

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD

Name of Office	: Office of the Executive Engineer
Office Address	: 400kV R.S.(O&M) Division, Babhaleshwar, A&P. Pimpari Nirmal, Tq. Rahata, Dist. Ahmednagar – 423107
Contact No.	: 02422 (O) 278173 (R) 278148 (Fax) 278153
Email Id	: ee5130@mahatransco.in
Website	: http://www.mahatransco.in

Ref.No. EE/400kV/RS/Dn/BBLR/Tech/ **00368**

Date: **8 JUN 2017**

Sub: -E- Enquiry for Providing Catering Service for Trainees at ‘Regional Training Centre’ Babhaleshwar Under 400 kV R.S.(O&M) Division, Babhaleshwar.

Dear Sir,

With reference to above subject, you are requested to quote lowest possible rate for Providing Catering Service for Trainees at ‘Regional Training Centre’ Babhaleshwar, as per specification in Schedule – ‘A’ as below with following Terms and Conditions.

SCHEDULE ‘A’

Sr No.	Particulars	Units	Approx. Qty. Per Day*	Rate per Unit in Rs.
1.	Providing 70ml regular Tea/Coffee/Milk	Number	90	
2.	Providing Breakfast: Vegetarian Items like Poha, Idli, Upama, Batata-vada, Samosa, Puri-Bhaji etc. or Non-vegetarian like boiled egg, egg omlet-bread including necessary services.	Number	30	
3.	Providing vegetarian lunch or dinner to trainees. Regular thali without sweet dish: Thali will include chapati, dry & wet bhaji, plain rice, dal-vati, pickle, papad, salad including necessary services.	Number	60	
4.	Providing vegetarian lunch or dinner to trainees. Thali with sweet dish: Thali will include chapati/ puri, dry & wet bhaji, Pulav, dal-vati, Pakoda, pickle, papad, salad and sweet including necessary services.	Number	As per requirement	

*Quantity may vary as per Training orders received from higher offices.


TERMS & CONDITIONS:

- The quotation must be forwarded to the office in the name of “Executive Engineer”, 400kv R.S. (O&M) Division, Babhaleshwar in sealed envelope duly super scribed with all details i.e.
 - Enquiry No. & Date :-
 - Due Date:-
 - Quotation for...
- The quotation must be written with ink or typewritten, any scratching or over writing must be initialed.

3. The validity period of rates should be mentioned in the offer which should be not less than 30 days from the date of opening of quotation.
4. Income Tax & statutory taxes if applicable shall be deducted from your bills as per prevailing Government rules.
5. Beside all the terms & conditions given in this enquiry, the Board's General Conditions of Contract are applicable to this contract.
6. The undersigned reserves the right to reject any or all quotations or cancel the requirement at his discretion without assigning any reasons thereof.
7. Payment: - Bill will be accepted in triplicate at Division Office for recording by concerned Engineer-in-Charge, auditing and making payment to the agency. Payment will be effected to the contractor as per actual quantities. Payment will made within reasonable period or as per availability of funds from the date of work satisfactorily.
8. Rates should be quoted both in figures and words.
9. Following documents (Xerox copies) must be available with quotation.
 - Valid PAN card copy.
 - Identity Proof and Residential Proof like Voter ID or Adhar Card.
 - Experience certificate for providing catering services to 30 to 50 or more members from any service receiver.
10. Service Tax registration no., PAN No., if any should be quoted on your quotation. Xerox copies of each should be attached to the quotation.
11. Details of Taxes if any should be mention clearly; otherwise the rates quoted by you will be treated as inclusive of all taxes and no extra tax will be paid.
12. Other charges shall be mentioned separately; otherwise the rates quoted by you will be treated as inclusive of all charges and no extra tax will be paid.
13. The rates should be on firm quotation basis & exclusive of all taxes and any other contingencies etc.
14. You will have to pay Security Deposit of 05% of work order value within 10 days from the date of receipt of this work order or before starting of work whichever is earlier. The S.D. shall have to be paid in cash, in the form of D.D. or B.G. for full amount. Otherwise SD will be recovered from your 1st Bill; the same will be refunded after 03 month from the date of completion of work satisfactorily.
15. Generally Breakfast Time will be at 08.00 to 09.00 Hrs. Tea time will be at 08.45 hours, 11.15 hours & 15.30 hours, Lunch time will be during 13.00 to 14.00 hours and Dinner time will be during 19.30 to 21.30 hours
16. Company will provide cooking place, furniture and water free of cost. Agency has to pay the light bill. Also Agency has to arrange required cooking gas, pots and utensils etc. at his own cost and risk.
17. Quality of food can be checked through surprise visit at any time by undersigned or his representative at no cost.
18. The due date is 19.06.2017 up to 13:00Hrs. and will be opened on the same day, if possible.

Thanking you,

Yours faithfully,


Executive Engineer
400kV R.S. (O&M) Division
Babhaleshwar

Copy s.w.r.to: (By e - mail)

1. The Chief Engineer, EHV CC O&M Zone, Nashik
2. The Superintending Engineer, EHV (O&M) Circle, Nashik.
3. The Superintending Engineer, Training, H.O. Mumbai.

Copy to: (By e -mail)

1. The Add. Exe. Engineer, RTC Babhaleshwar.
2. The Dy. Manager (F&A) 400kV R.S. Division, Babhaleshwar.