

MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD.

From: Office of the Superintending Engineer,
EHV (O&M) Circle, MSETCL, Ground Floor,
Administrative Building, Old saikheda road, Sailani baba Stop, Jail road,
Nasik Road - 422 101
mail id: se5100@mahatransco.in

Ref.No. SE/EHV/O&M/Circle NSK/TECH/ 10 - 0184 DATE: - **25 JAN 2018**

E-Enquiry

To,

Sub :- E-Enquiry for Supply of Stationery Materials at various EHV Div. Offices & EHV (O&M) Circle Nashik.

Dear Sir,

With reference to above subject, you are requested to quote rate as per specification in Schedule - A with following terms and conditions.

TERMS & CONDITIONS:

1. Please Super scribed the offer with the following details.
 - a. Full name of Quotation submitting firm & full address of the same.
 - b. Bank name, Bank address, Bank A/c. No.
 - c. Valid Shop act license.
 - d. Pan Card.
 - e. Photocopy of GST registration.
 - f. Proof of Supply of Experience of such type of material along with printing under MSETCL/ Other government.
2. Rates quoted should be on firm quotation basis.
3. The material shall be delivered within 30Days from the date of receipt of order
4. Quality material should be supplied. Bidder shall have to submit the sample of quoted product. Any defect observed in the material supplied by you, the same shall be replaced by you free of cost without delay.
5. Guarantee of quality of material: Guarantee for satisfactory performance for period of 12 month from the date of receipt of material at site.
6. Quantities mentioned in our enquiry are tentative & subject to varied.
7. Payment will be affected after Successful completion of work & as per actual work done.
8. Validity of your quotation should be 90 days.
9. 10% of the order value as security deposit will have to be paid by you within 7 days from the date of firm order. The same will be refunded after 03 months from date of supply of stationery material Otherwise order will be treated as cancelled.

Your quotation super scribed with "Quotation for E-Enquiry for Supply of Stationery Materials at various EHV Offices & EHV (O&M) Circle Nashik" with this office Enquiry No. Should reach this office on or before: 03.02.2018: Morning 11:00.

10) Stationery / Printing Sample shall be got approved from Executive Engineer (Admin) & Manager HR EHV (O&M) Circle Nashik before submission of offer or quotation

11) The undersigned reserves the right to reject any or all quotations or cancel the requirement at his discretion without assigning reasons thereof.

Yours faithfully,



SUPERINTENDING ENGINEER
EHV (O&M) Circle, Nasik

Copy s.w.r.s. to:

1. The Chief Engineer, EHV PC (O&M) Zone Nasik

Copy to:

1. The Manager (F&A), EHV (O&M) Circle, Nasik.
2. The Manager (HR), EHV (O&M) Circle, Nasik.
3. The Notice Board.

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD
EHV (O&M) CIRCLE NASHIK
SCHEDULE "A"

Sr No	Particulars	Unit	HSN/ SAC NO.	Qty.
1	Clip File / Spring File With Printing	No	4820	500
2	Kangaroo Stapels Pin Box 24*6	PKT	8305	475
3	Kangaroo Stapels Pin Box No 10	PKT	8305	400
4	Register Good Quality 2 Quire	No	4820	300
5	Register Good Quality 3 Quire	No	4901	300
6	JK A4 paper RIM RED	No	4802	550
7	Bilt Matrix Tropical Green Paper	No	4802	10
8	Envelope Size 12X10 Cm	No	4817	100
9	L Folder Super Lamina Morocco	No	3926	100
10	Box file Indrayani Kangaroo	No	4820	800
11	A4 R Clip File	No	3926	100
12	Vehicle Log Book With Printing 100 Pgs	No	4820	100
13	Hand Book 200 pgs	No	4820	125
14	Travelling Bill Book 100 Pgs.	No	4820	100



Superintending Engineer
EHV O&M Circle Nashik