

**TRANSMISSION CORPORATION OF TELANGANA LIMITED**

From
Chief Engineer,
Metro Zone,
Erragadda, TSTRANSCO,
Hyderabad - 500 045.
Ph. No: 040-23836703

To
M/s. Visual Gaphix & Printing,
1-1-300/B,
Ashok Nagar,
Hyderabad
Cell.No. 9391107902

SAP PO.No.4300000044/2020-21/CE/Metro Zone/Hyd/DE(T)/ADE(O&M)/AE(P)/F.No. (4/
D.No.1328/2020, Date: 07-09-2020

Sirs,

Sub:- Metro Zone /Hyd- Supply of General Stationery items for various Offices in Metro Zone - Detailed Purchase Order- issued.

- Ref:-**
1. Tender Notification.No.CE/MZ/Purchase/P-04/2020-21/HYD/DE(T)/ADE(O&M)/AE(P)/F. /D.No.627/2020, Dt:18.06.2020
 2. Lr.No.CE/Metro Zone/Hyd/DE(T)/ADE(O&M)/AE(P)/F: DDs/D.No.879/2020, Date: 18.07.2020
 3. Your negotiation letter Dated: 17.08.2020.

I acting for and on behalf of and by the order and direction of the TSTRANSCO accept your quotation and negotiation rates cited vide ref(1) & (3) cited respectively for Supply of General stationary item for various circles in Metro Zone under the jurisdiction of Chief Engineer/Metro Zone / Hyderabad as per the terms and conditions set out in this order & specification.

1. SCOPE OF CONTRACT:

This contract relates to the Supply of General stationary item for various circles in Metro Zone under the jurisdiction of Chief Engineer/Metro Zone / Hyderabad as per the terms and conditions set out in this order & specification.

2. SCHEDULE OF MATERIAL AND PRICES: As per annexure

3. PRICES:

The Prices noted in schedule of materials are net, firm in rupees on FOR destination as specified in clause (7). The value of purchase order is for **Rs. 33,808/-** (Rupees Thirty Three Thousand Eight Hundred and Eight Only) and is inclusive of GST, Packing, forwarding, freight charges and all taxes/duties.

Further, any introduction/changes in the Taxes and duties in GST rates shall be as applicable at the time of Dispatch; the same will be applicable as per extent rules prevailing 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. CURRENCY OF PAYMENT: All payments will be made in Indian Rupees.

6. DELIVERY:

Delivery shall be completed within 2 months reckoned from the date of issue of technically and commercially clear Purchase Order.

7. SECURITY DEPOSIT:

The amount of Rs. 6,000/- paid by you towards EMD vide D.D. No.164052, Dt. 16.07.2020 from the Andhra Bank, Hyderabad is adjusted towards Security Deposit. The Security Deposit amount will be released after completion of delivery of goods in full shape.

8. DESPATCH INSTRUCTIONS:

The general stationery item under Schedule of Materials are to be dispatched to the Assistant Divisional Engineer (O&M) in the O/o Chief Engineer/Metro Zone/TSTRANSCO/GTS Colony/Erragadda / Hyderabad.

9. PAYING OFFICER:

The Paying Officer is Superintending Engineer/OMC /Metro-Central/Hyderabad or Senior Accounts Officer, O/o. Superintending Engineer/OMC /Metro-Central/Hyderabad.

10. PENALTY FOR LATE DELIVERY:

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

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.

| VALUE OF CLAIM | PANEL OF ARBITRATORS |
|---|---|
| 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 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:

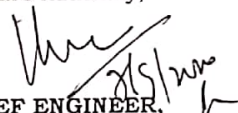
- Your acknowledgement of receipt of this order and all correspondence General and Technical nature shall be addressed to this office.
- All correspondence regarding dispatches, payments and any other field matters shall be addressed to Respective Superintending Engineer's & Chief Engineer/Metro Zone/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


CHIEF ENGINEER,
METRO ZONE, HYDERABAD

WE ACCEPT THE TERMS AND CONDITIONS OF THIS ORDER

Signature of the
Supplier with Seal and Date

Copy Communicated to: -

The Chief Engineer/Transmission /TSTRANSCO/Vidyut Soudha/Hyderabad.

Copy to: -

The Superintending Engineer/ OMC/Metro-Central/Hyderabad .
The Superintending Engineer/OMC/Metro-West/Hyderabad.
The Superintending Engineer/OMC/Metro-East/Hyderabad.
The Superintending Engineer /400KV/OMC/Metro/Hyderabad.
The Superintending Engineer/Civil/Metro/Hyderabad.
The Superintending Engineer/Telecom/Metro/Hyderabad.
The Senior Accounts Officer O/o SE/OMC/Metro-Central/Hyderabad.

Schedule of Material Quantities and Prices for PO No. 4300000044
(All Financial Figures in Rs.)

| ERP PO Item No. | Schd. No. | Material Code | Material Description | HSN Code | PO Qty. | PO Unit | Base Rate /Unit | P & F /Unit | Freight /Unit | Insurance e/Unit | GST Rate (%) | (CGST+SG ST)(Rs) | FADS Price /Unit | Total Amount(Rs.) |
|-----------------------|--------------|------------------|---|-------------|---------|------------|--------------------|----------------|------------------|---------------------|--------------------|---------------------|---------------------|----------------------|
| 1 | | 2000000329 | CLOTTH ENVELOPE COVER A4 SIZE | 48171000 | 470 | NO | 4.00 | | | | 18 | 0.72 | 4.72 | 2,218.40 |
| 2 | | 2000000324 | CLOTTH ENVELOPE 16"X12" | 48171000 | 380 | NO | 6.50 | | | | 18 | 1.17 | 7.67 | 2,914.60 |
| 3 | | 2000000354 | BROWN ENVELOPE 9"X4" | 48171000 | 2800 | NO | 0.80 | | | | 18 | 0.14 | 0.94 | 2,643.20 |
| 4 | | 2000000454 | GUM BOTTLE 700ML can be read as Gum Bottle 500ML | 35069991 | 33 | NO | 60.00 | | | | 18 | 10.80 | 70.80 | 2,336.40 |
| 5 | | 2000000593 | REGISTER 100 PAGES RULED | 48201010 | 267 | NO | 29.00 | | | | 18 | 5.22 | 34.22 | 9,136.74 |
| 6 | | 2000000594 | REGISTER 200 PAGES RULED | 48201010 | 261 | NO | 46.00 | | | | 18 | 8.28 | 54.28 | 14,167.08 |
| 7 | | 2000000488 | A3 SIZE PAPER | 48021010 | 1 | RM | 350.00 | | | | 12 | 42.00 | 392.00 | 392.00 |
| Total | | | | | | | | | | | | | | 33,808.42 |

Amount in Words: Thirty Three Thousand Eight Hundred Eight Rupees Forty Two Paise

[Signature]

Chief Engineer (Civil)
Metro Water Supply & Sewerage
GTS Colony, Erragadda, Hyd-045.