

**OFFICE OF THE :-**  
**EXECUTIVE ENGINEER (C)**  
**EHV Civil Constn. Cum Maintenance Division,**  
**MSETCL Administration Building , First Floor,**  
**Wing No.102, Chhatrapati Sambhajnagar, Ph. No. (0240) 2331429,**  
**E-mail : [ee2710@mahatransco.in](mailto:ee2710@mahatransco.in) CIN: U40109MH2005SGC153646**



No.:EEC/EHV/CCCM/Dn./CSN/Tech/No.

**No - 0154**

Date:- **19 MAR 2025**

e-Quotation Inquiry

To,

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Sub: - E-Quotation for Hiring of Vehicle (Car –Four-wheeler with A.C.) for EHV Civil Const. Cum Maintenance Division , Dist: Chhatrapati Sambhajnagar.

- Ref : 1. MSETCIL/HR-NIPP/OSP/Modi.Norms/OO No.33 /Z- A' bad/1855 Dtd.15.03.2022  
(Addendum to Restructuring of Manpower)  
2. Admin Circular 582 dtd.30.07 .2021  
3. CE/EHV/PC O&M/Zone/CSN/T-211 Dtd.30.01.2024  
4. T.O. Ltr No.EEC/EHV/CCCM/Dn/CSN/F.N/T/No.119 Dtd.27.02.2025  
5. Ltr No.SEC/EHV/CCCM/T/No.0277 Dtd.12.03.2025  
6. CE/EHV/PC O&M/Zone/CSN/T-0486 Dtd.13.03.2025 -- Administrative Approval

Dear Sir,

Sealed item rate quotations are invited for the above said work from the registered tours and travelers/owner having the car with the taxi permit issued by RTO as per schedule enclosed. The quotations should reach to the office of Executive Engineer (Civil) EHV CCCM Division, Chhatrapati Sambhajnagar on or before dated 26.03.2025 Time 16.30 Hrs.

**TERMS AND CONDITIONS:**

1. The rate shall be quoted on firm quotation basis on Memorandum of declaration form attached herewith.
2. The quotation should be sent under sealed cover duly super scribe as quotation for hiring of vehicle with driver for EHV CCCM Division Chhatrapati Sambhajnagar (Enquiry No.-----be quoted)
3. Quotations received after due date (and time) will not be considered and this office is not responsible for any postal delay.
4. Documents required: the quotations must have accompanied with the following valid documents duly attested and signed by the agency.

- a) Valid vehicle registration issued by RTO
  - b) Valid taxi permit issued by RTO
  - c) Valid insurance papers for the one year from the date of engaging the vehicle.
  - d) Valid Certificate of fitness of vehicle for one year from the date of engaging of vehicle.
  - e) Tax paid Challans.
  - f) Valid Driving license of driver
  - g) PUC photocopy.
  - h) PAN Card
  - i) GST Certificate
5. The per day rate of hire vehicle shall be excluding fuel, GST and including O.T. The fuel will be supplied by the MSETCL. The vehicle should be normally provided for the period one year or for a period as mentioned in work order for the vehicle of which the rate stands lowest and qualified with the prior permission of competent authority. The contract will be short closed if departmental vehicle provided to this office.
  6. The vehicle should give minimum average of 16 Km/Ltr. As to admit the claim. The necessary recovery shall be made for extra consumption of fuel.
  7. The total expenditure against hire charges and fuel consumption should not exceed Rs. 50,000/- per month.
  8. Other charges on account on account of Major/Minor repairs/charges, extra run/over time/halting charges/lubrication oil etc. Will not be paid by Company.
  9. All the liabilities against statutory provision and loss or damaged due to accident/theft etc. Will be with the vehicle owner.
  10. The vehicle should be engaged as per public service vehicle and will also be covered all the while by valid contract.
  11. Sufficiently experienced driver should be engaged by you, having necessary driving license issued by the competent authority of Government.
  12. Drivers duty on vehicle will be as required by the Company. The establishment of Vehicle Driver i.e. salary, wages, over time, weekly off etc. Will be at your cost, nothing will be paid extra on any account.
  13. The logbook should be maintained indication timings, places and names of Officers etc. So that, payment can be effected after due verification and due date.
  14. It is responsibility of vehicle owner to settle R.T.O. formalities if any.
  15. Monthly bill shall be paid after submission of the bill within reasonable period subject to availability of funds.
  16. Taxes like GST will be recovered as per prevailing rules.
  17. The car is to be provided to the Office normally for 26 days or actual requirement during a month. The payment will be, however made as per actual working days utilized for the work. As regards, the recovery of Company's diesel used by the contractor during the absent days, the cost will be recovered on the basis of average diesel consumption rate i.e. 16 Km/Ltr.
  18. 5% Security deposit of contract value shall have to be deposited in the EHV CCCM Division Chhatrapati Sambhajinagar in the form of cash/FDR within 7 days from receipt of work order.
  19. The rate quoted by the contractor should be inclusive of all taxes except GST. The recovery/payment of GST will be made as per the prevailing rules of GST.



20. In any case if fuel consumption is found less than average 16 Km/Ltr. As quoted you, then proportionate deduction will be made from your bill for excess diesel consumption due to less average Km/Ltr.
21. The valid registration certificate, Tax book, driving licence, Valid R.T.O taxi permit, Valid vehicle insurance for use etc. Should be kept with the driver. The obligation regarding RTO Office/RTO rules will be the full responsibility of vehicle owner. It is necessary on the part of the contractor to keep vehicle record update paying all taxes, insurance etc. Timely when due and submit papers to this office and for any complications the vehicle owner will be held responsible. Payment towards interim/R.A. bill shall be halted/kept on hold if any of the qualifying document is found expired/cancelled/invalid.
22. The attested true copies of the required papers of vehicle will have to be submitted to this office for verification and record.
23. The losses/damages due to accident if any to vehicle during contract period will be Contractor's responsibility and any expenses, consequences thereof will have to be attended and borne by the contractor only and Company shall not be responsible on any account.
24. The hiring of the vehicle will be subject to the conditions, rules and regulations of the Company in operation from time to time.
25. The terms and conditions stipulated in Company Booklet of tender and contract for such type of work will be applicable for your contract also.
26. Mostly the vehicle will be kept closed on Sunday/Public holidays, but in case of emergency the vehicle owner should spare the services of the car along with the Driver on such days with no extra cost. Additional vehicle on hire of above rates per day shall be provided in case the same is demanded.
27. For any dispute, our court of jurisdiction will be at Chhatrapati Sambhajnagar only.
28. If the vehicle is not available on any working day alternative vehicle shall be arranged by you at no extra cost or claim.
29. The provision of vehicle if found irregular & service of vehicle is not properly maintained, the contract of vehicle will be terminated by forfeiting SD by issuing seven days' notice forfeiting the S.D before termination of contract.
30. The undersigned reserves all rights to change, add/delete any of the condition.
31. Vehicle to be hired must be in good condition.
32. Agreement on bond of Rs. 500/- shall be executed by you at your own cost within 7 days from receiving work order.

**Encl:** Memorandum of declaration.

  
(S.M. Banait)

Executive Engineer (C)  
EHV CCCM Division, MSETCL  
Chhatrapati Sambhajnagar.

**Copy s.w. rs to:-**

1. The Chief Engineer, EHV PC O&M Zone, MSETCL, Chhatrapati Sambhajnagar.
2. The Superintending Engineer (C), EHV CCCM Circle, MSETCL, Chhatrapati Sambhajnagar

**Copy to:-**

1. The Dy. Manager (F&A), EHV CCCM Division, Dist: Chhatrapati Sambhajnagar.



MAHARSHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.  
EHV CCCM DIVISION CHHATRAPATI SAMBHAJINAGAR


Name of work: - Hiring of Vehicle (Car –Four-wheeler with A.C.) for EHV Civil Const. Cum  
Maintenance Division , Dist: Chhatrapati Sambhajinagar.

**Memorandum of Declaration**

I am ready to engage the vehicle on per day hire basis make.....bearing  
No ..... for Rs. .... /- per day (excluding GST) as per terms and  
conditions mentioned in your quotation notice with submission of all valid documents such as Valid  
vehicle registration issued by RTO, Valid taxi permit issued by RTO, Valid insurance papers for the  
one year from the date engaging the vehicle, Valid Driving license of driver, Valid Certificate of  
fitness of vehicle for one year from the date of engaging of vehicle etc.

Note: - Conditional offers will not be accepted

Contractor  
(Stamp and seal)

  
(S.M. Banait)  
Executive Engineer (C)  
EHV CCCM Division, MSETCL  
Chhatrapati Sambhajinagar.