

MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD

From,
Executive Engineer
PAC Division, Near Market Yard, Bapat Camp, Kolhapur-416005
Off:-0231-2662668 E-mail: - ee3530@mahatransco.in

Ref: EE/PAC/Kop/Tech/No. 18

Date:- 21.01.2025

E-Enquiry

Sub: - E-Enquiry for Cleaning & housekeeping of offices under PAC Division Kolhapur.

Dear Sir,

Quotations are invited Cleaning & housekeeping of Division office & Ratnagiri Unit under PAC Division Kolhapur. The quotation giving full details of your terms and conditions for above work mentioning validity of the rate, should reach this office on or before **28.01.2025** at **16.00** hrs. You are requested to quote your reasonable rates with due consideration of the following points.

Terms and Conditions-

1. The rates quoted must be Exclusive of all taxes. GST should be quoted extra.
2. The GST registration Certificate if registered, PAN Zerox copy must be enclosed with quotation.
3. If registered under SSI, the Photo copy of the registration should be attached with the quotation.
4. Without pan card quotation will not be acceptable.
5. The envelope should be super scribed as '**Cleaning & housekeeping of offices under PAC Division Kolhapur.**'
6. This office reserves the right of rejection the lowest or all the quotations without assigning any reason thereof.
7. Rates should be quoted item wise and as per schedule "A", both in words and figures.
8. Save & Except: Amounts due on account of damages or compensation for default or breach of contract by the contractor in which case instead of deduction of the said amount shall be retained and purchaser shall have the right or lieu on amounts retained or withheld.
9. Jurisdiction: All quotation disputes or difference as under out of or in connection with the contract if concluded shall be subject to the exclusive jurisdiction of the Kolhapur Court Only.
10. Condition (duly attested by Gazetted Officer) of SSI reg .certificate should be submitted along with the quotation if applicable.
11. Security Deposit: @ 10 % will have to be paid before execution of order. The same will be refunded without any interest after completion of work order and NOC.
12. The agreement on Rs. 500/- stamps paper has to be executed by the agency for execution of order.
13. Taxes: Income tax will be recovered from your bill as per rule. 1% labour cess & 2% TDS will be deducted from your bill.
14. Documents required:
 1. PAN Card Xerox
 2. Registration under GST Act.
 3. Shop & establishment act license.
 4. ITR (income tax return F.Y.2023-24)

5. Experience certificate for supply of similar types of material or work order from authority not below the rank of EE.

Sd/-
Executive Engineer (Charge)
PAC Division Kolhapur.

Schedule 'A'

Sub- Cleaning & housekeeping of offices under PAC Division Kolhapur.

Sr. No.	Particulars	Office location	No of Months	Rate per Month Excl. LC & GST	Amount in Rs.
1	Cleaning & Sweeping of Division office, toilets & adjacent areas of office as per directives of concern In-charge along with supply of necessary cleaning material e.g. Acid, Phenyle, Naptalin balls, Mops, cloths, Brooms etc as on when required.	Kolhapur	12		
2		Ratnagiri	12		
	Total including GST				

Sd/-
Executive Engineer (Charge)
PAC Division Kolhapur