

Name of office : Executive Engineer, MSETCL, Major Store, Karad  
Office Address : At.Virawade, Ogalewadi, Karad-415114, Dist: Satara.  
Contact No. : Tel. (O): 02164-271759, (Fax):02164-273617,  
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(CIN No: U40109MH2005SGC153646)

Ref No: EE/MS/KRD/T/No. 81

Date :- 11.04.2023

## Re-Enquiry

**Sub :- Re-Enquiry for Hiring of TATA Indica / Vista / Swift / Indigo OR equivalent vehicle for  
Ex. Engineer Major Store, Karad.**

Dear Sir,

Sealed and superscripted quotations are invited for above as per enclosed Schedule 'A'. You are requested to quote your rates for the above subjected work. The terms & conditions are as follows.

### **TERMS & CONDITIONS :**

1. **DUE DATE:** - The quotation completes in all respect, duly sealed & super scribed should be submitted to this office on or before **Dtd.17.04.2023** upto 13:00 Hrs Positively.
2. **ESTIMATED COST:-** The estimated cost is limited upto Rs.03.00 Lakhs inclusive of all.
3. **DOCUMENTS TO BE SUBMITTED ALONG WITH THE OFFER :**
  - a. Certificate of RTO Registration.
  - b. Certificate of Tourist Permit Registration valid upto date.
  - c. Certificate of Fitness.
  - d. Certificate of Taxation.
  - e. Certificate of valid Insurance.
  - f. Certificate of Pollution (PUC).
  - g. PAN No. of Agency / Owner.
  - h. Proof of GST Registration if applicable.
  - i. All necessary documents required for hiring of vehicle.
4. **QUOTED RATES:-** The quoted rates should include the cost of taxes. The Taxes will be clearly mentioned, & if the Taxes are not clearly mention, then it will be presume that the rates are inclusive of all taxes.
5. **VALIDITY OF OFFER:** - The offer should be valid for acceptance for a period of 90 days from the due date of same.
6. **GST:-** The prevailing rates of the GST will be applicable to this order. Please mention your GST Tax No. & P.T No. if applicable.
7. Taxes as applicable will be deducted from your bill at source.

8. **NAME OF THE WORK :-** Hiring of TATA Indica/Vista/Swift/Indigo OR equivalent vehicle for Ex. Engineer Major Store. Karad.
9. **SCOPE OF THE WORK :-** The work should be carried out as per enclosed in Schedule 'A' & as directed by the concerned officer to the full satisfaction and of approved quality.
10. **PRICE: -** The rates quoted should be firm and price variation will not be applicable at any cost.
11. The contract order will be 01 (One) year from the date of engagement of vehicle or as per requirement of this office.
12. Quantity mentioned is subject to variations.
13. **DISCARDED OFFER CONDITIONS: -** The company reserves to itself the right to reject any or all offers which does not confirm to any of the conditions.
14. **EXECUTION OF WORK: -** In the event of the offer being accepted in the whole, the successful contractor shall execute the order immediately as per the order Schedule within the time specified in the work order.
15. **INCOME TAX & OTHER TAXES :-** Income tax & other taxes as applicable as per the rules & prevailing rates will be deducted from the contractor's bill.
16. **PENALTY :-** If the work is not completed within the stipulated time period the penalty will be charges as per prevailing rate i.e. ½ % per of the order value per day of delay maximum upto 10% of the total order value.
17. The work should be strictly executed as per the Schedule enclosed and as per instructions of the concerned authority assign by the Ex. Engineer Major Stores, Karad.
18. **JURISDICTION: -** In case of dispute, if any, the legal jurisdiction of the Court shall be Karad only.
19. MSETCL Reserve rights to add more terms during the contract period if found necessary.
20. For any dispute/differences arises, that will be subjected to jurisdiction of Karad court only.

Undersigned reserved the right to accept any quotation or to reject/ accept all the quotation without assigning any reason.

Thanking you.

Yours faithfully,

-sd/-

( Jagdish Sudke )  
**Executive Engineer (Charge)**  
**Major Store, Karad.**

**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO.LTD**  
**Major Store, Karad**

**SCHEDULE 'A'**

**Sub :- Hiring of TATA Indica / Vista / Swift / Indigo OR equivalent vehicle for Ex. Engineer  
Major Store, Karad.**

**1. Hiring of TATA – Indica/ Vista / Swift / Indigo or equivalent vehicle (Diesel) without AC**

**Name :-** .....

**2. Vehicle Registration No. :-** .....

**3. Vehicle Attached to :-** Office of The Executive Engineer Major Store, Karad.

**4. Period :-** (One year from the date of engaging the vehicle)

**5. Expenditure Limit :-** Limited upto Rs.40,000/- Per month (Including Diesel, Hiring Charges, OT Halt & Etc.).

<b>Sr. no.</b>	<b>Description</b>	<b>No. of days</b>	<b>Rate/ day Rs.</b>	<b>Avg./Km/ Ltr. Required</b>	<b>Amount</b>
<b>1.</b>	Rate per day for 10 Hrs. Working Hours : 09.00 AM to 19.00 Hrs.	240	---	16 Km/Ltr.	---
<b>2.</b>	O.T. Hrs.	20	Hrs.	---	---
<b>3.</b>	Halting Charges.	5	Halt	---	---

**NOTE :-**

1. The rates should be quoted distinctly i.e. Bare Rate and Taxes if any. Otherwise it will be presumed that the rates quoted are including of all applicable taxes.
2. For a particular day either OT or hauling charges whichever is less will be paid.
3. Rates should be quoted per day on firm basis.

-sd/-

**( Jagdish Sudke )  
Executive Engineer (Charge)  
Major Store, Karad.**

**ANNEXURE-W**

**I) R.T.O REGISTRATIONS/CONDITIONS :-**

- 1) The vehicle under contract should have requisite Tourist Taxi Permit License and other important documents for travel in Maharashtra, Goa and Karnataka as per requirement of the MSETCL. Valid for the period of the contract i.e. at least for the period of one year.
- 2) a) The person offering the vehicle on hire have to submit the Xerox copies of documents such as RC/TC, Books, Insurance and Tourist Permit and relevant R.T.O and other statutory authorities for hiring vehicle to the MSETCL, & should be obtained by the person hiring the vehicle at owner cost.  
b) The permission of R.T.O and other statutory authorities for hiring vehicle to the MSETCL, must be obtained by the person hiring the vehicle at owner cost.  
c) The permission from R.T.O should be displayed on the vehicle.
- 3) All taxes such as R.T.O Taxes, Town Duties, Insurance and other statutory charges should be paid By owner only.
- 4) The vehicle is to be driven by the driver appointed by the owner, who must possess the valid License from R.T.O authorities & he should be skilled.

**II) CONTRACT RATE :-**

- 1) The rates on per day basis, considering 10 (Ten) working Hours per day & the overtime charges and halting charges along with the average consumption per liter of diesel of the vehicle given on hire is approved.
- 2) The approved rates and scheduled average is as per Schedule 'A' enclosed herewith.

**III) SECURITY DEPOSIT :-**

- 1) The S.D. 5% of the order value will have to be paid before execution of the order. The amount will be refunded in the normal course, after expiry of the contract period subject to deduction, if any, forfeited as per the terms and conditions. No interest will be allowed on this deposit. If on the breach of contract during contract period S.D. will be forfeited without assigning any reason thereof.
- 2) If, the performance and the services given by hired vehicle and Driver is not found satisfactory, the contract will be terminated without giving any notice at cost and risk of person contracting the vehicle and security Deposit paid by will be forfeited.

**IV) CONTRACT PERIOD/UTILITY :-**

- 1) The Contract of hiring the vehicle, for one year period from actual date of engagement of vehicle however, under any circumstances, the period of contract shall be curtailed or extended as per the requirement of the MSETCL and on the same terms and conditions and the accepted rates.
- 2) The hired vehicle will be utilized on any day for which the vehicle must be made available with a short notice from concerned Office/ Officer. The charges will be paid on the basis of the days & vehicle is actually utilized. The charges shall not be paid for days the vehicles has not been utilized. The vehicle is being utilized is fully empowered to give off on any day without assigning any reason for which no charges will be paid for that day/s.

**V RESPONSIBILITY AND RISK :-**

- 1) During the period of contract and utilization of vehicle any accident or mishap to the vehicle or hired driver all the liabilities will be at owners risk and cost only.

**VI AGREEMENT :-**

- 1) An Agreement is required to be executed by the person hiring the vehicle with the companies on Judicial Stamp paper of Rs.500/- containing all above terms and conditions of the order before its execution.
- 2) The cost of stamp paper should be borne by the person offering the vehicle for contract for hiring the vehicle.
- 3) If the owner and person hiring the vehicle is different, agreement between two should be produced by the person. Agency making this agreement with MSETCL.

**VII CONDITIONS AND INSTRUCTIONS :-**

- 1) The permission from R.T.O should be displayed on the hired vehicle.
- 2) The hired vehicle shall have to maintain two separate log-books/diaries, for the recording of daily journey in Kms with timing, fuel account, place/ places visited etc., on each day, duly signed by the Officer/ person using the vehicle. The diary maintained for each month should be submitted in original along with your bills for arranging payments.
- 3) It will not be permitted/allowed to carry any outside passengers/ Luggage in the vehicle, when the vehicle is under contract on M.S.E.T.C.L .duty.
- 4) The vehicle under contract should be provided with M.S.E.T.C.L on the vehicle displaying on MAHATRANSCO tile of duty as follows. "EXCLUSIVELY FOR BONAFIED USE OF M.S.E.T.C.L.
- 5) The hired vehicle should be parked in M.S.E.T.C.L Office premises as per instructions of the Officers of the vehicle on all working days at scheduled timings.
- 6) Speedometer showing the Kilo miter age of the hired vehicle should be kept in good working Condition at all times, without any excuse, so as to assess the consumption of diesel.
- 7) The hired vehicle must be run/move on all types of roads. The condition of all the tyres, fitted to the vehicle must be in good condition. Good and serviceable Stephaney should be provided in the vehicle.
- 8) The hired vehicle has to run normally in the area of jurisdiction, under control of the Field Officer, for whom the vehicle is being ordered.
- 9) However, in some cases, the hired vehicle has to run in the area, out of the jurisdiction of the controlling Officer. (to whom the vehicle is allotted) within the jurisdiction of Maharashtra State, Goa & Karnataka occasionally. In such circumstances, the necessary permit of the concerned state shall have to be obtained by the owner of the hired vehicle at his cost, however the charges for which will be reimbursed to the party on producing the receipt of the payment to the concerned controlling Officer.
- 10) The Driver has to move the vehicle for touring as per the Instructions of the field Officer or In-charge of the vehicle.

- 11) The behavior of the driver appointed by the owner for hired vehicle must be punctual in attendance, polite and free from illicit habits.
- 12) In case halt, the Driver should arrange his own kit and no extra amount will be paid by the Company on this account.
- 13) During the idle period of the hired vehicle beyond normal working hours, as specified by the Officer in-charge of the vehicle, the availability of the Driver with his address, telephone no. should have to be intimated to the vehicle In-charge, invariably so as to utilize the vehicle, at the time of emergency, if any.
- 14) The vehicle should be in self starting condition. In case it fails it should be got repaired immediately at your cost.

#### **VIII PAYMENT AND PAYMENT RISK :-**

- 1) A bill for hiring of the vehicle should be submitted in triplicate along with advance stamp receipt to the controlling Officer of the vehicle, every month after completion of work during the calendar month. The 100% payment of monthly bills subject to any deduction against the contract after due certificate by the concerned field Officer/ In-charge of vehicle, will be paid within the reasonable time by concerned Executive Engineer contracting the vehicle on hired basis.
- 2) Though the order is placed, for the payment of contract, the charges will not be paid for the days, when the vehicle is not been utilized.
- 3) Only Diesel will be supplied by the M.S.E.T.C.L at the free of cost, however the average consumption of the vehicle should be maintained as per approved average in schedule 'A' enclosed. Otherwise the proportionate amount will be deducted from the bill. The Engine Oil, Break Oil, and other lubricants shall be arranged by the owner / person hiring the vehicle at his own cost.

The charges will be paid as per order conditions, on the basis of vehicle actually utilized. The hired vehicle should be in self starting condition. In case, if failure of starter the same should be got repaired immediately, at owner's cost.

- 4) The alternative vehicle of similar condition shall be provided as a replacement, on the same terms and conditions of the order, in case of the ordered vehicle is off the road due to any failure / repairs for either for short duration or for longer period. This alternative vehicle should possess necessary R.T.O tourist permit.
- 5) All the maintenance charges of the vehicle and salary overtime, allowances / other benefits of the Driver shall be paid by the owner directly.
- 6) In case of failure of the hired vehicle on the road; the period of failure/ non use hours during duty period, will be counted for proportionate deduction in the daily bills as per directives of the vehicle only during idle hours and as per the directive of the vehicle in charge.
- 7) The average consumption of the vehicle given on hire basis should be 16 Kms /Litre irrespective of actual average of the vehicle. If the average consumption is less, the proportionate amount will be deducted from your bill. You will have to communicate amount the capacity of the diesel tank with vehicle.
- 8) The area for which vehicle has to run will be the area under control of the Executive Engineer Major Store, Karad under whom the vehicle is being utilized. Entry Charges/Toll charges will be paid the MSETCL.

- 9) The maintenance, any repairs / Servicing of this hired vehicle should be carried out only during idle period or during the period as per the direction of the vehicle In-charge by owner.
- 10) If the hired vehicle is not made available on any working day/ days, without convincing reason or without intimation, the penalty at the rate of 10 % of the daily charges will be levied for such every day.
- 11) The GST/P.T / Labour Cess as applicable as per prevailing rates will be deducted at source if applicable.

**IX GENERAL CONDITIONS :-**

- 1) The MSETCL general terms & conditions for the said Enquiry shall also be applicable and will be binding on the owner of the vehicle.
- 2) In case of difference of opinion, about interpretation of terms and conditions, between owner/ agency and M.S.E.T.C.L the decision of the order placing authority will be final and binding on the owner / agency.
- 3) The undersigned reserves the right to cancel the order it any time without assigning any season or any notice before the expiry of contract period.

**-sd/-**

**( Jagdish Sudke )  
Executive Engineer (Charge)  
Major Store, Karad.**