

**Maharashtra State Electricity Transmission Co. Ltd**  
**(CIN: U40109MH2005SGC153646)**

**From:**

Office of the Executive Engineer, PLCC Division, Pune.  
22/11kV Sharda Substation, Sharda Center, Erandwane, Pune- 411 004  
Ph. No. 020-25456992  
Email Id: - [ee6170@mahatransco.in](mailto:ee6170@mahatransco.in)

No. EE/ PLCC/Dn./Pune/G-1/ 162

Dt.29.05.2018

**ENQUIRY**

**Sub:** Enquiry for Supply & installation of Biometric Attendance System at PLCC Division, Pune including sub division offices under PLCC Division, Pune.

**Dear Sir,**

You are requested to submit your offer in **sealed quotation** for Supply & installation of Biometric Attendance System at PLCC Division, Pune including sub division offices under PLCC Division, Pune. As per schedule 'A' so as to reach this office on or before 06.06.2018 at 17:30 Hrs. considering following terms and conditions.


**TERMS AND CONDITIONS:-**

1. The prescribed form i.e. Schedule 'A' duly filled in with the rates written in words and figures and signed should be sent by registered post or in person Executive Engineer, PLCC Division, 22/11kV Sharda Substation, Sharda Center, Erandwane, Pune- 411 004.
2. Please super scribe the offer with the following details :-
  - a. Quotation for :-
  - b. Due Date :-
  - c. Name of the Bidder :-
3. The offer shall be valid for acceptance for a period of 90 days (Ninety days) from the date of submission. During this period no bidder shall be allowed to withdraw his offer.
4. All the documents of this Enquiry Schedule "A" and other accompanying documents shall bear the authorized signature of the bidder, **failing which the offer will be liable for rejection.**
5. The successful Bidder shall pay 5% of the contract value towards security deposit within 07 days from the date of acceptance of his offer.
6. You will have to submit the documentary evidence of **GST Registration Certificate, Registration under Shop Act or NOC of Grampanchayat, PAN card** along with quotation. Non submission of said document **offer will be liable for rejection.**
7. The bidder is in his own interest expected to visit the site and acquaint himself with the site conditions & all other related conditions which will affect the work.
8. 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.
9. Quotations which do not fulfill all or any of the above conditions or are incomplete in any respect are liable to reject.
10. 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.

11. All general/Technical/Commercial terms and conditions of the contract of the Company are applicable to this contract.
12. The right to reject all or any of the quotation without assigning 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.
13. The successful Bidder should execute the agreement on Rs.500/- bond paper within 07 days from date of issue of work order and cost of agreement to be borne by your account

Thanking you,  
Encl: Schedule 'A'

Yours faithfully,

  
**Executive Engineer,  
PLCC Division,Pune**

**Copy s.w.r.to:-**

- 1) The Superintending Engineer, TCC, Pune.
- 2) The Manager (F&A), EHV O&M Circle, Pune

**Copy to:-**

- 1) MSETCL website – [www.mahatransco.in](http://www.mahatransco.in)
- 2) Notice Board

**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD.**  
**PLCC Division, Pune**

**SCHEDULE 'A'**

**Sub.:** - Supply & installation of Biometric Attendance System at PLCC Division, Pune including sub division offices under PLCC Division, Pune.

| Sr. No.                                       | Description of work   | Qty | Unit | Estimate Rate |
|---|---|-----|------|---------------|
| 01  | Supply of Biometric Attendance System using Fingerprint verification as identification method at PLCC Division, Pune.                                       | 01  | No.  |               |
| 02  | Providing & laying of CAT-6 Cabling from attendance Machine to Computer at PLCC Division, Pune.   | 30  | Rmt  |               |
| 03  | Supply of Biometric Attendance System using Fingerprint verification as identification method at Telecom Sub Division, Solapur under PLCC Division, Pune. . | 01  | No.  |               |
| 04  | Providing & laying of CAT-6 Cabling from attendance Machine to Computer at Telecom Sub Division, Solapur under PLCC Division, Pune.                         | 30  | Rmt  |               |
| Total Rs..                                    |   |     |      |               |
| GST@ ..... on Sr. No.(1) & (3)...Rs.          |   |     |      |               |
| GST@ ..... on Sr. No.(2) & (4)... Rs.         |   |     |      |               |
| Total Estimated Amount including Taxex....Rs. |   |     |      |               |

  
**Executive Engineer,**  
 PLCC Division,Pune