

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.
CIN No. U40109MH2005SGC153646

From :
Name of Office : EXECUTIVE ENGINEER, EHV PROJECTS DIVISION-II, PUNE
Office Address : Administrative Building, 1st Floor, 925, Kasba Peth, Pune – 411 011
Contact No.: FAX NO. (020) 245 70 525 & PHONE NO. (020) 245 70 676
E-Mail Id : ee6620@mahatransco.in
Website : mahatransco.in

Ref.No.EE/EHV/Constn/DN-II/PN/No.1094

Date:23.10.2019

Sub:- Enquiry for "providing skilled/unskilled manpower for the period of 20 to 30 days at EHV Projects Div-II Pune & underlying subdivision offices.

Dear Sir,

Sealed & super scribed quotation are invited, so as to reach this office on or before 30.10.2019 up to 17:00 hrs for providing skilled/unskilled manpower for the period of 20 to 30 days at EHV Projects Div-II Pune & underlying subdivision offices under this office on following terms & conditions:-

TERMS AND CONDITIONS:-

1. The skilled person to be provided for the post of Office Assistant & 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 Division/ Sub Division.
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 Kasba peth, Pune
10. The separate sealed envelop for attached Xerox 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 envelope mentioning on top of envelope "Quotation for providing skilled/unskilled manpower EHV Project Div-II, Pune."
12. Your quotation should reach to this office in person or by post on or before **30.10.2019 up to 17.00 hrs.**
13. Right to reject any or all offers without assigning any reasons are reserved with undersigned.

Thanking you,

Yours faithfully,

[Signature]
Executive Engineer *23/10/19*
EHV Projects Div II Pune
ok signed by EE

Encl:- Schedule "A"


Copy to:
The Mgr (F&A), EHV Projects Div II Pune

M/F

Schedule A

Sub:- Providing skilled/ unskilled manpower at EHV Project Div-II,Pune & underlaying Division offices on outsourcing basis.

Sr.No.	Division	Zone	Skilled / Unskilled	No. of Outsources		Qty	Days	Rate	Amount
1	EHV Project Div-II Pune	Zone -I	Office Assistant (Skilled)	4	EHV s/stn Project S/dn pune	1			
2					EHV s/stn Project S/dn Chinchwad	1			
3					EHV line Project S/dn Chinchwad	1			
4					S&I S/Dn pune	1			
5		Zone -III	Typist (Skilled)	1	EHV Project Div-II Pune	1			
6			LDC (Skilled)	2	EHV Project Div-II Pune	2			
7			Peon (Unskilled)	2	EHV Project Div-II Pune	2			
8			Office Assistant (Skilled)	2	400kv lines S/dn Hinjewadi	1			
9					400kv s/stn S/dn Hinjewadi	1			
								Total Rs.	
								GST 18%	
								Total Rs.	


 Executive Engineer
 EHV Project Div-II, Pune
 23/10/19
 at signed by EE