



MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.  
O & M DIVISION DOMBIVALI

TENDER NO :- EE / DOMB / T -10 / 2009 - 2010/ PHOTO BILL PRINTING/

Advertisement in News Papers of MARCH 2010 .

Issued to M/s \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tender For :- PRINTING OF PHOTO BILL FOR DOMBIVLI DIVISION ELIGIBLE AGENCIES  
FROM PERIOD 01.05.2010 UPTO THE CONTRACT VALUE RS 10.00 LAC

\*\*\*\*\*

1. Area of operation : Dombivali Division
2. Estimated Value : Rs. 10,00,000 /-
3. Earnest money deposit : Rs. 10,000 / -
4. Tender Sale : Dt 08.03.2010 to Dt 17.03.2010
4. Tender Submission Date : Date 18.03.2010 up to 13:00 Hrs .
5. Tender Opening Date : Date 18.03.2010 at 15:00 Hrs .
6. EMD paid vide M.R. No : \_\_\_\_\_ Dt . \_\_\_\_\_
7. Tender Fees :- Rs. 500 / - per copy .  
paid vide M.R. No : \_\_\_\_\_ Dt . \_\_\_\_\_

Office of the Executive Engineer  
Maharashtra State Electricity Distribution Company Ltd  
Opp.Gharda Colony Plot No. 31, MIDC Ph- II Dombivali (East)  
Tel: 2447695 /2410010 Fax :-( 0251 ) 2449820  
E-mail: msebdombivli@rediffmail.com , eedombivaliu@ho.mahadiscom.in  
eedombivaliu@yahoo.com



MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.  
O & M DIVISION DOMBIVALI

TENDER NO :- EE / DOMB / T -10 / 2009 - 2010/ PHOTO BILL PRINTING/

---

---

| Sr.No. | Description  | Page No. |
|--------|--|----------|
| 1.     | Letter to the Tenderer                               | 2        |
| 2.     | Tenderer Notice                                      | 3        |
| 3.     | Instructions to the Tenderer                         | 4-8      |
| 4.     | Letter to the Executive Engineer ,Dombivali Division | 9        |
| 5.     | Questionnaire to the Tenderer                        | 10       |
| 6.     | Schedule of Tenderers Experience                     | 11       |
| 7.     | Schedule "A" Statement of Material Required          | 12       |



MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.  
O & M DIVISION DOMBIVALI

TENDER NO :- EE / DOMB / T -10 / 2009 - 2010/ PHOTO BILL PRINTING/  
-----

M/s.  
Dear Sir / Madam ,

Please quote your lowest rates for procurement of **PRINTING PHOTO READING BILL FOR DOMBIVALI DIVISION , BY OUTSOURCING** for the year 2010-11 , as mentioned in schedule "A". Please note that this is two bid tender. First Bid(TECHNICAL) cover should contain required documents for qualifying to open second (COMMERCIAL ) bid. Second commercial bid cover should contain only schedule "A" duly signed by Tenderer. Tender documents duly filled up, and signed on each page by tenderer. You are also requested to note the instructions to for the tenderer before uploading your offer.

Yours faithfully,

Executive Engineer  
Dombivali Division



**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.  
O & M DIVISION DOMBIVALI**

**TENDER NO :- EE / DOMB / T -10 / 2009 - 2010/ PHOTO BILL PRINTING/**

---

**SHORT E-TENDER NOTICE**

The Executive Engineer , Maharashtra State Electricity Dist. Co. Ltd , Plot No - 31 , Oppo. Gharda Colony , MIDC , Ph - II , Dombivli ( East ).Tel . :- ( 95251 ) 2447695 / 2410010 , invites the E-tender from reputed Agencies / Sanstha along with the relevant documents for

**PRINTING OF PHOTO BILL FOR DOMBIVLI DIVISION FOR PERIOD OF SIX MONTHS**

**FROM DATE 01.05.2010 to DATE 31.10.2010**

**OR**

**up to the Contract Value RS 10=00 lac whichever earlier.**

The bill printing premises arranged by the agency only

Sale of Tender on website Dt 08.03.2010 to Date 17.03.2010

Last Date of uploading of Bids : Date 18.03.2010 @ 13.00 Hrs

Opening of Bid Technical and Commercial: Date 18.03.2010 @ 15.00 hrs

If the same day happens to be holiday, or any other reason, it will be opened on very next day.

Tender fees Rs 500 =00  
EMD Rs 10,000=00

Tender fees and EMD should be paid during 10.00 AM to 5.00 PM

The undersigned reserves the right to reject any or all tenders received without giving any reason thereof .For more details log on to MSEDCL official website

<http://works.mahadiscom.in/e-Tender/etender>

Or

contact to undersigned on 0251-2410010 ( ext 21,22,23)

Or

E .mail - eedombivaliu@ho.mahadiscom.in

**Executive Engineer  
Dombivli Division .**



**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.  
O & M DIVISION DOMBIVALI**

**TENDER NO :- EE / DOMB / T -10 / 2009 - 2010/ PHOTO BILL PRINTING/**

---

**Instruction to the tenderer**

**1. SCOPE OF WORK:**

- a) Printing photo Reading bills for Dombivali Division by eligible agencies. The bill printing printer should be installed at their premises in Dombivali
- b) Company will provide pre printed A4 size paper for printing of Photo bill only
- c) Tenderer should provide one personal computer along with operator/s to get his work done may be in shifts along with Printer having capacity of 55/85 copies p/m.
- d) Tenderer should use new Printer /new cartridge for printing.
- e) Tenderer should have second standby setup at their premises to get the work done in case of failure of first set up within 6 ( six) Hrs from receipt of Data.

**2. RATES**

- a) Tenderers should quote only for the above work including all taxes. The offer prices quoted on slab basis and or with any conditional discount on any account will not be accepted.
- f) The rates should be on firm quotation basis for the period of one year.

**3. QUOTATION :**

- a) Tenderer shall quote his lowest reasonable rates for the above mentioned works in appendix "A" ,enclosed here, with duly signed
- b) Tenderer shall quote his lowest reasonable rates in figures as well as in words. Any variation in the rates etc. will not be allowed on any ground such as mistake, misunderstanding etc. After the tender has been submitted.
- c) Tenderers printed terms and conditions will not be considered as forming part of the offer. In case of divergence between the rates in figures and words, the tender is liable to be rejected.

**4. AMBIGUITY IN QUOTATIONS :**

Tenderers are requested to make a note that in case of ambiguous terms in respect of tender, Work contract tax and all Taxes or if the blanks are not filled in or answered, the offer shall be liable to be rejected.

**5. FILLING IN OF QUESTIONNAIRE :**

Tenderers are requested to ensure that the comments against each and every items / clause of Annexure / Questionnaire shall be clearly filled in an answered. Any item clause shall not be left blank or unanswered. If any item / clause is not applicable, the words "NOT APPLICABLE" shall be written against it.



**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.  
O & M DIVISION DOMBIVALI**

**TENDER NO :- EE / DOMB / T -10 / 2009 - 2010/ PHOTO BILL PRINTING/**

---

**6. ADDITIONS / ALTERATIONS PROHIBITED :**

Tenderers shall not make any additions, alterations or the changes in the tender form and the conditions of Tender . In the enclosed Schedule "A" they should quote rate for the specification described.

**7. SIGNING OF THE TENDER DOCUMENTS :**

Offers must be submitted in the tender documents only and be clearly and legibly filled in with all Schedule and must be either in ink or type written. Offer and all documents comprising of tender details, tender form, conditions of tender work and supply, Questionnaires, Test certificates and other documents should be duly signed in each page and corrections, if any, to the information filled in should be duly initialed. There should be no overwriting. The over writing should be avoided and new details given and duly initialed. Tenders not signed as above shall be liable to be rejected.

**8. TIMELY SUBMISSION OF OFFER:**

- A) Tender documents received after the due date and time of the submission will not be
- B) accepted and no correspondence will be entertained. The Company shall not be responsible for any cause arising out of such delay.
- B) In case the date of opening happens to be Holiday, the Tender shall be opened on the next working day at the same time as far as possible.
- C) The Company reserves right to reject any or all offers without assigning any reason thereof.

**9. DISREGARD OF TENDER CONDITIONS :**

The Company reserves the right to reject any tender, which does not conform to any of the conditions or instructions etc. in respect of the tender.

10. The Tenderer should note that no correspondence shall be entertained or considered after the due date.

11. To judge the capacity and capability of the Tenderer or his manufacturer, the Tenderer shall furnish a list of orders executed by him or his manufacturers for the last 3 years indicating the name of the Purchaser, material ordered, quantity ordered, value, the delivery quoted, the delivery executed and the quantities outstanding against orders of this office and other photo bill printing, etc



**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.  
O & M DIVISION DOMBIVALI**

**TENDER NO :- EE / DOMB / T -10 / 2009 - 2010/ PHOTO BILL PRINTING/**

---

**12. ACCEPTANCE OF TENDER :**

The Company does not bind itself to accept the lowest offer or disclose any reason for rejection of any Tender or part of Tender. It is also not binding on the Company to disclose any analysis, report on Tender or samples. The Company shall reserve right to order out / procure any quantity in excess to the extent of 50% or any less quantity of the quantities offered by the Tenderers.

**13. EARNEST MONEY DEPOSIT :**

Tenderers should pay 1% of the Tender value towards the Earnest Money unless the firm is exempted on account of statutory directives. Earnest Money shall be paid in the

**Office of the Executive Engineer,  
Maharashtra State Electricity Distribution Company Ltd  
Opp.Gharda Colony Plot No. 31, MIDC Ph- II Dombivali (East)  
Tel: 2447695 /2410010 Fax :-( 0251 ) 2449820**

Demand draft drawn on the Scheduled Bank in Kalyan. A reference to the Tender number should be given in case the E.M.D. is paid in cash before the due date of the Tender and the relevant deposit amount and receipt No. should be mentioned in Tender. Interest shall not be paid by us on this deposit. Earnest Money Deposit shall be forfeited or adjusted in the following cases.

- a) In case the Tenderer withdraws tender / offer during the validity period.
- b) In case the Tenderer fails to pay the security deposit if the contract is awarded.

**14. EARNEST MONEY OF UNSUCCESSFUL TENDERER:**

Earnest Money Deposit shall be returned to the unsuccessful tenderers as soon as possible after the Tender has been decided, and on submission of receipt of E.M.D. payment duly endorsed at the back side of the receipt to the Executive Engineer, Dombivali Division

**15 LIQUIDATED DAMAGES: / PENALTY FOR LATE DELIVERY OF WORK:**

If vendor fail to give delivery within 12 hour he is liable to penalty 10% value, on late delivery.



**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.  
O & M DIVISION DOMBIVALI**

**TENDER NO :- EE / DOMB / T -10 / 2009 - 2010/ PHOTO BILL PRINTING/**

---

**16 CONDITIONS OF WORK :**

**( I ) QUALITY OF WORK & MATERIAL USED**

- a) Service should be strictly as per specification for material mentioned in supply of material specified in **SCHEDULE "A"** attached herewith.
- b) Period of the contract will be up to the Contract Value Rs 10,00,000/--

**ii) VALIDITY OF TENDER :**

The Tender shall be opened for acceptance by the Company for a period of 60 (Sixty) days from the date of opening of the Tender and the Tendered shall be bound at the same rate on acceptance by the Company during validity period.

**iii) SECURITY DEPOSIT :**

Supplier should pay Security Deposit at the rate of 10% of the value of the order. Security Deposit is payable by (a) Cash (b) Demand Draft (c) Pay order payable at Dombivali Division

**17. PAYMENT OF BILLS :**

Contractor will be paid 100% payment of the monthly bill by A/c payee Cheque after submission of bills to this office. The payment will also be subject to printing of bill as per our specification and verification thereof. The payment will be made within reasonable time and as per availability of funds

**18. CONSIGNEE:**

The consignee will be  
The Executive Engineer,  
Maharashtra State Electricity Distribution Company Ltd  
Opp.Gharda Colony Plot No. 31, MIDC Ph- II Dombivali (East)  
Tel: 2447695 /2410010 Fax :-( 0251 ) 2449820

- 19.** It is presumed that you are fully aware of the Company's General Conditions of Contract for the supply of plant, equipment and material particularly in respect of Security Deposits, Terms of payment, penalty for the late delivery, etc. and other important terms, any ignorance of conditions will not exempt you from your liability to abide by the same.



MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.  
O & M DIVISION DOMBIVALI

TENDER NO :- EE / DOMB / T -10 / 2009 - 2010/ PHOTO BILL PRINTING/

---

20. This is two bid Tender: -

First bid (Technical) cover (I) should contain following prequalifying documents.

- 1) Forwarding letter.
- 2) Service Tax registration certificate/documents
- 3) Copy of Income tax Returns Filled for the last financial year i.e 2008-2009
- 4) Copy of the Photo bill Printing work of the executed in GOVT/or MSEDCL
- 5) Bank solvency certificates of the nationalized bank for the equivalent amount of this Tender estimated cost (Rs. 10 Lakhs)
- 6) Copies of orders executed or under execution.
- 7) Documentary proof of company's turnover.
- 8) Experience certificate of concerned competent authority for satisfactorily completion of similar photo bill printing work experience M.S.E.D.C.L. in government and semi government or any other organization, etc.
- 9) The experience must be at least 6 month in Govt /MSEDCL
- 10) Copies of income tax clearance certificate and sales tax registration certificate (both duly attested by Competent Authority.)
- 11) Valid Works Contract Registration. State the Provident Fund A/c.No.
- 12) Proof of second setup nearer to Kalyan Dombivali jurisdiction for printing of Photo Bill in case of failure first set up

Second bid (Commercial) cover no. (II)

Should contain only price bid. (Appendix "A")

The hard copy of both bid in separate covers bearing the tender No., Bid No and EMD paid details invariably, each page of tender should be signed by the Tenderer should be produced if required .

**Opening of Bid I & II**

The bid No I shall be first opened on the day of the opening, by the E-tender committee members of Dombivali Division in presence of authorized representatives of the tenderers and MSEDCL. The pre-qualification of the Tenderers will be verified. The Bid No. II of only those tenderers who qualify for completing of the bid No I shall be opened there after on the same day or any subsequent day which will be intimated to the tenderers .

Executive Engineer  
Dombivali Division



MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.  
O & M DIVISION DOMBIVALI

TENDER NO :- EE / DOMB / T -10 / 2009 - 2010/ PHOTO BILL PRINTING/  
-----

Seal and Signature of the Tenderer

To  
The Executive Engineer ,  
Opp Gharda Colony ,  
MIDC , phase -II  
MSEDCL Dombivali Division

Dear Sir,

I agree to supply the articles noted above and do printing at the rates herein tendered by me subject to the conditions of the Tender and supply about which I have thoroughly understood and to which I here by agree.

I hereby agree to keep this offer open for 60 days after the returnable date of the Tenders and shall be bound by communication of acceptance dispatched within the prescribed time.

Yours Faithfully,

DATE:

Name & Address of the Tenderer.

Seal & Signature of the Tenderer.



MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.  
O & M DIVISION DOMBIVALI

TENDER NO :- EE / DOMB / T -10 / 2009 - 2010/ PHOTO BILL PRINTING/  
-----

Questionnaire to tenderer

1. Name and address of the Firm / Company tendering quotation.
2. Name and address of proprietors / Partners/Directors of the Firm/Company.
3. Name and address of the manufacturer.
4. SSI Registration : Whether registered As SSI unit? If Yes, Quote Registration No. (Copy of SSI registration enclose)
5. Whether you have paid the required Earnest money. Please state the Receipt No.& Demand Draft and the amount for which the Earnest money is paid.
6. State the Provident Fund A/c.No. & proof letter for amount of contribution paying for the same.
7. Whether the equipment's offered confirm to the relevant I.S. Specifications / our Specifications.
8. Whether any of M.S.E.D.C.LTD. Offices In state Placed any time any order's with you Previously for the Equipment / Photo bills printing for which you have tendered the quotation? If Yes, please give full details about the Execution of the order.
9. Any other information if required may be Given.

Seal and Signature of the Tenderer.



MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.  
O & M DIVISION DOMBIVALI

TENDER NO :- EE / DOMB / T -10 / 2009 - 2010/ PHOTO BILL PRINTING/

---

**SCHEDULE OF TENDERERS EXPERIENCE**

The tenderer shall furnish a list of similar orders executed under execution by him and name of persons to whom reference may be made by the tenders in case such a reference is considered necessary.

| Sr. No | Name of Description of work executed | Month and year client from to | Name of the person |
|--------|--------------------------------------|-------------------------------|--------------------|
|        |                                      |                               |                    |
|        |                                      |                               |                    |
|        |                                      |                               |                    |
|        |                                      |                               |                    |
|        |                                      |                               |                    |
|        |                                      |                               |                    |

Signature of Tenderer

Name of Tenderer / Firm



MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.  
O & M DIVISION DOMBIVALI

TENDER NO :- EE / DOMB / T -10 / 2009 - 2010/ PHOTO BILL PRINTING/  
-----

Schedule "A"

OUTSORSING for PRINTING PHOTO READING BILL for DOMBIVALI DIVISION BY  
ELIGIBLE AGENCIES.

| Sr. No | Description  | Unit     | Qty       | Rate/Bill in Rs | Amt.in Rs |
|--------|--|----------|-----------|-----------------|-----------|
| 1      | Printing of bill on pre-printed A4 Size.<br>Printer Type: 55/85 page per minute or more.<br>One PC printer accessories along with operator/s to get this work done.<br><br>The bill should be printed as per stationery provided and data provided<br><br>Company will provide only Bill Stationery at Dombivali Division office | Per bill | At actual |                 |           |

---

Rate quoted Rs  
Inclusive with all taxes per Bill

Seal & Signature of Tenderer