


**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.**

	<b>OFFICE OF THE EXECUTIVE ENGINEER</b> Office address: - Plot No.32, M-Sector Near Godavari Engineering College New MIDC Jalgaon. Contact No.: - 0257-2212769(O) Fax- 2212770 Email Id: - ee5210@mahatransco.in
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No.: EE/ EHV/ O&M/ Dn./JLG/ Tech/

**No 00944**

Date:

**12 AUG 2024**

E-Enquiry

To,

**Sub:** E-Enquiry for providing Tata Sumo /Mahindra Xylo/ Bolero or equivalent vehicle along with driver on per day basis for the Addl. Executive Engineer, Sub-station Maintenance sub-division Jalgaon under EHV O&M Division, Jalgaon.

**Dear Sir,**

Sealed super-scribed quotations duly quoted are invited for providing Tata Sumo /Mahindra Xylo/ Bolero or equivalent vehicle along with driver on per day basis for the Addl. Executive Engineer, Sub-station Maintenance sub-division Jalgaon under EHV O&M Division, Jalgaon for 12 months period as per the scope of work as per Schedule "A" on or before **Dtd. 23.08.2024 up to 15:00 Hrs.** on your letter head along with supporting documents. Quotation will be opened at 16.00 Hrs. on the same day if possible.

Sr. No.	Particulars	Period of hiring	Rate/Day In Rupees
1	Providing Tata Sumo /Mahindra Xylo/ Bolero or equivalent vehicle along with driver on per day basis for the Addl. Executive Engineer, Sub-station Maintenance sub-division Jalgaon under EHV O&M Division, Jalgaon as per the scope of work as per Schedule "A".	Twelve months from the date of engaging of the vehicle	Rate quoted should be on per day basis only. (Without GST) (Without Fuel cost)
2	Fuel Charges		As per actual (Fuel charges will be paid @ 8.5 Km/ltr.)

**NOTE:**

- A. **Amount of the work order:-** Limited to Rs. 6,00,000/- Including vehicle Expenditure, Diesel/petrol/CNG cost & all other taxes & charges. The maximum amount of expenditure per month will be limited to Rs. 50,000/- which is inclusive of Hiring Charges, Fuel, GST @ 5% and all other taxes & charges.
- B. The fuel at the average of **8.5 Km/Ltr** will be reimbursed by MSETCL.
- C. The GST applicable if any should be quoted extra.

**The Quotation shall be accompanied with the following documents as mentioned below:**

- A) Attested copy of valid Registration of the vehicle issued by R.T.O.
- B) Attested copy of Tax paid receipt of Bombay Motor Vehicles (BMV) Tax Act, 1958.
- C) Fitness certificate of vehicle under Motor Vehicle act 1988.
- D) Attested copy of Recent Pollution Test Certificate (PUC).
- E) Attested copy of Motor vehicle Insurance duly renewed.
- F) Attested copy of Valid "T" permit issued by concerned authorities.
- G) Attested copy of PAN Card of authorized Signatory.
- H) Attested copy of valid driving license of the driver.
- I) GST Registration certificate if applicable otherwise Submit Undertaking /Income tax return certificate for last year accordingly should be attached with the enquiry Form).

**Note:**

1. An undertaking should be submitted if any of the above documents are presently not available all the documents should be valid before engaging the vehicle.
2. **The Vehicle should not be older than 5 years till the expiry of the period of hiring of the order.**

**TERMS AND CONDITIONS**


1. The fuel consumption for the vehicle will be considered @ **8.5 Kilometer per Ltr.** The same shall be reimbursed as per prevailing market rates for actual running of vehicle for Company's user as & when required. **Fuel will not be provided by MSETCL.**
2. The reimbursement for Engine Oil purchased and transit charges etc. will not be reimbursed.
3. Vehicle should have a FASTAG for payment of Toll taxes, which will be reimbursed by MSETCL.
4. 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 etc.
5. The quoted rate should be inclusive of salary of driver, R.T.O. taxes, all Insurance, PUC test of vehicle during the operating period, repairs, lubricants, Income tax etc. complete on per day basis and nothing extra shall be paid by M.S.E.T.C.L.
6. 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.
7. 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.
8. The vehicle engaged on hiring should possess valid "T" permit issued by concerned authorities, and also should have pollution under control ("PUC") Test certificate. In addition the lowest rates quoted by the owner of the vehicle, this vehicle will be inspected by Division In-charge regarding the good running condition of the vehicle. Thereafter work order will be issued.
9. **Payment terms: -**  
The driver of the vehicle should maintain a diary recording the movements KM run, timings etc. which should be got certified by the authorized officer of MSETCL daily. The agency must prepare monthly Bill in triplicate in the name of undersigned & submit to the respective SMSD office & copy of Vehicle log book along with Bill will be scrutinized, certified by respective SMSD office & same bill will be forwarded to EE, EHV O&M Division, Jalgaon for audit and effecting the payment. The

payment will be made subject to the availability of the funds. Monthly Bill payment will be paid to you by account payee cheque in reasonable time and as per the availability of funds at EHV O&M Division, Jalgaon. Payment will be made only for the days of actual hiring of Vehicle for Company's use only.

10. The working hours from **Monday to Saturday** shall generally be from **8.00 A.M. to 8.00 PM** as per requirement. However vehicle may be used beyond specified time if required and **NO OVER TIME** shall be given. ( In case of emergency the vehicle may be used on Saturdays, Sundays & public holidays)
11. Vehicle shall be hired on daily basis and no payment shall be given for Saturdays, Sundays & public holidays, if the vehicle is not used.
12. Vehicle will be hired for SMSD Jalgaon. The Vehicle will operate generally in Jalgaon/Dhule District. However, vehicle may be used for occasional official tours to other district places, too, if required. The driver deployed on the hired vehicle shall maintain the vehicle diary indicating time & Kilometer reading and time of closure of duty and should obtain the signature of the authorized representative of MSETCL using the vehicle from time to time. The driver engaged on hired vehicle put into company service should be preferably young, polite, obedient, with valid driving license, should have sufficient experience to drive the four-wheeler vehicle safely & carefully without causing any accident, attend duty in time with neat & clean uniform & should not having any kind of bad habits, driver should know Marathi/Hindi/English, traffic rule knowledge & writing entry in vehicle dairy sheet. If the officer using the vehicles find anything wrong with the driver, vehicle shall be immediately discontinued & vehicle treated not on duty & penalty shall be made at applicable rate.
13. **Security Deposit:** - The successful bidder will have to deposit the security deposit of 10% of the work order value in cash/ FDR within 14 days from the date of receipt of LOI at the Office of the Executive Engineer, EHV O&M Division, Jalgaon. The entire security deposit will be refunded to you on satisfactory completion of contract period and as per availability of fund. In case break of contract from your side, before completion of contract period, the security deposit will be forfeited by the company.
14. The initial kilometer reading shall be taken at the first reporting station, and the closing reading shall be taken at last the station where the vehicle is disengaged from the duty.
15. The Contractor has to maintain the hired vehicle in a good condition to play on road safety and all statutory taxes/R.T.O. taxes paid. MSETCL shall not be responsible for driver's liabilities such as wages, accommodation, compensation arising out of accident and other facilities if any.
16. Failure to carry out the work during the contractual period MSETCL will be at liberty to get the un-executed work carried out departmentally or from other agency and penalty @ 1% (minimum) per day on account of every un-executed work shall be imposed subject to maximum 10% of the contract value & shall be recovered from your bills.
17. The unsigned and incomplete quotations will not be accepted.
18. In the event of any breach on any of the terms and conditions of the contract, the MSETCL shall have (without prejudice to other rights and remedies) the right to terminate the contract forthwith by giving 24 Hours' notice.
19. The income tax as per the rule will be deducted from the bills, applicable payable to agency and the same will be paid to the Government in order discharge the liability of the company.
20. The agency should follow safety rules and regulations including issue and use of personal protective equipment to the staff engaged for execution of the contract otherwise the agency will be liable for action. The personal protective equipment's shall be issued to the driver employed by the agency. The agency shall have to produce the required documents to the authorities for verification as and when required.

In case of failure of vehicle, the agency will have to make alternative arrangement by providing other vehicle if demanded for the same.

22. No Kilometer will be allowed for conveyance of vehicle from owners parking to this office and vice versa if required the same should be clearly mentioned.
23. 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 have fully responsible & binding. The agency shall have to comply with the provisions of Bombay Motor vehicle act. And other statutory provisions framed there under from time to time.
24. The agency and his driver shall observe all security rules and regulations, since the power station premises is a prohibited place.
25. **Agreement** :- The successful bidder will have to submit the Agreement Within 15 days from date of the receipt of LOI as per provision of "Mumbai Mudarank adhiniam 1958 CL.34" with requisite stamp duty (Stamp paper not less than Rs. 500/-) before engaging of vehicle.  
You will have to sign an agreement with MSETCL regarding abiding with all the terms and conditions of this order on a non-judicial stamp paper. The matter to be printed on the stamp paper will be provided to you by this office. The necessary stamp duty & bond paper for the agreement shall be borne by the Contractor.
26. The undersigned reserve the rights to reject any or all quotation offers without assigning any reasons thereof.
27. **JURISDICTIONS:** In case of difference of opinion, about interpretation of terms & conditions between Owner/Agency & MSETCL, the decision of order placing authority will be final & binding on the Owner / Agency. Also, any dispute arising out of your contract, it will be in the jurisdiction of Hon. Jalgaon court only.

  
(Mahesh R. Patil)  
Executive Engineer,  
EHV O&M Division,  
MSETCL, Jalgaon.

Copy s.w.r.to:-


- 1) The Chief Engineer EHV PC O&M, Zone, MSETCL, Nashik.
- 2) The Superintending Engineer, EHV O&M Circle, MSETCL, Khadka.

Copy to:-

- 1) Additional Exe Engineer, SMSD, MSETCL, Jalgaon
- 2) Dy. Manager (F&A), EHV O&M Division, MSETCL, Jalgaon.
- 3) Notice Board

**SCHEDULE "A"**  
**SCOPE OF WORK**

1. Providing Tata Sumo /Mahindra Xylo/ Bolero or equivalent vehicle along with driver on per day basis for the Addl. Executive Engineer, Sub-station Maintenance sub-division Jalgaon under EHV O&M Division, Jalgaon.
2. The Air Conditioning Facility in the Vehicle can be used as & when required. Hence, the vehicle should be equipped with AC Facility. The Vehicle should have new branded Tyres.
3. Vehicle should have Fastag facility for payment of Toll Taxes, which will be reimbursed by MSETCL
4. The vehicle will operate in Jalgaon/Dhule District. However, vehicle may be used for occasional official tours to other district places if required, for which no charges shall be paid extra.
5. Maintaining the vehicle diary indicating time & Kilometer reading and time of closure of duty and obtaining the signature of the authorized representative of MSETCL using the vehicle from time to time.
6. All the documents of vehicle should be updated from time to time.
7. The undersigned reserve the rights to terminate the work order/ services without assigning any reasons thereof.
8. Fuel will not be provided by MSETCL. Hence, agency should maintain adequate quantity of fuel at any situation.

  
**(Mahesh R. Patil)**  
**Executive Engineer,**  
**EHV O&M Division,**  
**MSETCL, Jalgaon**