



**OFFICE OF THE EXECUTIVE ENGINEER  
EHV O&M DIVISION, MANCHAR**

DSK's Pride , Survey No-170/7B, Pune-Nashik Highway,  
In front of Rural Health Centre, Manchar , Tq- Ambegaon Dist: Pune  
E-mail:[ee61A0@mahatransco.in](mailto:ee61A0@mahatransco.in), [eeManchar404@gmail.com](mailto:eeManchar404@gmail.com)  
Ph- 02133-223040/41, FAX-02133-223042

EE/EHV/O&M/Division/Manchar/Tech/No. 646

Date: 30.06.2023

To,

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**Subject:** Re-E-Enquiry for hiring of Electric vehicle/CNG/diesel vehicle along with driver (TATA Indica or equivalent) for Executive Engineer EHV O&M Division Manchar.

Dear Sirs,

Sealed & super scribed quotations are invited, so as to reach this office on or before 10.07.2023 up to 18:15 Hrs. for hiring of CNG/EV/diesel Vehicle (TATA SUMO or equivalent) for hiring of Electric vehicle/CNG/diesel vehicle along with driver (TATA Indica or equivalent) for Executive Engineer EHV O&M Division Manchar on following Terms & Conditions and as per schedule "A" mentioned below.

The bidders are requested to go through the following instruction in case of any doubt, get them clarified in writing or in person from the office of the Executive Engineer, MSETCL, EHV (O&M) Division Manchar in advance before three days.

**Quotation should be submitted in sealed cover subscribed with following particulars:**

**Consisting of two separate envelopes with**

- 1) Associated documents
- 2) Price Bid Document.

**Envelope 1:**

This envelope should contain documents mentioned in Terms & Conditions Sr. No. 11.

**Envelope 2:**

This envelope should contain only price bid in given schedule "A", not in other format.

**Above both "Envelope 1 & Envelope 2" shall be enclosed in one envelope in sealed & super scribed.**

After verifying the full documents in envelope-I, if it is found that, the bidder fulfills the desired prerequisites; Envelope-II will be opened. If the same is not found meeting the prerequisite, Envelope-II will not be opened.

Quotations with incomplete details or submitted without sealing or super scribing or not submitted in prescribed form etc. are liable to reject. **Offer on fax or E-Mail will not be accepted. This office will not be responsible in delay in postal transit.**

### **TERMS & CONDITIONS:**

1. **Name of Work:** Re-E-Enquiry for hiring of Electric vehicle/CNG/diesel vehicle along with driver (TATA Indica or equivalent) for Executive Engineer EHV O&M Division Manchar.
2. **Value of Work Order:** The total work order value will be limited to Rs. 6/- Lakh inclusive of GST & all applicable taxes.
3. **Security Deposit:** Successful bidder will have to pay security 5% of total order amount within 15 days from the date of issue of LOI/work order. at EHV O&M Division Manchar. If you fail to submit the SD amount within stipulated time period, the interest will be charged per annum as prevailing BPLR rate. If you fail to do so, the SD will be recovered from your bills with interest. Also you will have to apply for refund of the SD within 6 months after completion of work period. If you fail to apply within stipulated period, your SD amount may liable for forfeit & the action will be taken as per MSETCL rules. SD will be refunded only after satisfactory completion of contract period after adjustment of any amount payable by you to MSETCL.
4. **Agreement:** Contractor shall have to enter in to agreement on bond paper of Rs. 500 /-as per rule within 15 days from the date of issue of LOI/work order. The cost of the bond paper will be borne by contractor.
5. **Validity of Work Order:** The validity of work order will be till exhaustion of work order amount.
6. **Rate:** Rates shall be quoted as per the Schedule 'A' given. Any changes must be brought out clearly.
7. **Working Period:** Normal working hours will be **09.00 am to 19.00 pm** with one hour recess in between. For extra hours beyond this period, overtime will be paid which should be quoted separately in schedule 'A'.
8. **Bills:** Bill will be paid every month for actual working days and you will have to submit the bill in four copies to the EHV O&M Division Manchar. Payment will be made within reasonable time period, subject to availability of funds.
9. **Night halt charges (out of Manchar) shall be shown separately.**
10. **Penalty:**
  - a. On any particular day, if contractor fails provide vehicle in time, the penalty will be charged as Rs. 100/- per delayed hour.
  - b. If contractor fails provide vehicle in time for any day penalty will charge Rs. 500/- per day will be recovered from contractor and further execution of order shall be got done from other agency at his cost and risk.

11. All R.T.O. permissions, registrations & taxes shall be the responsibility of the contractor & MSETCL will not be responsible for same. **Bidder should provide valid documents as under,**
- A. i) Copy of PAN ii) Valid Copy of Shop Act/NOC from Grampanchayat
- B. i) Valid copy of Vehicle Insurance  
ii) Valid copy of R/C book Xerox  
iii) Valid copy of Certificate of Taxation/Road Tax  
iv) Valid copy of certificate of fitness/passing certificate  
v) Valid copy of valid tourist permit  
vi) Valid copy of PUC

In place of above all 6 documents mentioned in condition B above, the registered owner can submit the copy of print from M-Parivahan app of Govt. of India (Under Digital, India) duly signed by registered owner. In this case the documents in B above shall not be required. Above documents shall be verified by Technical & F&A Section.

12. Income Tax at prevailing the rate will be deducted from your bill.
13. In case, the halt other than place of Pune / Manchar, the driver should arrange his own kits.
14. Contractor should have **telephonic & mobile facility** so that he can be contacted at any time.
15. As per GR 'शासन निर्णय क्र मइवाधो-२०२१ /प्र. क्र . २५ / ता क्र ४ नि. २९/१२/२०२१' Government is promoting the use EV over the use of conventional fuel i.e. Diesel/petrol. Hence EV or vehicle running on fuel other than diesel/petrol will preferred.
16. Vehicle has to travel Sub-Stations, Lines, Division Office under the jurisdiction of Manchar Division & have to visit higher offices located in Pune as & when required.
17. The hired vehicle may be used for LMSD In-Charge or LMSD Staff or for DT Team or Executive Engineer or his representative as per directives of Executive Engineer Manchar in emergency & it will obligation on Agency to provide vehicle as above in emergency as per directives of Executive Engineer, EHV O&M Division Manchar.
18. All R.T.O permissions, registrations, insurances & taxes shall be exclusively your responsibility & MSETCL will not be responsible for any penalty or disciplinary action taken by RTO, Traffic police etc. If validity of any certificate is expired during contract period **you will have to produce a copy of renewed license.**
19. Vehicle shall be driven by contractor's Driver. The Driver shall be well behaved, neatly dressed & possessing valid driving license. The driver must have valid license.
20. All the repairing and maintenance charges including cost of spares, oil etc. will be borne by contractor. All other expenses such as Driver's salary will also be paid by contractor at his own cost.
21. The vehicle must run on all types of roads. The indispensable Stephaney must be provided with the vehicle. Also, the overall condition of vehicle must be in working condition.
22. In case any accident, mishap & breakdown occurs all the liabilities will be at your cost & risk & alternative arrangement for the vehicle shall be made by you immediately.

23. Kilometer reading will be taken where the vehicle first reports for company's duty and where it is left last. Empty running between parking place will not be paid for by the M.S.E.C.T.L.
24. If it is found that performance of work is unsatisfactory, the contract is liable for termination without giving any prior notice and at your entire risk. The security deposit paid by you shall be forfeited. You shall not entrust the work on sub-contract /transfer or assign the contract or any part thereof to any third party. In case any deviations observed it will be treated as breach of contract and the contract will be terminated at your entire risk and cost.
25. Contractor as well as driver should have telephonic facility so that can be contacted at any time.
26. All the maintenance charges of vehicle, salary traveling allowance and other benefits of the Driver are to your account.
27. If particular vehicle allotted against this order is off the road for longer duration for major/minor repairs the other vehicle fulfilling requirement and condition shall have to be given as replacement on the same terms and conditions of the order having necessary RTO tourist permit along with all statutory taxes paid. If fail to do so arrangement , if made by MSETCL, by other vehicle charges what so ever paid will be recovered from your bill other than penalty clause.
28. In case of the different of opining about the interpretation of terms and conditions between you & M.S.E.T.C.L. the decision of the undersigned will be final & binding upon you.
29. This office reserves all the rights to reject any or all quotation without assigning any reasons thereof.
30. For legal disputes, if any, jurisdiction shall be exclusively of Pune courts.

Thanking you.

Sd/-  
**Executive Engineer**  
**EHV O&M Division Manchar**

**Copy s.w.r.s to:**

1. The Chief Engineer, EHV CC O&M Zone, Pune.
2. The Superintending Engineer, EHV (O&M) Circle, Pune.

**Copy to:**

1. Dy. Manager (F&A), EHV (O&M) Division Manchar.
2. Notice Board

**SCHEDULE “A”**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Unit</b>	<b>Rate/Unit (Ex-Rate)</b>
1	Rate for 10 Hrs. per day (including diesel up to 2000km)	Per Day	
2	O.T. per hour (Over & above 10 Hrs.)	Per Hrs.	
3	Night halt charges	Per Day	
4	Extra Km (above 2000Km)	Per Km	

- 1) Vehicle has to travel Sub-Station, Lines, Division Office under the jurisdiction of Manchar Division. Vehicle will be utilized on any day.
- 2) Diesel will be supplied by agency.
- 3) Charges will be paid as per actual working days & actual No. of night halts & extra hours.
- 4) Payment will be made within reasonable period.
- 5) The under signed reserved the right to accept or reject quotation without assigning any reason thereof.

**Note:-**

1. Total monthly amount is restricted to Rs. 50,000/-per month (inclusive of GST & other applicable taxes) including extra charges, O.T, night halt & per day charges including diesel & including Extra Km.
2. The expenditure towards fuel will be bear by the owner.
3. The major/minor repairs & drivers expenditure will be provided by the owner.
4. The head quarter of the vehicle will be EHV O&M Division Manchar.
5. Toll expenses it any shall be borne by MSETCL & shall not be considered in work order value.

Sd/-  
**Executive Engineer**  
**EHV O&M Division Manchar**