



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

(CIN No.U40109MH2005SGC153646)

From:

Office of the Executive Engineer  
EHV O&M Division, MSETCL, Mirjole Road,  
MIDC, Ratnagiri – 415 639.  
Ph. No. 02352 – 231388.  
E-mail: ee3220@mahatransco.in  
Website: www.mahatransco.in

Ref. No.: EE/EHV O&M DN/RTN/T/ **No.01305**

Date: **22.09.2022**

**Enquiry**

**Sub:** Enquiry for Supply & Installation of biometric attendance system at various Substations & Offices, under EHV O&M Division Ratnagiri.

Dear Sir,

Sealed and super scribed quotations are invited for the above work as per schedule 'A'. The quotations giving full particulars should reach this office on or before **29.09.2022** positively.

**Terms and Conditions:**

- 1) DUE DATE: The quotations complete in all respects, dully sealed & super scribed should be submitted to this office on or upto **29.09.2022**.
- 2) QUALIFYING CONDITIONS:
  - a) Proof of firm being registered as shop establishment/firm/Company as applicable.
  - b) Valid GST registration certificate.
  - c) Copy of PAN/TAN.
  - d) Experience certificate of execution of similar type of work from authority not below the rank of Executive Engineer in Govt. /Semi Govt. Utility.
  - e) Income tax return for FY 2021-22.
- 3) SCOPE OF WORK: The scope of work consists of "Work of supply & installation of biometric attendance system at various Substations & Offices, under EHV O&M Division, Ratnagiri" as indicated in schedule 'A' attached.
- 4) VALUE OF WORK: The overall contract value of the work entrusted to you, is limited upto Rs.1,42,459/- only (Rs. One Lakh Forty-Two Thousand Four Hundred Fifty-Nine only), including all taxes, duties and incidental charges.
- 5) RATES: Rates in Schedule 'A' are inclusive of GST. No extra amount against any taxes, transport will be given at any cost.
- 6) TIME LIMIT: The work should be executed within 45 days from the date of receipt of work order at respective sites as per Annexure 'W', otherwise you will be liable to pay penalty at rate @ ½% per week subject to max.10% of the total value of work order amount.
- 7) QUALITY: It is mandatory to supply branded & quality material strictly confirming to our specifications & type as stated in schedule. If any defect observed in the material supplied by you & work executed, the same shall be replaced/rectified by you free of cost & within 15 days from date of intimation of concern officer.

- 8) **COMPENSATION:** If any accident occurs to any of your worker/your Supervisor/or outsiders during execution of the work will be on your account. The MSETCL Company will not be responsible for such accident/ compensation payment etc.
- 9) **PAYMENT:** You will have to submit the first and final bill to the EHV O&M Division, Ratnagiri office, after satisfactory completion of work & submission of necessary documents such as manual, warranty card, original CD of drivers etc., for the works executed. After receipt of technically scrutinized bill in triplicate (indicating PAN No., GST Reg. No.) with Guarantee certificate to this office, 100% payment will be made in reasonable time subject to availability of funds. No advance/ part payment will be made. 1% labour Cess will be deducted from your bill.
- 10) **DISQUALIFICATION:** Bid shall be disqualified for following case:
- a) Disclosing untrue and/or false information or withholding information or part of information.
  - b) Record of poor performance such as unsatisfactory work or abandoning the work or delay in work etc.
  - c) Insufficient experience.
  - d) Non Payment of requisite EMD.
  - e) Non submission of document as per above list.
- 11) **SAMPLE:** The Sample of item should be got approved from the undersigned & sample approval letter should be submitted in technical bid. Undersigned has the power to reject any item if not confirms to our specification, type & branded quality at any stage.
- 12) **GUARANTEE for Quality of Material:** Material supplied & work executed by you should be warrantee/ guaranteed for a period of 12 months from date of supply & installation. If any defect is notified within Guarantee period, the same will have to be got rectified by you at your cost & risk within 15 days from date of intimation by concern officer. The guarantee certificate should be submitted with the bill. If defect not rectified by you, then security deposit will be forfeited without further notice.
- 13) **Other standard terms and conditions of MSETCL for supply orders will be applicable in this case also.**
- 14) **TAXES:** GST as applicable is included in the work order value. Taxes viz. Cess, Income tax will be recovered as per prevailing rates from your bill. You should mention PAN No. & GST No. on your bills.
- 15) **DISPUTE:** In case of any dispute, arising out of or in connection with this contract, shall be to the jurisdiction of Ratnagiri Court only.
- 16) **CANCELLATION OF ORDER:** MSETCL reserves the right to cancel the order fully or any portion thereof without assigning any reasons at any stage.
- 17) **SECURITY DEPOSIT:** Security deposit i.e. 5% of order value to be paid within 7 days in terms of cash/DD/Bank Guarantee of Nationalized bank/scheduled bank in favour of the Superintending Engineer, EHV O&M Circle Kolhapur from the date of issue of LOI. The same will be refunded in the normal course, after satisfactory completion of work subject to deductions, if any.
- 18) **AGREEMENT:** As per the rules of M.S.E.T.C.L., you will have to enter into an agreement with the undersigned, within seven days from the date of receipt of this purchase order, in the standard proforma and the same shall be got executed on the Non-Judicial Stamp Paper worth Rs. 500/- (Rs. Five hundred only), for proper performance of contract awarded to you. The cost of stamp paper shall be borne by you. The site for execution of work shall be handed over to you, after execution of agreement.

- 19) RISK & COST: If you fail to supply the materials & installation works in stipulated time the balance materials & work will be done at your risk and cost from other agency. Security deposit will be forfeited in addition to above.
- 20) CONSIGNEE: The ordered material should be delivered to various substations as per attached list. Bidders may visit the site before quoting the rates.
- 21) If you fail to execute the work fully in stipulated time, then balance work will be done on your risk and cost in addition to forfeiture of SD.
- 22) Bidders have to submit an undertaking in the attached Proforma 'ANNEXURE-G' declaring that their Firm is not Debarred/Blacklisted by Govt./Semi Govt./Other Power Utilities, anywhere.
- The undersigned reserves the right to reject any or all quotations without assigning any reasons.

Thanking You.

Encl: Schedule 'A', Annex 'W' & Annexure-G

Yours faithfully

sd/-  
(Vijaykumar A. Nikam)  
Executive Engineer  
EHV O&M Dn., MSETCL,  
Ratnagiri

Copy s.w.r. to: The Superintending Engineer, EHV O&M Circle, Kolhapur.

Copy to: Dy. Manager (F&A) EHV O&M Division, Ratnagiri / Notice Board.



**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.**  
**EHV O&M DIVISION, RATNAGIRI**

Name of work: Supply & Installation of biometric attendance system at various Substations & Offices, under EHV O&M Division Ratnagiri.

**SCHEDULE 'A'**

Sr. No.	Particulars	Qty.	Unit	Unit Rate Incl. Taxes	Line No. in SRM
	<b>Supply Part:</b>				
1	Biometric Attendance System: Features: 32 bit high speed embedded Processor: 1500 FR templates & 1000 transaction, 500 DPL optical sensor, communication TCP/IP, USB, T&A OR equivalent type having accessible from any location through static IP, Ethernet connectivity RJ45, 10000 Memory, 1900 finder memory	15	EA	6694.48	
	Software: Time HR Standard Desktop Application	15	EA	1719.06	
	<b>Service Part:</b>				
2	Installation, Training & Supervision of Time HR Application	15	EA	1083.73	

**Note:**

- 1) Taxes if any should be quoted separately otherwise it will be presumed that the rates are inclusive of all taxes.
- 2) Above rates are inclusive of all taxes (LC @1%, F&I @2% & GST @18%).
- 3) Schedule is enclosed for reference only.
- 4) Please quote rate in % in SRM only.

The total value of order is Limited upto Rs.1,42,459/- only (Rs. One Lakh Forty-Two Thousand Four Hundred Fifty-Nine only) including of all taxes.

sd/-  
(Vijaykumar A. Nikam)  
Executive Engineer  
EHV O&M Dn., MSETCL,  
Ratnagiri



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**"Annexure W"**

Sr. No.	Particular	Qty.	Name of Office
1	Biometric Attendance System	15	1) Substation Maint. Gang, Ratnagiri – 1 No. 2) LMSDN New Koyna – 1 No. 3) 220 kV Lote S/s – 1 No. 4) 220 kV Dasturi S/s – 1 No. 5) 220 kV Niwali S/s – 1 No. 6) 110 kV Arawali S/s – 1 No. 7) 110 kV Ratnagiri S/s – 1 No. 8) 220 kV Pawas S/s – 1 No. 9) 220 kV Oni S/s – 1 No.
2	Software: Time HR Standard Desktop Application	15	10) 220 kV Kharepatan S/s – 1 No. 11) 132 kV Talebazar S/s – 1 No. 12) LMSDN Kankavali – 1 No. 13) 132 kV Kankavali S/s – 1 No. 14) 132 kV Kudal S/s – 1 No. 15) 220 kV Insuli S/s – 1 No.

sd/-  
(Vijaykumar A. Nikam)  
Executive Engineer  
EHV O&M Dn., MSETCL,  
Ratnagiri

**Sub: Bidders Debarred/ Blacklisted by Government/ Semi-Government/Other Power Utilities --- Prohibiting participation of such Firms in MSETCL Tenders**

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**ANNEXURE-G**

**Undertaking to be submitted by the Bidder declaring that Bidder is not Debarred/ Blacklisted by Government/ Semi-Government/Other Power Utilities**

I/We hereby declare that I/We is/are participating in MSETCL's Enquiry

As on date of submission of this Tender, I/We hereby declare that My Firm/We is/are not Debarred/ Blacklisted by Any Government/ Semi-Government/Other Power Utilities, anywhere.

The above declaration is true to the best of My/Our knowledge and belief.

I/We hereby agree that in case My Firm/We are Debarred/ Blacklisted by Any Government/ Semi- Government/Other Power Utilities, anywhere, My/Our Offer is liable for rejection at any stage of Tendering process as per Tender Conditions.

Further, I/We hereby understand and agree that in case My Firm/We are Debarred/ Blacklisted by Any Government/ Semi-Government/Other Power Utilities, anywhere, My/Our order is liable for termination at any stage of Order execution process and My Firm/We shall be solely responsible for the consequences arising out of it.

Signature & seal of the Tenderer