

Maharashtra State Electricity Distribution Co. Ltd.

Tender Details		11-03-2024 05:32:57
Tender Code	EE/AMT/R/T/HOV/T-45	
Tender Type	Works Tender	
Type Of Bid	Two Bid	
Description	Hiring of vehicle for TIWASA Subdivision (For One Years)	
Estimated Cost (In Lakhs)	3.82	
Basis of prices	NA	
Tender Validity	NA	
Delivery Requirement (In Months)	NA	
Tender on rate contract basis	NO	
Tender Fee (In INR)	500	
GST In INR (@18% on Tender Fee: SAC No.	90	
Total Tender Fee Amount including GST in INR.	590	
Contact	Pravin Gawali , 7875763753 ,amravatirural@gmail.com	
Pre-Qualifying Req	model year 2018	
Budget Type	NA	
Scheme Code	null	
Scheme Name		
Department	Technical	
Office Type	DIVISION	
Location Type	Amravati Rural Division	
Designation	Assistant Engineer(Distribution)	
Pre-Bid Meeting Address	Wellcome Point Morshi Road	
Bid Opening Address	Wellcome Point Morshi Road Executive Engineer MSEDCL Rural Division	
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	12-03-2024 10:00	
Tender Sale End Date	18-03-2024 18:00	
Bid Start Date	13-03-2024 10:00	
Bid End Date	18-03-2024 23:55	
Pre-Bid Meeting Date	14-03-2024 12:00	
Techno-Commercial Bid opening on	19-03-2024 12:00	
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	N
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Tender No. EE/AMT/R/T/23-24/T-34

TENDER FOR WORK OF METER READING THROUGH CMRI / MR-9 & BILL DISTRIBUTION SERVICES OF PC-0 CONSUMERS (BELOW 20KW AND ABOVE 20KW AND WW CONSUMERS) IN TIWASA SUB DIVISION UNDER AMARAVATI RURAL DIVISION.

Maharashtra State Electricity Distribution Co. Ltd.

O & M Division, AMARAVATI RURAL-

Tender No. EE/AMT/R/T/23-24/T-34

Tender for work of monthly meter reading through CMRI / MR-9 & bill distribution services of PC-0 consumers (Below 20KW and Above 20KW and WW consumers) in TIWASA Sub Division under AMARAVATI RURAL Division.

e-TENDER NO: EE/AMT/R/T/23-24/T-34

Name of Tender	Monthly meter reading through CMRI / MR-9 & bill distribution services of PC-0 consumers (Below 20KW and Above 20KW and WW consumers) in TIWASA Sub Division under AMARAVATI RURAL Division.
Tender Cost	Rs. 300000.00
Earnest Money Deposit	Rs. 3000.00
Tender Fee	Rs. 1000 + 18% GST = Rs. 1180/- (Non Refundable)
Tender sale Start date Bid Start date & time	05.10.2023 (11.00 Hr. If possible) 05.10.2023 (11.30 Hr. If possible)
Tender Sale End date & time	11.10.2023 up to 18.00 Hrs.
Bid End Date & Time	11.10.2023 up to 18.05 Hrs.
Pre-bid Meeting Date & Time	09.10.2023 at 11.00 Hrs. If Possible
Tech. Bid Opening Date & Time	12.10.2023 at 11.00 Hrs. If Possible
Date of Commercial Bid Opening.	13.10.2023 at 11.00 Hrs. If Possible
Winner Selection Date & Time	16.10.2023 (11.00 hrs) If Possible

Executive Engineer
O&M Dn. MSEDCL,AMARAVATI RURAL

TENDER NO. EE/AMT/R/T/23-24/T-34

Tender cost : 1180/- Non refundable

Tender cost paid vide M.R. No. & Date : _____

Or Vide DD No. & Date : _____

EMD : 10000/-

EMD amount paid vide M.R. No. & Date : _____

Or Vide DD No. & Date : _____

(Tender Cost & EMD receipts should attached with technical bid & should be uploaded online)

Tender form Submitted by M/s- : _____

TENDER FOR : Tender for work of monthly meter reading through CMRI / MR-9 & bill distribution services of PC-0 consumers (Below 20KW and Above 20KW and WW consumers) in TIWASA Sub Division under AMARAVATI RURAL Division.

Estimated cost of tender : 3.00 Lakhs

Earnest money deposit : 3,000/-

Performance Security : Ten percent (5%) of the Contract Price.

ISSUED ON BEHALF OF THE EXECUTIVE ENGINEER, O&M DIVISION, AMARAVATI RURAL

Executive Engineer
O&M Division, AMARAVATI

RURAL

Note: - The tenderer or his representative may remain present while opening the tender in the office of Executive Engineer AMARAVATI RURAL. The rates should be quoted in the prescribed schedule attached with this tender and not on any other form.

For office use :

Total no of Tenders received _____ Opened on _____ in presence of _____

A.E.(P) _____ DyEE. (O) _____ Dy. Manager (W) _____ E.E. _____



Executive Engineer MSEDCLtd.,
O&M Amaravati Rural Division,
NAGPUR ROAD
Amaravati Rural - 444905

To
M/S _____

Dear Tenderer,

Please quote the lowest rates for the “Tender for work of monthly meter reading through CMRI / MR-9 & bill distribution services of PC-0 consumers (Below 20KW and Above 20KW and WW consumers) in TIWASA Sub Division under AMARAVATI RURAL Division” as defined in bid document as per activity and price schedule attached herewith.

Complete tender document including cover page should be submitted duly filled- in and signed by the tenderer. Rates should be quoted in the attached ‘Activity and Price schedule’ only. Tenders in any other form or on the letter heads will not be acceptable at all. If you desire any additional information to be submitted, you may attach separate sheets to the tender documents.

**Executive Engineer,
M.S.E.D.C.L., Division,
AMARAVATI RURAL.**

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SECTION – I

INSTRUCTION TO BIDDERS, GENERAL TERMS AND CONDITIONS

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INSTRUCTIONS TO BIDDERS, GENERAL TERMS AND CONDITIONS

1. Scope of Bid :-

The Executive Engineer (also referred to as “The Employer” in these documents) invites bids from eligible bidders for “Tender for work of monthly meter reading through CMRI / MR-9 & bill distribution services of PC-0 consumers (Below 20KW and Above 20KW and WW consumers) in TIWASA Sub Division under AMARAVATI RURAL Division.

The successful bidder has to start work simultaneously under all sections (DC) as per monthly scheduled billing program within 7 days (or as per the directives of the concerned SDO) of the receipt of work order. The successful bidder will have to execute the works every month.

2. Qualification of the Bidder

1. This invitation of Bid is open to eligible bidders those who are registered with MSEDCL.
2. The intending bidders shall entirely meet the following conditions to qualify for the award of contract. The bidders shall include the following information and documents with their bids in following sequence.
 - a) Payment of E.M.D. in the form of Demand Draft from Nationalized / Schedule Bank or in cash, or should be paid on-online and receipt of payment should be uploaded with technical bid.
 - b) GST Registration Certificate issued by Central Excise & Custom Dept. of Govt. of India.
 - c) The bidder shall be an established organization having minimum 3 years experience in meter reading through CMRI/MR-09 of minimum 50 consumers per subdivision per month of his own firm.
 - d) Agency should have experience of meter reading through CMRI/MR-09 with normal billing efficiency not less than 95%.
 - e) Bidder should have experience to execute single order value of not less than 1 Lakh and should have successfully completed the order.
 - f) Bidder should have at least four billing cycle experience. Bidder shall enclose the necessary documents in support of this along with the offer.
 - g) It is mandatory for agency to take readings of IP/PWW also through CMRI/MR-09.
 - h) Minimum Annual turnover should be equal to 30% of Tender Value in last three financial years.
 - i) Registration under PF & labour laws as may be applicable as per the relevant Act.
 - j) Valid Income Tax clearance Certificate or Income Tax return for last 3 years along with PAN Card.
 - k) Registration under Bombay shop & establishment Act.
 - l) Relevant information as per formats “A”, “B” & “F”.

3. Cost of Bidding

The bidder shall bear all costs associated with the preparation and submission of his bid and the Employer will in no case be responsible of liable for those costs.

4. Site Visit :-

The Jurisdiction of work is **TIWASA**, Sub-Dn. The Bidder is therefore advice to get them acquainted with the work area & all other aspects before preparing & uploading the bid document & entering in to a contract. There should not be any delay in realizing

MSEDCL's revenue due to change from present system of Billing. The bidder should also get acquainted with the billing patterns in different areas.

The tentative consumers in PC-0 Below-20 KW & Above-20 KW under **AMARAVATI RURAL-TIWASA, TIWASA, TIWASA, TIWASA, Nandgaon Kh., Tiwasa Sub Division** areas are given below:

Sr. No	Name of Sub Division	Below-20KW	Above-20KW	Total No. of Consumers	Billing Cycle Frequency
1	AMARAVATI RURAL-	611	170	781	Monthly
2	Badnera	294	32	326	Monthly
3	Bhatkuli	323	14	337	Monthly
4	Chandur Railway	431	42	473	Monthly
5	Dhamangaon Railway	611	27	638	Monthly
6	Nandgaon Kh	278	18	296	Monthly
7	Tiwasa	376	33	409	Monthly

The employer will not entertain any claim at any stage from the bidder on the plea of having him self not acquainted sufficiently to the site conditions / consumer billing procedures.

“It is necessary Above 20KW Consomers Meter Reading Must be Through AMR/CMRI/MRI and Billinfg tobe done accordingly Without Any manual Intervention”

6. Contents of Bidding Documents

- The Bidder is expected to examine all instructions, terms and conditions, forms and specifications in bidding document and fully inform himself as to all the conditions and matters which may in any way affect the works or the cost thereof.
- Further, failure to furnish all information required by the bid document or submission of a bid not substantially responsive to the bidding document in every respect will be at the bidder's risk and may result in the rejection of his bid.

7. Clarification of Bidding Documents

A prospective bidder requiring any clarification of the bidding documents may notify the Employer in writing, verbal or by e-mail at the Employer's address before Pre-Bid meeting.

8. Preparation of Bids

- Language of bid:** - All documents relating to the bid shall be in the English language only.
- Bid not covering entire scope of the project shall be treated an incomplete and hence, is liable to be rejected.**

9. Rates to be quoted

- a) The rates should be quoted AT PAR, ABOVE or BELOW of schedule rates of total and not for individual item.
- b) The rates quoted by the Bidder shall be inclusive of all costs towards “Tender for work of monthly meter reading through CMRI / MR-9 & bill distribution services of PC-0 consumers (Below 20KW and Above 20KW and WW consumers) in TIWASA Sub Division under AMARAVATI RURAL Division.
- c) The rates quoted by the Bidder shall be firm and not subject to price variation during the subsistence of the contract on account of cost escalation, changes in taxes etc.

10. Bid Validity

1. Bids shall remain valid for a period of **90 days** after the deadline.
2. In exceptional circumstances, the Employer may request the bidders to extend the period of validity for a specified additional period. The request and the bidder's responses shall be made in writing. A bidder may refuse the request without forfeiting his bid security. A bidder agreeing to the request will not be required or permitted to modify his bid, but will be required to extend the validity of his bid security for the period of the extension.

11. Bid Security (EMD & Security Deposit)

- a) The bid must be accompanied with EMD money receipt copy.
- c) Any bid not accompanied adequate EMD not be considered for evaluation.
- d) The EMD of the unsuccessful bidders will be returned as per MSEDCL circular after completion of the bid validity period. The Bidder has to submit application for return of the EMD to this office along with the money receipt in original only.
- e) The EMD of the successful bidder will be discharged when the bidder has signed the Agreement and security deposited will be retained till completion of work.
- f) No interest shall be payable by MAHARASHTRA STATE ELECTRICITY DISTRIBUTION COMPANY LTD on the above EMD & Security Deposit.
- g) **The EMD will be forfeited if.....**
 1. If the bidder withdraws his bid during the period of bid validity, or
 2. In the case of successful bidder, if he fails within the specified time limit to Sign the Agreement.

12. Alternative Proposals by Bidders

Bidders shall submit offers, which comply with the requirements of the bidding documents, including the basic technical design as indicated in the specifications. **Alternative proposals shall not be considered.**

13. Format and Signing of Bid

- a) Only digitally signed documents should be submitted.
- b) The bid shall contain no alterations or additions, except those to comply with instructions issued by the Employer, or as necessary to correct errors made by the bidder, in which case the person or persons signing the bid shall initial such corrections.

14. Submission of Bids

Bid shall be submitted in two attachments containing documents stated below for example:-

Folder – I - Technical Bid :

1. Copy of The EMD & Tender fees paid money receipts.
2. Copy of Turn over certificate issued by Chartered Accountant.
3. Copy of Income Tax Clearance certificate or Return (for Last three years)
4. Copy of P F Registration Certificate
5. Copy of PF current month challan.
6. Copy of labour Insurance.
7. Copy of G.S.T. Registration
8. Copy of Work Experience Certificate
9. Valid solvency certificate to the extent of 50% of tender amount from any nationalized/scheduled bank after finalization of tender.
10. Valid registration under shop act 1948 for the activity of work involved in this tender with documents defining the constitutional or legal status, place of registration, license copy and principal place of business, written power of attorney of the authorize signature of the tenderer to commit the tenderer.
11. The agency should be registered under, section 12(2) of the contract labour (Regulation and abolition) Act : 1970.
12. Registration certificate cover insurance under workmen compensation Act 1923.
13. Duly filled Format “A”, “B” & “F”

And other related documents to fulfill the qualification criteria as mentioned under Qualification of the Bidder in this tender document.

Folder – II - Commercial Bid :

Commercial offer including price / activity schedule in complete bid document.

Each attachment shall be superscripted **Folder – I** or **Folder – II**, in accordance with the details given above.

15. Deadline for Submission Bids.

- a) Bid must be submitted within stipulated time period.

- b) The Employer may extend the deadline for submission of bids by issuing an amendment in accordance with Clause 7. The Employer also reserves the right to extend the bid submission date without assigning any reason. In such case (s) all rights and obligations of the Employer and the bidders previously subject to the original deadline will then be subject to the new deadline.

16. Late Bids

Uploading facility will not be available after the deadline.

17. Bid Opening

- a. The Employer will open the Folder –I (Technical Bid) of the bids in the presence of the bidder's representatives who choose to attend on schedule date time (if possible). The bidder's representatives who are present shall sign a register evidencing their attendance along with authority letter.
- b. The Employer will examine the document under Folder-I of the bid in accordance with the requirements with the bid document. If any of the documents under Folder-I is found to be not complying with the requirement of the bid document, the bid will be considered as non-responsive. Folder-II of the corresponding bid will not be opened for further evaluation.
- c. The responsive bidders of the Folder-I shall be notified by the Employer to attend the opening of the Folder-II of the bids. The price bid i.e. Folder- II of the responsive bidder will be opened on schedule date time (if possible). The Employer will announce the bid price and such other details, which employer may consider appropriate at the time of opening of the bids.

18. Process to be Confidential

Information relating to the examination, clarification, evaluation and comparison of bid and recommendations for the award of a contract shall not be disclosed to bidders or any other persons not officially concerned with such process until the award to the successful bidder has been announced. Any effort by a bidder to influence the Employer's processing of bids or award decisions shall result in the rejection of his bid.

19. Clarification of Bids

To assist in the examination, evaluation and comparison of bids the Employer may, at his discretion, ask any bidder for clarification of his bid, including breakdown of the prices in the Activity Schedules. The request for clarification and the response shall be in writing or by cable, but no change in price or substance of the bid shall be sought, offered, or permitted except as required to confirm the correction of arithmetic errors discovered by the Employer in the evaluation of the bids in accordance with Clause 21.

20. Correction of Errors

Bids determined to be complied with all qualifying conditions will be checked by the Employer for any arithmetic errors. The Employer will correct errors as follows: where there is a discrepancy between the amounts in figures and in words, **the amount whichever is lower will govern.**

21. Prohibition for Post tender Correspondence.

The Bidder should note that no correspondence shall be entertained or considered after the due date and time of submission of tender unless otherwise sought by the Employer.

22. Employer's right to accept or reject, any or All Bid(s).

The Employer does not bind himself to accept the lowest or any bid, neither will any reason be assigned for the rejection or part of bid. It is also not binding on the Employer to disclose any analysis report on bids.

23. Award of Contract

Subject to Clause 23, the Employer will award the Contract to the bidder whose bid has been determined to be substantially responsive to the bidding documents and who has offered the Lowest Evaluated Bid Price, provided that such bidder has been determined. Preference will be given to those who have prior experience of agriculture pumps photo meter reading through mobile app work.

- a) To be eligible in accordance with provisions of Clause 1
- b) Qualified in accordance with provisions of Clause 2.

24. AGREEMENT

In the event of acceptance of particular bid for award of Contract such successful bidder has to submit contract Agreement and security deposit as per attached form.

25. TIME: THE ESSENCE OF CONTRACT

The Contractor shall begin the Works on the Stated Date and is to carry out the Works in accordance with the program issued to him by executing officer time to time. **Detailed Work-Order will be issued after signing of agreement and submission of security deposit.**

26. Contract Period

The contract period is of 12 month or the order amount whichever comes earlier. However the same shall be reviewed after 1 (One) month and it will be decided by MSEDCL to terminate the contract in case of unsatisfactory service by the agency.

The decision of the Executive Engineer in connection with operating schedule and instruction will be final and binding to the Agency.

27. OTHER IMPORTANT GENERAL TERMS.

- a) Effect and jurisdiction of contract:
The contract shall be considered as effective from the date of issue of Letter of Award by the Employer subject to fulfillment of SD/BG conditions and agreement conditions as per tender.
The area of work will be, area under different sections coming under, **TIWASA**, Sub-Dn.
- b) Patent Rights and Royalties:

Royalties and fees for patents covering materials, articles, apparatus, devices, equipments, software and processes used in the works shall be deemed to have been included in the contract price. The Contractor shall satisfy all demands that may be made at any time for such Royalties of fees and he alone shall be liable for any damages or claims for patent infringements and shall keep the Employer indemnified in that regard.

- c) Branch office:
In the event of acceptance of particular bid for award of Contract such successful bidder has to set the branch office in jurisdiction of AMARAVATI RURAL Division.

28. Manpower :

- a) All manpower employed by the Agency should be suitably qualified and trained for the job intended to be performed by them.
- b) The manpower should be conversant with local language in addition to working knowledge of English, Hindi & Marathi so as to interact with consumers.
- c) The deputed manpower should be extremely polite with consumers and should be able to address consumer grievances about bills issued.
- d) It will be mandatory for employees of Agency to display the Identity Card certified by MSEDCLTD.
- e) MSEDCLTD will carry out independent checks, as required.
- f) Sufficient number of coordinators and reading staff will have to be employed by Agency to ensure smooth and timely working with different MSEDCLTD offices.
- g) If the Employer asks the contractor to remove a person who is a member of Contractor's staff or work force and state the reasons, the Contractor is to ensure that the person leaves the site within three days and such person will have no further connection with the work in the contract.
- h) If sufficient No. of staff is not provided by agency and reading through mobile app is found delay then their contract will be liable for termination.

29. GUARANTEE:

The All services to be provided are to be guaranteed for correctness and conductance as per acceptable norms.

30. NOTICES:

1. Any notice to be given to the Contractor under the terms of the contract shall be served by sending the same by registered post or leaving the same at the Contractor's principal place of business (or in the event of Contractor being a company to or at its registered office.) Any notice

to be given to the Employer under the terms of the Contract shall be served by sending the same by registered post at the Employer's address.

2. Agency will have to intimate in writing to the concern SDO with copy to Division office before 30 days before exhaust of contractual period or order amount.

31. **DETAILS: CONFIDENTIAL.**

The Contractor shall treat the contract and everything contained therein as private and confidential. In particular, the Contractor shall not publish any information, drawings or photograph concerning the works and shall not use the sites for the purpose of advertising without written consent of the Executive Engineer, AMARAVATI RURAL and subject to terms and conditions as he may prescribed.

32. **Contractor's Risks**

- (1) The agency has to submit the details of Staff engaged for meter reading to billing unit (subdivision office) & Division Office in detail along with their name, address & photo within 14 days.
- (2) The Previous Billing Data will be provided through our IT Section Amravati & by the Sub Division Office.

33. **Payment Terms**

- a) MSEDCLTD will make payment after submission of bills as per MSEDCLTD rules and after processing of Service Entry Sheets through ERP and thereafter audit and availability of funds only. No interest or penalty will be payable by MSEDCLTD due to late payment of bills. Service Entry Sheets to be uploaded by SDO concern for complete work through ERP.
- b) The Contractors shall submit the bills to the respective Sub divisional officer upto 7th of each month for the work of reading through mobile apps carried out during previous month.
- c) Work is to be measured as per standard procedure.
- d) The Contractor shall be directly responsible for payment of wages to his workmen.
- e) The reading program should be strictly observed & all their required reports with Mobile App reading.
- f) If the payment is delayed due to unavailability fund or any other unavoidable system problems, the agency should not stop the work of reading through mobile app. If it is stopped unfortunately by agency, AA/SDO/Dy. Manager (R) can lodged FIR against owner of the agency immediately.

34. **LIQUIDATED DAMAGES : (PENALTY)**

Penalty For Meter reading work:

Sr.	Details of Default or work not carried out as per Tender forming part of Service level agreement.	Proposed Penalty to be applicable
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No.		
1	If Meter reader enters Wrong reading in CMRI/MR-09 and it is found in Validation.	50 times monthly rate of reading per consumer. [e.g. 50 times of Rs 40=Rs 2000 per consumer reading]
2	If Meter reader enters wrong reading in MR-09 and it is found in Check reading.	If in Check reading it is found that Reading entered by Meter reader is wrong then Penalty of 1% Monthly Bill will be charged if error percentage is more than 5%. Further If error percentage is found more contract termination to be issued than 10% then notice for.
3	If Meter reader does not take Reading of consumers after initial 1 month of contract	Agency will receive Nil payment for reading not taken and in addition from 2 nd month, penalty will be deducted from payment bill amount at 50% rate of Mobile App reading per RNT. [e.g. 50% of Rs 40 = Rs 20 per RNT will be deducted from bill].
4	If Meter reader does not upload reading taken in CMRI immediately or carries out bulk/batch uploading of reading data on same day. Meter reader does not upload reading data taken in CMRI or not submit MR-09 to subdivision after completing readings as per determined limit of consumer batch size, it will be allowed till end of the day up to 5.30 p.m. * Subdivision officer will certify areas having network connectivity problems and tag such consumers in IT system for relaxation of penalty to Meter readers facing difficulties in immediate uploading of meter readings.*	Rs. 10.00 per consumer reading.
5	Uploading of reading data taken in CMRI on next day of reading	Rs. 15.00 per consumer reading.

2 Penalty for Bill Printing work.

Sr.No.	Details of Default or work not carried out as per Tender forming part of Service level agreement.	Proposed Penalty to be applicable
1	After Bill printing PDF file is made available, Agency will print and deliver the Bills to AA/SDO of concerned	Rs. 10.00 per Bill per day

	Subdivision within 24 Hrs.	
2	The Printing of variable Bill data should be properly aligned. For any misalignment by which the numeric figures of bill data are printed outside respective field or bill data figures are not legible due to over-printing.	Rs. 0.10 per Bill
3	If printing of Bill is not clear, faintly visible, having ink spread, bar code /QR code is not readable and figures of reading data and TIWASA Energy charges and Bill amounts in Rs. is slightly legible.	Rs. 0.10 per Bill
4	If Agency wastes Pre-printed stationary supplied by MSEDCL by more than 2%.	Rs 0.10 per wasted bill (MSEDCL procurement cost including GST) after accounting the excess stationary demanded by Agency.

1 Penalty for Bill Distribution up to consumer /consumer premises.

Sr. No.	Details of Default or work not carried out as per Tender forming part of Service level agreement.	Proposed Penalty to be applicable
1	If Bill is not distributed to consumer within 48 hrs (Urban area) and 72 Hrs (Rural area) from receipt of printed bills.	Rs. 10.00 per Bill per day
2	Non Distribution of Bill to consumer/consumer premises.	Rs. 10.00 per Bill

35. Performance Security (Security Deposit)

The successful bidder shall have to furnish security deposit @ 10% of the contract value in the form of Bank Guarantee in the prescribed format from the nationalized bank or in the form of **DD** in the name of Executive Engineer O&M Division AMARAVATI RURAL or in Cash within 14 (Fourteen) days from the date of Letter of Award. The said bank guarantee shall cover a period of 3 months after the expiry of the contract period. The bidder shall agree to extend the bank guarantee if required in future. The Security Deposit can also be paid in cash or in the form of **Demand Draft**.

37. Jurisdiction:

All tender disputes or differences arising out of or in connection with the contract, if concluded shall be subject to the exclusive jurisdiction of AMARAVATI RURAL Court.

38. Participation of Bidder :-

If the bidder is Co-Operative Society/Berojgar Sanstha, the byelaws of the Society/Sanstha Shall submitted along with technical bid otherwise bid shall be liable for rejection.

39. For exemption in SD the sahakari Sanstha shall submit registration list in which their name is included.

40. Distribution of bills :-

It is responsibility of agency to distribute bill to each and every consumer within time. Any delay in distribution of bill be viewed seriously. And if repeated complaint received regarding non receipt of bill, order will be terminated after issue of notice of 7 days.

- 41.** Agency will have to produce certificate from concern OIC regarding proper and timely distribution of energy bills along with monthly bill of agency.

SECTION - II

SAMPLE FORMS OF BID, QUALIFICATION INFORMATION, SECURITIES,

Sr. no	Form Number	Description
1	Form "A"	Bid Form
2	Form "B"	Qualification information
3	Form "D"	Contract Agreement
4	Form "E"	Performance Security
5	Form "F"	Personal Information

LETTER OF ACCEPTANCE, CONTRACT AGREEMENT

(Bidders are advised to note the contents of the following Sample forms, which form the part of Bidding Document.)

Sample Form Description

SAMPLE FORM- "A"

Bid Form

BID NO. _____
(On Bidder's Letterhead)

For. _____

To,
The Executive Engineer
O&M Dn. MSEDCL,
AMARAVATI RURAL – 442201

Sir,

I/We the undersigned have carefully examined and understood the bid documents. I/We hereby agree for "Monthly meter reading through CMRI / MR-9 & bill distribution services of PC-0 consumers (Below 20KW and Above 20KW and WW consumers) in TIWASA SubDivision under AMARAVATI RURAL Division" as defined in the bid document and in accordance with the conditions of the contract and other prices identified in the Contract Data accompanying the bid.

This bid and your written acceptance shall be the basis for Contract Agreement. I/We understand that you are not bound to accept the lowest or any bid you receive of assign any reason thereof.

I/We further agree to sign an agreement to abide by the General Conditions of Contract and carry out all works according to specific clauses.

I/We, agree to keep this Bid open for acceptance for 90 days from the date of opening thereof and also agree not to make any modification in its terms and conditions on my/our own accord.

Signed this day _____ of _____ 2021

Yours faithfully,

Witness: 1) _____
2) _____

Signature.

Name

Address :

Signature

Address of the company

Date

Seal of the Company

SAMPLE FORM-“B”

(On Bidder's Letter head)

BID No. _____

Qualification Information

(The information to be filled in by the bidder in the following pages will be used for purposes of post qualification)

For individual Bidders

1.1 Constitution of legal status of Bidder (Attach copy)

Place of registration: _____

Principal place of business: _____

Power of attorney of signatory

Of bid (Attach copy)

1.2 Total annual volume of
Works performed in last
Three years (if possible)
By Prime contractor.

Years	Amount
1	2

2021-22

2020-21

2019-20

Work performance as prime / sub contractor on works of a similar nature and volume over the last Three years.

Project	Client name	Type and quantity of Work performed With Year of Completion	Nature of Contract	Value of Contract
---------	-------------	--	--------------------	----------------------

1)

2)



Executive Engineer MSEDCLtd.,
O&M Amaravati Rural Division,
NAGPUR ROAD
Amaravati Rural - 444905

1.3 Qualification and experience of key personnel proposed for administration and execution of the contract.

Attach details.

Position	Name	Years of Experience (General)	Years of experience in the proposed position.
----------	------	----------------------------------	--

I, the undersigned hereby certify that (name of the Contractor) has been incorporated and registered in (name of the eligible source state), has its appropriate facilities for providing the services in (name of eligible source) and actually conducts its business there”.

Signature

Name & designation

Date:

Name of Co.

Place:

Address

SAMPLE FORM-D
CONTRACT AGREEMENT

(To be executed on non-judicial stamp paper of appropriate value)

THIS AGREEMENT made the _____ day of _____ Between (The Executive. Engineer, MAHARASHTRA STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED, O&M Division, AMARAVATI RURAL , of (Maharashtra State, India) (hereinafter “the Employer” of the one part and M/s _____ (name of Contractor) of (city and Country of Contractor) (hereinafter “the Contractor”) of the other part.

WHEREAS the Employer is desirous that certain Contracts should be executed by the Contractor, viz, “Monthly meter reading through CMRI / MR-9 & bill distribution services of PC-0 consumers (Below 20KW and Above 20KW and WW consumers) in TIWASA Sub Division under AMARAVATI RURAL Division” as defined in the bid document and has accepted a bid by the Contractor for the execution of the Contract in the sum of Rs. _____ in words (Rs. _____ only) (Hereinafter “the Contract Price”)

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

The tender document shall be deemed to form and be read and construed as part of this Agreement, viz.

- a) Section I, II, III of Bid document.
 - b) Employer’s Letter of Acceptance.
2. In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute the Contract and to remedy defects therein in conformity in all respects with the provisions of the Contract.
 3. The Employer hereby convenience to pay the Contractor in consideration of the execution of the Contract and the remedying of defects therein, the Contract Price of such other sum as may become payable under the provisions of the Contract at the times in the manner prescribed by the Contract.

IN WINTNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the said

**Executive Engineer,
MSSEDCL, O&M Division, AMARAVATI RURAL**

In the presence of:

Signed sealed and delivered by the said M/s. :

In the Presence of: _____

SAMPLE FORM – E

PERFORMANCE SECURITY (BANK GUARANTEE)

(To be executed on non-judicial stamp paper (of appropriate Value) purchased in the name of issuing bank)

To,

The Executive. Engineer,

O&M Dn. MSEDCL,

AMARAVATI RURAL

WHEREAS M/s ----- (hereinafter called “the Contractor”) has undertaken,
in pursuance of Contract No. _____ dated _____ for _____ as defined
in the order.

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a
Bank Guarantee by Scheduled / Nationalized with the sum specified therein as security for compliance with his
obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee:

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the
Contractor, up to a total of amount of guarantee) _____ (in words) _____, and we undertake to pay you, upon
your first written demand and without cavil or argument, any sum or sums within the limits of (amount of
guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demands for the
sum specified herein.

We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with
the demands.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Woks
to be performed there under or of any of the Contract documents which may be made between you and the
Contractors shall in any way release us from any liability under this guarantee, and we hereby waive notice of
any such change, addition or modification.



Executive Engineer MSEDCLtd.,
O&M Amaravati Rural Division,
NAGPUR ROAD
Amaravati Rural - 444905

SIGNATURE OF AUTHORISED SIGNATORY AND SEAL OF THE BANK:

Name of Bank _____

Address _____

Date _____

IN WITNESS WHEREOF THE SURETY HAS EXECUTED THIS DEED IN

PRESENCE OF WITNESS: _____ (Signature)

Name and Address.

SAMPLE FORM – F

Tender No. EE/AMT/R/T/23-24/T-34

Contractor's Personal Information.

- | | |
|--|--|
| Name of Work | <u>Monthly meter reading through CMRI / MR-9 & bill distribution services of PC-0 consumers (Below 20KW and Above 20KW and WW consumers) in TIWASA SubDivision under AMARAVATI RURAL Division.</u> |
| 1. Name of the registered firm | : |
| Registered Address | |
| 2. Whether the firm is proprietary or Partnership. | : |
| 3. Full name of proprietor who is authorized to sign the tender documents and agreement bonds. | : |
| Full address | |
| 4. Telephone No. Office/ | : |
| Fax No., Residence No. | |
| 5. Company Registration No | : |
| 6. Registration under labour contract act | : |
| 7. Registration under PF act | : |
| 8. Registration under PT act | : |
| 9. Valid Electrical License | : |
| 10. PAN No | : |
| 11. Whether the firm is registered for Work contract tax, if so registration No. | : |
| 12. Agreed terms of the tender | |
| a) Time limit for providing of workers | : |
| b) Ready to work on lowest rates (Yes/No) | : |

- c) Ready to pay the Security Deposit : as per condition.
- d) Terms of payment (The terms of :
payment will be as per tender condition,
however the contractor can quote his
terms of payment which may or may
not be accepted by the company)
- e) Penalty : as per tender condition.

Signature of Tenderer

Instruction: This information is required to be filled by tenderer and submitted along with tender documents. No point should be kept blank. If this information is not given along with the tender documents then it will be presumed that the information submitted by tenderer is incomplete and Folder 'II' of the price bid will not be opened.)

Rejected due to not having registration under PF & labour laws.



MAHARASHTRA STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED.

O&M DIVISION, AMARAVATI RURAL

=====

Tender No. EE/AMT/R/T/23-24/T-34

PRICE BID

Tender for work of monthly meter reading through CMRI / MR-9 & bill distribution services of

S. No.	Particulars	MIDC AND MUNCIPLE CORPORATION AREA	OTHER	Rate quoted in Percentage above/Below/AT PAR of total.	Remarks
1	Downloading of meter reading data through CMRI/Laptop provided by agency with tamper and load survey data and uploading to MDAS for all CMRI computable/solar net meters / import / export reading	Rs.100	Rs. 120/-		CMRI of Agency
2	Downloading of meter reading data through CMRI/Laptop MSEDCL with tamper and load survey data and uploading to MDAS for all CMRI computable/solar net meters / import / export reading	Rs.85	Rs. 105/-		CMRI of MSEDCL
3	Recording of meter reading on MR-9 sheet slots / Zone wise, Voltage/ Current & punching if meter reading is not compatible to CMRI/AMR/Solar net meter.	Rs.30	Rs. 40/-		Manual Reading
4	Bill printing on both sides of pre-printed stationary provided by MSEDCL	Rs.0.60	Rs. 0.60/-		Bill Printing

5	Bill Distribution and acknowledgement receipt of delivery to consumer.	Rs.15	Rs. 20/-		Bill Distribution
---	--	-------	----------	--	-------------------

PC-0 consumers in TIWASA Sub Division under Amaravati Rural Division.

- Note: 1) Rate should be quoted AT PAR / ABOVE/ BELOW of above schedule of rate of total and not for individual items.
2) Rate should be quoted including or excluding of GST.

Ready to carry out the work on lowest offer rate :- YES / NO

Date :

Place :

SEAL AND SIGNATURE OF THE TENDERER.

Name & Address of the Tenderer

LIST OF SERVICES

SR. NO.	SERVICE NAME	ACTIVITY NUMBER	UOM	SAC CODE	REQ. QTY	VERSION	MATERIAL TYPE
1	40401805 Exp on vehcle/taxi hiring	ADM 018	Days	996601	11		null

Required Documents (To be uploaded online)
--

Sr. No.	NAME	SECTION	ITEM	DESCRIPTION
1	Price Bid	Price Section	40401805 Exp on vehcle/taxi	offer data
2	Tech Data	Technical Section	40401805 Exp on vehcle/taxi	tech data
3	Comm Data	Commercial Section		TAx Data