

**M.S.E.T.Co. Ltd, 132 kV, Navives S/Stn. Premises Old mill
Compound, Solapur-413001**

**E-Mail: ee6630@mahatransco.in
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PHONE NO. (0217) 2320181

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No. EE/EHV/DPD-III/Solapur/686

Date: 02/08/2018

E-ENQUIRY

Sub: E-enquiry for the supply of office stationary material for the EHV Projects Div-III Solapur including S/Dn offices.

Dear Sir,

Sealed and super scribed quotations are invited for the work as per enclosed Schedule 'A' You are requested to quote your lowest rate for above work. The terms & conditions are as follows-

TERMS & CONDITIONS-

- 1)** Rate shall be quoted on firm quotation basis inclusive of all Taxes & the rates shall be given in figures.
- 2)** The quotation should be sent under sealed cover duly super scribed as QUOTATION for the supply of office stationary material for the EHV Projects Div-III Solapur including S/Dn offices.
- 3)** Your quotation should reach this office **on or before 09.08.2018** and the same will be Opened on the same day, if possible.
- 4)** Coy of valid documents of such as PAN Card, GST Certificate, Bombay Shop act license should be enclosed with quotation.
- 5)** The material shall be supplied within **30 days** from the date of receipt of this office order otherwise penalty @ 1% per week subject to max. 10% of the order amount will be levied at the discretion of the Competent Authority.
- 6)** The undersigned reserves the right to place order either partly or fully or to reject any or all the quotations without assigning any reasons whatsoever.
- 7)** Please quote your PAN & GST No. in the quotation
- 8)** Payment of bill will be made after satisfactory supply of material at the direction of Engineer in charge as per availability of funds.
- 9)** Rates quoted should be inclusive of all incidental charges like octroi, GST etc.
- 10)** In case of any dispute the decision of the Executive Engineer, EHV, PD-III, Solapur will be final and binding on the contractor.
- 11)** Income tax at the prevailing rate on gross amount of bill would be recovered from you. Work tax will be deducted as per Govt. rules.

- 12)** Contractors will have to pay Rs 5% S.D. on value of the work order.
- 13)** Contractors will have to sign at the end of Schedule "A" attached.
- 14)** Over writing, corrections if any, shall have to be initialed by the contractor.
- 15)** The rate should be inclusive of all mobilization charges and Transportation charges.
- 16)** The right to place an order or to cancel any or all quotations without assigning any reason is reserved with this office.

Thanking you,

Yours faithfully,

**Sd/-
Executive Engineer
EHV Projects Div-III
Solapur**

Encl:- Schedule "A"

Copy to SWRS To :-The Superintending Engineer, EHV Projects Circle, Pune

Copy to :- 1) The Manager (F&A) EHV Projects Div-III, Solapur
2) Notice Board

SCHEDULE "A"

Sub: E-enquiry for the supply of office stationary material for the EHV Projects Div-III Solapur including S/Dn offices.

Sr.No	Particulars	Total Qty	Unit	Basic rate Without GST	GST Rate	Total Rs.	Total Amount
1	100 Pages Register	20	No.	124.58	22.42	147.00	2940.00
2	200 Pages Register	20	No.	165.25	29.75	195.00	3900.00
3	400 Pages Register	10	No.	288.14	51.86	340.00	3400.00
4	Inward Register	20	No.	239.83	43.17	283.00	5660.00
5	Outward Register	20	No.	239.83	43.17	283.00	5660.00
6	Attendance Register.	10	No.	239.83	43.17	283.00	2830.00
7	Vesiter Ragister	10	Nos.	239.83	43.17	283.00	2830.00
8	Massage Book Ragister	10	Nos.	239.83	43.17	283.00	2830.00
9	T. A. Bill Ragister	6	Nos.	239.83	43.17	283.00	1698.00
10	Overtime Calculation Ragister	10	Nos.	239.83	43.17	283.00	2830.00
11	T. I. & P.I. Ragister	10	Nos.	239.83	43.17	283.00	2830.00
12	Cheque Register	6	Nos.	361.86	65.14	427.00	2562.00
13	Day book	6	Nos.	505.93	91.07	597.00	3582.00
14	Crop Register 200 Pages	10	Nos.	239.83	43.17	283.00	2830.00
15	Imprest closing book	20	No.	466.10	83.90	550.00	11000.00
16	Hand Delivery Book	10	Nos.	159.32	28.68	188.00	1880.00
17	Vehicle Log Book.	20	No.	162.71	29.29	192.00	3840.00
18	Gate pass (Triplicate book = 50 pages)	20	No.	164.41	29.59	194.00	3880.00
19	Docket Voucher Pad one side printing.	20	No.	113.56	20.44	134.00	2680.00
20	Imprest C.V. Form Pad one side printing.	20	No.	113.56	20.44	134.00	2680.00
21	Earned leave (EL) form one side printing.	20	No.	93.22	16.78	110.00	2200.00
22	Casual leave (CL) form one side printing.	20	No.	55.08	9.92	65.00	1300.00
23	Overtime Sheet (A3 size) one side printing.	10	No.	230.51	41.49	272.00	2720.00
24	TA Bill Pad (A3 size) both side printing	20	No.	230.51	41.49	272.00	5440.00
25	TA Bill Pad (A4 size) both side printing	20	No.	169.49	30.51	200.00	4000.00
26	S&R Form (Red/Yellow/Green	15	Nos.	127.12	22.88	150.00	2250.00
27	Stapler Big	10	Nos.	164.41	29.59	194.00	1940.00
28	Stapler small	10	No.	38.14	6.86	45.00	450.00
29	Stapler Pin Remover	20	Nos.	100.00	18.00	118.00	2360.00
30	Glue Stick	30	Nos.	29.66	5.34	35.00	1050.00
31	24" White 100 Tag Bundle	30	Nos.	127.12	22.88	150.00	4500.00
32	Scissor Small	10	No.	29.66	5.34	35.00	350.00
33	Steel Scale 12"	10	No.	61.02	10.98	72.00	720.00
34	Steel Poker	10	Nos.	59.32	10.68	70.00	700.00
35	Pin (Tachani) Box	10	Nos.	72.03	12.97	85.00	850.00
36	Stamp Pad (Big)	10	Nos.	50.85	9.15	60.00	600.00
37	Paper Flags 3/5 colours	40	Nos.	29.66	5.34	35.00	1400.00

38	Plastic File with Company's Logo.	50	Nos.	16.10	2.90	19.00	950.00
39	Punching Machine Big	6	Nos.	105.93	19.07	125.00	750.00
40	Gum Bottle 750 ML (Camlin)	6	Boxes	97.46	17.54	115.00	690.00
41	Stamp Pad Ink Bottle (Blue)	6	No.	34.75	6.25	41.00	246.00
42	Paper Weight	30	No.	137.29	24.71	162.00	4860.00
43	Cello tape 2"	6	No.	38.14	6.86	45.00	270.00
44	Cello tape 1"	6	No.	21.19	3.81	25.00	150.00
45	Calculator	10	No.	303.39	54.61	358.00	3580.00
46	Binder Clip	100	BOX	10.17	1.83	12.00	1200.00
47	Permanat Marker	10	Nos.	25.42	4.58	30.00	300.00
48	Port Folio	48	Nos.	13.56	2.44	16.00	768.00
49	Port Folio (4 Side Cotton With Less)	48	Nos.	70.34	12.66	83.00	3984.00
50	10 X 14 File Pad (Lace File or Borbandi)	100	Nos.	79.66	14.34	94.00	9400.00
51	Box File (Normal)	60	Nos.	55.93	10.07	66.00	3960.00
52	Office Note Pad (Rulled)	20	Nos.	25.42	4.58	30.00	600.00
53	Envelop 6.5" X 13.5"	2000	No.	2.54	0.46	3.00	6000.00
54	Envelop 5" X 11"	2000	Nos.	2.12	0.38	2.50	5000.00
55	Envelop 10" X 15" cotton green paper	500	No.	6.78	1.22	8.00	4000.00
56	Envelop Legal Size brown paper	500	No.	8.47	1.53	10.00	5000.00
57	Letter Tray	20	Nos.	165.25	29.75	195.00	3900.00
58	DusBin With Flap	20	Nos.	402.54	72.46	475.00	9500.00
59	Highlighter	10	No.	17.86	2.14	20.00	200.00
60	Pencil (Natraj)	5	BOX	31.25	3.75	35.00	175.00
61	Sharpner	20	Nos.	3.57	0.43	4.00	80.00
62	Sketch pen	10	BOX	22.32	2.68	25.00	250.00
63	U-pin box	10	BOX	19.64	2.36	22.00	220.00
64	Blue pen	50	Nos.	8.93	1.07	10.00	500.00
65	Black pen	20	Nos.	8.93	1.07	10.00	200.00
66	Red pen	20	Nos.	8.93	1.07	10.00	200.00
67	Carbon paper	5	BOX	158.04	18.96	177.00	885.00
68	Whitner (Pen)	10	No.	22.32	2.68	25.00	250.00
69	A-4 Size Paper Rim (Image Paper 80 GSM)	120	RIM	164.29	19.71	184.00	22080.00
70	Eraser	20	Nos.	4.76	0.14	5.00	100.00
71	Stapler Pin Small Box (Kangaroo)	5	Nos.	118.75	33.25	152.00	760.00
72	Stapler Pin Big Box (Kangaroo)	5	Nos.	217.19	60.81	278.00	1390.00
Total Amount							197570.00
Rate % abvoe or below							

Sd/-
Executive Engineer, EHV
Projects Div-III,
Solapur