

Maharashtra State Electricity Transmission Company Ltd.
(CIN No. U40109MH2005SGC153646)

Office of "the Superintending Engineer, EHV Projects Circle, Amravati."
Office Address: "A-Wing", 2nd Floor, "Prakash Sarita" Administrative Building,
220 kV Sub Station Campus, Morshi Road, Amravati - 444603.
Email ID:- se1600@mahatransco.in

Ref. No.: SE/EHV/PC/AMT/TECH/E-Enquiry/F-04/No. - 8 5 6 Date:- 1 8 DEC 2023

E-Enquiry for Quotations

Sub:- Enquiry for work of upgradation of 01 No. of Xerox machine at office of the Superintending Engineer, EHV Projects Circle, MSETCL, Amravati.

Dear Sir,

Please quote your lowest rates (Inclusive of all taxes) for the enquiry for "upgradation of 01 No. of Xerox machine at office of the Superintending Engineer, EHV Projects Circle, MSETCL, Amravati", as per MSETCL rules on terms & conditions given below. The bidders should submit their sealed and super scribed quotation by post or by hand delivery only, so as to reach this office on or before Dt.26.12.2023 up to 16:00 Hrs. and same will be opened on Dt.27.12.2023 at 11.00 Hrs. onwards, if possible. The quotations received on/after Dt.26.12.2023 after time 16:00 Hrs. will not be considered for bidding process and will not be opened for this enquiry. In case of hand delivery, Quotation should be handed over to receipt clerk of this office. MSETCL will not be responsible in any manner for the postal delay of any type.

TERMS AND CONDITIONS –

1. **Scope of work** – work of upgradation of 01 No. of Xerox machine at office of the Superintending Engineer, EHV Projects Circle, MSETCL, Amravati as per enclosed specification only.
2. The offer/quoted rates in **Schedule "A"** should include all taxes & other charges such as packing, transportation, F&I, installation etc.
3. The rate should be quoted on firm quotation basis.
4. **Specification** – The Desktop Computer & printer shall be supplied as per specification mentioned in enclosed Annexure-I.
5. Material not conforming to the specification shall be rejected.
6. Actual quantity of the work may be changed as per requirement.
7. While submitting the quotation, please Specify Make, Model no of the material to be supplied.
8. Supply of the items should be carried out at destination of EHV Projects Circle, Amravati.
9. Bidder should not submit 'Conditional Quotation'. Such conditional offer shall be liable for rejection.
10. Validity period of offer should be not less than 90 days from the date of opening of offer.
11. **Taxes** – The taxes as applicable as per GST regime will be deducted from your bills.
12. **Work Completion period** –One month from date of receipt of work order, failure of such; penalty equal to ½ % per delayed week subject to the maximum of 10% of the work order value will be levied.
13. **Payment** – The payment will be released after successful installation of supplied Desktop Computers. No advance payment will be made for this work
14. **Guarantee/Warranty:** -**The work should be guaranteed for the period of 03 years from the date of supply of the items in schedule "A". During this period if any defects arises in material and workmanship, those should be attended and rectified by you with free of cost immediately.** The contractor shall warranty & guarantee that the material will be new and in accordance with contract documents & will be free from defects in material for a period of **36-months** from the date of final acceptance of works by MSETCL. Any defects developed due to defective materials and / or during the guarantee period of 36-months from the date of final acceptance of work by MSETCL shall be rectified or made good by the contractor at his own cost. All the cost for the repair and/ or replacement of defective part such as dismantling, re-erection, supply, transportation etc. shall be to the account of contractor. If the defective/failed equipment's are not replaced/repared as per the above guarantee clause the purchaser shall recover the total purchase cost of the equipment plus 15% supervision charges from any bills or security deposit of the bidder/supplier.
15. **Security Deposit** -The agency shall have to pay the prescribed Security Deposit amounting to 10% of the total value of the contract in the form of Cash/DD/FDR of any nationalized / Schedule bank in the name of Superintending Engineer, EHV Projects Circle, Amravati payable at Amravati. The same will be refunded after the satisfactory completion of the work and guarantee period of 03 years. **The Bill will be released only after payment of SD.**


No interest will be paid on this amount and the entire Security deposit will be refunded to you on satisfactory completion of contract period. In case of breach of contract from your side the security deposit will be forfeited.

16. **Agreement** -In case order is placed, you will have to enter an agreement with MSETCL on bond paper of Rs.500.00 amount, in the prescribed format. You have to execute the agreement as per the provisions of "Mumbai Mudrank Adhiniyam 1958, Clause No.34" with requisite stamp duty within seven days from the date of issue of order. You will have to enter into an Agreement with MSETCL for the above work and until such agreement is executed within MSETCL, the MSETCL shall not be liable to pay nor you shall be entitled to claim any amount due for payment if any under this contract. The cost of the stamp paper required shall be borne by you. The necessary documents, for the agreement should be completed in consultation with Addl. Executive Engineer (O), EHV Projects Circle, MSETCL, Amravati for the above work.
17. While submitting the offer, the following documents (Self attested Xerox copies) must be submitted.
 - **Valid Shop Act Registration certificate**
 - **PAN card**
 - **GST Registration certificate**
 - **Agency has to submit the Certificate of Experience** of having successfully completed such type of supply of items in Govt. organization / MSETCL duly signed by the officer not below the rank of Executive Engineer or equivalent, along with copies of agreement of work / work orders mentioned in the certificate.
18. The quotations without the documents as enlisted above and certificate as per Schedule 'B' are likely to be rejected. The quotations should be properly sealed in envelope and super scribed with text "Enquiry for work of upgradation of 01 No. of Xerox machine at office of the Superintending Engineer, EHV Projects Circle, MSETCL, Amravati."
19. Quotations not complying with the requirements and not accompanied with experience certificate may not be considered. Right to accept / reject any or all quotations or part thereof is reserved by the undersigned.
20. The Company's general terms and conditions of contract shall be applicable to this contract and will be binding on you.
21. The undersigned reserves the right to cancel the work partly/fully without assigning any reason.

Thanking you!

Yours Sincerely,

Encl: 1) Annexure-I (Specification)
2) Schedule 'A'
3) Schedule 'B'


(Sau. Pranoti R. Deshmukh)
Superintending Engineer

Copy s.w.rs. to :-

The Chief Engineer, EHV PC O&M Zone, Amravati.

Copy to :-

1. The Sr. Manager (F&A), EHV Projects Circle, Amravati.
2. Mahatransco Website.
3. Notice Board.


MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD.
EHV PROJECT CIRCLE, AMRAVATI

Annexure-I

Name of work: -Work of upgradation of 01 No. of Xerox machine at office of the Superintending Engineer, EHV Projects Circle, MSETCL, Amravati.

Specification for Xerox Machine/ Photocopier: -

Name of User	Designation	Specifications of Proposed Xerox Machine/ Photocopier etc.
Sau. Pranoti R. Deshmukh	S.E.	Xerox Machine/ Photocopier: Canon make IR2625 with DADF Toner, Photocopier, Photocopy, Scanning, Duplex Printing, ADF scanner, network, standard USB, Wi-Fi, A3, A4. Speed:- 25ppm(A4), Memory- 2 GB RAM Accessories 1. Trolley stand 2. KVA voltage stabilizer


(Sau. Pranoti R. Deshmukh)
Superintending Engineer
EHV Projects Circle, Amravati

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD.
EHV PROJECTS CIRCLE, AMRAVATI

Schedule 'A'

Name of work: - Work of upgradation of 01 No. of Xerox machine at office of the Superintending Engineer, EHV Projects Circle, MSETCL, Amravati.

S n	Particulars	Uni t	Qt y.	Estimated rates					
				Ex -works rate	Labour cess @1%	F&I @2%	GST @ 18%	Total Rate in (Rs.)	Total Amount (Rs.)
1	3	4	5	7	8	9	10	11	12
1	Xerox machine (Canon make IR2625 with DADF Toner, Photocopier, Photocopy, Scanning, Duplex Printing, ADF scanner, network, standard USB, Wi-Fi, A3, A4. Speed:- 25ppm(A4), Memory- 2 GB RAM) Accessories: Trolley stand & KVA voltage stabilizer	Nos	1						
Grand Total in Rs.(Including LC@1%, F&I @2% & GST @18%)									
Grand Total in Rs.(Including LC@1%, F&I @2% & GST @18%) say									
Amount in words:-									

Note: -

- 1) Taxes if any should be quoted separately otherwise it will be presumed that the rates are inclusive of all taxes.
- 2) GST should be mentioned separately, if applicable.

Seal & Signature of the

Bidder.

Name _____

Address _____

Date:-

Place:

SCHEDULE 'B'

Contractor's Letter Head

UNDERTAKING

To,
The Superintending Engineer,
EHV Projects Circle, Amravati.

Dear Sir,

I/We undersigned agree for carrying out "Work of upgradation of 01 No. of Xerox machine at office of the Superintending Engineer, EHV Projects Circle, MSETCL, Amravati" at the rates herein Quoted/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 90 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: