

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.

CIN: U40109MH2005SGC153646

Registered Office:

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Plot No. E Sector  
Bandra Kurla Complex, Bandra (E)  
MUMBAI – 400052  
Phone: 022-2659 5000  
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The Office of the Executive Engineer  
PAC Division MSETCL, Yavatmal  
1<sup>ST</sup> Floor, Udyog Bhavan, Darawha Road,  
YAVATMAL – 445001  
Mob-8554993281  
Email: [ee1530@mahatransco.in](mailto:ee1530@mahatransco.in)

Ref: MSETCL/EE/PAC/DIV/YTL/Tech/24/No. 70

Date: 16/02/2024

ENQUIRY

To,

**Sub:** Enquiry for hiring Diesel Car SEDAN type “Tata Tigor/Swift Desire/Honda Amaze” or equivalent diesel vehicle along with driver at PAC Division, Yavatmal for the year 2024-25.

**Ref :**

1. CE/EHV/PCO&M/Zone/Amt/TECH/F-02/150224/No.0213 Dated: 15/02/2024.

Dear Sirs,

This office required to hire one number of **Diesel AC Car SEDAN type “Tata Tigor/Swift Desire/Honda Amaze” or equivalent diesel vehicle along with driver** for the **PAC Division, Yavatmal** as detailed in the SCHEDULE “A” mentioned below. You are requested to quote your lowest rates in the enclosed format named “**QUOTATION**” for renting your vehicle, subject to terms and conditions stipulated below. The quotation may please be submitted in a sealed envelope super scribed as “Quotation for Hiring of Vehicle for PAC Division, Yavatmal for the year 2024-25” so as to reach this office on or before **26/02/2024** up to **13:30 Hrs.** In case of hand delivery, the sealed quotation should be handed over to this office up to the prescribed timing. The quotations will be opened; if possible, on the next working day @ 15:00 Hrs. M.S.E.T.C.L. will not be responsible in any manner for the postal delay of any type.

SCHEDULE-A

Sr. No.	Particulars	Period of order
1.	Providing of Diesel AC Car SEDAN type “Tata Tigor/Swift Desire/Honda Amaze” or equivalent diesel vehicle along with driver for PAC Division, Yavatmal for the year 2024-25 on hire basis. The rates may be quoted on per day basis exclusive GST.	• For the period 01/04/2024 to 31/03/2025 or from the actual date of order to 31/03/2025.

### Terms and Conditions:

1. **Type of vehicle:** The vehicle to be provided shall be **Diesel AC Car SEDAN type "Tata Tigor/Swift Desire/Honda Amaze" or equivalent diesel vehicle along with driver** having valid taxi permit.

The vehicle generally should not be older than **March-2019** also performance of vehicle should be good. If the vehicle is older than **March-2019**, it will be selected after inspection of its condition. Preference will be given to local agency and new vehicle.

2. **Jurisdiction for use of vehicle:** The jurisdiction of use of vehicle shall normally be the Yavatmal and Amravati districts. However, occasionally the vehicle may be required to travel beyond the above referred jurisdiction. The normal headquarter for the vehicle will be Yavatmal.
3. **Rates:** The rate of hiring shall be on the per day basis. **The rate shall be quoted exclusive of all taxes and duties (exclusive GST).**

Rates shall stand firm up to the completion of the order.

With AC Minimum average fuel consumption shall be **15 km/ltr.** You may quote higher consumption. The diesel will be provided by MSETCL.

For the calculation purpose 2500 km of run will be considered.

The rates shall be inclusive of charges towards maintenance, repairs, lubricants, driver allowance, night halt, overtime of driver, etc.

4. **Taxes:** The all taxes and duties shall be exclusive. GST & statutory taxes if any will be paid extra if applicable as per the prevailing rules and regulations. **The current rate of GST will be 18% or as per notification.**
5. **Please note that the monthly expenditure of the vehicle (hiring charges with GST + diesel / fuel charges) shall be restricted to Rs 50,000/-.**
6. **Contract Period:** Tentatively for a period **01/04/2024 to 31/03/2025** or from the actual date of order to **31/03/2025.**
7. **Documents Required:**

Copies of following documents shall be submitted along with the quotation.

- a. **Vehicle Registration Certificate,**
- b. **Road Tax Certificate,**
- c. **Taxi Permit,**
- d. **Insurance certificate (comprehensive),**
- e. **Authorization certificate,**
- f. **Fitness Certificate**
- g. **P.U.C. certificate and**
- h. **Driver's license,**
- i. **Income Tax PAN of the contractor or the vehicle owner, etc.**



The documents shall be clear and valid. The originals will be required to be produced, for verification, at later stage.

All R.T.O. formalities and any other statutory requirement in respect of the vehicle are on your account only.

The above documents will have to be available in the vehicle while in the use for this office.

8. **Security Deposit:** You have to pay security deposit @10% of total order value at EHV O&M Circle, Amravati before commencing of the work. The S.D. will be refunded after satisfactory completion of contract period or otherwise it will be forfeited.
9. You should have to make an agreement with MSETCL on stamp paper of Rs. 500/- in prescribe format.
10. **The Income tax** as applicable will be deducted from your bills.
11. **Loss & damage:** During the period of hiring, all risk pertaining to the Driver and the vehicle and due to accidents will be to your account. In case the vehicle needs any repairs while on tour, the cost toward the same is to be borne by the owner and sufficient amount shall be kept available with the Driver to cope up the expenditure. The vehicle can be taken off for maintenance and repairs with mutual understanding.
12. **Penalty:**

If the vehicle is not made available at the prescribed time another vehicle will be hired and the charges of hiring and any charges towards different fuel average will be recovered from you.

In case the vehicle goes out of order / stranded for any reason while on tour the arrangement for alternate vehicle shall be made by you at no extra cost. Further in such an eventuality, if the alternate arrangement is not made by you, then the expenditure, made by MSETCL towards the return of person and/or tools and equipments to headquarter, shall be recovered from you, as per actual.
13. **Payments:** The payment, on monthly basis, shall be effected by A/C payee cheque within reasonable time / Online Payment in Vehicle owner account & account no. shall be provided with document, after submission of bills in duplicate along with necessary vouchers etc. The monthly bill should be submitted to The Executive Engineer, PAC Division, Yavatmal for further processing.
14. **Other conditions:**
  - I. The hiring charges will be paid for working days of the vehicle only. Normally, the vehicle will be required only on office working days and the duty hours of the vehicle will be normally 12 hours i.e. from 10.00 Hrs to 22.00 Hrs. However in exceptional cases the vehicle may be required on non-working days and / or additional hours than specified, for which no extra amount will be paid. The vehicle should also be available during



emergencies other than the specified time and as per company's requirement.

- II. The necessary testing equipments shall have to be carried in the vehicle.
- III. The MSETCL will not have binding to provide parking space for your vehicle inside or outside the MSETCL premises after duty hours.
- IV. The vehicle shall be maintained in good condition i.e. air pressure in the tyres, engine oil level, brake oil level, coolant level, etc. shall be maintained. The headlamps and indication lamps shall be maintained, spare lamps shall be available in the vehicle.  
A spare wheel (Stephaney) along with Jack and supporting pliers in good condition shall be available in the vehicle.
- V. The vehicle shall be provided in cleaned condition from outside and inside. If it is not sent clean, it will be the driver's duty to clean the vehicle.
- VI. The upholstery in the vehicle shall be wash cleaned periodically.
- VII. The driver shall not drive the vehicle rash. He will see that no inconvenience is caused to the occupants of the vehicle. He shall not indulge in any type of intoxication.
- VIII. The driver shall maintain his behavior with the occupants of the vehicle keeping due decorum. He will use polite and sober language.
- IX. The driver is required to maintain the vehicle diary indicating time of arrival for duty in the morning, all the movements during the day & time of closer of duty period. He is also required to maintain the kilometer readings at start and finish of work on a day, diesel filled in and obtain the signature of the user of vehicle regularly.

15. **Termination of contract:** This order will be terminated if the services offered by Driver or vehicles are found unsatisfactory. The penalty if any will be recovered from your monthly bills/S.D.

16. In case of any dispute regarding this contract, the matter will be referred under Yavatmal court jurisdiction.

17. The undersigned reserves the right to cancel this enquiry at any time without assigning any reasons.



(K. C. HOLE)

**EXECUTIVE ENGINEER,  
PAC Division, MSETCL, Yavatmal.**

**Copy s. w. c. to:**

1. The Superintending Engineer, Trans O&M Circle, M.S.E.T.C.L., Amravati.

**Copy to:**

1. The Manager (F&A), EHV O&M Circle, M.S.E.T.C.L., Amravati.
2. Notice Board

# QUOTATION

(Form for filling rates for renting of Taxi)

Date: / /2024

(Enquiry Ref: EE/PAC/DIV/YTL/Tech/24/No. dated : )

1. Type / Model of Vehicle: \_\_\_\_\_
2. Registration No. of the Vehicle: \_\_\_\_\_
3. Year of manufacture of the vehicle: \_\_\_\_\_
4. Run of vehicle uptil now: \_\_\_\_\_ km
5. Tyres replacement: (FL) \_\_\_\_\_ km, (FR) \_\_\_\_\_ km  
(RL) \_\_\_\_\_ km, (RR) \_\_\_\_\_ km
6. Rate of Hiring of Vehicle in Rs. / day exclusive of all taxes and duties
  - a. In words: \_\_\_\_\_
  - b. In figures: \_\_\_\_\_The above rate is exclusive GST (all Taxes and Duties).
7. Fuel consumption offered: \_\_\_\_\_ km/L
8. TIN (if any) \_\_\_\_\_
9. Conditions (if any)
  - a) -----
  - b) -----

## Document Enclosed

- |                              |  |
|------------------------------|--|
| 1. Pollution Certificate     | Valid up to _____                      |
| 2. Tax Receipt               | Valid up to _____                      |
| 3. Fitness Certificate       | Valid up to _____                      |
| 4. Insurance Certificate     | Valid up to _____                      |
| 5. Authorization Certificate | Valid up to _____                      |
| 6. Permit of Tourist veh.    | Valid up to _____                      |
| 7. Registration Certificate  | Dt. of Reg. _____<br>Yr. of m/f: _____ |
| 8. Driving license           | Valid up to _____                      |

The rates quoted above shall remain valid until the expiry of the order. The other terms and conditions of the above referred enquiry are acceptable to me.

Signature of the contractor

Name: \_\_\_\_\_

Seal:(The quotation shall be submitted preferably on the letter-head of the agency)