

Maharashtra State Electricity Distribution Co. Ltd.

Tender Details		20-09-2024 04:16:57
Tender Code	SE/BHR/HR/2024-25/T-05	
Tender Type	Works Tender	
Type Of Bid	Two Bid	
Description	Tender for Supply of Stationary & Printing material for Bhandara Circle	
Estimated Cost (In Lakhs)	5	
Basis of prices	NA	
Tender Validity	NA	
Delivery Requirement (In Months)	NA	
Tender on rate contract basis	NO	
Tender Fee (In INR)	1000	
GST In INR (@18% on Tender Fee: SAC No.	180	
Total Tender Fee Amount including GST in INR.	1180	
Contact	Priti Fule , 7875761002 ,se.bhandara@gmail.com	
Pre-Qualifying Req	As per tender terms & conditions	
Budget Type	NA	
Scheme Code	null	
Scheme Name		
Department	Distribution Department	
Office Type	CIRCLE	
Location Type	Bhandara Circle	
Designation	Executive Engineer(Distribution)	
Pre-Bid Meeting Address	Office of the Superintending Engineer (O&M Circle) Bhandara Phone No. : (P) 252113 (O) 252116 Vidyut Bhavan", 1st Floor., Nagpur Road, Bhandara-441904 Email –se.bhandara@gmail.com	
Bid Opening Address	Office of the Superintending Engineer (O&M Circle) Bhandara Phone No. : (P) 252113 (O) 252116 Vidyut Bhavan", 1st Floor., Nagpur Road, Bhandara-441904 Email –se.bhandara@gmail.com	
Version No	1	
Call for Deviation	NO	
Is Annexure C1 Applicable	NA	
Is Manufacturer Applicable	NO	
Is Trader Applicable	NO	
Minimum % of Offered Quantity	NA	
Is Power Supplier Applicable	NO	
Tender Sale Start Date	20-09-2024 16:15	

Tender Sale End Date	30-09-2024 15:00
Bid Start Date	20-09-2024 16:20
Bid End Date	30-09-2024 15:30
Pre-Bid Meeting Date	25-09-2024 12:00
Techno-Commercial Bid opening on	30-09-2024 16:00
Price Bid opening on	Will be declared later
Annexure C1 Opening Date	NA
Winner Selection Date	Will be declared later
Can Bidder Opt EMD Exemption	Y

No. SE/BHR/O&M/HR/24-25/T -05

**MAHARASHTRA STATE ELECTRICITY DIST. CO. LTD.
O&M CIRCLE, BHANDARA**

**BHANDARA CIRCLE , BHANDARA
1st floor, Vidyut Bhavan, Nagpur Road,
Bhandara , Dist: Bhandara - 441904**

Phone: 07184 – 252116

Fax 07184 -253218

sebandara@mahadiscom.in

website-www.mahadiscom.in

TENDER NO.- SE/BHR/O&M/HR/2024-25/T-05

E-TENDER

For

Supply of Stationary & Printing material for Bhandara Circle

MAHARASHTRA STATE ELECTRICITY DIST. CO. LTD
O&M CIRCLE, BHANDARA

1st floor, Vidyut Bhavan, Nagpur Road, , Bhandara – 441904

TENDER NOTICE

The Maharashtra State Electricity Distribution Company Ltd. (MSEDCL), represented by the Supdt. Engineer, Bhandara Circle (hereinafter referred to as "the Employer"), invites Two Bid Tenders from the Suppliers/Contractors/manufacturers or their authorized dealers /suppliers only, for the Supply of following materials.

Tender No. :- SE/BHR/O&M/HR/2024-25/**T-05**

Supply of :- SUPPLY OF STATIONARY & PRINTING MATERIAL AS PER SPECIFICATIONS TO O. & M. CIRCLE BHANDARA. (As per schedule 'A')

Estimated Cost : - Rs. 5.00 Lakhs (Rs. Five Lakh Only)

Earnest Money Deposit : - Rs. 5000/- (Rs. Five Thousand only)
@ of 1% of Tender Value.

Tender Fees (Non refundable) :- Rs. 1000/- + 18% GST Extra

Period of Sale : - 20-09-2024 to 30-09-2024 up to 15.00 Hrs.
(Tender documents available only on website).

Due Date & Time For Submission : - 30-09-2024 up to 15.00 Hrs

Technical Opening of Date &Time :- 30-09-2024 at 16.00 Hrs. (If Possible)

Commercial Opening of Date &Time: - 01-10-2024 at 15.00 Hrs. (If Possible)

Tender Fees Paid vide D.D./Receipt No.:- Date :-

EMD Paid vide D.D./receipt No.:- Date :-

- 1) The Tender will be processed only in Electronic Tendering mode and open for vendors registered on e- Tendering systems for works/contracts of MSEDCL.
- 2) The tenderers should satisfy themselves before purchasing the tender available on-line that they meet above qualifying criteria. The tenderer shall furnish the necessary documents (Original/Attested copies of documents attached with the tender) in support for fulfillment of pre-qualifying criteria and other tender requirements, if asked, for verification after opening of tender bids. The tenderers not fulfilling the criteria of submission of the technical bid documents as specified in tender will be disqualified.
- 3) The on-line purchase of tender documents does not necessarily qualify the tenderers for acceptance of their bid.
- 4) Blank Tender Documents will neither be issued manually nor be sent by post or courier. Blank tender documents can be viewed and downloaded by registered intending

tenderers online on website <http://Etender.mahadiscom.in/eatapp> from 20/09/2024 after payment of non refundable tender fees of Rs. 1000/- +GST . The tenderers are requested to download tender documents by paying fees in the form of Cash/Demand Draft (to be submitted physically before sale closing date) drawn on any Nationalized /Scheduled Bank payable at Bhandara in favour of ‘The Superintending Engineer, MSEDCL, Bhandara payable at Bhandara, in the office of Superintending Engineer Bhandara in all working days during the sale period.

- 5) Tenders (Tech. Bid & Price Bid) duly filled in as per the procedure stipulated in the tender document and duly signed with digital signature will be received online up to 30/09/2024 up to 15.00 hours. The D.D. of E.M.D. is strictly to be submitted physically, latest up to 30/09/2024 up to 15.00 Hrs. It is advisable to submit the digitally signed tenders sufficiently in advance of due date & time so as to avoid last minute trafficking at server. Tech. Bid will be opened online at 30/09/2024 at 15.00 Hrs. on the same day, if possible. After opening of Tech. Bid and its scrutiny, the Price Bid submitted by the tenderers, who have been qualified in Tech. Bid will be opened on the next mentioned date, if possible, or the date of opening of Price Bid will be intimated to the tenderers subsequently. In case the above submission date happens to be a Public Holiday, the immediate next working day will hold good in lieu of the date mentioned.
- 6) Tenders shall be submitted only on-line and not in person. Tenders sent by post/courier will not be accepted. The tenders will not be accepted after due date & time of submission due date. Further MSEDCL does not accept any responsibility for inability to use and/or for any delay in service provided by the website.
- 7) For more details regarding registration process and tender, visit our e-Tendering website on <http://Etender.mahadiscom.in/eatapp>
- 8) Validity of offer – 90 days from the date of opening of Tender.
- 9) The undersigned reserves the right to accept or reject any or all the offers without assigning any reasons thereof.

Contact Person – Manager. (HR.) Tel No. – **07184 – 252116**
MSEDCL Ltd, (O&M Circle), 1st floor, Vidyut Bhavan
Nagpur Road, Bhandara. Dist: Bhandara, Pin Code – 441904

Email – se.bhandara@gmail.com

Superintending Engineer,
O&M Circle, MSEDCL, Bhandara.

MAHARASHTRA STATE ELECTRICITY DISRIBUTION CO.LTD.
O & M CIRCLE,BHANDARA.

TENDER ABSTRACT

1	Tender No.	SE/BHR/O&M/HR/2024-25 /T-05
2.	Name of Work	E-Tender for supply of stationary & Printing material for Bhandara Circle
3	Estimated cost of Work	Rs. 5.00 Lakhs
4	Earnest Money Deposit	Rs. 5000 /-
5	Date of Issue of e-Tender	20.09.2024
6	Last date of Sale of e-Tender	30.09.2024 up to 15.00 Hrs.
7.	Last date of submission of e-Tender	30.09.2024 up to 15.00 Hrs. (E.M.D. should be submitted before due date of submission.)
8.	Probable date of Opening of Technical Bid	30.09.2024 after 16.00 Hrs if possible
9.	Probable date of Opening of Commercial Bid	01.10.2024 after 15.00 Hrs if possible
10	Cost of e-Tender	Rs. 1000 /- + 18% GST
11.	Validity Of the Offer	90 days

Note:- The undersigned reserves right reject to any or all e-tender received without giving any reason thereof. For more details log on to MSEDCL official web site <http://works.mahadiscom.in/e-Tender/etender>

OR

Contact to Manager (HR) on 07184- 252116, Fax No. 07184-253218.

OR

E-mail – sebhandara@mahadiscom.in

Superintending Engineer
O & M Circle, MSEDCL, Bhandara

**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.
O&M CIRCLE BHANDARA**

INSTRUCTIONS TO THE TENDERERS: -

The tenderer is requested to carefully go through the following instructions and in case of any doubts get them clarified by writing or in person from the Office of the Superintending Engineer, O&M Circle, Bhandara on or before sale closing date.

- 1) The tender documents should be Submitted in two separate folder super scribed with, Tender No. **SE/BHR/O&M/HR/2024-25/T-05 :-**

i. Technical Folder:- Qualifying Bid

- a) E.M.D. Payment Proof
- b) Solvency Certificate from your Bankers for 50% of Tender Cost or More i.e. Rs. 3.00/- Lakhs or more. It should be issued by bank in the year 2023-24.
- c) Photocopy of Permanent Account No.(PAN) of your Firm & Valid Income Tax Clearance Certificate of unit
- d) Photocopy of Maharashtra GST/Sales Tax / VAT Registration.
- e) Documentary evidence for registration of the firm.
- f) Copies of S.S.I. Registration Certificate if applicable.
- g) Experience of supplying stationary & printing material in MSEDCL in last Three financial year 2021-22, 2022-23, 2023-24 equal to tender cost i. e. Rs. 5.00 Lacs. One Single Order equal to 50% of Tender Cost is necessary in last three financial Years.
- h) Techno commercial bid duly stamped & signed by the bidder
- i) Literature of the product if any.

ii. Commercial Folder : Price Bid

- 1) After verifying the documents in Technical Bid, Commercial Folder will be considered for opening.
- 2) Tender should be complete with all particulars, each page must be signed by the tenderer and pages should be numbered.
- 3) Any variation / deviation from the specification in respect of description / technical particulars must be specifically brought out. If it is not done, it should be deemed that, the tenderer is in accordance with the specifications and shall be accordingly binding on the tenderer.
- 4) **E.M.D.:-** Each tenderer will be required to pay Earnest Money Deposit of Rs. 5000/- (Rs. Five Thousand only) by Cash/D.D. drawn in favour of Superintending Engineer, MSEDCL, O&M Circle Bhandara, of any Schedule Bank situated at Bhandara before submission of tender. Tenders without E.M.D. will not be considered. Tenderers having valid SSI registration for manufacturing processing activities for the above item are eligible for exemption for paying E.M.D as per rule.

The following categories are exempted from of E.M.D.

- a) The manufacturing units located in Maharashtra and registered with D.G.S. if the items

quoted is manufacturing by them in Maharashtra). The period of validity is only seven years from the date of commencement of the unit.

- b) The unit permanently registered with Director of Industries, Maharashtra for the items mentioned in their permanent registration certificate. The period of validity is only seven years from the date of commencement of the unit. Registration number and date to be furnished in case failing which the quotation will not be considered. Attested photo state copy of valid registration certificate should accompany the quotation.
- 5) **Validity:** - The tenders shall be valid for acceptance for a period of 90 days from the date of opening of the tender.
- 6) **Sales / C.S.T.:** - The tenderer should state the Sales Tax/ VAT / G.S.T. registration Number.
- 7) **Experience:** - The Tenderer should furnish a list of orders executed for similar material giving order No. and date and name of the office. Attested True copies of order should be attached with the list.
- 8) **Tender Form:** - The tender form enclosed with the specification must be signed and attached to the tender.
- 9) **Security Deposit:** - In case the tender is decided in your favour, you will have to pay the Security Deposit at the rate of 5% of the order value within 15 days from the date of receipt of the order. The Security Deposit may be paid in cash or in the form of D.D. drawn in favour of MSEDCL on any Schedule Bank situated in Bhandara. The Security deposit will be refunded after satisfactory execution of the order & completion of Guarantee period if any.
- 10) **Delivery Period:** - **Material should be delivered in one lot only within 30 days from the date of order at MSEDCL Store Tumsar Dist. Bhandara.** Or mentioned delivery period separately on the price bid. However, 3 days will be considered as a postal delivery. The material will be required urgently, as such you are requested to strictly to the delivery period.
- 11) **Risk Purchase:** - In case of failure to execute the order, the same will be purchased from other agency at our description and difference in cost will be recovered from the tenderer in addition to forfeiture of E.M.D. / S.D.
- 12) **Submission of Tender:** - The tenderer should quote his rates in figures as well as in words. All charges such as freight, Insurance, Taxes, Duties etc. should be made clear in the offer. Conditional tender will not be acceptable.
- 13) **Quality of Supply:** - The material should be supplied as per specifications of MSEDCL or mentioned in Schedule 'A'. The quality of material & specification of material is checked by the consignee i.e. The Addl. Ex. Engineer Maint MSEDCL Store center Tumsar Dist. Bhandara.

- 14) **A] Payment of Bills:** - 100% payment excluding S.D. will be made by A/c Payee Cheque after, satisfactory receipt, inspection & acceptance of material at Stores in good condition and on receipt of S.R. Note from the stores.
- B] Payment will be made as per condition No. 4 (A) Subject to availability of Fund & Chronology of the Circle if any, please note.
- C] The following documents must be submitted for released of payment.
- i) Bill in triplicate
 - ii) Certificate of security Deposit
 - iii) Pre Receipted invoice / Advance Stamped Receipt
 - iv) S.R. Note of store center
- D) Interest clause for delay in payment will not be acceptable.
- E) Advance payment clause is also not acceptable.
- 15) **Delivery** :- The material should be delivered to Store center Tumsar Dist. Bhandara.
- 16) **Insurance:** - In all cases the insurance shall be affected by you with Government Insurance Fund or if so desired by the MSEDCL with your or other conditions of contract for the total value of the order plus 10% to cover freight, Sales Tax and other incidental charges.
- 17) **Guarantee:** - Material should be guaranteed for workmanship and quality as per condition. You shall replace any defective material supplied free of cost immediately.
- 18) **Consignee:** - The Addl. EE MM cell., M.S.E.D.C.L., Stores Tumsar , Dist Bhandara, Maharashtra.
- 19) **Inspection:** - The materials ordered will be inspected & tested if necessary by the Consignee as per Tender Condition
- 20) **Verification of Supply** :- The material supplied by you should be as per specification. If the supply is not found as per order, it will be rejected and no claims will be entertained. The consignee will do the verification of supply.
- 21) **Condition of the tender and the contract** - The tenderer is deemed to be fully aware of Company's general condition of contract and ignorance thereof shall not exempt him from his liability to abide by this conditions.
- 22) **Disputes:** - In case of any disputes or difference of opinion, the decision of the Superintending Engineer, O&M Circle Bhandara will be final and binding on the contractor.
- 23) **Penalty for late delivery:** - In case, material is not delivered in stipulated time the contractor shall be liable to pay penalty at ½% per week subject to maximum 10% of the order value.

24) **Acceptance of the Tender:** - The Company does not bind itself to accept the lowest or any tender, it is also not binding on the Company to disclose any analysis report on the tender.

25) Lifting of Damage / Rejected Material :-

- a. On failure to replace or repair the transit damages or rejected materials within one month from the date of intimation as required under tender/quotation specification, it shall be deemed to have concluded that such material is finally rejected. The damage/ rejected material shall be lifted by the supplier within 30 days from the date of receipt of notice to that effect from the concern consignee on reimbursement to the company of the cost of material / equipment, if any , already paid in terms of payment clause in the contract & actual expenses incurred by the consignee towards control, handling, demurrage / wharfage / undercharges freight, insurance premium etc. The company shall not be responsible in any case for the loss, destruction , damage, deterioration of the material after expiry of said 30 days period.
- b. If supplier fails to lift the material within this period the material will remain with MSEDCL at the cost & risk of supplier. Supplier shall, therefore, be liable to pay ground rent @0.1% per day of purchase cost of material to be lifted from the date of intimation of rejection till the actual date of lifting.
- c. The MSEDCL will also be free to dispose of such materials after the period of 30 days by Public Auction / Tender Notice / Destruction as may be deemed fit & storage charges @ 0.1% (Point 1 percent) per day of purchase cost will be recovered from the date of intimation of rejection of materials till the date of realization of the actual expenses incurred as referred to at (a) above.
- d. Notwithstanding what is contended in foregoing clauses, the supplier shall be liable to pay the cost & expenses incurred by the MSEDCL, if any , including ground rent and same shall be appropriated & recovered from the sale proceeds.

Above Schedules are parts of tender documents.

Superintending Engineer
O&M Circle, MSEDCL, Bhandara

**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.
O&M CIRCLE BHANDARA**

Tender and Contract for Supply of Stationary Material

Part - I

Conditions of e-Tender Notice:-

The approximate cost of Stationary & Printing items as listed in Schedule 'A' appended herewith, required by the Distribution Co. for which tenders have been invited vide Tender No. **SE/BHR/O&M/HR/2024-25/T-05** is as estimated as **Rs. 5.00 Lakhs** and the time allowed for supply of Stationary & printed items is one month from the placement of order with successful tenderers.

1. The Tenders must be submitted by e-tendering process
2. (a) Rates tendered shall be in Indian Currency (Rupees and Paise) and the rate should be quoted clearly **in figure as well as in words** also Exclusive of all taxes, GST, octroi and all other charges etc. in Schedule 'A' appended herewith.

 (b) The tenders shall be valid for **Ninety days** from the date of opening without any option. The Distribution Co. reserves the right to forfeit the Earnest Money in case the Tender is withdrawn after the opening date but before the expiry of Ninety days (i.e. Three months) prescribed validity period or in the event of refusal to accept an order and pay the security deposit as mentioned in part II.

 (c) Earnest money deposit of Tenderers whose tenders are not accepted will be returned to them as soon as possible.
3. The Competent Authority shall not be bound to accept the lowest or any Tender and shall be free to reject any or all the Tenders without assigning any reasons thereof.
4. The Technical bid shall be opened on the **date 30.09.2024 at 15.00 Hrs.(if possible)** as shown in Tender Notice in the presence of such Tenderers who may choose to attend on the above date and time fixed for opening of the Tenders.
5. All corrections must be initialed and dated by the Tenderer and all pages should bear the initials of the Tenderer at the foot of each page.
6. Tenders which do not fulfill all or any of the above conditions or incomplete in any respect are liable to be summarily rejected.
7. Price variation clause on any account is not acceptable.
8. **Any conditional Tender will not be considered.**

P A R T - II

1) Technical Evaluation of Bidder:

It should be noted that, Technical Bid will be opened first. MSEDCL will examine the document submitted by the bidder under the bid in accordance with the requirements with the bid document. If any of the documents under technical bid are found to be not complying with the requirement of the bid document the bid will be considered as non-responsive and Price Bid of the corresponding bid will not be opened for further evaluation. The responsive tenderers of the technical bid shall be notified by the Employer to attend the opening of the Price Bid of the bids.

2) Opening of Tenders:

Tenderers are requested to submit their tender/offer on or before the due date and time for submission as mentioned in tender notice.

i) Telegraphic offer or offers received in the form of Telex or Fax message or by post/hand delivery in hard copy format except Part III will not be entertained or considered under any circumstances whatsoever.

ii) First, the Technical bids will be opened online on the date specified in presence of the tenderer who choose to attend online.

iii) In case the date of opening of tender happens to be holiday the date of opening will be next working day at the same time.

iv) The Price Bids will remain unopened and the same will be opened online on the date and time mentioned or to be intimated later. The price bids of only the qualified bidders will be opened.

v) Tender documents received after the due date and time of submission will not be accepted.

vi) Tender received in person or by post after the due date and time of submission shall not be opened and no correspondence will be entertained. The MSEDCL shall not be responsible for any cause arising out of such delay.

3. **Security Deposit :-** The successful Tenderers hereinafter called the supplier which expression shall include his heirs, executors and successors. The supplier shall within 15 (Fifteen)) days of the receipt by him of an intimation in writing that his tender has been accepted in part or whole deposit with the Superintending Engineer, O&M Circle, MSEDCLtd, Bhandara hereinafter called the Competent Authority where the context so admits includes his successors in the Office) as security deposit for the due performance of the contract in sum amount to 5% of the aggregate price payable under the contract for the articles agreed to be purchased, in Demand Draft of any schedule Bank in Bhandara in favour of M.S.E.D.C.Ltd, Bhandara.
4. **Forfeiture :-** If the Tenderer fails to deposit the security Deposit as above within the stipulated period, the Distribution Co. shall have full discretion to cancel the acceptance communicated to the said Tenderer and the Earnest Money Deposited by the Tenderer with the Distribution Co. shall be liable to forfeiture.
5. **Assignment :-** The supplier shall not without the previous consent in writing of the Competent Authority assign or subject or transfer by way of task of piece work this contract or any part thereof or any right to payment there under or associate any other persons or the persons with himself for performance thereof.
6. **Supply :-** (a) The supplier shall during the period specified from the date of acceptance of Tender supply Ex. Our store office at Store Tumsar Dist. Bhandara quantities mentioned

in the respective column of our schedule of order hereto appended. **Total quantity mentioned in the respective column should only be supplied in lumpsum. No partly supply will be accepted.**

- (b) This would mean that materials as mentioned in the schedule will have to be supplied at Store Center Tumsar Dist. Bhandara and no additional charges will be paid and the prices tendered should be inclusive of all charges and for delivery ex our Store. The supply will have to be arranged to the places and on such date as may specified in supply orders issued to him in that behalf by the Competent Authority from time to time and competent authority may reduce or increase total quantity to be supplied under the contract as mentioned in the Schedule or order as he may deem fit.
7. The supplier must carefully see this condition and Tender prices accordingly for all items. The rates should be quoted inclusive of all taxes, octroi etc. ex- Store center Tumsar Dist. Bhandara .
8. **Penalty for Late Delivery :-** In case the materials are not delivered in time as stipulated in the Tender or order the supplier shall be liable to pay at the discretion of the Competent Authority penalty upto 0.5 % per week on the price subject to maximum of 10% reckoned on the total contract value or such incomplete portion of materials as he may deem fit

Due consideration will be given in the levy of penalty for reasons absolutely beyond control of the supplier for which documentary evidence will have to be produced to the satisfaction of the Competent Authority.

The Order is likely to be cancelled for any supplies not arranged in full within the period as specified from the date of concerned order, apart from other action stipulated in Part-II hereunder unless letter from the supplier as received during this period explaining the reasons why the supply has not been arranged and when it is proposed to be arranged.

9. The Competent Authority shall not be bound to accept any articles supplied in excess of the quantity mentioned in supply order or in damaged, broken or unserviceable condition and not as per our prescribed specifications. Upon rejection of such articles the suppliers shall be bound to remove the same at his own cost and risk.
10. The intending tenderer must carefully go through the specifications given against each item and the samples of articles to be printed which are available in this office for inspection above and then quote for required items exactly according to the prescribed specification and samples. For example – a paper prescribed as per specification is on 12.2. Kg. Ledger paper etc. If any tenderer quotes for printing of the Books and Forms etc on paper other than 12.2 Kg ledger paper and / or if the item in the tender is for printing on paper of lower poundage than the one given in the specification and / or any form is proposed to be printed on size other than the one prescribed and all of this variation must be specifically and clearly brought to the attention of the Competent Authority of the Distribution Co. In case this is not done or it escape notice of the Distribution Co.'s authority order are placed with any of the supplier, whose tenders are accepted for printing of any forms etc. according to our specification the supplier must again bring in the writing the variation to the notice of the authorities of the Distribution Co. within seven (7) days from the date of order and approval accepting the variation must be obtained in writing.
11. If this is not done and the articles are supplied by the supplier and these are found to be not strictly according to the prescribed specification as regards poundage, size etc. then such articles not confirming to the specification are liable to be rejected apart from other action as provided under the Terms and Conditions of this Tender document by the Competent

Authority. The certificate of the Competent Authority in that behalf shall be final and conclusive.

12. The supplier shall be bound to remove at his own cost and risk all articles under condition '8' and to replace them within Seven (7) Days of the receipt by him of the certificate of rejection of articles of required specification of corresponding to the samples as the case may be.
13. As all the **items are very urgently required time is the essence of the contract and the suppliers must stickup to this time schedule.** The supplier must therefore ensure while submitting the tender that they have the adequate stock of required materials etc. no reason would be entertained. Also applications for extension will be considered only when there are extra ordinary circumstances beyond the control of the supplier and which could not be foreseen and these are brought to the entire satisfaction of the authorities of the Distribution Co. with necessary supporting proofs etc. within prescribed date.
14. If the supplier fails to make supplies within the time specified in the supply order as per Tender condition above or to make up short supply where required under Tender condition and to replace rejected articles when required under Tender condition above, the Competent Authority may at the cost and risk of the supplier purchase the said articles from any other source and recover payment from the supplier for any extra cost incurred. In making such purchase over the contract price and also such sum the C. A. may in his discretion but not more than the extra cost so incurred levy as penalty for the inconvenience suffered by the Authority on account of the suppliers said failure or deduct the same from any sum payable to the supplier from the Security Deposit.
15. No separate payment will be made for packing and gunnies packing and gunnies will not be returned.
15. Payment will be released to the supplier only after the execution of all items of the tender accepted and order placed on him. No payment will be made against part execution of the tender.
16. Upon the breach of any items and conditions of this contract by the suppliers, it shall be lawful for the Competent Authority to forfeit the Security Deposit in whole or impose such penalty as the case may be as deemed fit and recover the same from E.M.D. but without prejudice to the right of the Distribution Co. to recover any further sum as damage from any, dues to the supplier or otherwise.
17. **Tenders which are not complete in all respect shall not be considered.**
18. While considering the offer the performance of the supplier in respect of the order placed on them in the past will be taken into consideration.
19. Rates should quoted PER UNIT and not for the lot as the requirement shown are approximate and actual quantities to be ordered may vary from the same.

20 Termination of Contract:

In case the contractor/supplier fails to deliver the stores/material or any consignment thereof within the contracted period of delivery or in case the stores/materials are found not in accordance with the prescribed specification the Company shall exercise its discretionary powers either

- a) To recover from the supplier the liquidated damages as provided in the condition of the

“Conditions of Tender and Supply”.

b) To purchase from elsewhere, after giving due notice to the contractor on account of his failure, at the risk and cost of contractor such stores/materials of similar description not so delivered from others without canceling the contract in respect of consignment not yet due for delivery.

c) To cancel the contract reserving Company’s rights to recover damages.

Notwithstanding that the powers under (a), (b) and (c) referred above are in addition to the right and remedy available to the Company under the General Law of India relating to the contract.

NOTE: i) In the event of risk purchase of stores of similar description, the option of the Company shall be final. In the event of action taken under (a) or (b) above, the supplier shall be liable for any loss which the Company may sustain on that account but the supplier shall not be entitled to any saving on such purchases made against default

ii) The decision of the Company shall be final as regards the acceptability of the stores/materials supplied by the supplier and the Company shall not be required to give any reason in writing or otherwise at any time for the rejection of the stores/materials.

21. You will be deemed to be fully aware of the MSEDCL's General Conditions of contract for the supply of plant, equipment and material particularly in respect of Security Deposits, terms of payment, penalty for late delivery etc. And any ignorance of these conditions will not exempt you from your liability to abide by the same.

22 . The MSEDCL reserves the right to reject any or all offers without assigning any reason What so ever.

23. The supplier should note that no correspondence shall be entertained after the due date and time of submission of tender unless otherwise sought by the office

26. Jurisdiction:

Any disputes or differences arising under out of/in connection with this contract/tender shall be subject to the exclusive jurisdiction of courts in Bhandara.

P A R T - III**TENDER FOR THE SUPPLY OF PRINTING ITEMS**

- 1) I/we _____ hereby offer the Terms and Conditions herein above specified to supply the Stationary & Printing Items specified in the Schedule appended here to and of the specification therein mentioned or such items thereof as the Superintending Engineer MSEDCL, O&M Circle Bhandara may require.
- 2) Should this Tender be accepted in part or whole, I/We _____ hereby agree to abide by all the terms and conditions of contract annexed hereto or in default the said conditions. the Sum **Rs. 5000/-** (Rs. Five Thousand only) has been deposited with the Superintending Engineer O&M Circle M.S.E.D.C.Ltd., Vidyut Bhavan Bhandara as Earnest Money the full amount of which is to be absolutely forfeited to the said Distribution Co. without prejudice to any other right or remedies of the said Distribution Co., should I/we fail to complete or execute the supply of the Tendered articles or to deposit the full amount of Security Deposit required under these conditions.
- 3) I/we hereby agree to make deductions towards purchase Tax etc. as per GST Tax Act if payable by the Distribution Co..

Dated the

Day of

Address of the Tenderer(s).

Signature of the Tenderer(s).

**MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD.
O&M CIRCLE BHANDARA**

INFORMATION ABOUT TENDERERS

"PROFORMA - A"

1. Name of the Firm :
2. Address :
3. Address for correspondence :
with Telephone No.
4. Whether approved list of other
Public Bodies if so, name of such bodies.

Sr. No.	Approved list of	Date of Registration	Monetary limit of approval
1.			
2.			
3.			
4.			
5.			

Are you a manufacture and/or a stockists and or sole agent and or printers. If so, please give details of store manufactured stocked and printing work done etc. specifying each items separately and certificates as regards your performance in execution of the said by you.

- (a)
- (b)
- (c)

Are you a registered dealer authorized to collect Sales Tax/GST ? If so, please give your registration Certificate No. _____date _____ Banker's reference give details thereof.

5. Are you registered with Govt. of Maharashtra as Small Scale Industries Unit of Printing/Job Work. If so, quote the Registered No. and submit attested Zerox Copies (2 Nos.) attached with the Tender.

Name of the Firm :

Signature

MAHARASTRA STATE ELECTRICITY DIST. CO. LTD.BHANDARA

QUESTIONNAIRE TO TENDERER
 (To be returned and field in and signed)
 ANNEXURE - (A)

Sr. No.	Particulars.	Comments of Tenderer.
1.	PURCHASE OF TENDER Please quote money receipt No. and date against payment of Tender Cost.	:-----
2.	EARNEST MONEY DEPOSIT. Whether Earnest Money deposit as required has been paid by you and if so indicate. i) If paid in cash, the M.R. No. and date.	:-----
	ii) If paid by D.D. the No. & Dt.	:-----
3.	Whether Attested true copies of solvency certificate to the extend of the 50% of the estimate value from any scheduled bank / concerned revenue authorities enclosed or otherwise.	:-----
4.	TYPE OF CONCERN a) Please indicate the type of your concern i.e. whether individual, Partnership firm, private limited. Public Ltd., Co-operative Society.	:-----
	b) Registration No.	:-----
	c) Date of commencement of business	:-----
	d) A copy of Registration attached	Yes/No
	d) Please indicate full address for correspondence against tender and against the contract, if awarded	: Address :-----
	E-Mail address, Telex, Telephone No./ Fax No. etc. as may be available be also indicated.	: Fax No.----- :Tel. No.----- : Mobile No.-----
	e) please furnish name and address of Proprietor / partners / Director of your concern.	: 1)----- : 2)----- : 3)----- : 4)-----

SEAL AND SIGNATURE OF THE TENDERER

- 5) Please confirmed whether the person who has :-----
signed the Tender documents is authorized
to do so.
- 6) SECURITY DEPOSIT
Please confirm your acceptance to pay Security :-----
Deposit @ 5% of the estimated value of the
contract if awarded to you.
- 7) Please confirm whether your offer is valid for our
acceptance up to and including the date specified :-----
in Tender: Details.

SEAL AND SIGNATURE OF THE TENDERER.

MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO. LTD.**O & M CIRCLE, BHANDARA.****Tender No. SE/BHR/O&M/HR/2024-25/T-05****Amount : 5.00 Lakhs**

SN	Description of Material	Unit	Quantity
1	Draft Pad (size 20 x 32 Cms.)- One side printing to be printed in 60 GSM. white printing paper of Ballarpur Paper mill or equivalent quality. To be supplied in Gum pad of 100 sheets in each pad with suitable back cover.	Per Pad	20
2	ATTENDANCE REGISTER (Marathi) (Muster Roll) :- In size 8"x13" (In Marathi) 70 GSM. Ledger paper of best quality. Printing on both side. Each register should be containing 50 leaves duly Sr.No. 1 to 50 on one side. Each register should be bounded	Nos.	100
3	DESPATCH REGISTER :- In size 20 x 32 cms. (In Marathi) 54 GSM. white cream wove paper of best quality to be used. Printing each register should containing 200 leaves duly Sr.No. 1 to 200 on one side of each page of each register. Register should bounded	Nos.	50
4	Receipt Register :- In size 32 x 20 cms (in Marathi) 54 GSM. white cream wove paper of best quality to be used. Printing each register should containing 200 leaves duly Sr.No. 1 to 200 on one side of each page of each register. Register should bound	Nos.	50
5	Peon Dak Book : Size 61/2"x8",54 GSM. White cream wove paper of best quality to be used. Each register should be containing 100 leaves duly Sr.No. 1 to 100 on one side of each page of each register. Register should bonded with half cloth binding and s	Nos.	100
6	Sub Station Log Sheet : White Cream wove paper of best quality to be used for printing. Both side printing. Each pad containing 100 leaves in one pad. Pad duly gum binding Straw Board cover of thickness 32 Aunch on back side and cover on front side printi	Per pad	150
7	Rulled Register 1 Qr. Size (21x30 Cms) 1) To be printed on 7.4 Kg. White paper of Ballarpur paper mill. 2) Binding of straw board with superior Cloth. 3) Printing and other details as per our specimen. 4) Sample to be submitted	Nos	200
8	Rulled Register 2 Qr. Size (21x30 Cms) All details as per sr. No. 1 above	Nos	200
9	Rulled Register 3 Qr. Size (21x30 Cms) All details as per sr. No. 1 above	Nos	100
10	Rulled Register 4 Qr. Size (21x30 Cms) All details as per sr. No. 1 above	Nos	50
11	Board Bandi (10" x 15") 1) Made of 10 Oz Yellow Card Board of reputed paper mill with 2 flip laces. 2) Corner Binding of Cloth, printing and all other details as per our specimen. 3) Sample to be submitted.	No	300
12	D Clip File (35.5 x 26 Cm.) Thick 31.8 GSM of best quality with printing of Company Name as per speification Sample to be submitted	No	500
13	Box lever file 1) Standard size Good, Quality 2) Sample to be submitted.	Nos	300
14	Lace File (Size 35.5 x 24 Cm) with thickness with Aunch printing company name on front as per specimen Sample to be submitted.	Nos.	500
15	Envelop 6*3.5" Window With best quality craft paper in white colour (70 GSM weight) standard manufacture with printing as per specimen Sample to be submitted.	Boxes	5
16	Envelope 9*4" With best quality craft paper in white colour (70 GSM weight) standard manufacture with printing as per specimen Sample to be Submitted.	Boxes	30
17	Envelope 11" *5" With best quality craft paper in white colour (80 GSM weight) standard manufacture with printing as per specimen Sample to be Submitted.	Boxes	25
18	Tag Big 18" 1) To be supplied in box of 100 tags in the bundle supine cotton (Standard) 12 Dozen in each bundle 2) Colour: White	Bundle	45
19	Xerox Paper A-4 Size (21*30) 1) Built Copy Power Bond fresh supply	Reem	600

SN	Description of Material	Unit	Quantity
	2) To be supplied in ream packing of 500 sheets.		
20	Gum Bottle Small 150 ml (white) 1) Camel Brand 2) Fresh Supply 3) Sample to be submitted	Nos.	80
21	Tripping Register Size – 10" x 15"	Nos.	100
22	Battery Maintenance register all size	Nos.	100
23	Transformer Maintenance Register Size- 1	Nos.	50
24	NOTE SHEET RULED SIZE 21X15 CM.	Nos.	20
25	Imprest Cash Book Size 20 X 32 cms	Nos.	60
26	Vehicle Diary	Nos.	10
27	Saino Softek Pens (Blue)	No.	20
28	Service Book	No.	500
29	Cover File	No.	1500
30	Sub-Station Permit Book	No.	40
31	Dak Pad	No.	30
32	Strip File	No.	100
33	Staple Machine Kangaroo No.10	No.	50
34	Staple Machine Kangaroo No.24/6 HD 45 Jumbo	No.	30
35	Staple Pin No.10 Kangaro	No.	50
36	Staple Pin No.24/6 Kangaro	No.	30
37	Flags Three Colour	No.	150
38	Stamp Pad Medium Size 95 mm X 159 mm (Purple)	No.	300
39	Kangaroo Punching Machine DP-600	No.	20

LIST OF SERVICES

SR. NO.	SERVICE NAME	ACTIVITY NUMBER	UOM	SAC CODE	REQ. QTY	VERSION	MATERIAL TYPE
1	40402403 Printing and Stationery	ADM 033	Days	998912	1		null

Required Documents (To be uploaded online)

Sr. No.	NAME	SECTION	ITEM	DESCRIPTION
1	Price bid	Price Section	40402403 Printing and	As per price bid
2	As per Technical Bid	Technical Section	40402403 Printing and	As per tender terms & conditions
3	Commercial	Commercial Section		As per tender terms & conditions