

 <p>MAHATRANSCO Maharashtra State Electricity Transmission Co. Ltd.</p>	<p>MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD. (CIN U40109MH2005SGC153646) Information Technology Department</p> <p>Office of the Chief General Manager (IT) 'Prakashganga', C-19, E - Block, Bandra-Kurla Complex, Bandra-East, Mumbai – 400051</p> <p>Email: cgmit@mahatransco.in Tel. No: 022-26595137</p>	
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MSETCL/CO/CGM/IT/ 0 0 0 2 3 9

Date: 03 SEP 2023

Enquiry

Subject: Inviting Limited quotations for work of "Supply, installation and commissioning of All-in One Desktop, Laptops and Printers for various depts. of Corporate Office, MSETCL."

Sealed & super scribed quotations are invited from the reputed experienced/registered contractor for the work as described in Schedule 'A' enclosed herewith

Terms & Conditions:

1. The prescribed form i.e. Schedule 'A' duly filled & signed in with the rates written in words & figures should be sent by registered post or submitted in person to Office of the Chief General Manager (IT), IT Section, Prakashganga, Ground floor, Plot C -19. E - Block, BKC, Bandra (E), Mumbai: -400051 on or before **10.10.2023** upto **17:00** Hrs.

Contact Person: Babasaheb Kamble, System Analyst (IT) (I/c), CO Mumbai
Office No.: 022-69595112; Mob. +918554994999; email:sait7000@mahatransco.in

2. Please super scribe the offer with following details :
Quotation for work of: "Supply, installation and commissioning of All-in One Desktop, Laptops and Printers for various depts. of Corporate Office, MSETCL."

Name of Bidder: _____

3. Scope of Work:

- a. Supply installation and commissioning of 1 Nos. All in one desktops & 4 Nos of laptops and 10 Nos. of Printers at Corporate Office, MSETCL, Mumbai.
- b. Materials offered should be strictly as per specifications mentioned In Schedule 'A'.
- c. During the Maintenance and support period, contractor will depute their trained engineer once in 2 months for preventive maintenance & in case any fault arising in normal conditions/programming changes, the call will be attended within 1 working day after reporting of fault at our of our premises during normal office hours 9.30 AM to 6.15 PM.
- d. Support Period: You shall provide support/maintenance for the period of 3 year from the date of commissioning.


4. **Estimated Cost:** Estimated cost for the Supply of material is mentioned in the schedule 'A' is ₹ 9,85,024/- [In words- ₹ Nine Lakh Eighty Five Thousand Twenty Four Rupees only (inclusive of all taxes)]
5. **Documents required:** PAN registration certificate, Valid GST registration Certificate & Proof of firm being registered as shop establishment/firm/ Company as applicable, similar work execution experience certificates, Undertaking as per annexure B on company letterhead.
6. **Supply of Material:** should be strictly as per specifications mentioned in Schedule 'A'.
7. The quotations will be evaluated on the basis of lowest rates provided for the work of Supply of material as per MSETCL requirement.
8. **Delivery Period:** The material should be delivered to the consignee within 5 Days from the date of issue of order.
9. **Destination of Supply:** The material should be supplied at Office of the Chief General Manager (IT), IT Section, Prakashganga, Ground Poor, Plot C -19, E - block, BKC, Bandra (E), Mumbai: -400051 and other MSETCL office as per requirement.
10. **Contract Period:** The Contract shall be for period of 3 (Three) year from the date of acceptance of Work order. The decision to continue/discontinue rests solely with the competent authority of MSETCL. The agreed price would be applicable; however, if the prices are reduced on any account benefit of the same should be passed on to MSETCL.
11. **Submission of Invoice:** The invoice in triplicate for the work completed should be submitted to the Nodal Officer/authorized representative from IT dept., who will certify the bills and provide the Certificate of Satisfactory Work completion for payment.
12. **Payment Term:** 100% payment will be affected to you within 45 days after supply, installation, testing of all material & on the basis of actual measurement recorded by the engineer-in-charge. However release of payment may depend on availability of funds.
13. **Penalty for late delivery:** : If the materials are not supplied within stipulated time limit, penalty at the rate 1/2% (Half Percent) per week delay will be recovered from your bill subject to 10% maximum of work order value. In case failing of supply goods from your side, the balance goods will be purchased from other agency & difference in cost will be recovered from your bill & SD in this case will be forfeited to company.
14. **Acceptance of Quotation:** The Company does not bind to accept the lowest or any quotations neither will any reasons be assigned for rejection of any enquiry. It is also not binding on the company to disclose any analysis report of enquiry.
15. **Security Deposit:** The contractor should pay security deposit at the rate of 10% of the value within 7 days from the date of receipt of LOA which will be refunded after completion of guarantee period otherwise same will be deducted from 1st invoice bill.

16. **Quantity:** Material should be supplied as per specifications and quantity mentioned in enclosed Schedule 'A' only & quality as per sample approved.
17. If the materials are not approved/ received in good condition, the same shall have to be replaced in part or in whole as per case.
18. **Warranty:** Warranty 03(Three) year from the date of Supply. During the warranty period you will replace/ repair free of cost if material found defective in coordination with OEM.
19. Agency/ Company should submit the warranty certificate, wherever applicable.
20. The warranty would be on-site and comprehensive in nature and back to back support from the OEM.
21. The work should be done as per the specifications given in the Schedule 'A'. MSETCL will not accept the items with different specifications.
22. If any dispute arises, the decision of the undersigned is final and binding on you.
23. Partial supply/installation/configuration/commissioning will not be accepted by the MSETCL. Payment will not be remade for partially executed work.
24. Transit Insurance: Any damage during transit will not be the responsibility of MSETCL and bidder must agree to provide a replacement at his cost. Transit Insurance will be borne by bidder.
25. Packing: The material shall be packed suitably for Rail/Road worthy packing as per standard practice.
26. Income Tax & any other applicable taxes will be deducted from your bills as per rules prevailing rules at the time.
27. No extra charges for Engineer visit etc. will be paid; it should be arranged by vendor agency only.
28. **Accident:** If any accident occurs to your labour skilled or unskilled, compensation if any, is to be paid by bidder only.
29. For any loss to the company's property during execution of work, the bidder will be liable to pay the equivalent compensation as per the recommendation of concerned Engineer.
30. All the terms and conditions for the supply, testing and acceptance, payment terms, penalty etc. shall be as those mentioned herein and no change in the terms & conditions will be acceptable.
31. The enquiry should be completed with all particulars. Wherever, it is mentioned the enquiry must be signed along with seal. Any document of the enquiry not bearing the signature of bidder is liable to be rejected.
32. Right to reject any or all quotations is the reserved by the undersigned.
33. This office does not bind itself to accept the lowest or any bid and reserves the right to reject all or any bid or cancel the Enquiry without assigning any reason whatsoever. This office also has the right to re-issue the Enquiry without the Vendors having the right to object to such re-issue.
34. This office may at its discretion abandon the Enquiry process any time before the issuance of Purchase Order.

35. Where there is a discrepancy between the amounts in figures and in words, the amount in words shall govern.
36. No increase, decrease, discount reduction or any other changes in the price will be acceptable after the opening of the quotation.
37. The rates quoted should be valid for 180 days from the date of opening of quotation.
38. The disputes / arbitration etc. if any, against this contract will be subject to the jurisdiction of the Mumbai Court.
39. GST need to be specified clearly on quotation.
40. A part from the above points, all the terms and conditions published by MSETCL in booklet "Tender & Contract of Works" are applicable here also.

Thanking You.

- Encl: 1) Schedule 'A'
2) Annexure 'B'


Chief General Manager (IT)
Corporate Office, MSETCL
Prakashganga, BKC, Mumbai.

Copy to:-

- 1] The Assistant General Manager (F&A), Corporate Office, MSETCL.
- 2] Notice Board, CO, Prakashganga, MSETCL.



MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LIMITED (CIN NO U40109MH2005SGC153646)

SCHEDULE - 'A'

Subject: Quotations for "Supply, installation and commissioning of All-in One Desktop, Laptops and Printers for various depts. of Corporate Office, MSETCL."

S N	Description	Qty	Unit price	GST %	GST in	Total Amount
1	Laptop :- 12th Gen Intel Core i7 , Ram- 16 GB, Storage - 1 TB , Display 14 inch, Operating System : Win 11, Warranty :- 3 year , Color Silver + Microsoft Office perpetual	4				
2	All in One Desktop :- Ryzen Processor , Ram- 16 GB, Storage - 1 TB , Display 27 inch Touch , Operating System : Win 11, Warranty :- 3 year , Color White + Microsoft Office perpetual	1				
3	LaserJet Pro MFP M329dw Printers 3 Years Warranty	10				
	Total (in words) (inclusive of GST) Rs				Total	

* GST Number must be quoted on letter head and quotation in above format.

* All the valid relevant papers (Xerox Copy) should be enclosed with quotation i.e.

GST, Shop act, Pan Card, similar work execution experience certificates, undertaking as per Annexure A &

Annexure B.

Handwritten signature and date 03/10/23

Chief General Manager (IT)
Corporate Office, MSETCL
Prakashganga, BKC, Mumbai.

ANNEXURE 'B'

UNDERTAKING

(On Company's Letterhead)

To,
Chief General Manager (CGM-IT)
Corporate Office,
MSETCL, Prakashganga,
Plot No. C-19, E Block,
BKC, Bandra (East)
Mumbai 400 051

Dear Sir,

I/We agree for "Providing the services for work of **Supply, installation and commissioning of All-in One Desktop, Laptops and Printers for various depts. of Corporate Office, MSETCL**" at IT Section, Prakashganga, Plot No. C-19, E Block, BKC, Bandra East, Mumbai 400 051 at the rates herein tendered by me / us subject to the conditions of the enquiry/tender and supply above which I/We have carefully read and which I/We have thoroughly understood and to which I/We hereby agree.

I/We hereby agree to keep this offer open for 60 days from the due date of the enquiry/tender and shall be bound by communication of acceptance dispatched within the prescribed time.

I/We hereby declare that I/we have not been blacklisted by the registering authority or any department of the Central /State Government, Semi-Government, public undertakings, corporate etc.

The information given by me is true and in future if it is found that the information given by me is false then MSETCL is free to take legal action including termination of the contract, against me.

Yours faithfully,

Seal & Signature of the Bidder

Date:
Place: