

Executive Engineer  
Drainage Department  
Surat Municipal Corporation



Surat Municipal Corporation,  
Old zone office, Tadwadi,  
Rander Road, Surat.

DNG/OUT/NO.3789  
Dt. 07/01/2026

To,

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**SUB:- Overhauling, Servicing and Re-installation work of HT panel at Rander Sewage pumping station.**

Dear Sir,

Sealed consent duly super scribed the subject name and return **on or before Dtd.16. 01.2026** to " The Account Department Office, Muglisara".

Sr. No.	Description	Qty	Unit	Total Amount (without GST) Rs.
1	Reinstallation work of HT VCB Panel with required modification/ repairing and servicing work	01	Job	
<b>Total Amount Rs.</b>				
<b>Amount in Words Rs.</b>				

- The quotation complies in 1 cover. Sealed Cover with GST Registration Certificate, PAN Card, Electrical Contractor License and **EMD of Rs. 1990/-** in the form of Crossed Demand Draft / Pay order of any Nationalized Bank, acceptable to Surat Municipal Corporation, drawn in favour of the "Municipal Commissioner, Surat Municipal Corporation" payable, which shall be refunded after sanction of work.
- Main Cover page shall be mention with Name of work, Name of agency and duly sealed. Send this cover by speed post on or before Dtd.16.01.2026 TO,THE CHIEF ACCOUNTANT, ACCOUNT DEPARTMENT, SURAT MUNICIPAL CORPORATION, MUGLISARA, SURAT – 395 003.

#### Terms / Conditions of Quotation

Work Completion Period	<b>45 Days from the date of work order</b>
All Taxes/Duties, GST, etc	Excluded.
Scope of work :-	<ol style="list-style-type: none"> <li>1. The scope includes, VCB PANEL( Make - Crompton Greaves ) servicing work with all Required Relay testing work.</li> <li>2. All Spares like relay, indicators, Reusable boots etc. should be need to replace or repair with required termination which should be under the scope of contractor.</li> <li>3. Fabrication Work of Panel should be under the scope of work (if needed)</li> <li>4. Dismantling work of installed HT panel and Reinstall new panel (at site) with required maintenance work.</li> <li>5. Servicing and maintenance of HT panel, VCB, Testing of Relay, Closing Circuit, Tripping Circuit, Spring Charge Motor, Indication Circuit Complete Control Wiring, AC/DC circuit, CT -PT Testing, Transformer WTI &amp; OTI etc. for ( 1 INCOMER + 2 OUTGOING panel)</li> <li>6. Dismantle Old HT panel and Transport to Pal Condum Store.</li> <li>7. Scope of Work is included with loading, unloading and transportation.</li> </ol> <p><b>Note:- Contractor has to visit the site and understand the work before to quote the rate.</b></p>

Validity of quotation :-	120 Days.
Payment condition :-	100% Bill will be Paid after completion of work & Submission of invoice. All applicable taxes and cess will be deducted from this bill as per prevailing norms.

**NOTE:-**

Successful agency shall enter into contract agreement on suitable Gujarat stamp paper and depositing an amount equal to 2.5 % of order value as security deposit in municipal treasury in the form of Cash/Demand Draft/Pay Order of any Nationalized bank/scheduled bank of Surat branch and drawn in favor of Municipal commissioner, Surat municipal corporation within 15 days from the date of work order otherwise, penalty @ 0.065% of the amount of security deposit per day of delay shall be levied.

1. Following formalities should be completed within 15 days.

The successful Contractor has to submit three number of Non judicial e-stamp paper of Government of Gujarat each of Rs.300/- for agreement, surety and undertaking respectively.

2. The performance guarantee (Security Deposit) will be returned to the contractor after the **defect liability period (Six month) after completion of work and on completion of audit related procedure.**
3. **Time Limit for whole work will be 45 Days from the date of work order.** In case of work is delayed, then penalty will be recovered at 0.2% of tender amount per day of delay of work order cost that will be maximum up to 10% of delayed work.
4. **The Contractor shall have to submit a Work order/Work Completion Certificate of similar nature work like (HT Supply /HT ETC Work / HT Repairing Work).**
5. The rate should be inclusive of all taxes, duties, and labor charges and transportation but excluding GST etc.
6. The offer shall remain valid up to 120 days from the date of receipt of the quotation.
7. Corporation reserve the right to accept or reject any or all the quotation without assigning any reason therefore.
8. The offer must be in the format attach herewith only otherwise offered will be rejected.
9. Contractor must visit the site compulsory before quoting the Rate.
10. The work must be carried out by the contractor strictly within the limit of Rs. 1,99,000/- (with GST)
11. Any loss, damage to SMC property due to the carelessness of the contractor in work, all will be deducted from contractor's bill.
12. Payment should be done as per actual complete work at Drainage Dept.
13. Rate must be filled in this quotation paper only and returned duly sealed & signed.
14. The name of work i.e." Quotation for the work of....." "Must be mentioned on the envelope without which quotation is likely to be rejected, which must be noted.

Thanking You,

-SD-  
I/C Executive Engineer(Ele/Mech)  
Drainage Department  
Surat Municipal Corporation

**Seal & Signature of Contractor**