


	MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO LTD	
	CIN NO. U40109MH2005SGC153646	
	400 KV R.S.O&M Division ,Lonikand SambhajiNagar At Post Lonikand Tal ,Haveli, Dist Pune-412 216 Phone No-9272222307 (O)/9272222308(P)	
	email id ee6130@mahatransco.in/ elonikand400kv@gmail.com	

Ref. No. EE/400kV/RS/LNKD/Tech/ Fno.3/130

Date :- 12.02.2018

E-Enquiry

Sub. :- E-Enquiry for AMC of running & maintenance of Rest House at 400KV Lonikand R.S.

- Ref:-** 1. Requirement from AdEE (M) on Office Note Dated 12.01.2018
2. SE Circle Pune's admin approval L.No. 319 Dated 06.02.2018

Dear Sir,

Sealed and super subscribed quotations are invited for Annual contract of running & maintenance of Rest House (i.e. Care taker) at 400 kV R.S. Lonikand Sub-station as per schedule 'A'. The quotation giving full particulars should reach on or **before 20/02/2018** positively. The period of contract for 12 months.

TERMS AND CONDITIONS :

1. The prescribed form i.e. form for quoting % rate for item included in Schedule 'A' duly filled-in with the **% rates (above/below)** written in words and figures and signed, should be sent to the Executive Engineer, 400KV R.S. (O&M) Divn. Lonikand, Tal. Haveli, Dist. Pune 412 216 on or before **20/02/2018**.
2. The Estimated cost for above said work is **Rs. 297360/- including GST & all other charges**.
3. The bidder is in his own interest expected to visit the site of the work and acquaint himself with the site conditions such as availability of water, electricity, labour, approach, roads etc. and all other conditions which will affect the work.
4. 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
5. Quotations which do not fulfill all or any of the above conditions or are incompleteness in any respect are liable to be rejected.
6. The right to reject all or any of the quotation without assigning any 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.
7. Bidder should not submit "Conditional Quotations" such conditional offer shall liable for rejection.
8. 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.
9. All general/Technical/Commercial terms and conditions of the contract of the Company are applicable to this contract.
10. Zerox copies of following documents are enclosed with the quotation, without documents quotation is treated as a cancelled please be noted.
 - 1) PAN Card Zerox
 - 2) Shop Act License or NOC of Grampanchayat
 - 3) GST Registration
 - 4) Catering license
 - 5) Work experience certificate for minimum 3 years obtained from not below the rank of Executive Engineer for similar works.

Thanking you,

The detailed Terms & Conditions i.e. Schedule 'B' are enclosed herewith.

Sd/-
Executive Engineer,
400kV R.S.(O&M) Divn.
M.S.E.T.C.L.,Lonikand.

Copy to :-
The Addl.Ex. Engineer (M), 400kV R.S. Divn.Lonikand I
Dy. Manager (F&A), 400kV R.S.(O&M) Div., Lonikand-I
Notice Board.

MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD
400KV R.S. (O&M) DIVISION LONIKAND

Sub :- Schedule for AMC of running & maintenance of Rest House at 400KV Lonikand R.S.

SCHEDULE 'A'

Sr. No.	Activity No.	Particular/Description of work	Qty (Month)	Rate (Rs./Month)	Estimated cost (Rs.)
1	50004634	Providing House Keeping pesticides & Catering services, round the clock attendant services for operation of rest house including all labour works, replacing the bed sheets, blankets, pillow covers, towels, Napkins, curtains, carpets, overall watch & ward, opening & closing of main gate, operation of lighting system. Water supply of guest house, keeping the surrounding area of rest house neat and clean etc. as specified or as directed by the authorized representative of the Company. Complete required material i.e hand wash, towels, napkins, phenyl, room freshners, Dish TV recharge, Broom, Kharata, Mopper, Domex, Colin, Naphthalene Balls, Bath Soap, Liquid soap, Dish wash bar etc. is on agency's account.	12 Months	21000	252000.00
				Total	252000.00
				18% GST (SAC Code 996311)	45360.00
				Grand Total	297360.00

Form to be filled by bidder:-

Form for quoting % rate for item included in Schedule 'A'

Name of work :-

Estimated Cost :-

I, am ready to execute the work to _____% above (In words _____)
Or _____% below (In words _____) the estimated cost.
Or on **AT PAR** of the estimated cost.

Date :-

Signature of Bidder :-

1. If the percentage variation is more than 5% detail justification of rate analysis should be submitted alongwith your offers.

Sd/-
Executive Engineer,
400kV R.S.(O&M) Divn.
M.S.E.T.C.L.,Lonikand.

'SCHEDULE 'B'

TERMS AND CONDITIONS

1. Work is to be done at Rest House of 400 kV R.S. Lonikand S/Stn..
2. Work of running & maintenance of Rest House work is to be carried out for one year from the date of handing over of rest house or from the date of receipt of this order
3. Utensils, dining set, kitchen equipments furniture, beds, Bed sheets, pillows with covers etc. will be provided by MSETCL.
4. Work is to be carried out strictly as per time to time instructions of Engineer-in-charge.
5. In case of any dispute, decision of the Executive Engineer, 400kV R.S. (O&M) Division Lonikand-I will be final & binding on you.
6. If any damages occur to the Company's property during execution, you will have to make them good at your own cost.
7. Company will supply water and electricity free of cost.
8. Income Tax as per prevailing rate on the gross value of the work done will be deducted from the bills.
9. All term and conditions as per the Company's rules including those in the MSETCL's booklet for tender & contract or works are applicable in this case also.
- 10. Scope of Work:-** The scope of work under this contract shall include following activities,
 - I. House keeping services.
 - II. Complete cleaning, sweeping, swabbing of floors, common area, reception passage etc. twice a day.
 - III. Cleaning the Rest house building including all the suites i.e. A.C. Suit, driver room, dining hall, kitchen, parking area/shed and keeping the building neat and clean.
 - IV. Cleaning of toilets with phenyl or required standard quality chemicals once or twice a day whenever required.
 - V. Cleaning of toilets floor area & commode W.C. pan etc. with acid twice a week and to keep air purifiers naphthalene balls in position.
 - VI. Collection carrying and dumping of garbage outside the boundary of MSETCL's premises as directed by the Engineer-in-charge.
 - VII. Cleaning of kitchen, dining hall and other surrounding area with phenyl twice a day after every meal.
 - VIII. Dusting, cleaning & brushing of furniture and carpets daily.
 - IX. Changing of bed sheets, pillow covers, hand towels etc. & washing the same by you and kept neatly. Cleaning the curtains etc.
 - X. Replacing electrical fixture such as tube light/bulbs etc. whenever required (The material shall be provided by MSETCL). Any defect in electric equipment should be reported to Engineer-In-Charge immediately.

13. Contractor's Employees:

The contractor's shall employ and provided on sited only such employees those are skilled and experienced for execution supervision of work. The contractor's employee shall not be below 18 years.

The free accommodation provided by MSETCL is inclusive of accommodation to his employees also. No separate accommodation will be provided to his employees. He shall also be responsible for any injury/accident to his employees. Payment of compensation etc. as may be required to be paid eventually shall be by the contractor.

14. Catering Services:

This will include the following activities,

- I. L.P.G. connection will be provided by MSETCL. You will have to refill the cylinders at your own cost. Vehicle will not be provided by the Company for bringing refilled cylinder.
 - II. To provide tea, coffee, snacks, lunch, dinner etc. at specified rates approved by MSETCL cooked from good quality grains and materials.
 - III. Taking care of guest during their stay from check-in-time, like opening of suites, preparing bed, changing of bed sheets, pillow covers, towels etc. collection of suit rent charges, as per prescribed rates of MSETCL maintaining the register for the same and submitting the cash at the time of billing monthly to the company.
 - IV. To arrange official lunch/dinner, snacks etc. for officers and official guest of MSETCL whenever ordered by the company, with due permission of Engineer-in-charge.
 - V. Cleaning, washing of utensils, dishes, serving post etc. and keeping them in neat and clean condition.
15. In case, it is found that any unauthorized person's occupying/utilizing Company's Guest house amenities, charges as per private persons rate will be charged to you and action as per Company's rule including termination of contract shall be taken against you and balance work will be carried out through other agency at your risk and cost.
16. The persons who have been engaged to look after house maintenance work should be provided as and when the Company's authorities will demand.

Sd/-

**Executive Engineer,
400kV R.S.(O&M) Dn Lonikand**