



TRANSMISSION CORPORATION OF TELANGANA LIMITED

**From,**  
Chief Engineer,  
Metro Zone,  
Erragadda, TSTRANSCO,  
HYDERABAD – 500 045.

**To,**  
M/s. Prameela Art Printers,  
Shop .No.1-1-79/A/8,  
Bhagyanagar Complex, R.T.C X Road,  
Hyderabad-500020

**P.O.No.10/2014-15/CE/MZ/Hyd/ADE (O&M)/AE (P)/D.No.652/14, Date: 22-07-2014.**

Sirs,

**Sub:** - Metro Zone /Hyd- Supply of certain Printed stationary items for various circles in Metro Zone – Detailed Purchase Order- issued.

**Ref:** - 1) Tender Specification No.CE/MZ/Hyd/P-02/2014-15.  
2) Your negotiation letter Dated: 08-07-2014.

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I acting for and on behalf of and by the order and direction of the TSTRANSCO accept your quotation cited for Supply of certain Printed stationary items for various circles in Metro Zone as per the terms and conditions set out in this order & specification.

**1. SCOPE OF CONTRACT:**

This contract relates to the Supply of certain Printed stationary items for various circles in Metro Zone as per the terms and conditions set out in this order & specification.

**2. SCHEDULE OF MATERIAL AND PRICES**

As per Annexure.

**3. PRICES:**

- Prices quoted are firm in rupees, FOR destination as specified in clause (1) of section-II financial inclusive of packing, forwarding, freight charges and all taxes/duties.
- 3.5% Work contract tax will be deducted on Purchase Order. The rate is as applicable at the time of dispatch.
- IT @ 2% will be deducted on Purchase Order amount as applicable at the time of dispatch.

**4. TERMS OF PAYMENT:**

100% payment along with taxes shall be made by Cheque on Scheduled Bank at Hyderabad within 45 days from the date of receipt of goods in good condition and on receipt of supplier's bills in Quadruplicate of Invoice duly certified by the Consignee. No interest will be payable in case the payment is delayed for whatever reasons.

**5. DELIVERY:**

Delivery shall be completed within 60 days reckoned from the date of receipt of technically and commercially clear Purchase Order.

**6. SECURITY DEPOSIT:**

The amount of Rs.7,000/- paid by you towards EMD vide D.D. No.710836,Dt.13-06-2014, from The Cosmos Co-operative Bank Ltd, Hyderabad is adjusted towards S.D and transmitted to Accounts Officer, O/o Superintending Engineer/OMC/Metro/ Hyderabad . You are requested to furnish an amount equivalent to Rs.1,600/- (Rupees One Thousand Six hundred only) towards balance security deposit for proper fulfillment of the contract. The S.D. shall be paid by way of crossed DD drawn on any schedule bank in favour of "Superintending Engineer/ OMC/Metro/Hyderabad". The SD will be released after completion of the supplies in good condition.

**7. DESPATCH INSTRUCTIONS:**

List of the total material required is given in Annexure. The printed stationery items under Schedule of Materials are to be dispatched to be dispatched to the Assistant Divisional Engineer (O&M) in the O/o CE /Metro Zone/Hyderabad.

**8. PAYING OFFICER:**

The Paying Officer is the Superintending Engineer/ OMC/Metro/Hyderabad.

**9. PENALTY FOR LATE DELIVERY:**

a) The delivery period as per the agreed delivery schedule shall deem to be essence of the contract. In case of delay in delivery of materials at destination beyond the agreed delivery schedule, the TSTRANSCO at its option demand and recover from you an amount equivalent to half percent of the material not delivered, within the prescribed time limit for every week of delay or part thereof, subject to a maximum of 5% of the total value of the contract. This right of the TSTRANSCO shall be without prejudice to its rights under the law including the right to cancel the contracts, forfeit the deposit/Or recover damages for breach of contract.

b) The date of receipt of materials at the destination stores in good condition will be taken as the date of delivery.

**10. MATERIAL AND WORKMANSHIP:**

All the materials shall be of the best class of workmanship of highest grade in accordance with the best modern practice. Printing of the stationary shall be done as per the samples given. Proof reading of the Printing Stationary samples shall be arranged within 20days after receipt of the Purchase Order

**11. JURISDICTION:**

All and any disputes or differences arising out of or touching this order based on this Specification shall be decided by a panel of arbitrators.

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VALUE OF CLAIM	PANEL OF ARBITRATORS
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i) Disputes involving amounts up to Rs.10,000/- and below.	Superintending Engineer of the TSTRANSCO other than the circle to which the disputes relates.
ii) Disputes involving amounts from Rs.10,000/- to Rs.50,000/-	Any Chief Engineer of the TSTRANSCO.
iii) There shall not be any reference of disputes, the value of which is above Rs.50,000/- to arbitration. The parties shall approach the competent civil courts having jurisdiction in Hyderabad and Secunderabad if any such dispute arise.	

**12. GENERAL:**

- Your acknowledgement of receipt of this order and all correspondence General and Technical nature shall be addressed to this office.
- All correspondence regarding dispatches, payments and any other field matters shall be addressed to Respective Superintending Engineer's & Chief Engineer/Metro Zone/ Hyderabad.

**13. ACKNOWLEDGEMENT:**

Please acknowledge the receipt of this order with your confirmation of its acceptance by you. The additional copy enclosed may please be returned with your signature in token of your acceptance.

**Encl:** Copy of Purchase Order.

Yours faithfully,

**Sd/-  
CHIEF ENGINEER,  
METRO ZONE, HYDERABAD**

**WE ACCEPT THE TERMS AND CONDITIONS OF THIS ORDER**

Signature of the  
Supplier with Seal and Date

**Copy to: -**

The Chief Engineer/Transmission/Vidyut Soudha/Hyd.  
The Superintending Engineer/ OMC/Metro/Hyderabad.  
The Superintending Engineer/O&M/400 KV Metro/Hyderabad.  
The Superintending Engineer/Construction/Ranga Reddy/Hyderabad.  
The Superintending Engineer/O&M/Ranga Reddy.  
The Superintending Engineer/Civil/Metro/Hyderabad.  
Accounts Officer O/o SE/OMC/Metro/Hyderabad.

## ANNEXURE

Sl. No.	Description of the Material	Qty in Nos	Unit Rate	Total Rs.
1	FCR ledger paper of 80 GSM of size 18"X13" containing 100 folios with numbering and cardboard rexine binding.	2	150.00	300.00
2	Gate pass book, 1/8",each pad contains 50 nos(1+3)	133	93.00	12,369.00
3	Inward registers with card board binding each containing 400 pages on two sides print(Full scape size) as per sample	169	105.00	17,745.00
4	Interruption Registers 200 Pages as per sample	68	98.00	6,664.00
5	LLBs (Vehicle log Book) of size 13"x 16.5" of 100 folios with numbering card board binding for hired vehicles) as per sample.	18	98.00	1,764.00
6	LLBs (Vehicle log Book) of size 13"x 16.5" of 100 folios with numbering card board binding for department hired vehicles) as per sample.	23	98.00	2,254.00
7	Max. Min. Demand Registers 200 Pages as per sample	36	98.00	3,528.00
8	M. Books of size 13"X 8" containing 100 folios with numbering, printing on both sides and card board binding as per sample	628	75.00	47,100.00
9	Notice book for 132KV (for CBD) (1+1 duplicate), 1/8, 50 pages with numbering on one side print and card board binding on one side ( 1 copy detachable) as per sample.	30	110.00	3,300.00
10	PTR History Book	19	110.00	2,090.00
11	PCB of size 13"X 8" containing 100 folios in duplicate i.e. 100X2 original ,detachable on one side printing with numbering.	137	110.00	15,070.00
12	Stores Requisition book of 6.5"x 8" size of 200 pages (1+3 Quadruplicate) with numbering on one side printing and ordinary binding.( 3 copies detachable) as per sample	135	73.00	9,855.00
13	T-Note Books (300 pages) of full scape size (1+3) in triplicate with numbering on one side print and ordinary binding 60 GSM , Original & duplicate perforated.	168	136.00	22,848.00
14	T&P Registers	23	70.00	1,610.00
15	Transformer maintenance registers	130	110.00	14,300.00
16	Vehicle Log Operations Book (LLBs)	122	70.00	8,540.00
17	Work order application book, full scape size of 70 GSM (containing 100 sets in duplicate (1+1) with ordinary binding.)	21	110.00	2,310.00
18	Work order issue book, 1/8,150 pages with numbering on one side print and card board binding on one side ( 2 copies detachable) as per sample.	2	105.00	210.00
<b>Total Rs.</b>				<b>1,71,857.00</b>
<b>(Rupees One Lakh Seventy one Thousand Eight Hundred and Fifty seven only)</b>				

Sd/-  
**CHIEF ENGINEER,**  
**METRO ZONE/HYDERABAD**