

**T-11  
(09-10)**



**Urban Division, AKOLA**

**TENDER OF WORK CONTRACT FOR PROVIDING  
SERVICES OF EXPERIENCED ELECTRICIAN (ITI) AGAINST  
LINE HELPER FOR VARIOUS WORKS UNDER O & M SUB -  
DIVISION NO. I M.S.E.D.C.LTD. AKOLA URBAN DIVISION.**

**Executive Engineer,  
Urban Division, MSEDCL, Akola (U).**

**March 2010**

(1)



**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.  
AKOLA (U)**

**TENDER ABSTRACT**

- 1. Tender No.** : EE/Akl(U)/T/Tender/09-10/T-11
- 2. NAME OF WORK** : Work contract for providing services of Experienced Electrician (ITI) against Line Helper under O & M Sub- Division No. I M.S.E.D.C.Ltd. Akola (U).
- 3. LAST DATE OF SUBMISSION** : **20.03.10 up to 13.00 Hrs.**  
**OF TENDER with EMD**
- 4. DATE OF OPENING** : **20.03.10. at 16.00 Hrs.**  
**(IF POSSIBLE)**
- 5. TENDEER ISSUED TO** : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 6. TENDER FEES** : Amount Paid Rs. 1000/- + 12.5% S.T  
PAID VIDE M.R.No. \_\_\_\_\_  
AND DATE: / /
- 7. DATE OF ISSUE** : **12.03.10 to 19.03.10. upto 17.30 Hrs (On working days)**
- 8. Pre – Bid Meeting** : **On Dt 18.03.10 will be held at Akola Urban Division.**
- 9. Signature of Tender for Issuing Authority** :-
- 10. Note** :- The undersigned reserves right to reject any or all offers without assigning any reason. This office takes no responsibility for delay / loss / non receipt of documents sent by you.

**Executive Engineer  
Akola Urban Division, MSEDCL**

**SEAL OF SIGNATURE OF TENDERER**



## Tender Notice

Sealed & subscribed tender are invited for works as mentioned below from eligible, Reputed and Experienced Electrical Contractor or registered societies.

Sr. no.	Tender no.	Particulars	Amount	EMD
1	T – 11 (2009-10)	Work contract for providing services of Electrician (ITI), against Line Helper for operation & maintaince works.	Rs. 8.00 Lakhs	Rs. 8000 /-
1	T – 12 (2009-10)	Work contract for providing services of Electrician (ITI), against Line Helper for operation & maintaince works.	Rs. 8.00 Lakhs	Rs. 8000 /-
1	T – 13 (2009-10)	Work contract for providing services of Electrician (ITI), against Line Helper for operation & maintaince works.	Rs. 8.00 Lakhs	Rs. 8000 /-

### **Terms & Conditions:**

- 1) Price of Tender form **Rs. 1000/- + 12.5 % Sale Tax Extra (Total Rs. 1126)** Non Refundable.
- 2) Date of Sale of Tender form from **Dt. 12.03.10 to 19.03.10** (on working days.)
- 3) Pre – Bid Meeting on **Dt. 18.03.10 at 16.00 Hrs. it will be held in cabin of Executive Engineer Akola Urban Division.**
- 4) Last date of submission of Tender form with **EMD Dt. 20.03.10 at 13.00 Hrs.**
- 5) Date of opening of Tender **Dt. 20.03.10 at 16.00 Hrs.**

The tender documents can be obtained from this office on working days only on payment of Tender fee in Cast or D.D. only in favor of MSEDCL Akola payable at Akola. The undersigned reserves right to reject any or all offers without assigning any reasons thereof.

This Tender documents is available on our website [www.mahadiscom.in](http://www.mahadiscom.in) in the downloaded form during sale period. Tenderer can use downloaded copy as tender document & can attach the D.D. against cost of Tender documents. D.D. shall be drawn on or before **Dt. 19.03.10** D.D. drawn after sale period will not be accepted.

**Executive Engineer,  
Akola Urban Division, MSEDCL,**

**Sign. of Tenderer**

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**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.  
AKOLA (U)**

**[To be filled in by tendered, in whose name, the tender form is issued]**

1. **From submitted by:** M/s \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. **Address** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. **E.M.D. paid** Rs. \_\_\_\_\_ /- (Rs. \_\_\_\_\_)  
M. R. No. \_\_\_\_\_ Date \_\_\_\_\_

4. **Document [Such as copy of license, previous experience etc.]**

Attached with tender-

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**Sign. of Tenderer**

**GENERAL TERMS AND CONDITIONS OF TENDER FOR PROVIDING SERVICES OF ELECTRICIAN ( ITI) AGAINST LINE HELPER UNDER O & M SUB-DIVISION NO. I M.S.E.D.C.LTD. AKOLA (U)**

1. The rate should be quoted per month basis in schedule 'B'
2. The rates should not be quoted less than the minimum wages as per labour contract act. The rates quoted below minimum wages will not be considered.
3. The rate quoted in Schedule "B" (per month) will be valid for contract period.
4. Agency / Contractors must have at least 1 year in experience & complete knowledge for operation & maintenance of lines up to 11 kv level and all its equipment in MSEDCL and other semi organization. Members of society must have 1 year experience to carry out operation & maintenance of lines up to 33 kv level.
5. Electrical contractor/ Agency should attached attested documents such as below.
  - i] Registered under Bombay shop & establishment act 1948,
  - ii] Provident fund act of commissioner of P.F.
  - iii] Registered establishment license under section XII [2] of the contract labour act 1970 and Maharashtra labor contract regulation and license act 1971
  - iv] Copy of Service tax registration, Copy of PAN Card No.
  - v] Experience certificate at least for One years With Govt. & semi Govt. organization MSEDCL.
  - vi] Copy Insurance registration No.
  - vii] Copy of valid license of Electrical Contractor.
  - viii] Solvency certificate of Rs. 8.00 Lakhs of scheduled bank along with tendered documents.
  - ix] The renewal of the same will have to be done by the agency before their expiry dates.
6. It is the sole responsibility of Agency / Contractor / societies to observe all above acts and regulations framed by the Government time to time along with amendments threat of MSEDCL will not be responsible for violation of the above stated regulations/Acts etc. by the agency. i] The payment towards P.F. of each labour to the office of P.F. Commissioner is the agency's responsibility & the agency should submit the payment receipt against the same at time of submitting the bill every month. Company will not be responsible for the same ii] The MSEDCL will not be responsible for violation of by the Agency / Contractor / societies of these statutory rules and regulations.
7. Registered societies of apprentice lineman / unemployed Electrician should attached the documents such as certificate of 1. PF Commissioner, Certificate of Service Tax registrations, 2. Permission of Electrical Inspector, 3. Certificate of registrations with state Govt., work Contract registration certificate, list of members of society with complete details.
8. The eligible agency shall have to pay 5 % as Security Deposit in cash to MSEDCL. On the demand against the letter of indent issued by this office. This must be confirmed before engaging the employees. The same will be refunded after completion of contract period.
9. On deposit of such amount only, the detailed order will be issued to the firm. If security deposit is not paid by firm before stipulated period then the decision of Tender accepting agency i.e. Executive Engineer, O&M Division Akola (U) will be final and binding on you. It will be presume that the agency is not interested in execution of contract and work contract will be issued to other agency.
10. An agreement on appropriate value of stamp paper i.e. contract bond on stamp of Rs.100/- (Rs. Hundred Rupees) only shall have to be executed with the MSEDCL to before commencement of the work. The stamp fees will be borne by the agency.

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11. The final amount of this Tender will be limited to **Rs.8.00/- Lakhs (Rs. Eight Lakhs only)**.
12. The staff of the Agency / Contractor / Societies will attend the duties in shifts wearing the uniform prescribed by the agency. Identity cards should be provided to the employees by the agency in order to ascertain that the person is the same appointed by the agency.
13. Agency shall make his own arrangements for this staff for attending the duties in time.
14. Each employees Provided by agency (a) Within the age of 18 to 45 year (with proof) (b) Physically fit and without and disabilities or handicap. (c) While on duty, the employees should not be intoxication of liquor.
15. Bio-data of each employees must be submitted to the S.D.O. concerned & in charge concerned & this office before joining the duties, along with the police verification letter of each employees.
16. Work contract for providing services of Electrician (ITI) is required as and when desired by our Dy. Executive Engineer S/Dn. No. I Akola (U). Contractor/ agency will be given advance intimation by our authority and then contractor should make arrangement operator immediately.
17. Any employee provided by agency should not be given duty of more than eight hours in continuation.
18. At least once in a week, surprise check will be carried out by the in charge of the Company, maintain and awareness of attending their duties regularly, punctually and promptly..
19. The employees of Agency / Contractor / societies will not be bound by MSEDCL, Service regulation as such they will not be entitled to for payment holidays and other facilities.
20. MSEDCL will not be responsible for any fatal or non fatal accident to the person/ Employees of the Agency / Contractor / societies.
21. If any type of misconduct or adverse report against the performance of the Agency / Contractor / Societies or his employees is reported to this office, the undersigned reserves rights to cancel the contract at any stage. The decision of the undersigned in this regard will be final and binding on the agency.
22. The general terms and conditions of MSEDCL for tender & work contract will be binding on the Agency / Contractor / Societies.
23. The joining report along with list of employees of the contractor must be submitted to In-charge concern or to S.D.O. concern under intimation to this office.
24. All photocopies of relevant documents duly attested should be attached with tender offer and all corrections, over writing must be duly initiated.
25. The work shall be carried out strictly as per the instructions of the Engineer in charge of work.
26. **Employees engaged on working shall get the salary as per minimum wages act on or before 10 th of each of month of complete calendar in presence of in charge concerned/ representative of Dy. C.I.R.O. AMZ, Akola or representative Akola (U) Division under intimation to this office/ Dy. C.I.R.O. AMZ, Akola.**
27. **Bills must be submitted on monthly basis on or before 10 th of each month. After receipt of duly recorded, certified bills in M.B. from the S.D.O/In charge concerned, concerned in charge shall ensure that employees engaged on working are getting the payment as per minimum wages act accordingly certificate will have to give after that same will be certified by Dy. Chief Industrial Relation Office AMZ, MSEDCL.**

28. **Contractors/Agencies bill payment will be effected only after obtaining certificate of in charge concerned & Dy. Chief Industrial Relation Officer of Amravati Zone MSEDCL, Akola that employees engaged on working are getting salary as per minimum wages act, subject to availability of Funds.**
29. Sub letting of contract will not be allowed other wise the contract will be terminated forthwith and the security deposit will be forfeited.  
Income tax other applicable taxes will be deducted from the bills as per prevailing rules.
30. In case of failure to carry out the works during the contract period, MSEDCL will be at liberty to get the work done departmentally or from any other agency at agency's cost and risk and amount will be deducted through the monthly bills.
31. Undersigned reserve the right to terminate the Tender/Contract at any stage without assigning any reasons there of moreover merrily. Tender Submission eligibility criteria, does not entitle the bidder to claim the contract and no claims in this regard will be entertained.
32. All disputes differences arising out of or in connection with this awarding finalization of contract of contract, if concluded, shall be subject to the exclusive jurisdiction Akola court only.
33. Insurance to cover the accident risk of all of contractors labours / workers be done by the contractor and copy of the insurance cover should be submitted to this office. In case of any accident/ injury to contractor worker while carrying out the work at work site the entire responsibility will be of contractor and he will have to pay compensation as per workman's compensation act 1963 as amended up to date and / or any other application in such cases.
34. In order to judge the contractors ability, performance, capacity, Reliability, Quality of work etc. M.S.E.D.C. Ltd may place the order in phases and contractor if fails in first phases the order for next phases can be placed with the next higher offer.
35. **General Discipline:**  
The Agency / contractor / Society & his employees shall maintain good character and decent behaviors with all concerned. They will not allow indulge in drinking liquor, entry of unauthorized persons and unscrupulous elements in the sub-stations and company's premises. Any person behaving in a manner controversy to the above will be replaced forth with by the contractors

**Executive Engineer  
Akola Urban Division MSEDCL,**

**Sign. of Tenderer**

**“INSTRUCTIONS TO TM TENDERER”**

Tender complete will all prescribed particulars duly filled-in together with description enclosed. In sealed envelopes addressed to Executive Engineer, (O&M) Division, M. S. E. Dist. Co. Ltd., Vidyut Bhavan, 1<sup>st</sup> Floor, Ratanlal Plots, Akola, must be delivered at the above address on or before **20.03.10 up to 13.00 Hrs.** the sealed envelop should be clearly subscribed with following information.

**Tender No. EE/T/Akl(U)/ 2009-10/Tender/T-11**

**For Work contract for providing services of Experienced Electrician (ITI) against Line Helper for operation & Maintaince works, under Sub- Division No. I M.S.E.D.C.Ltd, Akola**

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1. The Tenderer must note the Tender Form, specification and schedule of quality and rate duly filled-in and signed. The tender not bearing signature of the tender on all documents accompanying tender shall be liable to be rejected. Tender should be written legibly in Ball point pen.
2. The tender should carefully read the terms and conditions of the Tender and follow the instructions contained therein scrupulously before submission of Tender. In case of any omission in the Tender, the tender shall be liable for rejection. If the tenderer has any doubts in respect of any, same should be got clarified in writing from the office of the undersigned before submitting the Tender.
3. The tenderer should quote exact specification details in this tender.
4. All correction in the tender and particularly in rates must be initialed and dated by the tenders and all pages should bear the initials of tenderer at the bottom of each page.
5. The tenders which do not fulfill any of the above conditions or in complete in any respect are liable to be summarily rejected.
6. Experience certificate and attested copies of all relevant documents shall be furnished with tender along with the details of work orders etc. of past and future.
7. The photocopies of Nationalized & Scheduled bank solvency certificate of **Rs.8.00/- lakhs (Eight Lakhs)** must be submitted while submitting the tender and should be able to produce the original while finalizing the tender.

8. The rates must be quoted for per month basis only in Schedule 'B'. Any other rates in other terms will not be considered or accepted, otherwise Tender will be rejected.
9. Tenderer should follow all the Terms & Conditions & attached all the required documents duly attested along with tender / offer & employer will examine all the documents and if the required documents are not attached with the tender, Employer decision will be final for rejection & acceptance of tender.
- 10) The employer reserves the right to accept or reject any or a tender an bids and to cancel the bidding process and reject all bids at any time prior to award of contract, without thereby incoming any liability the affected bidder or bidders or any obligation to inform the affected bidder or bidders on the grounds for the employers action.
- 11) The employer does not bind himself to accept the lowest or any bid, neither will any reason be assigned for the rejection.
- 12) The employer reserves the right to split up the order, if in its opinion felt necessary in the interest of the MSEDCL
- 13) If the other Bidder accept to work at lowest Rate received in offer the company may allot the work splitting the work to such bidder. How ever the company reserves the rights to accept or reject the offer.
- 14) Please don'ts tear multipliable scratch, smudge, scratch, stain the page of tender copy.
- 15) Total emoluments as per minimum wages act & prevailing special dearness allowance is given in Annexure "A".

**Executive Engineer  
Akola Urban Division, MSEDCL,**

**Sign. of Tenderer**

**Special Instruction for the Electrical Contractor / Agency / Society**

**I) Scope of Work for Electrician ( ITI) Electrical against Line Helper to Dy. E.E. S/Dn. No. I Akola (U).**

- a) Maintenance of 33 kv line, 11kv line, L.T. Line, Distribution Transformer s/s, service connection & all its accessories, equipment.
- b) Attending of Break down, shut down of 11kv line, L.T. Line, fuse of call complaints.
- c) Taking of Reading of L.T/I.P. connection in MIDC Area.
- d) To maintained the record of maintenance works, new works, IP reading & various other office work.
- e) To adopt & observe all necessary safety precautions, procedure while performing varies duties.
- f) To insure proper co-ordination with EHV s/s, 33kv line s/s and also with the concerned field in charge & officials of MSEDCL.
- g) Release of new service connection. New H.T./L.T Construction work, replacement of C.T. operated meter, 3 Ph./1Ph. Energy meter.
- h) Disconnection of connections of all category in r/o defaulter consumer.
- i) Monthly DTC energy Audit of all D T C's.
- j) Walk down survey of all D T C's with single line diagram & mapping of all consumes.
- k) Information about theft cases and illegal extension.
- l) Any other works as per directives given by concerned Engineer in charge.
- m) Loading & Unloading of material from the vehicle & stocking of material in store properly / premises. Cleaning of office premises.
- n) Any other works as per directives given by concerned Engineer in charge.

**i) Electrician (ITI)**

- 1) Electrician provided by Agency/contractor should have minimum qualification of ITI (Electrician/Elect. Maintenance)
- 2) Electrician should have minimum 2 years experience about the working of operation & maintenance of line & its equipment s/stn. to 33/11kv level and he should be capable to carryout all maintenance work up to 33 kv line, 11 kv line, L.T. Line & he should have working knowledge about O & M works up to 33 KV line.
- 3) **The person working as mentioned aforesaid work should get authorized by Electrical Inspector (IE&L Deptt.) M.S. & same will be done only by agency / contractors / society.**
- 4) Electrician should have working knowledge of English, Hindi, Marathi & he should be well conversant in talking with all officials of MSEDCL & consumer & other people.
- 5) He should be ex. Apprentice of the company.
- 6) Electrician should be physically capable of to climb & work on pole & also he should be physically fit to carry out line maintaince works

**Executive Engineer  
Akola Urban Division, MSEDCL,**

**Sign. of Tenderer**

**TENDER FORM**

EE/Akl(U)/Tender/09-10/T-11

**To,  
The Executive Engineer,  
(O&M) Division,  
MSEDC Ltd., Vidyut Bhavan,  
1<sup>st</sup> Floor, Ratanalal Plots, Akola(M.S.)**

Dear Sir,

Having examined the above specification together with accompanying Schedules, the general conditions of the contract, and conditions applicable to Company's Works Contract therein referred no, I/We hereby offer to carry out the work described in the different sections of the said specification and schedule at the rate of entered in the attached Contract Schedule.

I/We, hereby guarantee the performance of our work in full conformity of your specifications and instructions, the particulars entered in the schedules attached to the specification and in accordance with the conditions of the contract applicable for Company's Work Contract.

Thanking you,

Yours faithfully.

Place:

Date :

(Signature of the Tenderer)

**Sign. of Tenderer**

**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.  
O&M DIVISION, AKOLA (U)**

**“Declaration of Bidder”**

(TENDER AND CONTRACT FOR PROVIDING ITI ELECTRICIAN AGAINST LINE HELPER at S/Dn.  
No. I Akola (U).

I/We hereby tender for execution for the Maharashtra State Electricity Distribution Co. Ltd., (hereinafter referred to be “Company”) of the specified in the under written memorandum within the time specified in the clause E (Sectional) Memorandum Showing item of work to be carried out and in accordance in all aspects with the specifications, designs, drawings and instructions in writing and as per Annexed Conditions of Contract.

**MEMORANDUM**

- A. General Description : Work contract for providing services of Experienced Electrician (ITI), against Line Helper Operation works under Sub-Division No. I M.S.E.D.C.Ltd Akola (U).
- B. Earnest Money : Rs.8.00/- Lakhs
- C. Deposit (S.D) : 5% of the contract value.
- D. Time limit : As specified in the Schedule ‘A’.

Should this Tender be accepted, I/We hereby agree to abide by and fulfill all the terms and provisions of conditions of contract Annexed herein as applicable and default thereof to forfeit and pay to the Company the sum of money mentioned in the said conditions.

Rs. \_\_\_\_\_ Receipt No. \_\_\_\_\_ dated \_\_\_\_\_ from Maharashtra State Electricity Distribution co. Limited in respect of the sum of Rs. \_\_\_\_\_ (The amount to be specified in figure and words) is hereby forwarded representing the earnest money deposit (The full value of which is to be absolutely forfeited to the company should I/We do not deposit the full amount of Security Deposit specified in the above memorandum in accordance with the clause “Security Deposit” of the said conditions, otherwise the said sum of Rs. \_\_\_\_\_ shall be refunded.).

Signature of the contractor :

Address of the Contractor :

Dated :

Signature of witness :

Address of the witness

(With name) :

Occupation of witness :

Dated :

The above tender is hereby accepted by me on behalf of the M.S.E.Dist.Co. Ltd.

**Sign. of Tenderer**

## **SCHEDULE “A”**

### **Brief description of the work & Man power requirement**

- I.** Services of Electrician (ITI) - are required as and when desired by concerned Engineer in charge to carry out maintenance of line up to 33 level and its all equipment and the works as noted in scope of work.
- II.** Electricians are required as and when desired by concerned in Engineer in charge to carry out maintenance of line up to 33 level and its all equipment and the works as noted in scope of work.
- III.** Period of duty – Timing of Shifts is for eight hours for Electrician. Period of timings / shifts will be decided by concerned Engineer in charge.

**In case of emergency, above mentioned employees provided by the contractor / Agency / Society will have to attend the duties as and when called by Engineer in charge of that Area.**

- IV. Period of Contract:** Six month from the date of issue of the order / may be extended till the joining of Line Helper once these staff will be joined. Order will be immediately terminated under intimation to agency / contractor/ society one day before.
- V. Remark:** 1) Statutory provision at labour act for weekly off will have to be arranged by bidder /contractor.

**Schedule 'B'**

<b>Sr. No.</b>	<b>Particular</b>	<b>Rate</b>	<b>Unit</b>	<b>Remark</b>
<b>1.</b>	<b>Providing services of Electrician (ITI Electricals) against Line Helper under O &amp; M Sub-Division No. I, Akola.</b>		<b>Per Electrician  Per Month</b>	

**Note:-** Minimum wages act, Labour act, EPF, Service Tax & all other taxes as per annexure "A" shall be taken in to account while calculation of rates. Rates should be quoted inclusive of all taxes. Nothing will be paid extra.

Date:

Signature of the Bidder

Place:

SEAL OF BIDDER

<b>ANNEXURE "A"</b>		
Total Emolument as per Minimum Wages Act & Prevailing D.A.		
<b>Sr. No.</b>	<b>Particulars</b>	<b>Rate</b>
1	Basic Pay Per month	3330.00
2	Special Allowance affected from 01.07.09 to 31.12.09	1242.30
	<b>Total (A)</b>	<b>4572.30</b>
3	12 % PF contribution of contractor on Total A	548.68
4	Service Tax on Total (A) 10.30 % as per prevailing rate	470.95
5	Administrative Expenditure on PF 1.16% on Total A	53.04
6	Bonus 8.33 % on Total A	380.87
7	House Rent 5 % on Basic Pay	166.50
8	Labour Insurance State Scheme Contribution 1 % on Total A	45.72
9	Leave Encashment 4 % on Total A	182.89
10	Assest & Materials Security 1 % on Total A	45.72
	<b>Grant Total</b>	<b>6466.67</b>

**Executive Engineer,  
Akola Urban Division, MSEDCL,**