

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD

Name of Office	:	Office of the Executive Engineer
Office Address	:	400kV R.S.(O&M) Division, Babhaleshwar, A&P. Pimpari Nirmal, Tq. Rahata, Dist. Ahmednagar – 423107
Contact No.	:	02422 (O) 278173 (R) 278148 (Fax) 278153
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Ref.No. EE/400kV/RS/Dn/BBLR/Tech/

00971

Date: **28 SEP 2018**

Sub: - E - Enquiry for Engaging Services of Outsourced Light Vehicle (Jeep)/Utility vehicle for 400kV L. M. Sub - Division Babhaleshwar under 400kV R.S. O&M Division, Babhaleshwar.

Dear Sir,

With reference to above subject, you are requested to quote lowest possible rate for engaging services of outsourced light vehicle (Jeep)/Utility vehicle to 400kV L. M. Sub - Division Babhaleshwar, as per specification in Schedule – ‘A’ given below with following Terms and Conditions.

SCHEDULE ‘A’

Sr no	Particulars	Unit	Quantity	Rates per Unit	Order Value
1	Work of engaging of light vehicle (Jeep) of make viz. TATA Sumo or MAHINDRA Bolero (XL)/Utility vehicle or equivalent suitable to carry limited T&P and staff for various line maintenance aspects along the line and services as required for company’s various works: on hire basis for the period of one year from the date of engagement. Services of vehicle may also be required on holidays considering the emergency nature of work.	Per Day	One Vehicle		Order value limited to Rs. 3,00,000/- only

TERMS & CONDITIONS:

1. The quotation must be forwarded to the office in the name of ‘Executive Engineer’, 400kv R.S. (O&M) Division, Babhaleshwar in sealed envelope duly super scribed with all details i.e.
 - (a) Enquiry No. & Date :-
 - (b) Due Date:-
 - (c) Quotation for...
2. The quotation must be written with ink or typewritten, any scratching or over writing must be initialed.
3. The validity period of rates should be mentioned in the offer which should be not less than 30 days from the date of opening of quotation.
4. Income Tax & statutory taxes if applicable shall be deducted from your bills as per prevailing Government rules.
5. Beside all the terms & conditions given in this enquiry, the Board’s General Conditions of Contract are applicable to this contract.
6. The undersigned reserves the right to reject any or all quotations or cancel the requirement at his discretion without assigning any reasons thereof.
7. The vehicle will be operated under the control of undersigned and Addl. Executive Engineer, 400kV LMU S/dn., Babhaleshwar. You & your driver will have to follow the instructions given by him.
8. The expenses such as payment /wages/O.T. etc of driver, his T.A./D.A. etc will be totally on your account . MSETCL will not bear any expenses.
9. Only Diesel will be provided by MSETCL as per the requirement of the work.
10. All the expenses such as Oil, Spare Parts, Tyres etc & repairs, servicing etc will be totally on your account. MSETCL will not bear any expenses.
11. The vehicle will be utilized for company’s work mostly in Ahmednagar & Nasik district but sometimes anywhere in Maharashtra as per the requirement.
12. You / your driver will have to follow the program decided by the undersigned & Addl. Executive Engineer, 400kV LMU S/dn., Babhaleshwar.
13. You will have to follow all rules & regulations of R.T.O., Traffic Police, Highway Authorities & other government departments wherever applicable. The Penalty or fine etc. imposed by such authorities due to

breach of any law, rules & regulation by you / your driver will be paid by you & you will be totally responsible for any consequences arising in such matters & MSETCL will not bear any responsibility.

14. You will have to maintain an up to date vehicle dairy duly signed by your driver & officer in charge of MSETCL daily.
15. Please quote average run of your vehicle in your Quotation.
16. Payment: - Bill will be accepted by concerned Engineer-in-Charge in triplicate for recording and submitting to Division Office for auditing and making payment to the agency. The Monthly Bill as per the number of days for which vehicle is hired in that month as per the above accepted rate shall be submitted after the end of the month along with vehicle dairy abstract of that month through Addl. Ex. Engr, 400kV LMU S/dn., Babhaleshwar. Payment will be arranged by this office on the basis of actual days hired after deduction of any recovery to be made by MSETCL from you. Payment will made within reasonable period or as per availability of funds from the date of work satisfactorily.
17. You will be totally responsible for any accident caused to the vehicle during the contract period.
18. If the vehicle is not available due to genuine reason such as repairs etc. You will immediately make alternate vehicle available so that company's works are not hampered. If you failed to provide alternate vehicle, MSETCL will arrange the alternate vehicle at your risk & cost.
19. **Your driver must have a valid driving license & he should keep it along with other documents of the vehicle such as RC-Book, Insurance Certificate, Tourist/Taxi permit, Tax certificate, PUC etc. with him while on duty. All these documents shall be submitted along with your quotation.**
20. The vehicle will be under the control of undersigned and Addl. Ex. Engr., 400kV LMU S/dn., Babhaleshwar, during contract period & you will have to seek his prior permission for its movements.
21. The vehicle is hired for a period of one year from the date of engaging the same. However during this period if departmental vehicle is made available or MSETCL Does not require this vehicle, your vehicle will be discontinued & this order will be terminated by giving you a prior notice of 15 days. During the contract period you should ensure that up to date taxes are paid, vehicle is insured, permit is valid & PUC is obtained.
22. You & your driver shall take all care of your vehicle during parking etc. & MSETCL will not bear any responsibility for theft, damage due to natural or other calamities, agitations, strike & other turmoil & any sabotage etc
23. Rates should be quoted both in figures and words.
24. Service Tax registration no., GST registration No., PAN No., if any should be quoted on your quotation. Xerox copies of each should be attached to the quotation.
25. Details of Taxes if any should be mention clearly; otherwise the rates quoted by you will be treated as inclusive of all taxes and no extra tax will be paid.
26. Other charges shall be mentioned separately; otherwise the rates quoted by you will be treated as inclusive of all charges and no extra tax will be paid.
27. Rates should be on firm quotation basis & exclusive of all taxes and any other contingencies etc.
28. You will have to pay Security Deposit of 05% of work order value within 10 days from the date of receipt of this work order or before starting of work whichever is earlier. The S.D. shall have to be paid in cash, in the form of D.D. or B.G. for full amount. Otherwise SD will be recovered from your 1st Bill; the same will be refunded after two month from the date of completion of work satisfactorily.
29. The due date is **05.10.2018**. and will be opened on the same day, if possible.

Thanking you,

Yours faithfully,

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Executive Engineer

400kV R.S.(O&M) Division, Babhaleshwar

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| <u>Copy s.w.r.to(by e-mail)</u> | 1) | The C.E.EHV CC O&M Zone, Nashik |
| | 2) | The S.E. EHV (O&M) Circle, Nashik. |
| <u>Copy to: (by e-mail)</u> | 1) | The Addl. Ex. Engr., 400kV LMU S/dn., Babhaleshwar / Dy. Manager (F&A) 400kV R.S., BBLR. |