

MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LIMITED
(CIN NO U40109MH2005SGC153646)

Name of Office: Office of the Chief Engineer (AC&I)
Office Address: Prakashganga, Ground floor, Plot C -19, E - block, BKC, Bandra (E), Mumbai: - 400051.
Contact No.: (O) 022 - 2659 5137, (P) 022 - 2659 5141, Fax: 022 - 26598587
E-Mail Id: ceaci@mahatransco.in
Website: www.mahatransco.in

MSETCL/CO/CE/IT/

Date:

E- Enquiry

Sub: Quotations for Supply, Installation & Commissioning of Desktop & Printers at Corporate Office MSETCL.

Sir,

Sealed & super scribed quotations are invited from the reputed experienced/registered contractor for the work as described in Schedule 'A' is enclosed herewith:

Terms & Conditions: -

- 1] The prescribed form i.e. Schedule 'A' duly filled in with the rates written in words & figures & signed should be sent by registered post or in person to Office of the Chief Engineer (AC&I) Prakashganga, Ground floor, Plot C -19, E - block, BKC, Bandra (E), Mumbai: -400051 on or before 11/10/2019 upto 17:00 Hrs.
Contact Person: Atul Warjurkar, System Analyst (IT), CO Mumbai
Mobile: 8554989257
- 2] Please super scribe the offer with following details.
Quotation for: Quotations for Supply, Installation & Commissioning of Desktop & Printers at Corporate Office MSETCL
Due Date: 11/10/2019 on 17:00 Hrs
Name of Bidder:
- 3] **Documents required:** PAN registration certificate, Valid GST registration Certificate & Proof of firm being registered as shop establishment/firm/ Company as Applicable .
- 4] **Supply of Service:** should be strictly as per specification mentioned in Schedule 'A'.
- 5] The quotations will be evaluated on the basis of specification/make of the product as per MSETCL requirement. If considered necessary, the MSETCL committee may take the decision in this regards and decision of Committee would be final and binding to bidder.
- 6] **Delivery Period:** The material should be delivered and installed to the consignee within 15 working days from the date of issue of order.

- 7] **Destination For Supply:** The material (Desktop/Printers) should be supplied at MSETCL, Prakashganga, Plot No. C-19, E Block, BKC, Bandra East, Mumbai 400 051.
- 8] Your representative shall also deliver following document: i) Final invoice in triplicate.
ii) Delivery Report (iii) Installation & Commissioning Report
- 9] **Acceptance of Quotation:** The Company does not bind to accept the lowest or any quotations neither will any reasons be assigned for rejection of any enquiry. It is also not binding on the company to disclose any analysis report of enquiry
- 10] **Security Deposit:** The contractor should pay security deposit at the rate of 10% of the value within 7 days from the date of receipt of LOI which will be refunded after completion of guarantee period otherwise same will be deducted from bill.
- 11] **Terms of payments:** 100% payment will be affected to you within 45 days after receipt of your invoices along with, receipt after Installation & Commissioning of Desktop & Printers etc. confirmation from MAHATRANSCO IT Dept. However release of payment may depend on availability of funds.
- 12] **Penalty for late delivery:** If the work of Installation & Commissioning of Desktop & Printers not done within stipulated time limit, penalty at the rate 1/2% (Half Percent) per week delay will be recovered from your bill subject to 10% maximum of work order value.
- 13] **Quantity:** should be supplied as per specifications and quantity mentioned in enclosed Schedule 'A' only.
- 14] The work should be done as per the specifications given in the Schedule 'A'. MSETCL will not accept the items with different specifications.
- 15] If any dispute arises, the decision of the undersigned is final and binding on you.
- 16] Partial supply/installation/configuration/commissioning will not be accepted by the MSETCL. No any payment will be made for partially executed work.
- 17] **Transit Insurance:** Any damage during transit will not be the responsibility of MSETCL and bidder must agree to provide a replacement at his cost. Transit Insurance will be borne by bidder.
- 18] Income Tax & any other applicable taxes will be deducted from your bills as per rules.
- 19] No extra charges for transportation, T&P, labor, packing, insurance, excise, material etc. will be paid, it will be arranged by you only.
- 20] **Accident:** If any accident occurs to your labor skilled or unskilled, compensation if any, is to be paid by bidder only.
- 21] For any loss to the company's property during execution of work, the bidder will be liable to pay the equivalent compensation as per the recommendation of concerned Engineer.
- 22] All the terms and conditions for the supply, testing and acceptance, payment terms, penalty etc. shall be as those mentioned herein and no change in the terms & conditions will be acceptable.
- 23] The enquiry should be completed with all particulars. Wherever, it is mentioned the enquiry must be signed along with seal. Any document of the enquiry not bearing the signature of bidder is liable to be rejected.
- 24] Right to reject any or all quotations is the reserved by the undersigned.
- 25] This office does not bind itself to accept the lowest or any bid and reserves the right to reject all or any bid or cancel the Enquiry without assigning any reason whatsoever. This office also has the right to re-issue the Enquiry without the Vendors having the right to object to such re-issue.

- 26] This office may at its discretion abandon the Enquiry process any time before the issuance of Purchase Order.
- 27] Where there is a discrepancy between the amounts in figures and in words, the amount in words shall govern.
- 28] No increase, decrease, discount reduction or any other changes in the price will be acceptable after the opening of the quotation.
- 29] The rates quoted should be valid for 60 days from the date of opening of quotation.
- 30] The disputes / arbitration etc. if any, against this contract will be subject to the jurisdiction of the Mumbai Court.
- 31] GST need to be specified clearly on quotation.
- 32] Apart from the above points, all the terms and conditions published by MSETCL in booklet "Tender & Contract of Works" are applicable here also.

Thanking You.

Encl: 1) Schedule 'A'
2) Annexure B

Yours Faithfully,

Sd/-
Chief Engineer (AC&I)

Copy to:-

- 1] The Assistant General Manager (F&A), Corporate Office, MSETCL
- 2] Notice Board
- 3] Web Master

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SCHEDULE - 'A'

Subject: Supply, Installation & Commissioning of Desktop & Printers at Corporate Office MSETCL.

Sr No	Item Description	Quantity	Unit/rate (in Rs.)	GST %	GST in Rs.	Total Price in (Rs.)
1	All in One Desktop: HP all in Desktop Core i7 (8700), 16GB Ram, 1TB Hard Disk, DVD Rw, Onboard Graphics, 23.8" FHD Monitor, Windows 10Pro, Warranty 3 year.	1				
2	HP LaserJet Pro MFP M226dw (hp)-Warranty 1 year	1				
3	HP Color LaserJet Pro MFP M181fwprinter (HP) Warranty 1 Year	1				
4	HP LaserJet Pro MFP M128fw.warranty 3 Years	2				

* GST Number must be quoted on letter head and quotation in above format.

* All the valid relevant papers (Xerox Copy) should be enclosed with quotation i.e.

- 1) Registration certificate
- 2) GST
- 3) Shop act (If Applicable)
- 4) Pan Card

*You are agreed to give onsite support for 01 year for warranty related issues.

**Sd/-
Chief Engineer (AC&I)**

ANNEXURE 'B'

UNDERTAKING

(On Company's Letterhead)

**To,
Chief Engineer (AC&I),
Corporate Office,
MSETCL, Prakashganga,
Plot No. C-19, E Block,
BKC, Bandra East
Mumbai 400 051**

Dear Sir,

I/We agree for **“Supply, Installation & Commissioning of Desktop & Printers at Corporate Office MSETCL.”**, Prakashganga, Plot No. C-19, E Block, BKC, Bandra East , Mumbai 400 051 at the rates herein tendered by me / us subject to the conditions of the enquiry/tender and supply above which I/We have carefully read and which I/We have thoroughly understood and to which I/We hereby agree.

I/We hereby agree to keep this offer open for 60 days from the due date of the enquiry/tender and shall be bound by communication of acceptance dispatched within the prescribed time.

I/We hereby declare that I/we have not been blacklisted by the registering authority or any department of the Central /State Government, Semi-Government, public undertakings, corporate etc.

The information given by me is true and in future if it is found that the information given by me is false then MSETCL is free to take legal action including termination of the contract, against me.

Yours faithfully,

Seal & Signature of the
Bidder

Date:

Place: