn, Harsool Aurangabad., the agency shall sign the contract (letter of award) within 10 days of such communication. Failing which the offer shall be treated as withdrawn and EMD will be forfeited.
- ii) The cost of stamp duty payable as per Stamp Duty Act 1958 towards work contract shall be borne by the agency.

## **13. General Terms & Conditions**

- i) Bidders will have to pay **Rs. 3,000/- (Rs. Three thousand only)** along with the quotation as **earnest money deposit** in RTGS or form of cash or Demand Draft in favour of Executive Engineer (C) CCCM Division Aurangabad Maharashtra State Electricity Transmission Co. Ltd, drawn on any Nationalised Bank or scheduled bank payable at Aurangabad. Quotation submitted without earnest money are liable to be rejected.
- ii) Failure to furnish the prescribed Security Deposit or to execute the agreement within the period specified shall entail forfeiture of the earnest money and / or the cancellation of the contract.
- iii) Quotations which do not fulfil all or any of the above conditions or incomplete in respect are liable to summarily rejection.
- iv) The bidder is expected to visit the premises and see for himself the furniture, equipments and materials before submitting the quotation.
- v) The contract of any part thereof shall not be sublet without the written permission on the Executive Engineer (Civil) or his authorized representative
- vi) The MSETCL or their officer, who accepts the quotation, shall have the right of rejecting all or any of the quotation and will not be bound to accept the lowest not to assign any reason whatsoever for the rejection of any quotation or quotations.
- vii) Quotations containing any additional conditions are also liable to be rejected.
- viii) The past and present performance of contractor shall also be inspected/ verified by the company before issue of work order. **Also during course of execution of contract if found that the quality of food provided by the vendor is poor, the undersigned reserve the rights to cancel the work order by forfeiting the Security Deposit.**
- ix) All the bids will be valid for a period of 120 days from the date of E-enquiry opening for placing the initial order. If necessary, MSETCL may give extension in the bid validity period beyond 120 days. This may extend for further 60 days. If any withdrawal during the said

period will entail forfeiture of Earnest Money deposited with tender. No request will be considered for price revision during the contract period.

- x) The quality and quantity of food – stuffs to be supplied in the said premises, the arrangement of menu, timings of meals in the said premises and such other matters pertaining to supply shall be fixed from time to time by the Company. All preparation shall be made from the good quality of materials and quantity shall be as indicated in the items/rate Annexure.
- xi) It will be the responsibility of the contractor to maintain the standards of quality and quantity of food – stuffs and other items and to provide efficient and satisfactory supply and services in accordance with the Company's requirements from time to time and the contractor shall comply with all directions given in this behalf by the undersigned from time to time. The rates shall not be allowed to change from the rates offered in E-enquiry for 12 months.
- xii) Veg. items/ Non Veg shall be served in the canteen.
- xiii) The rates shall be uniform for all i.e. Company's regular staff, trainee, apprentices and bonafied visitors and no unauthorized person should be served with food items prepared in the canteen. The prepared food shall not be permitted to go outside the Company premises except with the specific authorization by the Company.
- xiv) **The child labour will not be allowed at work. The vendor should strictly comply this point. The MSETCL will not be responsible for violation of any Labour Act. The Vendor should strictly comply all labour act.**

#### **14. Special Conditions of Contract**

- i) Being the offer for office premises for about 300 Nos. of employees working and about 100 visitors are daily visiting the Administrative Building, 132KV s/stn, Harsool Aurangabad premises. The well-equipped Canteen is provided on Ground floor at Administrative Building with adequate kitchen, pantry and other facilities.
- ii) The sitting arrangement made in such way that about 50 Nos. employees could take their food at a time at Administrative Building. The lunch hours are 13.00 hrs to 13.30 and 13.30 hrs to 14.00 hrs. For VIP and Sr. Officers, a separate sitting arrangement has to be at Canteen.
- iii) The tea and coffee is only to be served on the employees table at 11.00 a.m. in the morning and 15.00 hrs. in the afternoon. For officers, tea and coffee is served for their Guest as and when required including Holidays if required. No Eatables are allowed to be served on officers and employees table.
- iv) Drinking water shall be served by the contractor on the tables in the canteen without any additional charge.
- v) Canteen services shall be also made available on 2<sup>nd</sup> and 4<sup>th</sup> Saturday and Holidays if & when required.
- vi) The Canteen shall remain open during 9.00 hrs to 18.30 hrs daily
- vii) MSETCL shall provide necessary space for running the canteen free of cost, However, the contractor shall have to pay the **token rent Rs.1500/- per month (Including All taxes)**. Agency will be liable to remit the increased tax burden in future if any.
- viii) The Electricity, water, furniture and other equipments shall also be provided on "No charge basis." The maintenance and repairs of the kitchen equipment shall be arranged by contractor at his own cost. All crockery to be arranged by Contractor.
- ix) Fuel: The contractor has to make his own arrangement for fuel such as gas, kerosene etc. and no compensation shall be given by Company on fuel charges. Coal will not be permitted to use as fuel.
- x) Food: The contractor shall have to make his own arrangement at his own cost for raw materials and working capital for preparation of victuals and pay the remuneration to his own



employees and bear the incidental costs in conducting of the canteen and shall not be entitled to any reimbursement on that account by the Company.

- xi) Staff: The contractor shall engage a competent Manager or himself to supervise the running of the canteen and shall normally be available to the representative of the Company as and when required. The contractor shall not permit the use of canteen by any other person by

subletting, leave the running of the canteen or any other basis or any purpose whatsoever and he shall run the canteen in conformity with the terms and conditions of the agreement.

- xii) If the Company is not satisfied with the service or Conduct of any of the employees of the contractor for any reason whatsoever, the contractor shall remove such employee from the Company's premises. The contractor shall be responsible for his employees mischief, including in malpractices or deliberately demanding Company's machinery/property and involvement in any criminal offences.
- xiii) The contractor's workmen shall wear clean uniforms while on duty at all times.
- xiv) Sweeping and Cleaning - The contractor shall keep the canteen premises in clean and neat condition including W.C., washing place, windows, doors, dining hall and surroundings in the premises of canteen. The kitchen shall be cleaned daily and waste materials shall be disposed off outside the premises as per municipal corporation rules. If the cleaning shall not be done properly, the same work will be carried out by the Company on risk and cost of the contractor.

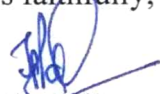
15. List of quality/make of some of the ingredients to be used by the Contractor for reparation of food etc.

Sr. No.	Kind of ingredients	Quality
1.	Refined sunflower oil	Gemini
2.	Sugar	'C' grade
3.	All provisions	A-1 quality
4.	Spices	Khamkar / Bedekar / Chedda / Pravin
5	Milk	Apporx Whole milk (Mawa - 200-215 gms) per Litre
6	Vegetable	All fresh green seasonal vegetables as per menu
7.	Papad	Lijjat / Ganesh / Hira
8	Pickels	Bedekar / Kubal/ Pravin.
9.	Tea	Tajmahal/ Girnar / Hasmukh / Red label
10.	Other ingredients	Best quality

16. If any accident occurs to contractor's personnel during the execution of work, the Company will not be responsible for the payment of any compensation to them. In such cases, it will be the contractor's responsibility to pay the compensation as per the Workmen compensation act and the rules made there under.
17. The caterer will maintain the quality, quantity and size of eatables at the given and accepted rates and supply the same throughout the contract period. The caterer will also provide satisfactory service to the consumers. In case of departure from the rates, quality, quantity and size of eatables, unsatisfactory supply and service, the contract will be terminated by giving 15 days notice to the caterer forfeiting the Security Deposit, for which no compensation will be payable to the caterer.
18. The caterer shall not cease to cater at a canteen or otherwise terminate the Agreement before the expiry of its period and in case he ceases to cater or terminate the agreement before the expiry of the notice period & prior to stipulated 3 months notice he shall be liable to pay to the Company (without any demur or question) such amount of money as the Company may decide as penalty.

19. If any damage occurs to the Company's property during execution, contractor will have to make it good at his own cost and risk, if not the same will be recovered against cost of asset.
20. Right to reject any or all quotations is reserved by the undersigned.
21. The rates quoted shall be valid for **120 days** from the date of opening of quotation.
22. In case of any disputes regarding the work order for this work, the decision of the undersigned shall be final and binding on the contractor.
23. In case of any legal disputes regarding the work order for this work, the same shall be subject to Aurangabad jurisdiction only.
24. All other conditions of contract prevailing in the Company (MSETCL) will be applicable in this case & will be binding on the contractor entirely.
25. For meetings/ function buffet arrangement of lunch is to be made as per the directive of the Engineer in-charge. Furniture/ Crockery for this will have to be arranged by contractor at his own.
- Thanking you,

Yours faithfully,



(J.P. Patil)

**Executive Engineer (Civil)**  
**MSETCL, Aurangabad**

Encl: Schedule "B"

**Copy S.W.R.S. to :**

1. The Chief Engineer EHV P.C. (O&M) Zone MSETCL Aurangabad.
2. The Superintending Engineer (C) EHV CCCM Circle, MSETCL, Aurangabad.,, ..This is as per approval vide Ltr. No.03 Dtd.01.01.222

**Copy to:**

1. The Addl. Executive Engineer (C) EHV CCCM Sub Division-II, Aurangabad
2. The Dy. Manager(F&A) EHV CCM Division Aurangabad / The amount of this work is Chargeable to sanctioned estimate No. Dt. under Budget
3. Notice Board

**MAHARASTRA STATE ELECTRICITY TRANSMISSION COMPANY LIMITED**  
**EHV CIVIL CONST-CUM-MAINT. DIVISION, AURANGABAD**  
**SCHEDULE " B "**

**Name of work :-** Running of MSETCL canteen at New Administrative Building , 132 kv Sub Station Harsool Premises,Aurangabad.

ITEM No.	PARTICULARS OF ITEM	Quantity Wt/Nos.	Standard Rate	Quoted Rate
10	Providing regular tea	100 ml	6.00	
20	Green Tea (V.I.P)	100ml	9.00	
30	Lemon Tea (V.I.P.)	100ml	7.00	
40	Providing Special tea	100 ml	7.00	
50	Providing regular coffe	100 ml	10.00	
60	Dal and Rice	100gms-100ml	20.00	
70	Providing breakfast - vada sambar	100gms-2nos.	20.00	
80	Providing breakfast - Puri Bhaji	100gms bhaji + 4puri	29.00	
90	Providing breakfast - Shira	50gm	20.00	
100	Providing breakfast - Pohe	100gm	10.00	
110	Providing breakfast - Upama	100gm	19.00	
120	Providing breakfast - Chiwada	100gm	9.00	
130	Providing breakfast - Shev/papadi	100gm	10.00	
140	Providing breakfast - Sabudana Khichadi	100gm	19.00	
150	Providing breakfast - Medu Wada	120gms-2nos.	25.00	
160	Providing breakfast - Idali+Sambhar+Chatni	120gms-2nos.	20.00	
170	Providing breakfast - Misal Pav	150gms bhaji + 2 Bread	30.00	
180	Providing breakfast - Bhaji / Pakode including bread	100gm	10.00	
190	Providing breakfast - Wada Pav Single	50gm+ 1 Pav	10.00	
200	Providing breakfast-Masala Dosa+Sambhar+Chatni	200gms.	20.00	
210	Veg Pulav	200gms.	24.00	
220	Shrikhand/lassi/Tak	-	On MRP	
230	Providing vegetarian (Limited qty ) lunch including 4 Chapati, 2 Bhaji, 1 plate rice, Dal wati , Dhahi wati, pickle,papad,Koshimbir,Sweet.	1.00	55.00	
240	All cold drinks	-	On MRP	
250	Bread Omlet	1 Egg + 2 Slice	15.00	
260	Double Bread Omlet	2 Egg + 2 Slice	25.00	
270	Non veg thali - 4 Chapati, Chicken/ Mutton curry, 1 Plate rice	1.00	100.00	

---Sd---  
(J.P.Patil)  
**Executive Engineer (Civil)**  
**MSETCL, Aurangabad**

I/we hereby agree to carryout the above work as under:-

I/we have read the terms and conditions and same are binding on me/us.

**Dated Signature of the contractor & address**