



MAHARASTRA STATE ELECTRICITY TRANSMISSION CO. LTD.	
Name of the office :-	Office of the Executive Engineer (Civil), EHV Civil Construction Cum Maint. Division, Chandrapur
Office Address :-	HVDC Guest House Area Premises, Urjanagar, Chandrapur
Phone :-	07172-220607 Fax No. :- 07172-220607
Email :-	ee4720@mahatransco.in

Ref. No. EEC/EHV/CCCM/Dn./CHD/Tech/219

Date:- 12.03.2024

ENQUIRY

To,

NAME OF WORK: - Hiring of Diesel/petrol/CNG Sedan/Hatchback car such as “TATA INDIGO/TATA ZEST/ TATA INDICA/ SWIFT DEZIRE or equivalent model with Driver on per day basis for the office of EHV CCCM Sub Division-Wardha, Dist. Wardha.

Dear Sir,

Sealed and prescribed quotations are invited from **13.03.2024** from the interested agencies for the above said work on item rate basis, so as to reach the office of Executive Engineer (C), EHV Civil Construction Maintenance Division, MSETCL, Chandrapur on or before **21.03.2024** up to **13.00 hours (holidays on 16.03.2024 & 17.03.2024)** and will be opened on the same day at **18:00 hours, if possible**. The schedule of quotation is as below: -

The quotation shall be accompanied with the following documents as mentioned below: -

1. Copy of valid registration of vehicle issued by RTO
2. Copy of registration under Bombay Motor Vehicles (Tax Act, 1958 & fitness certificate of vehicle under motor vehicle act 1988.
3. Copy of Driving License of driver
4. Copy of Recent Pollution Test Certificate (PUC)
5. Copy of Motor vehicle Insurance duly renewed.
6. Copy of Taxi Permit Certificate. The vehicle on hiring should have Valid “T” permit issued by concerned authorities.
7. Copy of Tax Certificate
8. Copy of PAN Card.
9. Copy of GST Registration.

TERMS AND CONDITION

1. The rate quoted shall be on per day basis and shall be inclusive of hiring rate per day, cost of maintenance/repairing works, driver wages, vehicle taxes, insurance, extra hours duty if any, night halt charges, if required and **including** GST. Such incidental charges required for keeping the vehicle in smooth running condition shall be borne by agency.
2. This office will NOT accept any conditional offers such as variation in average, rate quoted in Rs. / Month, assurance for no. of days the vehicle should be driven, request for exemption from taxes payment, overtime charges, night halting charges, etc.
3. The vehicle should be provided with experienced driver to drive the vehicle on road including state & National Highway safely and shall be possessed of valid driving License issued by the competent authority of the Govt. RTO and MSETCL shall not be responsible for driver's liabilities such as accident compensation, wages accommodation overtime & other facilities if any.
4. The fuel consumption for the vehicle will be considered @ minimum **15 kilometer per Ltr.** The same shall be reimbursed as per prevailing market rates for actual running of vehicle for Company's use as & when required.
5. Time Limit: -
The hire period for the vehicle will be for the F. Y. 2024-25 i.e., from 01.04.2024 to 31.03.2025.
6. Fuel will be provided by Agency and same will be reimbursed in monthly R.A. Bill after submission of valid proof. However, it shall be noted that the monthly hiring charges of Vehicle including fuel, GST, etc. shall not exceed Rs. 50,000/- per month i.e., total monthly expenditure on each vehicle shall be limited to Rs. 50,000/- as per MSETCL Corporate office Circular. (Or as per approval of the C.A. i.e., Chief Engineer). The revised guidelines if issued by our C.O. in respect of monthly expenditure on hiring of vehicle shall be applicable.
7. Preferably fuel should be filled in vehicle in presence of MSETCL, Official and Signature shall be obtained on fuel voucher.
8. Charges of Toll Plaza shall be borne by agency and will be reimbursed in monthly R.A. Bill. The toll charges should be paid by means of Fastrack compulsory.
9. The reimbursement for Engine Oil purchased and transit charges etc. will not be reimbursed. However, toll taxes & Diesel/petrol are in MSETCL's account.
10. The vehicle will have to be parked at the office of the Addl. Executive Engineer (C) CCCM Sub Division, Wardha, during duty hours or any other suggested safe place as directed by the Addl. Executive Engineer (C) CCCM Sub Division, Wardha. After working hours, parking for vehicle will be arranged by you.
11. The vehicle will be used in Wardha District. If required, the vehicle shall be used in Nagpur, Gadchiroli and Chandrapur District and any other required place.
12. The normal working hours will be between 09.00 hours and 19.00 hours. If required the vehicle may be used earlier or beyond this period however, for which no extra charges will be paid by Company.
13. Normally service of the vehicle will not be used on Sunday. But if required you have to make the vehicle available on Sunday also. The payment will be made for days for which vehicle is used. No payment will be made for the days when vehicle is not required by company during the month.
14. The vehicle purchase should not be older than 5 calendar year as on dated 31.03.2024.
15. In case of accident while the vehicle is on duty with M.S.E.T.C.L., the Contractor /agency shall be liable in case of Court awarding any Compensation amount to the person met with an accident and M.S.E.T.C.L. shall not bear any responsibility in such matters.
16. In case there is any accident to driver/vehicle, M.S.E.T.C.L. will not be responsible for the same. The agency shall pay compensation to the drivers as may be admissible under compensation act for which contractor shall be fully responsible & binding. The agency shall have to comply with the provision of Bombay Motor vehicle act. & Other statutory provisions framed there under from time to time.
17. The driver deployed on the hired vehicle shall maintain the vehicle diary indicating date, time & starting Kilometer reading and time of closure of duty & closing kilometer reading, entries of fuel per day and should obtain the signature of the authorized representative of MSETCL using the vehicle from time to time.
18. All statutory provisions of Company RTO and state Government are applicable and shall be taken into account before quoting.
19. The owner should get himself well conversant with the terms and conditions (in case of doubts) before quoting of rates.

20. The undersigned reserves the right to reject any or all quotation/offers without assigning any reasons thereof.
 21. You will have to deposit security deposit @ 5% value of the work order at the division office in the form of cash within 10 days of the order date which will be refunded after satisfactory completion of the full contract without any interest.
 22. The income tax and surcharges as per the rules will be deducted from the bills.
 23. The agency should have to produce undertaking that agency itself will be responsible for all risks that may arise during contract period in agreement.
 24. Submission of agreement on Rs. 500 Stamp paper.
 25. You should submit your bill monthly in triplicate to the concerned In-charge along with vehicle diary; etc. for arranging payment. The payment will be made in working days and nothing will be payable for off road.
 26. The Contractor has to maintain the hired vehicle in a good condition to ply on road safely and all statutory taxes/R.T.O. taxes should be paid. MSETCL shall not be responsible for driver's liabilities such as wages, accommodation, compensation arising out of accident and other facilities if any. Further vehicle must be kept in clean and hygienic condition on daily basis.
 27. If the Driver engaged on vehicle is found not as per the requirement, you will have to replace the person immediately.
 28. In case of failure of vehicle, the agency will have to make alternative arrangement by providing another vehicle if demanded for the same.
 29. Failure to provide the vehicle during the contractual period; MSETCL will be at liberty to engage vehicle from other agency and the excess expenditure (including taxes) incurred on account of vehicle engaged in line shall be recovered from your bill.
 30. No penalty will be payable by M.S.E.T.C.L. if either vehicle or driver is found in default+/contravention of R.T.O./Traffic rules and regulations.
 31. In the event of any breach of any of the terms and conditions of the contract, MSETCL shall have (without prejudice to rights and remedies) the right to terminate the contract forth with by giving 3 days' notice & the entire S.D. paid there under shall stand forfeited, please note.
 32. Arbitration clause will be applicable as per MSETCL (erstwhile MSEB) rules. Any legal matter if arises shall be subjected to Chandrapur jurisdiction only.
- Thanking you.

Encl: - Schedule 'B'

Yours faithfully

-Sd/-

(R. D. Ramteke)

**Executive Engineer(c),
EHV Civil Const Cum Maint Division,
MSETCL, Chandrapur**

Signature of Agency

Copy submitted w.r.to: -

1. The Superintending Engineer (c), EHV CCCM Circle, Nagpur.

Copy to: -

1. The Dy. Manager (F&A), EHV CCCM Division, Chandrapur.
2. Notice Board
3. Master File.

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Office Address :-	HVDC Guest House Area Premises, Urjanagar, Chandrapur
Phone :-	07172-220607 Fax No. :- 07172-220607
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SCHEDULE "B"

NAME OF WORK: - Hiring of Diesel/petrol Sedan/Hatchback car such as "TATA INDIGO/TATA ZEST/SWIFT DEZIRE or equivalent model with Driver on per day basis for the office of EHV CCCM Sub Division-Wardha, Dist. Wardha.

Sr. No.	Particulars of item	Qty.	Rate in Rs. (Per day)	Amount
1.	Hiring of Diesel/petrol/CNG Sedan/Hatchback car such as "TATA INDIGO/TATA ZEST/TATA INDICA/SWIFT DEZIRE or equivalent model with Driver on per day basis.	312	-----	-----
			Total =	

(Amount in Words - _____)

-Sd/-

Signature of Agency

(R.D. Ramteke)
Executive Engineer
EHV Civil Const Cum Maint Division,
MSETCL, Chandrapur