

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO., LTD

Office of the Executive Engineer, EHV Project Division, Chhatrapati Sambhajnagar
Office Address: Administrative Building, Wing no. 104, Harsool S/stn Premises
Chhatrapati Sambhajnagar -431001
Contact No : 0240-2341915(O), 23647247
E-mail Id : ee2610@mahatransco.in

No.EE/EHV/Project /Div/Abad/Tech/ 1604

Dt: 20/10/2023

E-Enquiry

Subject : E-Enquiry for providing outsources services of Vehicle Driver on outsource basis at EHV Project Division Office, Chhatrapati Sambhajnagar

Dear Sirs,

Sealed & superscribed quotations are invited for the above works as per the enclosed schedule 'A'. You are requested to quote your lowest rate for the above work. The terms & conditions are as follows:

TERMS & CONDITIONS:

1. Per month rates as per minimum wages act should be quoted include taxes & all other charges etc. excluding GST. No extra charges will be paid. Rates shall be quoted in words & in figures.
2. Your quotation should reach this office on or before date **27.10.2023 by 17.00 Hrs** and the same shall be opened on the same day, if possible.
3. The order is limited to the period of 10 months from the date 01.10.2023 to 31.07.2024 or limited to amount 317762/- which ever is earlier
4. The work contract tax if applicable will be deducted from your bill as per rule.
5. The working hours will be normally from 09.30 Hrs to 18.30 Hrs or as per directives of undersigned.
6. According to the financial act, income tax will be deducted from your bill at the rate of rule of applicable of the contract value and certificate to that effect will be issued to you.
7. If any extra payment is required to be made by the agency to its employee on any account, the agency shall not have any right to claim additional payment from the company
8. You will have to comply with the following Acts and regulations as given below,
 - a. The Contract Labour Act, 1970
 - b. The Factories Act 1948
 - c. The Payment of Wages Act 1936.
 - d. The Minimum wages Act 1940
 - e. The Payment of Bonus Act 1965
 - f. The Workman Compensation Act 1923
 - g. The Payment of Gratuity Act 1972
 - h. The Employees State Insurance Act 1948 (wherever applicable)
 - i. Service Tax Act 1994
 - j. The Employees Provident fund & Misc. provisions act 1952
 - k. Industrial Dispute Act 1947
 - l. The trade Union Act 1926
 - m. The child Labour (Prohibition & Regulation) Act 1986
 - n. All other Acts related to contractual employees
9. You will have to maintain the muster roll as per the requirement of the Factories Act, 1948 and Maharashtra's Rules 1963. You will have to comply with the other provisions of the Factories Act which are applicable to you.

10. The persons employed by you shall carry with him Identity Card / Certificate duly issued by you for our checking and satisfaction. The aadhar card, bank details of the employed person should be submitted to this office.
11. You will have to provide uniform, coats for rainy season, over coats for the winter seasons.
12. Behavior of the employed persons should be of helping nature and polite.
13. M.S.E.T.C.L. will not make any arrangement for conveyance to attend the duties.
14. The agency will have to make necessary relief arrangement to the employees for their leave period.
15. The person should have knowledge of Marathi, Hindi & English
16. The personals employed by the agency should be regular and punctual in duties and should not leave the place unless the reliever comes. The agency should make stand by arrangements in case of absence of any employee.
17. Undersign reserve the right to reject any or all the quotations without assigning any reason therefore.
18. The work shall be carried out at under the EHV Project Division, Aurangabad
19. The contract can be terminated by the authority at any time, without assigning any reason therefore.
20. Security Deposit: the successful contractor shall have to deposit the security deposit of 5% of the order value for this work with MSETCL in cash or will be deducted from first RA Bill. The same shall be refunded to you after satisfactorily completion of total work and as per availability of funds.
21. The validity of your offer should be for one year. However, the order can be short closed in case of finalization of tender or order amount exhaustion.
22. The outsource driver shall be engaged out at **EHV Project Division, Chhatrapati Sambhajinagar** should be non alcoholic, well mannered, should possess a valid driving licence. Should be less than 58 yrs age.
23. All the terms & condition as per Company's rules including those work in the MSETCL booklet. Tender & Contracts for works are applicable in this case also. Not with standing stated herein, the company's general terms & condition of contract shall be applicable to this contract also.
24. Undersigned reserves the right to accept any quotation or reject or reject/accept all the quotations without assigning any reason.
25. Any dispute/differences rise, will be subjected to jurisdiction of Aurangabad Court only.
26. The work shall be supervised by the engineer, appointed by under signed and it should be carried out to the satisfaction of Engineer in charge. In case of any dispute, decision of undersigned shall be final and binding on the contractor.
27. Monthly bill payment will be paid to you by account payee cheque in reasonable time and as per the availability of funds after the satisfactory completion of work and as per measurement recorded in MB.
28. MSETCL circular No. 142 dtd. 03.01.2014 regarding making payments as per minimum wages Act, roles & responsibility of contractor is applicable to this order. Agency will have to produce all necessary documents, following procedures, fulfillments of all conditions & Acts as per circular
29. MSETCL reserve the right to add more terms and conditions / delete any of the condition during the contract period if found necessary

Thanking you in anticipation,

Yours faithfully,



A.C. Pathak

Executive Engineer
E.H.V. Project Division,
M.S.E.T.C.L., Chh.
sambhajinagar

Copy s.w.r. to:

The Chief Engineer, EHV PC O&M Zone, Aurangabad
The Superintending Engineer, EHV Project Circle, Aurangabad

Copy to:

The Manager (F&A), EHV Project Division, Aurangabad

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Schedule-A

**Providing Services of Vehicle Driver on outsource basis at EHV Project Division Office,
Chhatrapati Sambhajinagar**

Sr. No	Description	Unit	Unit rate in Rs. Per month
1	2	3	4
1	Providing outsources services of 01 nos Vehicle Driver on outsource basis under EHV Project Division, MSETCL Chhatrapati Sambhajinagar	Per month for one person excluding GST as per minimum wages act	

Yours faithfully,



A.C. Pathak

Executive Engineer

E.H.V. Project Division,
M.S.E.T.C.L., Chh. Sambhajinagar