



**MAHARASHTRA STATE ELECTRICITY
TRANSMISSION COMPANY LIMITED**

Government of Maharashtra (Undertaking)

CIN No. U40109MH2005SGCI53646

From Executive Engineer,
400KV R.S. (O&M) Div. Jejuri.

A/P: Jejuri. Tal: Purandhar

Dist: Pune, Pin code-412303

☎ 7447440530 e-mail: ee6160@mahatransco.in



EE/400KV/R.S./DIV/JEJURI/83

DATE: 11.03.2025

ENQUIRY

Subject: - E- Enquiry for the work of providing hiring of Car (Etios/Swift Dezire/Indigo and similar) for The Executive Engineer,400 kV RS Division Jejuri.

Dear Sir,

Sealed and super scribed quotations are invited for the above work on item rate basis, so as to reach this office on or before **Dt.17.03.2025 upto 12:00 Hrs.** You are requested to quote your lowest rate for the above work. The terms and conditions are as follows.

TERMS AND CONDITIONS:

- 1) The offer should be submitted in two separate sealed envelopes contained in one main envelopes super scribing the subject.

Envelope 1: Should contain associated documents/Certificates/proof of qualifying pre-requisite Broachers attested certificate etc. such as,

1. The Certificate of Taxation
2. Insurance Policy Certificate of vehicle
3. Certificate of Vehicle fitness
4. Certificate of vehicle Registration,
5. Certificate of Tourist Permit
6. PAN Card.
7. Professional Tax
8. Valid shop act & establishment registration /Udyog Aadhar/ Udyam Registration /NOC of Grampanchayat.
9. GST Registration no. (If applicable)
10. Valid Pollution under Control Certificate (PUC)
11. Valid driving License

If validity of any license/certificate expires during order period, you will have to renew the same & submit the copy to this office. Payment will be affected for valid period only

Envelope 2: Price bid documents: This should contain only price bid in given schedule, not in any other format. After verifying full documents /certificated pre-qualification as above in envelope 1,if it is found that ,bidder fulfills the desired prerequisites then envelope 2 will be opened. If the same is not meeting the prerequisites, Envelope 2 shall not be opened.

- 2) Quotations with incomplete details submitted without sealing or superscripting not submitted in prescribed format etc are liable to reject. Offer on fax or e-mail will not be accepted. This office will not be responsible for delay in postal transit. The agency should not submit 'conditional quotation' such conditional offer shall be liable for rejection.
- 3) The right to place an order for part or to cancel any or all quotations without assigning any reasons is reserved with this office.
- 4) Validity period of offer should be not less than 60 days from the date of submission of offer

- 5) The vehicle will be utilized on any day & it must be made available within short notice from concerned officer/office. The charges will be paid on the basis of the days & vehicle is actually utilized. The charges shall not be paid for the days the vehicle has not been utilized.
- 6) All taxes such as RTO taxes, Town duties, insurance & other all statutory charges will be paid by agency. Any complication concerned with R.T.O./Police for non payment of taxes, permit etc. or any other formalities should be settled by you, MSETCL will not be responsible for the same.
- 7) The vehicle is to be driven by driver of the party, who must have valid driving license from RTO authorities. The driver has to drive the vehicle as per the instructions of the Incharge of the vehicle. The driver of the vehicle should be permanent as far as possible & should not be changed frequently.
- 8) The driver must be polite, punctual in attendance & free from illicit habits. Details of driver such as Name, address, Phone No., License No., Batch No. & validity should be given to office.
- 9) During the idle period of the vehicle, i.e. beyond normal working hrs. of vehicle as specified by the officer incharge of the vehicle, the availability of the driver with his address, phone No., if available must be intimated to the vehicle Incharge invariably, so as to utilize the vehicle at the time of emergency work, if any.
- 10) The vehicle must play on all types of roads. The condition of all the tyres fitted to the vehicle shall be good. A good & serviceable Stephaney should be provided in the vehicle.
- 11) The vehicle should be in self starting condition. In case it fails, it should be get repaired immediately at your cost.
- 12) If the particular vehicle allotted against this order is off the road for longer/ short duration for major/minor repairs, the other vehicle of similar condition shall have to be given as the replacement on the same terms & conditions of the order, having necessary RTO Tourist Permit along with all statutory taxes paid. If you fail to do so, arrangement, if made by MSETCL by other vehicle, the charges whatsoever paid will be recovered from your bill other than penalty clause.
- 13) All the maintenance charges of the vehicle, salary & other benefits of the driver are at agency's account.
- 14) The engine oil, diesel & other lubricants shall be arranged by agency at their own cost. Toll charges, Cantonment Board Charge (Entry Charge) will be made by MSETCL.
- 15) In case of any accidents or any mishap takes place to the vehicle during its utilization, all the liabilities of vehicle as well as driver person, goods etc. will be at your risk & cost. The MSETCL will not be responsible for any liabilities & compensation.
- 16) The vehicle & driver should have requisite license/transport badge license, permit & other important documents for travel in Maharashtra & same must be maintained with the vehicle while on duty without fail.
- 17) The area for which vehicle has to run will be the area under control of the In charge under whom the vehicle is being utilized.
- 18) The driver will not be permitted/allowed to carry any outside passengers, luggage when the vehicle is used under MSETCL's work.
- 19) If the performance & the service given by your vehicle & driver is not found satisfactory, the contract will be terminated without giving any notice at cost & risk on tendered/party & S.D. paid by bidder will be forfeited.
- 20) You will have to maintain logbook for every month use to record the daily journey with timing, Kms run, places visited etc. at the end of each day & duly signed by officer/person using the vehicle with reasons. The same should be submitted in Xerox copy along with your bill for arranging payments.
- 21) The permission of RTO & other statutory authorities for hiring vehicle to the MSETCL must be

obtained at your cost & displayed on the vehicle. These papers & others relevant papers, RC/TC Books etc. shall have to be produced/presented to this office before giving vehicle on hire initially.

22) The normal duty hours will be from 9.30 to 19.30 hrs. On every working day & you will have to make vehicle available as per the instructions of Executive Engineer, 400kV RS Div.Jejuri.

23) The per day rate will be treated for 10 hrs. & extra charges will be paid per hr. At time of halt no OT charges will be paid. The starting & end km should be recorded daily.

24) If the order is not executed completely & satisfactorily, it will be treated as cancelled & the work be got done from the outside agency even at higher rates & the difference in the rates will be recovered from your pending bills if any or S.D.

25) If the vehicle is failed on the road, non-use hours will be counted for proportionate deduction in the daily bill as per the directives of the vehicle Incharge. You have to carry out any repairs/servicing of this hired vehicle only during idle hours & as per the directive of the vehicle Incharge.

26) **Penalty:** - If the hired vehicle is not made available on any working day without any intimation & without convincing reasons by you, payment should not be made for the same day.

27) **Payment:-**Payment shall be made against each monthly bill by this office depending upon availability of funds.

28) **Income tax:** if applicable will be deducted as per rules/ otherwise, you will have to submit income tax exemption certificate or income tax registration no. of your firm PAN No.

29) **Agreement:-**An agreement is required to be executed by bidder with the company on stamp paper of Rs. 800/- containing all above terms & conditions of the order within 7 days from the date of receipt of order/LOI. The cost of the stamp paper should be born by you.

30) **Security Deposit :-** Successful bidder have to remit the security deposit @ of 10 % of total value of order in this office by Cash or DD/B.G./fixed deposit in nationalized or scheduled bank within 7 days from the date of receipt of order/LOI , otherwise interest will be recovered from your bill on Security deposit as per Company's rule. The security Deposit will be refundable to bidder after successful completion of contract period subject to NOC from operating officer. The bidder should asked for refund of Security deposit within 6month after completion of contract period, otherwise S. D. will be forfeited without intimation of bidder.

31) The undersigned reserves the right to accept or reject the order without assigning any reason thereof.

32) All General / Technical / Commercial terms & conditions of the contract of the Company are applicable to this contract. will be binding on you.

Thanking you,

Yours faithfully,

-sd-
(S.V. Kulkarni)
Executive Engineer
400kV RS Div.Jejuri

Copy s.w.rs to: 1. The Chief Engineer, EHV PC O&M Zone, Pune
2. The Superintending Engineer, EHV O&M Circle, Pune

Copy to: 1. The Dy. Manager (F&A), 400kV RS Div.Jejuri

Schedule 'A'

Description of work :- Work of providing hiring of Car Car (Etios/Swift Dezire/Indigo and similar) for Executive Engineer, 400 KV RS Division Jejuri.			
Sr. No.	Particulars	Rate in Rs. (Exclu.GST)	Unit
1	Rate/Day.(with Driver charges ,Fuel charges &running maintenance charges). Duty Hrs. 9.30 Hrs to 19.30 Hrs	1500.00	Day
2	Rate per Km if vehicle covers more than 2000 km/month	10.00	per Kms
3	Rate of over time per Hrs. above 10 Hrs. Duty.	143.00	Hrs.
4	Rate of Night halt per night halt Note : In this case overtime rate per Hr. is not to be consider.	150.00	Per night

Amount limited to Rs. 600000/-(for 12 Months) including GST and other charges.

- Note: 1) Registration of vehicle is not before Dec.2017. If registration before Dec.2017, the quotation will not be considered.**
2) 5% GST will be paid extra if applicable.
3) For one month order limited upto Rs. 50,000/- (Fifty Thousand only/-) including GST and other charges.
4) The Head quarter of vehicle will be 400kV RS Div. Jejuri.

The contractors have to quote above/below/At par in % in respect of total Amount. The contractor should not quote above/below/At par of individual items, such Price bid will be rejected.

1. -----% **Below** (Inwords -----) of the above total estimated cost.
2. ----- **At Par** (Inwords-----) of the above total estimated cost.
3. -----% **Above** (In word-----) of the above total estimated cost.

Dated

Signature of Contractor with Seal

Name-----

Address-----

-sd-
(S.V. Kulkarni)
Executive Engineer
400kV RS Div. Jejuri