

MAHARASHTRA STATE ELECTRICITY TRANSMISSION COMPANY LTD.
INTRA OFFICE COMMUNICATION

Name of Office	: Executive Engineer, EHV Projects Division, Kolhapur
Office address	: Tarabai Park, Kolhapur.
Contact No.	: 0231- 2665320 (P), 0231- 2655937 (O)
E-Mail	: ee3610@mahatransco.in

Ref. : EE/EHV Projects/Dn./Kop/E-Enquiry/No. 326

Date : 03.03.2020

Sub : E- Enquiry for supply of Office tables ,Office chairs, Steel racks, etc under EHV Projects Division, Kolhapur.

Dear Sir,

Please send your sealed quotation for the supply of following material under given terms and condition, so as to reach this office on or before **Dt. 11.03.2020 up to 16.00 hrs.**

Sr. No.	Particulars	Qty	Unit	Unit Rate Rs/No. incl.GST
1	Office Table - Godrej make Unitized Table T8 (119.90cmX59cmX73.5cm).	1	No.	
2	Office Table - Godrej make Unitized Table T9 (136.50cmX68cmX73.5cm).	4	No.	
3	Godrej make mesh back chairs, Model-Greta mid back	2	No.	
4	Godrej make mesh back Oxbo visitors chairs	12	No.	
5	Godrej make Aisle & back storage Tambour Door Unit Size-75cmX47cmX69cm	3	No.	
6	Godrej make Aisle & back storage Tambour Door Unit Size-120cmX47cmX116.9cm	1	No.	

Terms and Condition -

- 1] Destination of Work, EHV Projects Division Office, Tarabai Park, Kolhapur.
- 2] **Delivery** - The material is to be delivered within 15 days from the date of receipt of firm order otherwise penalty at the rate of 1/2 % per delayed week or maximum 10% of order amount will be levied.
- 3] **Offer** - Quotation in sealed envelope should be superscripted with the above referred enquiry Number and Name of work.
- 4] **Rate** - Rates should be firm & including of all taxes.
- 5] **Quantity** - The quantity shown in the above table is tentative & subject to variation on eitherside.
- 6] **Payment** -100% payment shall released after receipt of material & GST invoice .Payment will be released within 15 to 30 days subject to availability of funds. No advance payment will be given.

- 7] **Taxes** - Will be deducted as per prevailing rates.
- 8] **Guarantee** : The material/equipment to be supplied should be guaranteed for at least one years from the date of supply.
- 9] **Security Deposit** : You have to pay 5% S. D. on ordered amount or will be deducted from your bill. S.D. will be refunded after completion of guarantee period.
- 10] Please submit the Authorization letter for dealer/sub-dealership, PAN card copy & GST registration copy along with the quotation.
- 11] **Validity** - Quotation should be kept valid for 60 days from due date.
- 12] Quotation received late with incomplete details against above clauses will not be considered.

Thanking You.

Yours faithfully,


Executive Engineer,
EHV Projects Dn. Kolhapur.

Copy s.w.rs to :

The Superintending Engineer, EHV Projects Circle, Kolhapur.

Copy to :

- 1) The Addl. Executive Engineer, EHV Line/S/Stn. Projects /S&I S/Dn. Kolhapur.
- 2) The Manager (F&A)/Head Clark, EHV Projects Dn. Kolhapur.
- 3) Notice Board.
- 4) MSETCL, Website.

M/F.