

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.

CIN.NO.U40109MH2005SGC153646

Office of the Superintending Engineer

EHV Projects Circle, Adm. Building, IIIrd floor, Block No.405, Rasta Peth, PUNE 11.

Contact No: Tel : 26061502 (P), 26135713 (O) Fax No. 020 26132248

eMail id: se6600@mahatransco.in

Ref. No.SE/EHV/PC/PN/T/

NO 1762

Date: **29/08/19**

E-enquiry

Sub : Enquiry for "providing skilled/unskilled manpower at EHV Projects Circle, Pune for the period of 69 days.

Sir,

You are requested to send your offer for providing skilled/unskilled manpower to EHV Projects Circle, Pune, MSETCL For making offer the following conditions to be noted:-

1. The skilled person to be provided for the post of LDC should have passed graduation examination & should have computer knowledge. The skilled person to be provided for the post of Typist should have passed 12th examination & should know Marathi & English typing. The unskilled person to be provided for the post of peon should have passed 4th std Examination as per the revised qualifications of MSETCL.
2. The skilled / Unskilled persons should have clear antecedents & should not have been involved in any criminal case etc.
3. The skilled/unskilled persons should be vigilant, alert, respectful & presentable while on duty. They should have good moral reputation & should be free from bad habits like alcoholics, theft etc. They should have weekly off as per rules.
4. The working timings will be **10.00 a.m. to 5.30 p.m. for skilled persons & 09.30 a.m. to 06.00 for unskilled persons** & should be followed strictly. The holidays will be as per the company's holiday list for Circle office.
5. You will have to make arrangement of relievers for weekly off/ leave etc. at your cost.
6. The contract does not confer any right of employment in Company's services.
7. You should quote fixed charges per day except GST & no other charges will be considered.
8. Payment will be made subject to availability of funds.
9. Please quote rate under minimum wages Act 1948 and according to Zone. The office is situated in Rasta peth, Pune.

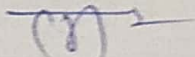
SCHEDULE 'A'

Sub : Enquiry for "providing services of skilled/ unskilled manpower at EHV Projects Circle, Pune for the period of 69 working days

Sr. No.	Name of the office	Zone	Post	Skilled/ Unskilled	No. of outso rce	Days	Rate	Total Amt.
	EHV Projects Circle, Pune	Zone- I						
1			LDC(F&A)	Skilled	1	69		
2			Typist	Skilled	2	69		
3			Peon	Unskilled	3	69		

(Amount in Word Rs-)

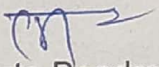
Name & seal of Agency


Superintending Engineer
EHV Projects Circle, Pune.

10. The separate sealed envelop for attached Photocopies copies of License for running the Agency, Registration in provident Fund, ESI Registration and GST registration copy, PAN copy is to be submitted mentioning on the top of the envelop "DOCUMENT".
11. The rates should be quoted on your firms letter head in sealed separate envelop mentioning on top of envelop "Quotation for providing skilled/unskilled manpower at EHV Projects Circle, Pune."
12. Your quotation should reach to this office in person or by post on or before **07.09.2019 up to 15:30.**
13. Right to reject any or all offers without assigning any reasons are reserved with undersigned.

Thanking you.

Encl: Schedule A.


(Charuta Bendre)
Superintending Engineer
EHV Projects Circle, Pune

Copy to:

- 1) The Executive Engineer, EHV Projects Circle, Pune.
- 2) The Manager (F & A), EHV Projects Circle, Pune.

Notice Board/ M.File.