



**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.**  
(CIN: U40109MH2005SGC153646)

**OFFICE OF THE EXECUTIVE ENGINEER  
EHV O&M DIVISION, MANCHAR**

DSK's Pride , Survey No-170/7B, Pune-Nashik Highway,  
In front of Rural Health Centre, Manchar , Tq- Ambegaon Dist: Pune  
E-mail: ee61A0@mahatransco.in, eemanchar404@gmail.com  
Ph- 02133-223040/41, FAX-02133-223042

**EE/EHV/O&M/Division/Manchar/Tech/No. 937**

**Date: 28.07.2022**

**To,**

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**Subject:** E-Enquiry for purchase of printed Log-Sheet Booklet & Permit Books for various EHV Sub-station under EHV O&M Division Manchar.

Dear Sirs,

Sealed & super scribed quotations are invited, so as to reach this office on or before 04.08.2022 up to 18:15 Hrs. for purchase of printed Log-Sheet Booklet & Permit Books for various EHV Sub-station under EHV O&M Division Manchar on following Terms & Conditions and as per Schedule "A" & "B" mentioned below.

The bidders are requested to go through the following instruction in case of any doubt, get them clarified in writing or in person from the office of the Executive Engineer, EHV O&M Division Manchar in advance before three days of due date.

**Quotation should be submitted in sealed cover subscribed with following particulars:**

**Consisting of two separate envelopes with**

1. **Envelope-I:** Associated documents
2. **Envelope-II:** Price Bid Document.

**Envelope-I:** This envelope should contain following documents,

- a. Valid copy of Shop Act/NOC from Grampanchayat
- b. Valid copy of GST Registration
- c. Valid copy of PAN Card
- d. Address proof
- e. Bank Details
- f. Experience certificate for similar type of work order for supply of printed material & stationary in MSETCL/Govt. undertaking.

**Envelope-II:**

This should contain only price bid in given schedule "A", not in other format.

**Above both "Envelope-I & Envelope-II" shall be enclosed in one envelope in sealed & super scribed.**

After verifying the full documents in Envelope-I, if it is found that, the Bidder fulfills the Desired Pre requisites; Envelope-II will be opened. If the same is not found meeting the prerequisite, Envelope-II will not be opened.

Quotations with incomplete details or submitted without sealing or super scribing or not submitted in prescribed form etc. are liable to reject. **Offer on fax or E-Mail will not be accepted. This office will not be responsible in delay in postal transit.**

### **TERMS & CONDITIONS:**

1. **Name of Work:** E-Enquiry for purchase of printed Log-Sheet Booklet & Permit Books for various EHV Sub-station under EHV O&M Division Manchar
2. **Estimated Cost:** The total work order value will be limited to Rs. 1,68,922/- (Rs. One Lakh Sixty Eight Thousand Nine Hundred Twenty Two Only) inclusive of GST & all applicable taxes.
3. **Security Deposit:** Successful bidder will have to pay security 10% of total order amount within 15 days from the date of receipt of firm LOI/work order at EHV O&M Division Manchar. If contractor fails to submit the SD amount within stipulated time period, the interest will be charged per annum as prevailing BPLR rate. If contractor fails to do so, the SD will be recovered from his bills with interest. Also agency will have to apply for refund of the SD within 6 months after completion of work period. If agency fails to apply within stipulated period, SD amount may liable for forfeit & the action will be taken as per MSETCL rules. SD will be refunded only after satisfactory completion of contract period after adjustment of any amount payable by you to MSETCL.
4. **Agreement:** Contractor shall have to enter in to agreement on bond paper of Rs. 500 /- as per rule. The cost of the bond paper will be borne by contractor.
5. **Validity of Work Order:** The validity of work order will be 12 months from the date of issue of work order.
6. **Work Completion Period:** The material as stated in the Schedule 'A' should be supplied within 60 days from the date of receipt of the order. Seven days are reckoned for transit period.
7. **Quality of paper should be strictly as per schedule 'A' i.e. 80 GSM Ledger paper & it should be got approve from undersigned before start of work.**
8. **Quality of work:** Work is to be done as per norms, specifications & schedule of MSETCL, to the fullest satisfaction of operating officer otherwise it will be rejected and contractor has to repeat the same at his cost and risk only.
9. **The proof reading of log sheets & permit books shall be got done from respective Sub-Station In-Charge.**
10. The material should be dispatched at EHV O&M Division Manchar office.
11. **Rate:** Rates shall be quoted as per the Schedule 'A' given. Any changes must be brought out clearly.
12. **Bills:** Bill in triplicate with advance stamp receipt should be submitted to this office with the delivery challan/gate pass signed by both parties. The GST No. & PAN No. should be mentioned on your bill. Payment will be made within reasonable time period, subject to availability of funds.

### 13. Penalty:

**i. Performance of work:** If it is found that performance of work is unsatisfactory, or not as per norms of MSETCL the contract is liable for termination at any stage of work without giving any prior notice and at contractor's entire risk & cost. The security deposit paid by agency shall be forfeited in that case.

**ii. Delay in execution of work:** If the agency fails to complete the work within stipulated time, penalty @ 1/2% per delayed week or part thereof (7 days in week) subject to a maximum of 10% of the value of the work order. If the work is not carried out in the stipulated period, the works will be got done departmentally or from any other agency at your risk and cost even at higher rates, in addition to the penalty that shall be chargeable as mentioned above.

14. The quantities mentioned in schedule 'A' enclosed herewith are provisional and may vary as per requirement.
15. The agency should not submit 'conditional quotations' such conditional offer shall be liable for rejection. If the Agency has any doubt the meaning of any portion of the enquiry conditions/specification, he should get it clarified from the office of the undersigned before submission of the offer.
16. **Income Tax, GST, TDS and Labour Cess:** Income Tax, GST, TDS and Labour cess as applicable will be deducted from the bills as per rules & regulations. All applicable taxes & levies are deducted (if applicable) at the time of payment.
17. If any recovery towards losses/damages/shortages etc. is applicable, the same shall be recovered from contractors bill.
18. In case of the different of opinion about the interpretation of terms and conditions between you & M.S.E.T.C.L. the decision of the undersigned will be final & binding upon you.
19. This office reserves all the rights to reject any or all quotation without assigning any reasons thereof.
20. **General:** You are supposed to be aware of the general terms & conditions of MSETCL which also apply to this order.
21. **Jurisdiction:** All disputes, differences related to the tender / contract shall be subject to the exclusive jurisdiction of Pune District Court.

Thanking you.

Sd/-  
(S G Bide)  
**Executive Engineer**  
**EHV O&M Division Manchar**

#### Copy s.w.r.s to:

1. The Chief Engineer, EHV CC O&M Zone, Pune.
2. The Superintending Engineer, EHV (O&M) Circle, Pune.

#### Copy to:

1. Dy. Manager (F&A), EHV (O&M) Division Manchar.
2. Notice Board

**SCHEDULE “A”**

<b>Sr. No.</b>	<b>Particulars of work</b>	<b>Unit</b>	<b>Qty.</b>	<b>Ex-Rate</b>	<b>Total Amount</b>
1	80GSM Printed Log Books (1-12 Pages) Printed Log Books (up to 12 Pages , Legal Size, Ledger paper, 80 GSM with cloth binding)	No.	8250	10.47	86,377.50
2	80GSM Printed Log Books (14 Pages) Printed Log Books (up to 14 Pages , Legal Size, Ledger paper, 80 GSM with cloth binding)	No.	750	11.43	8,572.50
3	80GSM Printed Log Books (16 Pages) Printed Log Books (up to 16 Pages , Legal Size, Ledger paper, 80 GSM with cloth binding)	No.	750	13.33	9,997.50
4	80GSM Printed Log Books (20 Pages) Printed Log Books (20 Pages, Legal Size, Ledger Paper, 80 GSM with Cloth Binding)	No.	750	13.33	9,997.50
5	21x35 mm Permit Book (100 Pages) (Ledger Paper, 80 GSM with Cloth Binding)	No.	285	98.98	28,209.30
<b>Sub-Total</b>					1,43,154.30
<b>GST @ 18%</b>					25,767.744
<b>Grand Total</b>					1,68,922.07
<b>Round Off</b>					1,68,922.00

\*Quantity may vary as per actual

\* Payment will be effected as per actual work done/measurement basis

Sd/-  
(S G Bide)  
**Executive Engineer**  
**EHV O&M Division Manchar**

**SCHEDULE “B”**

<b>Sr. No.</b>	<b>Name of Sub Station</b>	<b>80GSM Printed Log Sheets (1-12 Pages)</b>	<b>80GSM Printed Log Sheets (14 Pages)</b>	<b>80GSM Printed Log Sheets (16 Pages)</b>	<b>80GSM Printed Log Sheets (20 Pages)</b>	<b>Permit Books</b>
1	220KV Alephata	0	0	750	0	25
2	220KV Kathapur	750	0	0	0	25
3	220KV Ranjangaon	0	0	0	750	25
4	220KV Chakan Phase-II	0	750	0	0	15
5	220 KV Bridgestone	750	0	0	0	10
7	132KV Narayagaon	750	0	0	0	25
8	132KV Vighnagar	0	0	0	0	10
9	132KV Chakan	750	0	0	0	10
10	132KV Shirur	750	0	0	0	25
11	132KV Kuruli	750	0	0	0	50
12	132KV Whirlpool	750	0	0	0	10
13	132KV Pimpalgaon	750	0	0	0	10
14	132 KV SPSL (ESSAR)	750	0	0	0	10
15	132KV Sanaswadi	750	0	0	0	10
16	132KV Kawathe Yemai	750	0	0	0	25
<b>Total</b>		<b>8250</b>	<b>750</b>	<b>750</b>	<b>750</b>	<b>285</b>

\*Quantity may vary as per actual

Sd/-  
(S G Bide)  
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