

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/Projects/DN-II/PN/No.1308

Date:01.12.2022

E- Enquiry

Sub: Enquiry for “providing skilled/unskilled manpower at EHV Projects Div-II Pune & its underlying subdivision offices”.

Sir,

Sealed & superscribed quotations are invited, so as to reach this office on or before **dt. 07.12.2022 upto 18:00 hrs** for providing Skilled / unskilled manpower at EHV Projects Div-II Pune on following terms & conditions:-

1. Rates shall be quoted as per the Schedule “A” enclosed. Any changes must be brought out clearly.
2. The Skilled person to be provided for the post of Typist should have passed 12th Std Examination & should have knowledge of 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.
3. The labour should have clear antecedents & should not have been involved in any criminal case etc.
4. The labour 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. The contract labour should have weekly off as per rules.
5. The working timings will be **10:00 a.m. to 06.15 p.m. for skilled** and **09:30 a.m. to 06:45 p.m. for unskilled and Driver timings will be from 9:00am to 7:00pm including 1.5hrs lunch break etc.** & should be followed strictly. The holidays will be as per the company’s holiday list for circle office.
6. You will have to make arrangement of relievers for weekly off/ leave etc. at your cost
7. The contract does not confer any right of employment in Company’s Services
8. **You should quote fixed charges per days per Minimum Wages Act except GST & no other charges will be considered.**
9. Payment will be made subject to availability of funds.

10. Please quote rates under minimum wages Act 1948 and according to Zone.
11. The office is situated at Kasbapeth, Pune and underlying subdivision offices are situated at Ganeshkhind and Lonikand.
12. Quotations should be submitted in Two bids one Envelop containing, Technical Bid and other containing Commercial Bid. Sealed envelop containing Xerox copies of qualifying documents as below is to be submitted mentioning on the top of the envelop **“TECHNICAL BID”**:
 - Valid License for providing manpower on contract basis.
 - Proof for registration under ESI Act 1948 with code number of ESI if applicable.
 - Proof for registration under Employee’s Provident fund with code number.
 - Proof for Professional Tax Number and PTEC & PTRC both,
 - Registration under Goods & Service Tax.
 - Proof for registration under Shop & Establishment Act 1948.
 - Copy of Maharashtra Labour Welfare Board Registration.
 - Certificate of performance, completion of similar work in MSETCL / MSEDCL / other Govt. utilities for the last three years (FY 2019-20, 2020-21, 2021-22) issued by authorities not below the rank of Executive Engineer along with copies of work order. Similar works means Work of providing skilled/unskilled labour shall be considered.
13. The rates should be quoted on your firms letter head in sealed separate envelop mentioning on top of envelop **COMMERCIAL BID** “Quotation for providing Skilled / unskilled manpower at EHV Projects Div-II Pune”
14. You will have to pay security deposit equal to 5% of the order amount & it will be refunded a after successful completion of the work order period.
15. Your quotation should reach to this office in person or by post on or before **dt. 07.12.2022 upto 18:00 hrs.**
16. Right to reject any or all offers without assigning any reasons are reserved with undersigned.
17. EHV Projects Circle,Pune has floated the tender for the year 2022-23 for providing the outsource staff for the EHV project Circle office and its underlying offices. E- enquiry is floated and order when issued will be valid upto order amount limited to Rs. 2,00,000/- exhaustion or date the finalization of current year 2022-23 tender which is under process at EHV Projects Circle, Pune, whichever is earlier.

Thanking you.

Yours faithfully,
Sd/-
Executive Engineer
EHV Projects Div II Pune

Encl:- Schedule “A”

SCHEDULE 'A'

Name of Work : Providing skilled/unskilled manpower at EHV Projects Div-II Pune & underlying subdivision offices.

Sr. No.	Name of the Office	Zone	Post	Skilled/ Semiskilled / unskilled	No. of Outsourced	Days/ Months	Rate/day without GST	Rate with GST (18%)	Amount (Rs)
1	EHV Projects Division 2, Pune	Zone 1	Office Assistance	Skilled	4	13	837.09	987.77	51363.84
			LDC(F&A)	Skilled	2	13	837.09	987.77	25681.92
			UDC(F&A)	Skilled	2	13	837.09	987.77	25681.92
			Typist	Skilled	1	13	837.09	987.77	12840.96
			Peon	Unskilled	3	13	737.03	869.70	33918.12
			Driver	Skilled	1	13	837.09	987.77	12840.96
			Over time charges (Hr)	Skilled	NA	1	132.1	155.88	155.88
			Assistant Technician (General Tech IV)	Skilled	1	13	842.4	994.03	12922.42
		Zone 2	Office Assistance	Skilled	2	13	800.07	944.08	24546.15
TOTAL								199952.17	
TOTAL AMOUNT : Rupees One Lakh Ninety Nine Thousand Nine Hundred and Fifty Two Only								199952	

Note:-

- Charges will be paid as per actual working days & actual Over time (Hr).
- Validity will be upto order amount limited to Rs. 2,00,000/- exhaustion or date the finalization of current year 2022-23 tender which is under process at EHV Projects Circle, Pune, whichever is earlier.

The contractors have to quote above/At par in % in respect of total amount. The contractor should not quote above/ below/ At par of individual items, such Price bid will be rejected.

1. ----- **At Par** (In words-----)of the above estimated Rate.
2. -----**% Above** (In words-----)of the above estimated Rate.

Signature of contractor with Seal

Name : -----

Address: -----

Sd/-
Executive Engineer
EHV Projects Dn.-II, PUNE.