



**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD**  
**(CIN No.U40109MH2005SGCI53646)**

 MAHATRANSCO Maharashtra State Electricity Transmission Co. Ltd.	400KV R.S.(O&M)Divn. Jejuri A/P: Jejuri. Tal: Purandhar Dist: Pune, Pin code-412303 e-mail: <a href="mailto:ee6160@mahatransco.in">ee6160@mahatransco.in</a>	 माहितीचा अधिकार RIGHT TO INFORMATION
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**EE/400 KV /R.S.O&M /Dn/Jejuri/273**

**Date:10.11.2022**

**Sub:** Second call to the Enquiry for Engaging Attendant on outsource basis at Regional TrainingCenter, 400KV R. S.Division, Jejuri.

Dear Sir,

Sealed and superscribed quotations are invited for the above work on item rate basis, so as to reach this office on or before **21.11.2022 upto 15:00 Hrs.** You are requested to quote your reasonable rate for the above work. The terms and conditions are as follows.

**INSTRUCTIONS TO BIDDERS:**

Please super scribe the offer with the following details :-

- a. Quotation for :-
  - b. Due Date :-
  - c. Name of the Bidder :-
- 1) The offer should be submitted in two separate sealed envelopes contained in one main envelopes super scribing the subject.

**Envelope 1:** Should contain associated documents/Certificates/proof of qualifying pre-requisite Broachers attested certificate etc such as,

Sr. No.	Documents Name
01	Full name and address of the company/ firm.Full name of contractor Permanent address of the contractor/ proprietor of the firm and proof for the same.
02	License for providing manpower on contract basis.
03	Proof for registration under ESI Act 1948 with code number of ESI if applicable/Valid Insurance Policy.
04	Proof for registration under Employee's Provident fund with code number, Proof for Professional Tax Number & GST Registration Certificate, if applicable.
05	Proof for registration under Shop & Establishment Act 1948. or NOC of grampanchayat for shop.
06	Bank name & full address, Bank account number & PAN card copy.
07	Certificate of performance, completion of similar work in MSETCL / MSEDCL / other Govt. utilities by authorities not below the rank of Executive Engineer .

**If validity of any license/certificate expires during order period, you will have to renew the same & submit the copy to this office. Payment will be affected for valid period only.**

**Envelope 2:** Price bid documents: This should contain only price bid in given schedule, not in any other format.

- 1) After verifying full documents /certificated pre-qualification as above in envelope 1,if it is found that ,bidder fulfills the desired prerequisites, envelope 2. will be opened. If the same is not meeting the prerequisites, Envelope 2 shall not open.
- 2) Quotations with incomplete details submitted without sealing or superscripting not submitted in prescribed format etc are liable to reject. Offer on fax or e-mail will not be accepted. This office will not be responsible for delay in postal transit. The agency should not submit 'conditional quotation' such conditional offer shall be liable for rejection.
- 3) The right to place an order for part or to cancel any or all quotations without assigning any reasons is reserved with this office.

**TERMS AND CONDITIONS:**

1. The offer shall be valid for acceptance for a period of 90 days (Ninety days) from the date of submission. During this period no bidder shall be allowed to withdraw his offer.
2. **Nature of work :-** Engaging Attendant on outsource basis at Regional Training Center, 400KV R.S. Division, Jejuri.
3. **Supervision of work :-** The work shall be under the supervision of Addl.EE (Maint.)Jejuri or his representative for this work.
4. The bidder should quote rates in % only ..The bidder should quote basic price exclusive of GST & GST should be quoted separately in appropriate field. The Estimated cost is amounting to Rs. 274,631.15 /- inclusive GST.
5. **Agreement:-** Contractor have to execute an agreement on Rs. 500/- Bond paper & cost of agreement to be borne by the agency.
6. **Security Deposit :-**Successful bidder have to remit the security deposit @ of 5% of total value of order in this office by Cash or DD/B.G./fixed deposit in nationalized or scheduled bank immediately from the date of receipt of order , otherwise interest will be recovered from your bill on Security deposit as per Company's rule. The security Deposit will be refundable to bidder after successful completion of contract period subject to NOC from operating officer. The bidder should asked for refund of Security deposit within 6month after complete of contract period of work, otherwise S. D. will be forfeited without intimation of bidder.
7. The age of engaging the persons on outsourcing should be 21 to 40 year.
8. Any kind of training to engaging persons will not be provided by M.S.E.T.C.L.

9. All work, as per day requirement shall be done in office hours and on working days. In case of urgency, contractor shall make an arrangement to attend the given work on Sunday and holiday with prior approval of the contract operating authority.
10. If the work of person provided by you against the order is found unsatisfactory, then contractor shall engage the other well experienced candidate at our request.
11. The persons should remain present in office on working days and shall not leave the office or company representative without prior permission.
12. The contractor will be solely responsible for any accidents either fatal or non- fatal occurred to your persons during the course of work, the compensation arising due to this is to be borne by you.
13. The contractor is solely responsible for compliance of statutory obligation under shop and establishment act, contract.
14. PAN no, GST Registration No(if applicable ) should be Mentioned specifically on your offer.
15. Labours act ,minimum wages act ,payment of wages act, workman compensation act and PF act etc. as per the relevant acts and rule in force.
16. The contractor is solely responsible for compliance of statutory obligation under shop and Establishment act, contract Labour act , minimum wages act ,payment of wages act, workman compensation act and PF act etc. as per the relevant acts and rule in force.
17. The payment of EPF is entirely the responsibility of contractor and no extra amount for that will be paid by MSETCL in any case.
18. All legal disputes are subject to the jurisdiction of Purandar court Dist. Pune.
19. The undersigned reserves the right to terminate this contract at any time or stages without assigning any reason.
20. The contract labour should be vigilant, alert and respectful during the contractual period. They should have Good moral reputation and should be free from bad habits like alcoholics, thefts etc
21. You shall be liable to fulfill all the Conditions/ Provisions ESI, PF, Minimum wages Act. This office not responsible for any short comings and liabilities out of provision of this Act. Any damage, compensation dispute, arising out of this contract will be at your cost/ risk.
22. You will have to maintain all records as required under labour laws, labour Licenses, solvency certificate, PF regulation, insurance ESI regulations, wages act. etc. As required for such works and should satisfy the concerned authorities at your cost and risk.
23. No residential or other facilities will be provided by M.S.E.T.C.L.
24. In case of any dispute, the decision of Executive Engineer is final and binding on you.

25. In case of difference of opinion, misinterpretation of any of the condition of the contract. In connection with or arising out of the condition or during the work period, the decision of the undersigned shall be final and binding on you.

Thanking you,

Yours' faithfully,

**Encl : Schedule A**

**-Sd-**

( M.K.Bhagwat )

**Executive Engineer  
400KV RS(O&M)Dn. Jejuri**

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**The contractors have to quote above/below/At par in % in respect of total Amount. The contractor should not quote above/below/At par of individual items, such Price bid will be rejected.**

1. -----**% Below** ( In words -----) of the above total estimated cost.
2. ----- **At Par** ( In words -----) of the above total estimated cost.
3. -----**% Above** ( In word-----) of the above total estimated cost.

Dated

**Signature of Contractor with Seal**

Name -----

Address-----

-Sd-

( M.K.Bhagwat )

**Executive Engineer  
400KV RS(O&M)Dn. Jejuri**

**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.,  
400KV R.S. (O&M) DIVN. JEJURI  
SCHEDULE "A"**

**Description of Work: Enquiry for Engaging Attendant on outsource basis at Regional Training Center, 400kV R. S. Division, Jejuri.**

<b>Sr N o.</b>	<b>Particulars of work</b>	<b>Qualification</b>	<b>No of Persons (Qty)</b>	<b>Estimated rate Per Person Per day including GST (As per current DA circular i.e from 01.07.2022 to 31.12.2022)</b>	<b>No of Days</b>	<b>Amount</b>
1)	Providing Attendant(Skilled Person ) at Regional Training Center, Jejuri.	Minimum graduate passed with Computer Literacy in MS- Office along with ability for 40&30WPM typing in English & Marathi	1 nos.	900.43	305	274,631.15
Grand Total						274,631.15

**The Estimated cost is limited to Rs. 274,631.15/- inclusive GST**

Note :1. Rate should be as per Minimum wages. Variable Special DA will be applicable.

**Yours' faithfully,**

**-Sd-**

( M.K.Bhagwat )

**Executive Engineer  
400KV RS(O&M)Dn. Jejuri**