



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

**From :**

**Name of Office : EXECUTIVE ENGINEER, EHV PROJECTS DIVISION-II, PUNE**

**Office Address : Administrative Building, 1<sup>st</sup> 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. 363**

**Date:27.03.2023**

**E- Enquiry**

Sub: E-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. 03.04.2023 upto 12:00 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 12<sup>th</sup> 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.
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”**:-

Sr. No.	Standard Pre- Qualifying Requirement [QR]
❖	<b>Technical Qualifying Criteria for MSETCL EHV S/stn / Lines</b>
1	The bidder should have valid Electrical contractor License. Copy of the same shall be submitted.
2	<p>The bidder should have successfully completed similar works during the <b>last 05 years</b> (previous to the date of submission of bid) in any one of the following criteria.</p> <p><b>Similar work means:</b> Providing Operator /Technicians (Skilled/ Semi-skilled) at EHV Sub-station /lines in MSETCL or other power transmission utility in India.</p> <p><b>i) Three</b> completed work orders each amounting to not less than <b>20%</b> of the estimated cost of subject tender.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>ii) Two</b> completed work orders each amounting to not less than <b>30%</b> of the estimated cost of subject tender.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>iii) Single</b> completed work order amounting to not less than <b>60%</b> of the estimated cost of subject tender.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>iii) Work orders cumulatively</b> amounting to <b>100%</b> of the tender estimated cost, <b>within maximum of 06 work orders.</b></p> <p><b>Note:</b> For all above satisfactory work completion certificate issued by an authority not below the rank of Executive Engineer has to be submitted along with bid.</p>
❖	<b>Technical Qualifying Criteria for office staff in MSETCL</b>
1	<p>The bidder should have successfully completed similar works during the <b>last 05 years</b> (previous to the date of submission of bid) in any one of the following criteria.</p> <p><b>Similar work means:</b> Providing office staff (Skilled/ Semi-skilled/ Unskilled) in any Government Organization of India</p> <p><b>i) Three</b> completed work orders each amounting to not less than <b>20%</b> of the estimated cost of subject tender.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>ii) Two</b> completed work orders each amounting to not less than <b>30%</b> of the estimated cost of subject tender.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>iii) Single</b> completed work order amounting to not less than <b>60%</b> of the estimated cost of subject tender.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>iv) Work orders cumulatively</b> amounting to <b>100%</b> of the tender estimated cost, <b>within maximum of 06 work orders.</b></p>

	<b>Note:</b> For all above satisfactory work completion certificate issued by an authority not below the rank of Executive Engineer has to be submitted along with bid.
<b>Financial Qualifying Criteria</b>	
1	Proof regarding registration under GST & proof of paid Challan and Return filing for last financial year.
2	Income tax returns for the last three financial years.
3	Solvency certificate from any scheduled bank (recognized by RBI) to the extent of <b>25%</b> of the estimated amount. (Solvency should be issued within one year from last date of tender submission period)
4	<b>Net worth:</b> The bidder should have a Positive <b>Net Worth</b> of estimated cost of tender offered. The bidder should submit the statement of Net worth duly certified by Chartered Accountant for the last financial year ending.
5	The average annual turnover of the agency during last three financial years ending 31st march of previous financial year should not be less than <b>60%</b> of the Tender value. The bidder should submit the said certificate duly certified by Chartered Accountant. And the bidder shall submit audited P&L A/C and Balance Sheets for the specified last three years duly certified by Chartered Accountant.
	<b>Note:-</b> If bids are called between 1st Apr and 30th Sep of the year then latest audited financial year shall be a year before previous year for financial criteria.( for eg if bids are called between 1st April and 30th Sep of current year, then latest audited financial year shall be a year before previous year for financial criteria of current financial year) 2) All CA Certificates should have UDIN as per ICAI guidelines. Documents without UDIN are liable for rejection.
<b>HR Qualifying Criteria</b>	
❖	
1	Full name of the company/firm, bank name & full address, bank account number and PAN card copy.
2	Permanent address of the contractor/ proprietor of the firm and proof for the same. Documents regarding proprietorship or partnership business or company. List of manpower, technical staff etc.
3	Current valid copy of labour license obtained from labour commissioner office.
4	Current valid copy of registration under shops and Establishment Act <b>OR</b> NOC of Grampanchyat.
5	Current valid copy of registration certificate from ESIC & Proof / Return of last twelve month wise paid Challan <b>OR</b> Proof for valid registration under workmen compensation policy i.e Insurance policy of labours.
6	Current valid copy of registration certificate from EPFO & Proof /Return of last twelve month wise paid Challan for already engaged outsourced employee.
7	Current valid copy of registration certificate under Maharashtra labour welfare Board registration.
8	Valid copy of Professional Tax both PTEC & PTRC and Proof /Return of last twelve month wise paid Challan.
9	Declaration regarding not been blacklisted.
10	Udyog Aadhar Memorandum & Udyog Aadhar Registration certificate (if applicable)

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. 03.04.2023 upto 12:00 hrs.** Right to reject any or all offers without assigning any reasons are reserved with undersigned.
16. 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 up to order amount limited upto Rs. 10,00,000/- exhaustion or date the finalization of current year 2022-23 tender which is under process at EHV Projects Circle, Pune whichever is earlier.
17. Please note that, if more than 2 or Two bid with same quote i.e. L1 in terms of value are received, then as per MSETCL administrative convenience, unit wise lottery system will be applied for allotment of work to only one agency as the duration and value of order is considerably less and for feasibility and necessity of work completion.

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 Outso urced	Days/ Month s	Rate (Rs) without GST	Rate with GST (18%)	Amount (Rs) with GST
1	EHV Projects Division 2, Pune	Zone 1	Office Assistance	Skilled	4	2.40	22242.48	26246.13	251962.86
			LDC(F&A)	Skilled	3	2.40	22242.48	26246.13	188972.15
			UDC(F&A)	Skilled	1	2.40	22242.48	26246.13	62990.72
			Typist	Skilled	1	2.40	22242.48	26246.13	62990.72
			Peon	Unskilled	3	2.40	19641.04	23176.43	166870.28
			Driver	Skilled	1	62.00	855.48	1009.47	62586.92
			Over time charges (Hr)	Skilled	NA	50.00	135.35	159.71	7985.42
			Assistant Technician (General Tech IV)	Skilled	1	62.00	860.89	1015.85	62983.01
				Zone 2	Office Assistance	Skilled	2	2.40	21280.19
<b>TOTAL</b>								<b>9,87,873/-</b>	
<b>TOTAL AMOUNT : Rupees Nine Lakh Eighty Seven Thousand Eight Hundred and Seventy Three Only</b>									

**Note:-**

- Charges will be paid as per actual working days & actual Over time (Hr ).
- Validity will be upto order amount limited to Rs. 10,00,000/- 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.**