

**Maharashtra State Electricity Transmission Co. Ltd**  
**(CIN: U40109MH2005SGC153646)**

From Name of Office: Executive Engineer, 400KV R.S. (O&M) D/n, MSETCL, Jejuri Office Address: A/P Jejuri Tal.Purandar,Dist.Pune. E mail ID: ee6160 @mahatransco.in;	<b>To</b>  <b>Website Publication</b>
<b>Ref. No.EE/400 KV/JEJURI/Tech/2017-18 /274</b>	<b>DATE: 31.07.2017</b>

**ENQUIRY**

**Sub:** Enquiry for Supply & installation of Biometric Attendance System at 400KV RS Division Jejuri.

**Dear Sir,**

You are requested to submit your offer **in sealed quotation** for Supply & installation of Biometric Attendance System at 400KV RS Division Jejuri as per schedule 'A' so as to reach this office on or before at **08.08.2017 upto 15.00 Hrs** considering following terms and conditions.

**SCHEDULE 'A'**

Sr. No.	Description of work	Qty	Estimated rate including GST	Rate to be quote by Agency above/below/at par of estimate rate in % only
01	Supply of Biometric attendance system at 400kV RS (O&M) Division, Jejuri.	01 no.	8260 *	
02	Installation of Biometric attendance system at 400kV RS (O&M) Division, Jejuri.	01 no.	832	

The total estimated amount is Rs.9092/- including GST.

**TERMS AND CONDITIONS :**

1. The prescribed form i.e. Schedule 'A' duly filled in with the rates written in words and figures and signed should be sent by registered post or in person to **The Executive Engineer, 400KV R.S. (O&M) Divn. Jejuri,A/P Jejuri Tal.Purandar,Dist.Pune.**
2. Please super scribe the offer with the following details :-
  - a. Quotation for :-
  - b. Due Date :-
  - c. Name of the Bidder :-
3. The offer shall be valid for acceptance for a period of 90 days (Ninety days) from the date of submission. During this period no bidder shall be allowed to withdraw his offer.

4. All the documents of this Enquiry Schedule "A" and other accompanying documents shall bear the authorized signature of the bidder, failing which the offer will be liable for rejection.
5. The bidder should quote rate including GST in %(Percentage) basis of estimate rate only.
6. The successful Bidder shall pay 5% of the contract value towards security deposit within 07 days from date of issue of work order.
7. The certified true copy of below mentioned documents should be attached along with quotation .
  - a)Pan Card
  - b)GST Registration No( if applicable)
  - c)Proof for registration under Shop & Establishment Act 1948 or Gram panchayat NOC.
  - d)Full name of the company/firm, Bank name & full address, Bank account number
  - e)Acknowledgement of Income Tax return for the previous three years – Yr.2016-2017, 2015-16, Yr. 2014-15 .
  - f)The experience certificate or work order copy of same work carried out at Govt organization/ (Govt U/T organization)/ Pvt Ltd company/ public ltd company/education institute.
8. The bidder is in his own interest expected to visit the site and acquaint himself with the site conditions all other conditions which will affect the work.
9. The documents of an offer shall be written legibly and free from erasures, overwriting or conversion of figures corrections where unavoidable shall be made by crossing out, rewriting, initialing and dating.
10. Quotations which do not fulfill all or any of the above conditions or are incompleton in any respect are liable to be rejected.
11. If the bidder has any doubt the meaning of any portion of the enquiry conditions/specifications he should get it clarified from the office of the undersigned before submission of the offer.
12. All general/Technical/Commercial terms and conditions of the contract of the Company are applicable to this contract.
13. The right to reject all or any of the quotation with assigning reason, whatsoever for the rejection of any quotation or all the quotations or to place an order for full quantity or part thereof or to finalize the order on time preferred basis or to split the order quantity wise is reserved with the undersigned.
14. The successful Bidder should have execute the agreement on Rs.500/- in bond paper within 07 days from date of issue of work order & cost of agreement to be borne by your account.

Thanking you,

Yours faithfully,



S.C.Pardeshi  
**Executive Engineer**  
**400KV RS (O&M) Division**  
**MSETCL, Jejuri**

**Copy.s.w.to:**

**1) The Superintending Engineer,400KV RS Div. Jejuri**

**Copy to:**

**1) UDC(HR),400KV RS Div.Jejuri**

**2) Notice Board**