

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.
CIN No. U40109MH2005SGC153646

Superintending Engineer, PAC Circle.
Administrative Bldg, Ground Floor, At-Vijaynagar, Post - Supane.
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Ref No. SE/PAC Circle/KRD/T-46/ No.

No 20313

Date:

178 AUG 2022

E-ENQUIRY

Subject: - Enquiry for providing Outsource skilled manpower for Driver job for the vehicle
Of The Superintending Engineer, PAC Circle office, Karad.

Reference: - 1) CE/EHV PC O&M/ZONE/KRD/HR/No. 415 Dated 31.03.2022

Dear Sir,

Please offer your reasonable rates for the subjected work as per Schedule 'A'
given below. The scope of work is also mentioned therein.

SCHEDULE 'A'

Sr. No.	Particular of Work / Materials	Unit	Rate /Day /Person under Zone III Area for Driver
1	Providing Skilled manpower for Driver Job for the departmental vehicle of The Superintending Engineer, PAC Circle office, Karad.	1 No.	
2	O.T. Hrs. per hours.	Per Hrs.	
3	Halting Charges per night	Per Night	

The rates should be quoted as per minimum wage act only as per revised circular.

Note: - Following documents should be attached with the quotation.

- 1) Certificate of Registration of firm, 2) P.F. registration certificate, ✓
- 3) Valid GST Registration, if applicable ✓
- 4) PT / PTRC Registration, if applicable, 5) Valid ESIC or Insurance of Labour under Workman compensation Act. 6) PAN CARD document. ✓
- 7) Proof regarding submission of Income Tax Return for assessment year ~~2018-19~~, 2019-20 and 2020-21, and 2021-22 ✓
- 8) The Bidder should have an experience certificate from an authority not below the rank Executive Engineer for the work of providing outsource manpower during 01 year.
- 9) Valid Documents of Person provided for Driver Job shall be submitted to this office after issuing work order.

1. DUE DATE

: - The quotations complete in all respects, duly sealed & super
Scribed should be submitted through post or courier or in
Exceptional case, by hand delivery to this office on or before
25.08.2022 up to 17:00 Hrs.

2. CONTRACT PERIOD

: - 12 Months or till the end of the order amount value
Whichever is earlier.

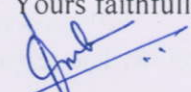
3. VALIDITY OF OFFER

: - The offer should be valid for our acceptance for a period of
30 days from the due date of opening.

The undersigned reserves the right to reject any or all quotations without assigning
any reasons.

Thanking you,

Yours faithfully,


(Mrs.S.T.Kulkarni)
Superintending Engineer (I/C),
PAC Circle, Karad.

Encl. Terms & Conditions

TERMS AND CONDITIONS OF CONTRACT

1) SIGNING OF CONTRACT:

Within 7 days from the date of the receipt of this work order, the contractor shall enter into an agreement with the Company, in the prescribed format. Until the agreement is executed, the company will not be liable to pay, nor shall the contractor be entitled to claim amount due or payable under the contract. The necessary stamp duty for the agreement shall be borne by the contractor.

2) SCOPE OF WORKS:

The scope of works includes providing of one no. of Outsource skilled manpower for Driver job for the departmental vehicle of The Superintending Engineer, PAC Circle office, Karad.

4) SECURITY DEPOSIT:

You should pay security deposit equivalent to 5.0% of the value of the order. Security Deposit is payable by (a) Cash (b) D.D. (c) Bank Guarantee from a nationalized scheduled Bank. The S.D. will be refunded after satisfactory completion of the work

5) CONTRACT PERIOD:

12 Months or till the end of the order amount value or finalization of SRM E-Tender whichever is earlier.

6) OPERATING AUTHORITY:

The Superintending Engineer, PAC Circle, Karad will operate this contract.

7) PAYMENT OF BILL:

The monthly bill in triplicate should be submitted to the PAC Circle, Karad at the end of each month along with the attendance for the month. The Circle office will effect the payment.

8) PENALTY FOR DEFAULT:

Penalty @ 1% per day/part of payment approved rate thereof subject to maximum 10% of order value will be deducted from your bills as penalty in case you default in providing person for Driver job during contract period. The deduction will be limited to the actual period of default.

9) TAX DEDUCTION AT SOURCE:

In accordance with IT Act 1961, Income Tax will be deducted at source at the prevailing rates from the bills.

Similarly any other tax deductible at source if applicable to this particular contract as per statutory provisions (laid down by Central or State Government.) will also be deducted from the bills at the prevailing rates.

10) Out-Sourcing Staff/Driver cannot claim in future for job in MSETCL. Undersigned reserves the right to disqualify outsource staff.

11) DAMAGE TO PERSONS AND PROPERTY:

The contractor shall indemnify the MSETCL against any losses and claim in respect of injuries or damage to any persons, material or physical damage to any property whatsoever, which may arise out of or in consequence of the execution of the work.

12) TERMINATION OF CONTRACT:

The undersigned reserves the right to cancel the contract, after giving due notice to the contractor, in the event of the breach of contract and unsatisfactory services in any respect. & after finalization of SRM E-Tender, this work order will be automatically cancelled.

13) JURISDICTION:

All disputes, differences related to the contract shall be subject to the including jurisdiction of Karad Court.

14) Please quote your PAN No. TIN No. on the bill.

15) You will have to maintain all records as required under labour laws labour Licenses, P.F. Registration, Labour Insurance or ESI regulations, Minimum Wage Act etc.

16) You will have to observe the payments strictly in time, regularly of Professional Tax payment, Payment of Labour Insurance or ESI, P.F., Service Tax payable against the contract orders and submit the Xerox of amount paid.

17) The Competent Authority reserves the right to relax any of the above conditions without assigning any reason thereof.

18) Also this office has reserve the right to select and suggest the candidates & agency has binding to provide the same.

19) The drivers provided for Driver job for the vehicle of The Superintending Engineer, PAC Circle office, Karad will have to work on all working days for 10 hours per day (i.e. 09:00Hrs. To 19:00Hrs.) and overtime will be admissible excluding normal duty hours. If necessary he may be asked to work on public holidays for which no additional cost would be payable.

20) Daily routine and other periodical maintenance of the vehicle should be looked after by the Drivers. The driver should check & maintain daily oil level, condition of battery, petrol diesel & Radiator water level.

21) The Drivers must have valid license and transport license/ Batch from RTO authorities.

22) The Driver shall work as per the directives and the guidance given by The Superintending Engineer or his representative.

23) The provided Driver should be skilled / trained / Qualified and well conversant. The driver has to drive the vehicle as per instructions of field officer/ In- charge of the vehicle. The driver of the vehicle should be permanent as far as possible and should not be changed frequently.

24) The Driver should be vigilant, alert, respectful and presentable in his work during the contractual Period.

25) The Driver to be provided should have reputation/support and should be free from bad habits like alcoholics, thefts etc.

26) The work is to be executed under the supervision of concerned authority in office hours.

27) All the terms and condition/rules & regulation's / labour laws for work contract/orders prescribed by M.S.E.T.C.L which is not stated here are also applicable to this contract.

28) Driver should have to obey all the term and conditions as per Motor Vehicle act 1988

29) In case, the halt is other than the place of head-quarters, the driver should arrange his

own kit and the Company will not pay extra amount on this account.

- 30) In case any accidents or any mishap taken place to the vehicle during its utilization, Company will not be responsible for any liabilities and compensation of driver persons, goods etc;
- 31) If the performance and the service given by your driver person is not found satisfactory, the contract will be terminated without giving any notice at cost and risk of Party and security deposit paid by you will be forfeited.
- 32) If the order is not executed completely and satisfactorily, it will be treated as cancelled and the work be got done from the departments / outside agency even at higher rates and the difference in the rates will be recovered from your pending bills, if any or Security Deposit.


33) **Scope of Work & Desired Qualification :**

Sr. No.	Name of the outsource category	Qualification		Scope of Work
		Basic qualifications	Other essential qualification	
1	Vehicle Skilled Drivers	X Std. pass & should posses valid vehicle driving license without any adverse remarks of serious nature. Experience: - Minimum 4 (Four) years, relaxable up to 03 (Three) years.	Should be conversant with elementary principals of vehicle maintenance.	

Any dispute arising in this work order shall be at the final decision of the order issuing authority without assigning any reason as per the MSETCL's discretion.


(Mrs.S.T.Kulkarni)

Superintending Engineer (I/C),

d/c  PAC Circle, Karad.

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