

MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.
(CIN NO.U40109MH2005SGC153646)

Superintending Engineer (Civil)

EHV CCCM, Circle. Block(3) Adm. Bldg.,

2nd floor, Old Saikheda Rd., Jail Road, Nasik-Road, Nasik-422101. Contact No.
0253-2403062, Fax No.0253-2403063 Email se5700@mahatransco.in

Ref.: No.SEC/EHV/CCCM/NSK/T/

No 194 -

Date: Mar 2020

E 3 MAR 2020

E-Enquiry

Sub: - E-Enquiry for Supply of Stationery Materials for EHV CCCM Circle, Nasik.

Dear Sir,

With reference to above subject, you are requested to quote rate as per specification in Schedule-A with following terms and conditions.

TERMS & CONDITIONS:-

- 1) Please super scribed the offer with the following details.
 - a) Full name of Quotation submitting firm & full address of the same.
 - b) Bank name, Bank address, Bank A/c No.
 - c) Valid Shop act license.
 - d) Pan Card.
 - e) Photocopy of GST registration.
 - f) Proof of Supply of Experience of such type of material under MSETCL/Other government.
- 2) Rates quoted should be on firm quotation basis.
- 3) The material shall be delivered within **30 days** from the date of receipt of order.
- 4) Quality material should be supplied. Bidder shall have to submit the sample of quoted product. Any defect observed in the material supplied by you, the same shall be replaced by you free of cost without delay.
- 5) **Guarantee of Quality of Material:-**

The Guarantee for satisfactory performance for period of **3 month** from the date of receipt of material at site.
- 6) Quantities mentioned in our enquiry are tentative & subject to varied.

- 7) Payment will be affected after Successful completion of work & as per actual work done.
- 8) Validity of your quotation should be 90 days.
- 9) 5% of the order value as security deposit will have to be paid by you within 7 days from the date of firm order. The same will be refunded after 03 months from date of supply of stationery material. If you have unable to submit the security deposit within period the order will be treated as cancelled.
Your quotation super scribed with "Quotation for **E-Enquiry for Supply of Stationary Materials at various EHV CCCM Circle Nasik**" with this office Enquiry No. Should reach this office on or before **11/03/2019 up to 15.00 Hrs.**
- 10) Stationery/Printing Sample shall be got approved from Superintending Engineer(Civil), Executive Engineer(C) (Admin) & Manager(HR) EHV CCCM Circle Nasik, before submission of offer or quotation.
- 11) The undersigned reserves the right to reject any or all quotation or cancel the requirement at his discretion without assigning reasons thereof.

Yours Faithfully,

S. S. Lokhande
(Sharad Lokhande)

**Superintending Engineer[C]
EHV CCCM CIRCLE, Nasik.**


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Copy to:-

- 1) The Manager(HR/F&A) EHV CCCM Circle, Nasik.
- 2) The Web Master-----For publication on MSETCL web portal.
- 3) Notice Board.
- 4) M.F.

Requirement of Printing Stationary Quantity in Nos

Sr. No	PARTICULARS	Qty Nos	Ex work Price	% Of GST	Total Rate	Amount
1	Box File Executive with printing	372				
2	A4 Keny Presentation file (White)	144				
3	Punching Machine Big Size	24				
4	Lace File Big Size with printing	156				
5	Two Flap File (Port Folio) with printing	120				
6	Lamina Morocco file with printing	120				
7	Tachini Pin 250gms	18				
8	Tag Bundle Half Size Nilon 6'''	36				
9	Tag Bundle Full Size (144 Pc per pkt)	36				
10	Stamp pads Big Size	24				
11	Kangaro Staples pin Box-No 10 (Small)	36				
12	Kangaro Staples pin Box- 24x6 (Big)	18				
13	APS Platinum extra dark Pencil	18				
14	Highlighter (office Mate)SET	18				
15	JK Copier A4Paper 75 gsm Size 21.0x29.7	630				
16	Glue Stick 35 grm	36				
17	Sticky Notes Size 19mmx76mmx4 colour	120				
18	U pin Coloures	60				
19	Cello Tap 2''(48mm)	12				
20	Cello tap 3''(72mm)	12				
21	Binder Clips 19mm	48				
22	Binder Clips 32mm	48				
23	JK Ledger 90 gsm Size FS (Green Paper)	12				
24	JK A3 Paper (White)	12				
25	Clip File with printing	60				
26	2 Quire Regd with printing	36				
27	1 Quire Regd with printing	36				


Sharad Lokhande
Superintending Engineer (C)
EHV CCCM Circle Nashik

Memorandum

I, The undersigned ready to execute the above referred work at Rs _____

Signature

Date

Name & Address

Mobile No