

 <p><b>MAHATRANSCO</b> Maharashtra State Electricity Transmission Co. Ltd.</p>	<p><b>MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD</b> <b>CIN No. U40109MH2005SGCI53646</b> <b>EHV O&amp;M DIVN-II PUNE-30</b> <b>NEW PARVATI S/STN., SR. NO-121,</b> <b>NEAR DIPAK NITRET CO. SINHGAD ROAD,</b> <b>PUNE - 410030</b> <b>☎- PH.NO.020-24250602/1 ( FAX NO.) 020-24250031</b> <b>E-mail: ee6120@mahatransco.in</b></p>	 <p><b>माहितीचा अधिकार RIGHT TO INFORMATION</b></p>
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EE/EHV /O&M/PN /Tech-/ **316**

**DT:21.03.2018**

**Sub:** E-Enquiry for Hiring of Vehicle (Maruti Swift/TATA Indica/Indigo or of similar category) for Executive Engineer, EHV (O&M) Dn. II, Pune for 2 months.

Dear Sirs,

Sealed & super scribed quotations are invited on firm quotation basis for the works indicated in schedule 'A' so as to reach this office **on or before 26.03.2018 up to 13.00 hrs.** on following Terms & Conditions.

**Terms & Conditions:**

1) The offer should be submitted in two separate sealed envelopes contained in one main envelope super scribing the subject.

**Envelope 1:** Should contain associated documents/Certificates/proof of qualifying pre-requisite Broachers attested certificate etc such as,

1. Certificate of vehicle Registration,
2. Certificate of Vehicle fitness
3. Insurance Policy Certificate of vehicle
4. Certificate of Tourist Permit
5. Xerox copy of Driving license
6. PAN Card.
7. Receipt of Road Tax & Professional Tax
8. Certificate of Valid shop act & establishment registration or NOC of Grampanchayat as applicable.
9. GST Registration no. (If applicable)

If validity of any license/certificate expires during order period, you will have to renew the same & submit the copy to this office.

**Envelope 2:** Price bid documents: This should contain only price bid in given schedule, not in any other format. After verifying full documents /certificated pre-qualification as above in envelope 1,if it is found that ,bidder fulfills the desired prerequisites, envelope 2. will be opened. If the same is not meeting the prerequisites, Envelope 2 shall not open

2) Quotations with incomplete details submitted without sealing or superscripting not submitted in prescribed format etc are liable to reject. Offer on fax or e-mail will not be accepted. This office will not be responsible for delay in postal transit. The agency should not submit 'conditional quotation' such conditional offer shall be liable for rejection.

3) The right to place an order for part or to cancel any or all quotations without assigning any reasons is reserved with this office.

4) Validity period of offer should be not less than 120 days from the date of submission of offer.

5) The vehicle will be utilized on any day & it must be made available within short notice from concerned officer/office. The charges will be paid on the basis of the days & vehicle is actually utilized. The charges shall not be paid for the days the vehicle has not been utilized.

- 6)** All taxes such as RTO taxes, Town duties, insurance & other all statutory charges will be paid by agency. any complication concerned with R.T.O./Police for non payment of taxes, permit etc. or any other formalities should be settled by you. MSETCL will not be responsible for the same.
- 7)** The vehicle is to be driven by driver of the party, who must have valid driving license from RTO authorities. The driver has to drive the vehicle as per the instructions of the Incharge of the vehicle. The driver of the vehicle should be permanent as far as possible & should not be changed frequently.
- 8)** The driver must be polite, punctual in attendance & free from illicit habits. Details of driver such as Name, address, Phone No., License No., Batch No. & validity should be given to office.
- 9)** During the idle period of the vehicle, i.e. beyond normal working hrs. of vehicle as specified by the officer incharge of the vehicle, the availability of the driver with his address, phone No., if available must be intimated to the vehicle incharge invariably, so as to utilize the vehicle at the time of emergency work, if any.
- 10)** The vehicle must ply on all types of roads. The condition of all the tyres fitted to the vehicle shall be good. A good & serviceable Stephaney should be provided in the vehicle.
- 11)** The vehicle should be in self starting condition. In case it fails, it should be get repaired immediately at your cost.
- 12)** If the particular vehicle allotted against this order is off the road for longer/ short duration for major/minor repairs, the other vehicle of similar condition shall have to be given as the replacement on the same terms & conditions of the order, having necessary RTO Tourist Permit alongwith all statutory taxes paid. If you fail to do so, arrangement, if made by MSETCL by other vehicle, the charges whatsoever paid will be recovered from your bill other than penalty clause.
- 13)** The average consumption of the vehicle given on hire basis should be 16 km/lit minimum. irrespective of actual average of the vehicle. If the average consumption is less, the proportionate amount will be deducted from your bill. You will have to communicate the capacity of the diesel tank of the vehicle. No extra payment will be made against extra average.
- 14)** All the maintenance charges of the vehicle, salary & other benefits of the driver are at agency's account.
- 15)** The engine oil , diesel & other lubricants shall be arranged by agency at their own cost. Toll charges will be made by MSETCL.
- 16)** In case of any accidents or any mishap takes place to the vehicle during its utilization, all the liabilities of vehicle as well as driver person, goods etc. will be at your risk & cost. The MSETCL will not be responsible for any liabilities & compensation.
- 17)** The vehicle & driver should have requisite license/transport badge license, permit & other important documents for travel in Maharashtra & same must be maintained with the vehicle while on duty without fail
- 18)** The quantity mentioned in the schedule 'A' are approximate, actual quantity may vary.
- 19)** If the vehicle is not available, replacement must be arranged by you or penalty of Rs. 500/- per day will be charged for the same.
- 20)** The area for which vehicle has to run will be the area under control of the In charge under whom the vehicle is being utilized.
- 21)** The driver will not be permitted/allowed to carry any outside passengers, luggage when the vehicle is used under MSETCL's work.

- 22) If the performance & the service given by your vehicle & driver is not found satisfactory, the contract will be terminated without giving any notice at cost & risk on tendered/party & S.D. paid by bidder will be forfeited.
- 23) You will have to maintain two separate logbooks for alternate month use to record the daily journey with timing, kms run, fuel account, places visited etc. at the end of each day & duly signed by officer/person using the vehicle with reasons. The same should be submitted in original along with your bill for arranging payments.
- 24) The permission of RTO & other statutory authorities for hiring vehicle to the MSETCL must be obtained at your cost & displayed on the vehicle. These papers & others relevant papers, RC/TC Books etc. shall have to be produced/presented to this office before giving vehicle on hire initially.
- 25) The normal duty hours will be from 09.00 to 19.00 hrs. On every working day & you will have to make vehicle available at Ex. Engineer O&M Dn II, Pune as per the instructions.
- 26) The per day rate will be treated for 10 hrs. & extra charges will be paid per hr. At time of halt no OT charges will be paid. The starting & end km should be recorded daily taking house of Executive Engineer EHV O&M Dn-II Pune as head quarter in vehicle logbook duly signed by the authority using the vehicle.
- 27) If the order is not executed completely & satisfactorily, it will be treated as cancelled & the work be got done from the depts/outside agency even at higher rates & the difference in the rates will be recovered from your pending bills if any or S.D.
- 28) If the vehicle is failed on the road, non-use hours will be counted for proportionate deduction in the daily bill as per the directives of the vehicle incharge. You have to carry out any repairs/servicing of this hired vehicle only during idle hours & as per the directive of the vehicle incharge.
- 29) Penalty: - If the hired vehicle is not made available on any working day without any intimation & without convincing reasons by you, payment should not be made for the same day.
- 30) Payment:- Payment shall be made against each monthly bill by this office depending upon availability of funds.
- 31) Income tax: if applicable will be deducted as per rules/ otherwise, you will have to submit income tax exemption certificate or income tax registration no. of your firm PAN No.
- 32) The MSETCL's general conditions for work contract are also applicable & will be binding on you.
- 33) The undersigned reserves the right to accept or reject the order without assigning any reason thereof.
- 34) An agreement is required to be executed by bidder with the company on stamp paper of Rs. 500/- containing all above terms & conditions of the order before its execution. The cost of the stamp paper should be born by you.
- 35) ODO meter of the vehicle should always be kept in working conditions at all the times without any excuse so as to assess the consumption of diesel & also keep the vehicle always in good condition without fail.

Yours faithfully,

**-Sd-**  
**A.B.Sagare**  
**Executive Engineer,**  
**EHV (O&M) Div II Pune**

## Schedule 'A'

Hiring of Vehicle (Maruti Swift/TATA Indica/Indigo or of similar category) for Executive Engineer, EHV (O&M) Dn. II, Pune for 2 months.

Sr. No.	Particulars	Units	Qty	Estimated Rate per unit in Rs.	Total Amount in Rs.
<b>1</b>	Hiring of Vehicle (Indica/Indigo and Parallel)	Per day			
<b>A</b>	Rate for 10 Hrs. per day. (Including diesel)	Per day	57	1260	71820
<b>B</b>	Rate per Km for the Run above 2000Km.run per month	Per km.	35	10	350
<b>C</b>	O.T. per hour (Over & above 10 Hrs.)	Per Hrs.	39	100	3900
<b>D</b>	Night Halting charges	Per Night	1	125	125
				<b>Sub Total</b>	<b>76195.00</b>
				<b>CGST @ 2.5%</b>	<b>1904.87</b>
				<b>SGST @ 2.5%</b>	<b>1904.87</b>
				<b>Grand total</b>	<b>80004.75</b>

Amount limited to Rs. 80,000/- (Vehicle limit 40,000 per month, hence for 2 month.  $40000 \times 2 = 80,000/-$ ).

The contractors have to quote above/below/At par in % in respect of total Amount.

The contractor should not quote above/below/At par of individual items, such Price bid will be rejected.

1. -----% Below ( In words -----) of the above total estimated cost.
2. ----- At Par ( In words -----) of the above total estimated cost.
3. -----% Above ( In word-----) of the above total estimated cost.

Dated Signature of Contractor with Seal

Name -----

Address-----

**-Sd-**  
**A.B.Sagare**  
**Executive Engineer,**  
**EHV O&M Div. II Pune**