



**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.**  
**CIN No.U4010MH2005SGC153646**

**EHV O&M Circle, Old Power House, Parli-V**  
**Cont. No. 02446-222076 (O) / 223308 (P), Fax No. 02446-222258**  
**Email Id :- [separli@gmail.com](mailto:separli@gmail.com)**

**Ref No: SE/EHVC/PV/TS/ 1774**

**Date: 25.11.2024**

**To,**  
**E- Enquiry**

Sub: E- Enquiry for Cleaning and sweeping at Hot Line unit office Parli and Administrative office of EHV O&M Circle Parli.

Dear Sir,

Sealed firm quotations are invited for Cleaning and sweeping at Hot Line unit office Parli and Administrative office of EHV O&M Circle Parli on the conditions listed below as per attached schedules

**TERMS AND CONDITIONS:**

1. Your sealed quotation should reach this office on or before **Dt. 10.12.2024 at 05:30 Hrs.** and will be opened on the same day, if possible.
2. Quotation shall be sent under sealed cover duly super scribed as Quotation for -- ----- & Your Enquiry No. -----
3. Documents should enclose with the offer for Technical Qualification.
  - a. Shop Act Registration.
  - b. PAN copy.
  - c. GST Registration.
4. The rates should be valid for 120 days.
5. The rates shall be quoted in the work schedules. Overwriting or conversions of figures correction and where unavoidable shall be made by Crossing out initiating, dating and rewriting.
6. No advance payment shall be made in any case. However, 100% payment shall be affected after satisfactory completion of work.
7. The quotation should be submitted strictly as per our requirement; any additional condition/shortfall left in offer letter shall cause rejection of quotation.
8. The undersigned reserves the right to reject any or all the quotations without assigning any reasons thereof.
9. Order limited to **Rs. 2.5 Lakhs** only

Thanking you,

Yours faithfully,

**Encl: Schedules.**

S/d  
Superintending Engineer,  
EHV O&M Circle, Parli-V.

**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.,**  
**EHV.O&M.CIRCLE, PARLI-VAIJNATH.**

**SCHEDULE "A"**

**Scope of Work:** Cleaning and sweeping at Hot Line Unit Office Parli and administrative office of EHV O&M Circle Parli-V

<b>Sr. No</b>	<b>Particulars of Work</b>	<b>Unit Per Office</b>	<b>Per Month</b>	<b>Rate</b>
1	Cleaning and upkeeping at on Monthly basis -Daily cleaning and upkeeping of All Rooms of Administrative Office/, toilet blocks by brooming, sweeping and wet moping the entire premises, cleaning of toilets, urinals by using toilet cleaning agents and wet moping, keeping the premises in hygienic condition dusting the furniture, cleaning all partitions and doors once in a week, cleaning windows, water cooler once in a month, daily cleaning of basins etc. complete as directed.	01	01	
2	Providing cleaning material being used for cleaning i.e. floor cleaner, brooms, dusters, mops, odonil cakes, naphthalene balls, detol, soap, washing powder etc.	01	01	

**If Taxes:**

1. \_\_\_\_\_
2. \_\_\_\_\_

S/d  
**Superintending Engineer,  
EHV O&M Circle, Parli-V.**