



Office Of The
Executive Engineer
EHV(O&M) Division, (MSETCL), Dhule
132kV S/S Dhule Colony, Malegaon Road,
Dhule – Pin 424 001 (Maharashtra).
(I.S.O. 9001 – 2000 Certified)

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Ref: -. EE/EHV(O&M)/Dn./DHL/Tech/No.- 887

Date: - 21.05.2018

“E-ENQUIRY LETTER”

To,
All Vendors,

Sub :- Enquiry for the Work of hiring of 16 seater school bus (with providing driver & maintenance of bus at your own side) for school / collage going children of MSETCL staff employee residing at 132kv Dhule (Mohadi) colony under EHV(O&M) Division, Dhule

Dear sir,

In connection to the above subject, please quote your lowest reasonable rates for the following work subject to the terms & conditions mentioned as under.:-

Sr No	Particulars of work	Quantity	Rate per day	Remark
1	Work of hiring of 16 seater school bus (with providing driver & maintenance of bus at your own side) for school / collage going children of MSETCL staff employee residing at 132kv Dhule (Mohadi) colony under EHV(O&M) Division, Dhule	1 no		Limited to Rs.4,59,067=00 including all taxes & charges.

Terms & conditions :-

- 1) The rates quoted by you should be valid at least for **12 months**
- 2) The work shall be supervised by DYEE, 132KV Dhule S/S & you shall be required to render the services of vehicle satisfactorily.
- 3) The registration of the vehicle in the year & after **Yr-2014** shall be preferred. The preference will be given to Local Agency & new vehicle.
- 4) The said vehicle should not be owned by Company's employee/his nearest relatives. Certificate accordingly should be attached with the Tender Form.
- 5) Driver should be managed by vehicle owner. The driver of a school cab must have valid licence to drive LMV-Transport Vehicles for a period of **at least four years and compulsorily wear a light blue shirt, light blue trousers and black shoes. His name ID be displayed on the shirt.**
- 6) Proof regarding Registration under GST registration certificate. If not applicable undertaking should be submitted .
- 7) If any accident occurs during the contract period, the complete responsibility of the accident will be to the account of Contractor. MSETCL shall not pay any type of compensation for any type of accident.

- 8) The route is to & fro from 132kv Dhule Sub station staff colony to various Schools & collages at Dhule City. The number of trips will be decided by DYEE, 132KV Dhule S/S .The average per day running may be about 150km. The details of route & trips will be given by DYEE, 132KV Dhule S/S as per availability of students in the residency colony Dhule.
- 9) The use of vehicle will be from 06.00AM to 06.00PM on school days normally. However in case of emergency it will be required beyond 08.00PM & on holiday also in which case no other allowances or charges shall be payable.
- 10) **Security Deposit being 10% of ordered value** will have be paid in the form of cash to this office before actually engaging of vehicle.
- 11) The income tax & statutory tax if applicable, as per rules, will be deducted from your bills.
- 12) Monthly bill payment will be paid to you by account payee cheque in reasonable time & as per the availability of funds after satisfactory completion of work & as per measurement recorded in MB by DYEE, 132KV Dhule S/S

13) Please mention your PAN card No,& GST registration no on your quotation / bill.

14) Essential Documents required for hiring of vehicle-:

15) Necessary RTO formalities such as RTO documents, RC/TC book, make, model, seating capacity of vehicle PUC certificate, fitness certificate, comprehensive insurance certificate, valid RTO Tourist permit, PAN card No, Driver license & experience certificate, Proof of GST registration if applicable, & all relevant documents as per school bus norms should be obtained from RTO (same should be valid during the contract period & mentioned continuous by you & attested Xerox copies of original should be submitted to this office with quotation. You have to take necessary permission if required from RTO authority for hiring purpose as per school bus norms.) also name, address with proof of a lady attendant in bus for the safety of girls students. School cabs should be fit with speed governors with maximum speed limit of 40 kph.

- **Here enclose Supreme Court Of India directions for School Bus also School Bus safety rules of Maharashtra for your ready reference , your good self strictly follow same. Any violation of that is not permissible if such case occurs then your contract will be terminated immediately.**

- 16) If the performance & services given by the hired vehicle & driver is not found satisfactory, the contract will be terminated without giving any notice at the cost & risk of person contracting the vehicle & SD paid will be forfeited.
- 17) If the hired vehicle is not made available on any working day/ days without convincing the reason or without intimation, the penalty @ 10% of the daily charges will be levied for such every day at the discretion of undersigned.
- 18) The hired vehicle must be as per school bus norms & should run on all types of road. The condition of all the tires fitted to the vehicle must be in good condition. Good & serviceable Stephaney should be provided in the vehicle. Vehicle must be always in good condition.
- 19) All the expenses regarding vehicle repair / driver payment (including OT if any) shall be borne by you. MSETCL shall not bear any responsibility on its account.
- 20) You have to provide bill in triplicate at the end of month to DYEE, 132KV Dhule S/S. Monthly bill payment will be paid to you at Division level by account payee cheque in reasonable time & as per the availability of funds after the satisfactory completion of work & as per measurement recorded by DYEE, 132KV Dhule S/S in MB.
- 21) The vehicle shall be hired on per day rental basis & no payment shall be effected for the days on which vehicle service are not provided by you. Secondly if the frequency of non availability of vehicle in a month is found more, the contract shall be liable for termination. In case of break down or non availability of regular hired vehicle you shall provide alternative suitable vehicle immediately.
- 22) MSETCL will not undertake any responsibility if the instructions /RTO formalities , rules etc are violated by you or vehicle driver.

- 23) The vehicle will be hired for 12 months only. Or till exhausted of work order value whichever is later. The period of vehicle shall be normally from the date of actually engaging the vehicle.
- 24) The vehicle is to be driven by the driver to be provided by the contractor who must have valid license for driving such vehicle. The driver has to run the vehicle as per the instruction of DYEE, 132KV Dhule S/S. The driver shall strictly observe all the provision of MV act-1939 amended up to date. The driver must be polite, punctual in attendance & free from illicit habits throughout the contract.
- 25) All the terms & conditions as per company's rules including those work in the MSETCL booklet "Tender & contract for Works" are applicable in this case also. Notwithstanding stated herein, the company's general terms & conditions of contract shall be applicable to this contract also.
- 26) In case of difference opinion, about interpretation of terms & conditions between Owner / Agency & MSETCL, the decision of order placing authority will be final & binding on the Owner / Agency.
- 27) The undersigned reserves the right to reject any or all quotations without assigning any reason thereof.
- 28) Bidder should not submit 'Conditional Quotation'. Such conditional offer shall be liable for rejection.
- 29) An agreement of appropriate value (**not less than Rs.500/-**) of stamp paper shall have to be executed with MSETCL before actually hiring of vehicle. The stamp fees will be borne by Agency.
- 30) DUE DATE: - The sealed super scribed Quotations should reach to this office on or before **Dt. 31.05.2018 up to 13.00 hrs** positively. The quotations may be opened on the same date if possible.

Thanking you,

Yours faithfully,

S/d
Executive Engineer
EHV (O&M) Division,
M.S.E.T.C.L., Dhule

Enclosure: Supreme Court Of India directions for School Bus also School Bus safety rules of Maharashtra.

Copy s.w.r.s to :-

- 1)The C.E. EHV / PC O&M) Zone, Nashik
- 2)The S.E. Trans. (O&M) Circle, Bhusawal

Copy to :-

- 3) Dy. Manager (F&A) EHV (O & M) Division Dhule
- 4)Notice Board - EHV (O & M) Dhule.

Direction of the Supreme Court of India for School Bus

1. "School Bus" must be written on the back and front of the Bus.
2. If it is a hired bus, "On School Duty" should be clearly indicated
3. Bus must have a First-Aid-Box.
4. The windows of Bus must be fitted with horizontal grills.
5. There must be a Fire Extinguisher in the Bus.
6. School Name and Telephone No. must be written on the Bus.
7. The doors of the Bus should be fitted with reliable locks.
8. To keep School Bags safely, there should be a space-fitted under the seats.
9. There must be an Attendant from the School in the Bus.
10. School cabs should be fit with speed governors with maximum speed limit of 40 kph.
11. The body of school cab shall be highway yellow colour with a horizontal strip in green colour of 150mm width in the middle all around the vehicle and the words 'SCHOOL CAB' must be prominently displayed on all four sides of the vehicle.
12. If age of school children is below 12 years, the number of children carried shall not exceed 1½ times the permitted seating capacity.
13. Children above 12 years shall be treated as one person.
14. The driver of a school cab must have valid licence to drive LMV-Transport Vehicles for a period of at least four years and compulsorily wear a light blue shirt, light blue trousers and black shoes. His name ID be displayed on the shirt.
15. There must be enough space provided to keep school bags inside the vehicle and the bags should not be hung outside the vehicle or placed on roof carriers.
16. The bus driver must carry a complete list of the children being ferried in the school cab, indicating the name, class, residential address, blood group and the points of stoppage, route plan, etc.
17. In case of kindergarten, if an authorized person recognised mutually by the school and parents, does not come to pick the child from the halting points and such, the child shall be taken back to the school and their parents should be called.

SCHOOL SAFETY RULES OF MAHARASHTRA

- There should be a separate committee for dealing with the issues related to school bus transportation. The committee should include School Principal, a PTA representative, bus administrator, police official, motor vehicle inspector, education inspector and all the relevant authorities
- School Principal should be responsible for school bus safety of students
- The school authorities should conduct a training regarding the usage of First Aid and fire extinguisher in the beginning of every academic year

- Every schools should appoint Traffic Wardens to administer traffic and assure safety of children during school hours
- There should be appropriate road markings and road signs near every schools with the permission from traffic police
- School authorities should make proper arrangements to ensure safe boarding of the school children from any vehicle
- All school bus drivers must undergo various health tests conducted by a qualified doctor
- Every school buses should possess insurance approved by a reputed insurance company
- A lady attendant should be there in every school buses for the safety of girl students
- There should be a firstaid box with necessary medicines and equipment in every school buses
- Every school buses should have details about students along with their contact numbers for handling emergency situations
- No seats that block the emergency doors shall be permitted
- School buses shall not carry children more than the specified capacity of the buses
- No music shall be played inside the school bus
- No smoking or alcohol consumption by the school bus staffs
- Doors of the school bus must be closed while it is in motion