

**MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD.
EHV (O&M) DIVISION, JALGAON.
(CIN No. U40109MH2005SGC153646)**

Office of the:-

Executive Engineer, EHV O&M Division
Plot No.32, M-Sector
Near Godavari Engineering College
New MIDC Jalgaon. Contact No. :- 0257-2212769(O)
Email Id :- ee5210@mahatransco.in

No. EE/ EHV/ O&M/ Dn./JLG/ Tech/No.

No 00212

Date:-

11 FEB 2025

SRM E-Enquiry

Sub: -SRM E-Enquiry for the Work of Providing Cleaning & Sweeping Services at various 220 kV & 132 kV EHV substations & Offices under EHV (O&M) Division, Jalgaon.

Dear Sir,

Online bidders inviting **two bid system** for the Work of Providing Cleaning & Sweeping Services at various 220 kV & 132 kV EHV substations & Offices under EHV (O&M) Division, Jalgaon.

The Details are as follows: -

1	RFx Number	7000035240
2	Online Downloading the RFx	12.02.2025;00:00 Hrs. to 27.02.2025;11:00Hrs.
3	Online Submission of the RFx	27.02.2025;00:00 Hrs. to 27.02.2025;11:00Hrs.
4	Online Opening of the Techno Commercial RFx	27.02.2025@11:30 Hrs.
5	Online opening of the price bid RFX	28.02.2025@11:30 Hrs.
6	Estimated Cost	Rs. 8,98,686/-
7	EMD amount	Rs. 8986.86/-
8	Enquiry Fees	Rs. 590=00 (Including taxes)
9	Contact Person	AEE M-7768001155 / 7768001165

TERMS AND CONDITIONS

- SCOPE OF WORKS:** Work of Providing Cleaning & Sweeping Services at various 220 kV & 132 kV EHV substations & Offices under EHV (O&M) Division, Jalgaon as per **Schedule "A"**.
- QUOTED RATES:** The rates quoted are including of all taxes, charges, etc.
- SECURITY DEPOSIT:** You will have to submit security deposit @ 10% of order value in the form of FDR/D.D./B.G of any Nationalized/ scheduled Bank in the name of the **Executive Engineer, EHV O&M Division, Jalgaon** payable at Jalgaon **to the office of the Executive Engineer, EHV O&M Division, Jalgaon** valid for **06 Months** towards security for the due and proper fulfillment of the order and same will be refunded after successful completion of contract period. No interest will be paid on this amount.
- AGREEMENT:** 1. You will have to execute an Agreement with MSETCL at EHV O&M Division, Jalgaon within 14 days from the date of this LOI. The signatory on behalf of MSETCL shall be the Executive Engineer, EHV O&M Division, Jalgaon.
2. The Contract Agreement shall be executed on non-judicial stamp paper amounting to Rs.500/- for Rs.05.00 Lakh and thereafter Rs.300 for every Rs.01.00 Lakh, before start of work in the office of Executive Engineer EHV O&M Division, Jalgaon as per the Provision of "Mumbai Mudrank Adhinyam 1958, Clause No.34". The expenses towards the Stamp paper and preparation of Agreement Bond will be on the part of the contractor.
- Validity of Offer:** - The offer should be valid for our acceptance for a period of 180 days from the due date of this SRM E-Enquiry.

6. **Technical bid (Qualifying Requirement):** - Bidder should upload the following digitally scan copies of original documents / certificates online in 'note & attachments' tab in RFX.
1. Shop & Establishment Registration: The bidder should have Valid Shop & Establishment Registration/Udyog Adhar registration of Maharashtra.
 2. The bidder should be registered under GST Act/ Undertaking – Proof thereof.
 3. Copy of PAN Card & IT return of last financial year.
 4. The bidder should possess experience of having successfully completed similar work i.e. Providing Cleaning & Sweeping Services **during last 7 years** from the last day of month previous to the one in which SRM E-enquiry are invited in MSETCL or any Power transmission license/ power utility/Government organization for amounting **minimum 50% of Estimated amount**.
 5. The bidder should have to submit the user's Certificate of Satisfactory completion of works mentioned above duly signed by the officer not below the rank of Executive Engineer or equivalent officer along with original copy of work orders of works mentioned in the certificate.
 6. **EMD:** - The bidder should have to pay Bid Security Deposit (BSD/EMD) for an amount equal to 1% (one percent) of the estimated cost of tender in online mode only.
 7. **TENDER FEE:** The bidder should have to pay appropriate tender fee online compulsory
 8. Undertaking for acceptance of all the terms & conditions of tender documents & MSETCL's standard terms & conditions on company's/firm's letter head as per "Tender Form" of tender documents as per ANNEXURE- "I".
 9. Bidders have to submit an undertaking on Non-judicial Stamp of appropriate amount (Presently Rs. 500/-) in the attached Proforma ANNEXURE-II regarding authenticity of documents & information's. Submit Hard Copy of undertaking to this office.

1. **The documents attached by the bidders in SRM E-Enquiry shall be clearly visible.**

Even though the bidders meet above qualifying criteria, as per their statements they are subject to be disqualified if they have.

- a) Made misleading or false representations in statements & attachments or fake documents submitted as proof of the qualification requirement and/or
- b) Record of poor performance such as poor quality of product, not properly completing the contract, inordinate delays in supply completion,
- c) Financial shortcomings or any failures in past contracts.
- d) Insufficient experience, or employing insufficient number of employees, or not employing the qualified employees

The owner reserved the rights to cancel the SRM E-Enquiry at any stage without assigning any reason thereof.

7. **SUPERVISION OF THE WORK:** - The work should be completed within stipulated period of the day and till the satisfaction of the incharge of 220kV & 132kV EHV substations under EHV (O&M) Division, Jalgaon, EHV O&M Division office, Jalgaon, SMSD, Jalgaon, LMSD, Jalgaon, LMSD, Bhusaval, LMSD, Amalner, Testing Sdn Jalgaon & Hot line unit office, Jalgaon or his representative, failing which the penalty will be imposed as per rules & will be deducted from agencies bills.

8. **WORK COMPLETION PERIOD:** - The period of completion of entire work is for 06 months from the date of this order. However, in no case the program laid down should be delayed. Failing which it shall amount to delay & liable for penalty. You will have to complete the work as per instructions from concerned incharge & you will have to take all the safety precautions for these works. And also, you should take care to employ sufficient manpower for completion the work well within the stipulated time period.
9. **SUBMISSION OF BILL & PAYMENT:** - All the payments will be made by Account Payee Cheques or online payment transfer like RTGS/NEFT only. You will have to submit the original monthly R.A. bills in triplicate for works in the name of Executive Engineer, EHV O&M Division, Jalgaon to AEE SMSD, Jalgaon for 132kV S/Stn & concern S/Stn Incharge for 220kV SS. The concerned incharge will verify, certify the bill & after certification, the original bills along with SAP entries, work completion certificate will be sent to **Executive Engineer, EHV O&M Division, Jalgaon** for further auditing & passing the bills. The **Executive Engineer, EHV O&M Division, Jalgaon** shall make necessary arrangement for effecting of the payment at **Division level** subject to the availability of funds.
10. **APPLICABILITY OF GENERAL CONDITIONS OF CONTRACT:** - Applicability of General Conditions on contract Notwithstanding anything stated herein, the MSETCL's Terms & Conditions of contract shall be applicable to the contract, as far as they are applicable to this contract also General.
11. **LIQUIDATED DAMAGES/ PENALTY FOR DELAY:** - The work will have to be Carried out as per instructions from concern incharge or his representative otherwise penalty at ½ % per week subjected to maximum 10% of the ordered amount will be levied at the discretion of competent authority.
12. **T.D.S. & GST:-** The T.D.S. & GST will be deducted as per prevailing rates. However, all Any Other Local taxes applicable will be borne by you at your own cost.
13. **TOOLS & PLANTS:** - You will have to arrange all tools, plants, manpower, material etc. to carry out the work successfully at your own cost.
14. **PENALTY:** - The work of housekeeping is to be carried out on all days of the week. Non execution of cleaning, sweeping and housekeeping etc work by the agency on any day will result in to recovery of penalty @ Rs. 300 per day, as well as if the agency fails to supply the materials required for the cleaning and sweeping works the penalty @ Rs.400 per month will be recovered from the monthly bills.
15. **LIABILITY OF ACCIDENT / LOSS:** The contractor will be responsible for any accident to any of his personnel or loss to him during the work. The responsibility of the insurance towards the same shall be with the contractor. The compensation to the contractor's personnel will be the responsibility of the contractor. MSETCL will not be responsible for any accident (Fatal or Non Fatal) or injury to the personal of the agency or any financial implications arising thereof. If any type of misconduct or adverse report regarding the performance of the agency or its employee reported to this office. The undersigned reserve the rights for cancellation/ termination of contract at any stage. & decision taken by the undersigned will be final & binding on the agency. The said termination shall be made at the risk & cost of agency & remaining work shall be got done from the agency at the cost & risk of the agency. Insurance to covered accident risk in respect of personal employed by you has to be done by you.
16. **DAMAGE TO PERSONS AND PROPERTY:** - Contractor will indemnify the MSETCL against any losses and claims regarding any injuries or damage to any person, material or physically damage any property whatsoever which may arise out of or in consequence of the execution of work. During .execution of work any damage/loss to Transmission Company's property occurs will be recovered from your bill.

17. **SUBLETTING OF THE CONTRACT:-**

- a. The contractor will not sublet / transfer / assign the contract as a whole or any part or any Operation thereof to any other party.
- b. In case the contractor sublets/ transfers / assigns the contract as a whole or any part it or any Operation thereof to any other party, it will be treated as breach of contract and the contract will be terminated at contractor's risk and cost.

18. **CONTRACTOR'S DEFAULT:-** In case you fail to complete work fully OR partially, the security deposit will be revoked by MSETCL. In this case the balance work will be got done from other agency may be at higher rates and the difference in cost will be recovered from the contractor's bills. In case of any loss / damage to the Owner's asset /material, it will be the sole responsibility of the contractor to lodge the complaint in writing to the nearest police station under intimation to this office or to In-charge/ designated officer. If there happens any loss of goods or damage to valuable material in the premises on account of negligence of the Staff, the cost of loss / damage shall be recovered from the contractor.

19. **SUSPENSION / HOLDING OF WORK:-** If the work has to be suspended due to any reason i.e. stay order from court of law, legal held up from any other Agency, shut down etc. the MSETCL shall not pay any compensation / damage to the contractor towards item like idle labour, etc. In such cases the contractor is not liable for claiming extra payment.

20. **DEDUCTION:-** Any Amount which become payable by the contractor to the MSETCL under particular contract will be deducted by the Owner from any amount due or becoming due to him to the contract under the same or any other contract.

21. **PRECAUTION& SAFETY:-** All equipment's, lines are in charged conditions. The contractor should take of all precautions at his own cost until handing over the site to MSETCL. You will have to provide all safety measures to your staffs while executing the work in sub-station.

22. MSETCL bears no responsibility of any kind in r/o the work on employed for this work & agency shall be fully responsible to observe & follow all the statutory provisions regarding labour laws, workmen Compensation act, min wages act, PF rules etc for the workers employed by him, the rates should be quoted considering applicability of all these aspects.

23. Since the Sub. Station area is declared as prohibited area by the Government, it is necessary to give the Names of Workers to the Work-In-Charge and the same should be got approved by him. The Work Incharge is fully empowered for giving or refusing the permission for entrance in the Sub. Station area in Exigencies.

24. It is assumed that you are fully aware of MSETCL's general terms and conditions of execution of work and any Ignorance of any of the conditions will not be exempted from liabilities. You will have to abide by the same. If any worker employed by you for this work is found unsuitable for any reason by this office, the agency will be required to remove the said person & suitable replacement will be provided immediately within 24 hours by the agency at no extra cost.

25. The undersigned reserves the right to make any alteration / modifications in the order and cancel the order at any stage without assigning any reason thereof.

26. **SAVE AND EXCEPT:-** Amount due to account of damage or compensation for default or breach of contract by the contractor in which case instead of deduction of the same amount shall be retained and the Owner shall have the right on amount so retained or withheld.

27. **TERMINATION OF CONTRACT:-** The Undersigned reserve the right to terminate the contract at any time during the contract period by giving appropriate notice of 7 days. If it found that the contractor is not able to cope up with or discharge duties satisfactorily or not able to execute the work as per order conditions. The discretion of the contract operating authority shall be final & binding on the contractor.

28. **GENERAL:-** The Contractor are also deemed to be fully aware of the company's general conditions of contract for work, supply of equipment/material and any ignorance of any of the condition will not exempt you from liability to abide by the same.

29. **JURISDICTION:** - All disputes or difference arising out of and in connection with the contract shall be subject to the exclusive jurisdiction of Jalgaon Court only.

30. **FIRST AID BOX:** - You will have to keep & maintain the first aid box & safety measures at site for the labors.

Please convey your acceptance for this order & its terms & conditions within 7 days, if acceptance is not conveyed within 7 days, it will be presumed that you have accepted all the terms & conditions of this order.

Enclosed: - Schedule- "A"

Thanking You!

Yours Faithfully,



(Mahesh R. Patil)

Executive Engineer

EHV (O&M) Division, Jalgaon.

Copy s.w.r. to:

1. The Superintending Engineer, EHV (O&M) Circle, Bhusawal..... (By email)

Copy to: -

1. The Addl.E.E. 220kV SS/Dy. E.E. 132kV SS under EHV O&M Division, Jalgaon..... (By email).
2. The Dy. Manager (F&A), EHV O&M Division, Jalgaon..... (By email).
2. The Web Master, MSETCL.....(By email)

MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD.
EHV O&M Division, Jalgaon. Schedule "A"

Sr. No.	Description	Qty. (Locations)	Rate per Month (Rs)	Rates per Month Including 18% GST	No of Months
1	Housekeeping: - Daily Cleaning & Sweeping of entire control room (main & GIS), battery room, store room, rest room, incharge room, internal roads, watchman's cabin etc. Cleaning of toilet and W.C. twice in a day, daily mopping of control room, weekly cleaning of all window and door glass panels, cleaning of water cooler and all other related work as per instructions of the sub-Stn. Incharge. All the required material i.e. phenyle, harpik, colin, cleaning brush, Mop, broom, kharata etc. provided by agency. (All above activities should be completed within 4 hrs. daily as per schedule decided by Incharge)	29			06

Name of the locations/Sub-stations

1	EHV O&M Division, Jalgaon & SMSD, Jalgaon office.
2	LMSD, Jalgaon office
3	220KV Bhadli
4	220kV Bambhori
5	220KV Amalner SS & LMSD, Amalner office.
6	220kV Viroda
7	220kV Kekatnimbhora
8	132KV Amalner
9	132kV(N)MIDC Jalgaon & HOT line unit office Jalgaon.
10	132kV(O)MIDC Jalgaon & Testing Sdn office Jalgaon.
11	132KV Pachora
12	132KV Dharangaon
13	132KV Parola
14	132KV Pahur
15	132KV Bodwad
16	132KV Muktainagar
17	132KV Varangaon
18	132KV GCR Deepnagar
19	132KV ECR Deepnagar
20	132KV Savda
21	132KV Nimbhora SS
22	132KV Raver
23	132kV Karki SS
24	132kV Kothali SS
25	132kV Yawal
26	132kV Chopda
27	132kV Khedi & LMSD, Bhusaval
28	132kV Erandol
29	132kV Deepnagar testing unit Bhusaval.

ANNEXURE- "I"

(UNDERTAKING)

(This undertaking should be given on company's / firm letter head)

To,
Executive Engineer,
EHV PC (O&M) Division
MSETCL, Jalgaon

Dear Sir,

We hereby offer to Work of Providing Cleaning & Sweeping Services at various 220 kV & 132 kV EHV substations & Offices under EHV (O&M) Division, Jalgaon in your e-tender and in accordance with the terms and conditions thereof.

We have carefully perused the above e-tender specification connected with the work and agree to abide by the same.

We also agree to pay Security Deposit as per your requirements in case we are the successful Bidders and we have accepted all terms & conditions of the tender specification.

CERTIFICATE:

I/We agree to carry out the works at the rates herein e - tendered by me/us subject to the conditions of e - tender which I/We have carefully read and that I/We thoroughly understood and to which I/We agree. I/We hereby agree to keep this offer open up to the date as indicated in E-Tender Details and shall bound by communication of acceptance dispatched within the validity period.

We further agree to execute the contract if awarded referred to in your E-tender specification as per the terms and conditions specified therein and I/We will quote same percentage for Supply, ETC and Civil otherwise our bid shall be liable for disqualification/rejection.

We are uploading this undertaking herewith as per the e-tender.

Seal & Signature of Bidder