

**M. S. E. TRANSMISSION CO. LTD.**  
**(CIN No. U40109MH2005SGC153646)**

**Office of the Superintending Engineer**

EHV O&M Circle,  
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No.: SE/EHV/(O&M)/CRL/AKL/TECH/No. 287

Date: 03/03/2020

**E-Enquiry**

**Sub:- E-Enquiry** for hiring of **Sedan Class vehicle (AC)** [ Hyundai **Verna** /Maruti Suzuki-**Ciaz/Swift desire/Honda-Amaze/Tata-Zest/Hundai-Xcent/Toyato-Etios**] for office of the Superintending Engineer EHV (O&M) Circle, Akola for F.Y. 2020-21 (i.e. from Apr-20 to March-21)

**Dear Sir,**

Sealed and super scribe quotations are invited for hiring of light **Sedan Class vehicle (AC)** [Hyundai **Verna** /Maruti Suzuki-**Ciaz/Swift desire/Honda-Amaze/Tata-Zest/Hundai-Xcent/Toyato-Etios**] for office of the Superintending Engineer EHV (O&M) Circle, Akola, so as to reach this office on or before **11.03.2020 at 15.00 Hrs** positively as per **Schedule "A"** enclosed herewith. The terms and conditions are as follows:-

**Terms & conditions:-**

1. The rates quoted by you shall be valid for twelve months only i.e. from Apr-20 to Mar-21.
2. **The fuel (i.e. Diesel) will be provided by MSETCL at the milage of 15 km per Ltr.**
3. The offer/quoted rates in **Schedule "A"** should include Driver's payment, maintenance of vehicle, and all other necessary liabilities regarding vehicle.
4. Validity period of offer should be not less than 90 days from the date of opening of offer.
5. The vehicle should be in good condition & must be manufactured and registered after March 2015.
6. Any kind of vehicle breakdown should be attended by owner at his own cost.
7. In case of failure of vehicle due to any reason, the vehicle owner has to provide another equivalent type of vehicle as a stop gap arrangement on same rates & terms condition without any delay.
8. All other expenses such as driver payment, vehicle repairs, engine oil replacement etc. will be at owner's cost. Only toll charges as applicable will be made by MSETCL.
9. The responsibility of insurance renewal, PUC, Taxi Permit & RTO formalities will be with vehicle owner at his own cost.
10. Income tax as applicable will be deducted from your bills.

11. Vehicle should be able to use on all types of road in all over Maharashtra, where EHV S/S /Lines are situated.
12. The working hours will be normally from 09:00 Hrs to 19:00 Hrs on working days. However, in case of emergency, it will be required beyond 19:00 Hrs or before 09:00 Hrs and on holidays also.
13. **The starting & end km should be recorded daily taking office of Superintending Engineer EHV O&M Circle, Akola as head quarter in vehicle logbook duly signed by the authority using the vehicle.**
14. The vehicle is to be driven by the driver of the party/owner, who must have valid driving license from RTO authorities. The driver has to drive the vehicle as per the instructions of the In-charge of the vehicle. The driver of the vehicle should be permanent as far as possible & should not be changed frequently.
15. The driver must be polite, punctual in attendance & free from illicit habits. Details of driver such as Name, address, Phone No., License No., Batch No. & validity should be given to office.
16. The driver will not be permitted/allowed to carry any outside passengers, luggage when the vehicle is used under MSETCL's work.
17. An agreement is required to be executed by bidder with the company on stamp paper of Rs. 500/- containing all above terms & conditions of the order before its execution. The cost of the stamp paper should be borne by you.
18. The contractor will have to paid security deposit @ 5 % of value of the work order amount before commencement of contract in terms of DD/Check/BG/FDR and the DD/Check/ should be drawn in favour of The Superintending Engineer, EHV (O&M) Circle, Akola. The amount of SD will be refunded after satisfactory completion of contract period otherwise it will be forfeited without entertaining any objection/request thereof.
19. If the performance & the service given by your vehicle & driver is not found satisfactory, the contract will be terminated without giving any notice at cost & risk on tendered/party & S.D. paid by bidder will be forfeited.
20. **If the vehicle is specifically called on Sunday or Saturday or Public Holidays etc. then per day rate for that particular day will be payable, otherwise it will be treated as NO RUN and not liable for payment.**
21. The guidelines and financial limits regarding hiring of vehicle to be amended time to time may be applicable to this work contract subjected to final decision of undersigned.
22. Quotation must be submitted along with the xerox copies of all the documents pertaining to the vehicle & also necessary document in r/o of driver.
23. The vehicle must be in the name of bidder/owner only.
24. You have to display the board on the vehicle stating "ON MSETCL DUTY".
25. While submitting the offer, the following vehicle documents (Xerox copies) must be attested.
  - A. Registration Certificate of vehicle
  - B. Valid Insurance Policy of vehicle
  - C. Valid Pollution Test certificate (PUC) of vehicle, if applicable
  - D. Vehicle fitness certificate, if applicable

**E. Tourist Permit of vehicle**

**F. Driving License**

**G. Shop Act Registration certificate, if applicable**

**H. PAN card copy**

**I. GST Registration No., if applicable**

26. The payment will be effected on per month basis within reasonable time period as per availability of fund.
27. Monthly expenditure limit including all expenses such as cost of hiring of vehicle, cost of diesel and all other applicable taxes limited to Rs. 50,000/- only.
28. The Company's general terms and conditions of contract shall be applicable to this contract and will be bind on you.
29. Right to reject any or all quotations without assigning any reasons is reserved by the undersigned.

**Encl: Schedule "A"**

**SUPERINTENDING ENGINEER  
EHV O&M CIRCLE AKOLA**

Copy s.w.rs.to:-

**1. The Chief Engineer, EHV Project cum (O&M) Zone Amravati.**

Copy to:-

**1. The Manager (F&A), EHV O&M Circle, Akola.**

**2. Mahatransco Website/Notice Board**

Ref:-

Date:-

To,  
The Superintending Engineer,  
EHV O&M Circle,  
Akola

**Sub: - Submission of quotation for hiring of vehicle No.....** for office of the  
Superintending Engineer EHV (O&M) Circle, Akola for F.Y. 2020-21.

**Ref: -** Your office E-enquiry No..... Date.....

Respected Sir,

I am ready to engage my own vehicle No..... having taxi permit, on hire basis to the office of the Superintending Engineer EHV (O&M) Circle, Akola as per terms and condition of E-enquiry cited u/r and same are binding on me. I offered following rates for hiring of my vehicle as per Schedule "A".

**SCHEDULE "A"**

Sr. No.	Particulars	Units	Rates/unit (Excluding GST)
1	Hiring of Vehicle No. ...., Model - ..... for office of the Superintending Engineer EHV (O&M) Circle, Akola	Per Day	

Thanking You.

**Encl: 1) Terms & condition of offer  
2) Xerox copy of Vehicle paper**

**Yours faithfully**

**Contractor's seal & Signature**

**Terms & Condition of offer –**

1. The rate quoted above is exclusive of GST, however GST will be extra as applicable.
2. The fuel will be provided by MSETCL at the milage of 15 kM per Ltr.
3. I agreed all the terms & condition of E-enquiry No..... dtd.....
4. **Documents enclosed as per following list**
  - A. Registration Certificate of vehicle
  - B. Valid Insurance Policy of vehicle
  - C. Valid Pollution Test certificate (PUC) of vehicle, if applicable
  - D. Vehicle fitness certificate, if applicable
  - E. Tourist Permit of vehicle
  - F. Driving License
  - G. Shop Act Registration certificate, if applicable
  - H. PAN card copy
  - I. GST Registration certificate if applicable
5. Add other condition if any.