

M.S.E.T.Co. Ltd, 132 kV, Navives S/Stn. Premises Old mill
Compound, Solapur-413001

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No. EE/EHV/PD-III/Solapur/679

Date: 05/06/2024

E-ENQUIRY

Sub: E-enquiry for the supply of office stationary material for the EHV Projects Div-III Solapur including S/Dn offices.

Dear Sir,

Sealed and super scribed quotations are invited for the work as per enclosed Schedule 'A'. You are requested to quote your lowest rate for above work. The terms & conditions are as follows :

TERMS & CONDITIONS-

- 1) Rate shall be quoted on firm quotation basis inclusive of all Taxes & the rates shall be given in figures.
- 2) The quotation should be sent under sealed cover duly super scribed as QUOTATION for the supply of office stationary material for the EHV Projects Div-III Solapur including S/Dn offices.
- 3) Your quotation should reach this office **on or before 12.06.2024** and the same will be opened on the same day, if possible.
- 4) Copy of valid documents of such as details of firm, Bank details, PAN Card, GST Certificate, Bombay Shop act license & similar work experience should be enclosed with quotation.
- 5) The material shall be supplied within **10 days** from the date of receipt of this office order otherwise penalty @ 1% per week subject to max. 10% of the order amount will be levied at the discretion of the Competent Authority.
- 6) The undersigned reserves the right to place order either partly or fully or to reject any or all the quotations without assigning any reasons whatsoever.
- 7) Please quote your PAN & GST No. on the quotation
- 8) Payment of bill will be made after satisfactory supply of material at the direction of Engineer in charge & as per availability of funds.
- 9) In case of any dispute the decision of the Executive Engineer, EHV, PD-III, Solapur will be final and binding on the contractor.
- 10) Income tax at the prevailing rate on gross amount of bill would be recovered from you. Work tax will be deducted as per Govt. rules.

- 11) Contractor will have to pay Rs 5% S.D. on value of the work order.
- 12) Contractor will have to sign at the end of Schedule "A" attached.
- 13) Over writing, corrections if any, shall have to be initialed by the contractor.
- 14) The rate should be inclusive of all mobilization charges and Transportation charges. No extra amount than work order cost will be paid by MSETCL.
- 15) Work order amount will be **limited to Rs. 1.97 Lakhs** only.
- 16) The right to place an order or to cancel any or all quotations without assigning any reason is reserved with this office.

Thanking you,

Yours faithfully

Sd/-
(Mr. S.F. Deshmukh)
Executive Engineer
EHV Projects Div-III, Solapur

Encl:- Schedule "A"

Copy to SWRS To :-The Superintending Engineer, EHV Projects Circle, Pune

Copy to :-1) The Manager(F&A) EHV Projects Div-III, Solapur
2) Notice Board

Schedule "A"
Statement Showing of Office Stationary & Printed Material For year 2024-2025

Sr. No.	Description	Unit	QTY	Rate	Total Amt.
1	A/4 Size Paper 80 GSM (Paper 1 Rim 500 Sheet)	Rim	299		
2	75gsm Green Legal Paper (Paper 1 Rim 500 Sheet")	Rim	5		
3	Highlighter	EA	38		
4	Whitener Pen	EA	8		
5	Scale (Steel) 12"	EA	22		
6	Sketch pen (full set)	DZ	11		
7	Pencil Sharpner Box (12)	BOX	0		
8	Eraser (20 Pieces/ Box)	BOX	0		
9	Fevistick	EA	55		
10	Pencil (Apsara) Box	EA	21		
11	Black Ink Ball Point Pen (10 Pes)	BX	11		
12	Blue Ink Ball Point Pen (10 Pes)	BX	11		
13	Red Ink Ball Point Pen (10 Pes)	BX	10		
14	Green Ink Ball Point Pen (10 Pes)	BX	0		
15	Permanent/CD Marker (Red/Black/Blue)	EA	22		
16	Stamp pad ink	EA	11		
17	Cello tape (1") White	EA	26		
18	Cello tape (2") White	EA	23		
19	24" White 100 Tag Bundle	EA	13		
20	Calculator Citizen CT-512	EA	17		
22	28x34.25 cm Liver Box File	EA	218		
23	Port Folio (9"x13")	EA	75		
24	Plastik file	EA	165		
25	Paper Weight	EA	5		
26	Scissor	EA	7		
27	Pins (Tachani)	box	15		
28	Pin Cushion (Magnetic)	EA	13		
29	Stapler Small Size (Kangaroo) 10 No	EA	11		
30	24x6 mm Stapler Pin Box	EA	49		
31	10x1 mm Stapler Pin Box	EA	51		
32	Stapler Big (Kangaroo) 45P	EA	3		
33	Stamp pad (Small size 90mm x159 mm)	EA	5		
34	Camel Gum Pest Bottle (300ml)	EA	5		
35	32 mm Binder Clip Box	EA	23		
36	25 mm Binder Clip Box	EA	47		
37	Colour flags	EA	35		
38	100 Pages Register 21x34 cm	EA	8		
39	200 Pages Register 21x34 cm	EA	24		

Sr. No.	Description	Unit	QTY	Rate	Total Amt.
40	Inward Register 28 x 45 cm	EA	3		
41	Outward Register 28 x 45 cm	EA	2		
42	Attendance Register 21x34 cm	EA	1		
43	Imprest Register (Duplicate Book) 21x34 cm	EA	22		
44	Vehicle Log Book (100 Pages)	EA	2		
45	Imprest CV Forms Pad (100 Pages)	EA	18		
46	Envelop 6.5" X 13.5"	EA	275		
47	Envelop 5" X 11"	EA	249		
50	Punching Machine Big	EA	10		
52	Letter Tray	EA	6		
53	U-pin box	EA	11		
54	Crop Register 200 Pages	EA	24		
55	Day book	EA	4		
57	Tax Register	EA	2		
56	Docket Voucher	EA	10		
21	BIG Calculator Casio	EA	5		
48	Envelop 10" X 15" cotton green paper	EA	325		
49	Envelop Legal Size brown paper	EA	225		
51	Big Punching Machine	EA	2		
58	Blue Double Side Carbon	Box	2		
59	Rubber Band Small Size	Box	5		
60	Rubber Band Big Size	Box	5		
62	Files Spring	EA	50		
63	Cutter Big	EA	2		
Total Rs.					
Note - Rates quoted should be including all taxes.					

Sd/-
(Mr. S.F. Deshmukh)
Executive Engineer
EHV Projects Div-III, Solapur