

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD.

From:

Office of the Superintending Engineer,

EHV (O&M) Circle, MSETCL, 10, Ground Floor, New Admin Building, Old Saikheda Road,
Nashik Road - 422 101.

Email id: se5100@mahatransco.in

Ref. No. SE/EHV/O&M/ Circle NSK/TECH/1178

DATE: -05.07.2022

SRM E-Enquiry

Sub: - E-enquiry for Providing stationary for day to day work to the EHV O&M Division Nashik, Babhaleshwar, 400kV R.S. Babhaleshwar and EHV O&M Circle Nashik office for the year 2022. (RFx no. 7000023884).

Dear Sir,

With ref to the above, bids are invited by the undersigned from reputed, experienced & approved vendors of MSETCL for the above works, till 12.07.2022, 13:00Hrs as per particulars, terms & conditions as given in attached schedule A.

A) TERMS & CONDITIONS:

- 1) Rates quoted should be on firm quotation basis.
- 2) No extra charges for transportation will be paid, it will be arranged by you only.
- 3) Quantities mentioned in our enquiry are tentative & subject to varied.
- 4) Payment will be effected after completion of work & as per actual work done.
- 5) The validity period of rates should be mentioned in the offer that should not be less than 90 days from the date of opening of offers.
- 6) The period of completion of work will be 01 month.
- 7) All other standard conditions of contract prevailing in MSETCL are applicable in this case also.
- 8) Quality material should be supplied. Bidder shall have to submit the sample of quoted product. If any defect observed in the material supplied by you, the same shall be replaced by you free of cost without delay.
- 9) The work carried out should be as per standard practices of MSETCL & formats required for printing will be provided by MSETCL.
- 10) Stationary / Printing Sample shall be got approved from Executive Engineer (Admin) & Manager (HR), EHV (O&M) Circle Nashik before submission of quotation.
- 11) The agency is solely responsible for any accident/medical/health related liability for the personnel deployed by agency at MSETCL. The MSETCL shall have no liability in this regard. The agency shall be solely responsible for the redresses of grievances/resolution of disputes relating to persons deployed by agency.
- 12) 10% of the order value as security deposit will have to be paid by you within 07 days from the date of firm order in the form of Cash/BG/DD of any Nationalized/Scheduled Bank in favor of "Superintending Engineer, EHV (O&M) Circle, MSETCL, Nashik" in prescribed format. The same will be refunded after successful completion of guarantee period of the work done.
- 13) In any loss occurs to MSETCL's property during execution of work, the same will be recovered as per prevailing rates from your bill.
- 14) The income tax & other taxes will be deducted from your bill as per prevailing rules.

- 15) MSETCL will not be responsible for any accident or damages to your staff during execution of work.
- 16) Bids received after due date will not be accepted.
- 17) If any dispute arises, the decision of the undersigned will be final & binding on you.
- 18) The undersigned reserves the right to reject any or all quotations without assigning any reason.
- 19) Jurisdiction: The Jurisdiction of all legal proceedings/suits as regards to the works under contract will be in Nashik District Court

B) QUALIFYING REQUIREMENTS FOR THE BIDDERS

- 1) GST Registration certificate , if applicable.
- 2) PAN card with last three F.Y. IT return.
- 3) Shop Act /SSI Certificate
- 4) The E.M.D and SRM Enquiry Fees is to be paid online only through SRM E-Tenders (New) Portal within the enquiry sale period. Submit the EMD and enquiry fees paid receipt.
- 5) Bank Details: Name of bank, Bank address, Bank A/c no. etc.

Note: Duly attested copies of Certificate should be submitted with bid offer. If required, the original copies will have to be produced. The detailed price breakup should be submitted.

Thanking you.

Yours faithfully

Sd/-

**Superintending Engineer
EHV O&M Circle MSETCL Nashik.**

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.
EHV O&M Circle Nashik

Guideline for processing the SRM RFX Post GST Implementation

- 1 RFX No : 7000023884
- 2 E-enquiry NO : SE/EHV/O&M/C/NSK/Tech/No.1178 Dt:05.07.2022.
- 3 Particulars : Providing stationary for day to day work to the EHV O&M Circle Nashik, EHV O&M Division Nashik, EHV O&M Division Babhaleshwar & 400kV R.S. Division Babhaleshwar office for the year 2022.
- 4 Estimated Cost : Limited to Rs 3,72,762.87/-
- 5 Sale Period : 05.07.2022 to 12.07.2022 up to 13:00 Hrs.

Guidelines for bidder:

A) The Pricing Conditions have to be entered for all the Items. The % GST applicable (Tax Code) as per HSN/SAC has to be selected by the Bidder from General Data Tab under Item Details [Refer the below Table]. Alternatively, these changes can be easily carried out by Download/Upload Template functionality on the Response Page.

Sr. No	Vendor	Tax Code	Tax Rate	Description
1	Vendor within Maharashtra	T0	0%	GST Purchase 0%
2		T1	5%	GST Purchase 5% (SGST+CGST)
3		T3	12%	GST Purchase 12% (SGST+CGST)
4		T5	18%	GST Purchase 18% (SGST+CGST)
5		T7	28%	GST Purchase 28% (SGST+CGST)
6	Vendor Outside Maharashtra	T0	0%	GST Purchase 0%
7		T2	5%	GST Purchase 5% (IGST)
8		T4	12%	GST Purchase 12% (IGST)
9		T6	18%	GST Purchase 18% (IGST)
10		T8	28%	GST Purchase 28% (IGST)
11	Vendor within Maharashtra (In case of Reverse Charge Mechanism)	E0	0%	Reverse charge on expenses GST Cess
12		E1	5%	Reverse charge on expenses 5%(SGST+CGST)
13		E2	12%	Reverse charge on expenses 12%(SGST+CGST)
14		E3	18%	Reverse charge on expenses 18%(SGST+CGST)
15		E4	28%	Reverse charge on expenses 28%(SGST+CGST)
16	Vendor Outside Maharashtra (In case of Reverse Charge Mechanism)	E0	0%	Reverse charge on expenses GST Cess
17		E5	5%	Reverse charge on expenses 5%(IGST)
18		E6	12%	Reverse charge on expenses 12% (IGST)
19		E7	18%	Reverse charge on expenses 18% (IGST)
20		E8	28%	Reverse charge on expenses 28% (IGST)

B) After filling all the prices and Tax code, confirm all changes once again.

C) Save and submit the response before due date and time as per prevailing procedure.

In case of any difficulty, please refer the revised version of “Guidelines to Submit eTenders”, Contact MSETCL Contact Person indicated in the RFX or reach us at srmadmin@mahatransco.in

Note: - The above rates quoted in RFX are inclusive of taxes.

Sd/-

Superintending Engineer
EHV O&M Circle MSETCL Nashik

Copy to:- 1. Manager (F&A), EHV O&M Circle, MSETCL, Nasik
2. Notice Board

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.
Schedule A

Sub: - E-enquiry for providing stationary for day to day work to the EHV O&M Circle Nashik, EHV O&M Division Nashik, EHV O&M Division Babhaleshwar & 400kV R.S. Division Babhaleshwar office for the year 2022.

Sr. NO.	Description of Material	Unit	O&M circle Nsk Qty.	EHV O&M Dn NSK Qty.	EHV O&M Dn BBLR Qty.	400kV RS O&M BBLR Qty.	Total Qty.	Rate/ Unit in Rs	% GST	Amount Rs.
1	Clip File / Spring File	125	100	100	60	385	125	15.25	18%	6928.08
2	Register 2 Quire Sundaram	84	60	60	60	264	84	75.89	12%	22439.16
3	Printing Stationary / Paper (A-4 Size Paper RIM) 75 GSM	350	250	250	150	1000	350	164.86	12%	184643.20
4	Green legal paper RIM 75 GSM	4	2	2	2	10	4	235.71	12%	2639.95
5	White Legal Paper RIM 75 GSM	4	2	2	2	10	4	187.50	12%	2100.00
6	Box File Indrayani	204	180	180	80	644	204	42.00	18%	31916.64
7	A-4 R Clip Plastic File ken	140	50	50	30	270	140	16.95	18%	5400.27
8	Port Folio Two Flap file	30	20	20	20	90	30	21.18	18%	2249.32
9	Stapler Pin Box (Small) 10 MM (containing 20packs)	10	5	5	3	23	10	140.68	18%	3818.06
10	Pencil Box	7	5	5	3	20	7	27.58	12%	617.79
11	Stapler (Small) No. 10	13	10	10	5	38	13	35.95	18%	1612.00
12	Stamp Pad (Small) 108 X 65 MM	18	15	15	5	53	18	35.79	18%	2238.31
13	Camel Gum 700 ml Bottle	6	5	5	2	18	6	46.61	18%	990.00
14	11x5 80GSm Kraft ENV (24x12) with Printing Mahatransco	1000	600	600	600	2800	1000	2.11	18%	6971.44

Sr. NO.	Description of Material	Unit	O&M circle Nsk Qty.	EHV O&M Dn NSK Qty.	EHV O&M Dn BBLR Qty.	400kV RS O&M BBLR Qty.	Total Qty.	Rate/ Unit in Rs	% GST	Amount Rs.
15	Pin (Tachani) Box 250 grm.	6	5	5	5	21	6	21.19	18%	525.09
16	Big Size Green pocket 16x12	70	50	50	50	220	70	8.00	18%	2076.80
17	Stamp Pad Ink bottle 100 ml.	7	5	5	5	22	7	25.25	12%	622.16
18	Register 3 Quire Sundaram	Nos	84	60	60	60	264	72.03	12%	21297.83
19	Green A-4 Size RIM 75 GSM	RIM	4	2	2	2	10	343.75	12%	3850.00
20	Port Folio Four Flap with rexine	Nos	30	20	20	10	80	67.79	18%	6399.38
21	Lace File Big Size	Nos	96	60	60	24	240	28.97	18%	8204.30
22	Tag Bundle (Half Size 500 Nos in 1 Packet)	Nos	15	10	10	5	40	211.86	18%	9999.79
23	Tag Bundle (Big) (Full Size 144 Nos in 1 Packet)	Nos	20	15	15	5	55	70.33	18%	4564.42
24	Stapler Pin Box (Big) 24 X 6 MM (containing 20packs)	Box	10	5	5	3	23	227.45	18%	6172.99
25	Stapler (Big) HP P-45	Nos	8	5	5	3	21	199.16	18%	4935.18
26	Stamp Pad Big Size	Nos	7	5	5	3	20	45.00	18%	1062.00
27	Punching Machine (Small) DP-480	Nos	12	10	10	5	37	57.45	18%	2508.27
28	Camel Gum 150 ml Bottle	Nos	7	5	5	5	22	25.42	18%	659.90
29	9.5x4.5 80GSM Kraft ENV(20x10) with Printing Mahatransco.	Nos	1000	600	600	600	2800	1.75	18%	5782.00
30	Green pocket 12x10	Nos	70	50	50	50	220	5.93	18%	1539.43
31	Plastic A-4 Folder U Type.	Nos	750	250	250	250	1500	10.17	18%	17999.13
TOTAL (including all taxes) Rs.										3,72,762.87/-

Sd/-
Superintending Engineer
EHV (O&M) Circle, Nasik.