

TRANSMISSION CORPORATION OF TELANGANA LIMITED

From
The Chief Engineer,
Karimnagar Zone, TSTRANSCO,
Karimnagar,
e-mail: ce.knr@tstransco.in
Ph. No. 0878-2229926.

To
M/s. Vijaya Stationers,
Book - Sellers,
Enugulagadda,
Hanamkonda,
Warangal – 506011.

SAP. P.O.No.4200000774/2019-20 of CE/Z/KNR/DE(T)/ADE(T)/AE(T)/F.No./
D.No. 1090/19, Dt: 03-12-2019.

Sir,

Sub:- TSTRANSCO – Karimnagar Zone – Procurement of Stationary material for
Karimnagar Zone for the year 2019-20 – Purchase Order – Issued – Reg.

Ref:- 1) Tender Notice. No. CE/Z/KNR/ADE(T)/AE(T)F.No./D.No.847/19,
Dt:23-09-19.
2) Quotation of Vijaya Stationers dated: 23.10.2019.
3) SPC Meeting held on 05.11.2019.

* * * * *

1. **ACCEPTANCE:** I, acting for and on behalf of the Transmission Corporation of Telangana Limited (TSTRANSCO), accept the rates for supply of materials detailed in Clause 13 as per the above cited correspondence subject to the following terms and conditions.
2. **PRICES:** The prices as shown in clause 13 are FIRM in Rupees and Free at Destination Stores (FADS) and are exclusive of GST
3. **STATUTORY VARIATION:**
 - a. Any variation up or down in statutory levy or new levies introduced after issuing of purchase order under this specification will be to the account of TSTRANSCO.
 - b. Where delivery schedule is not adhered to by the supplier and there are upward variation / revision after the agreed delivered date, the supplier will bear the impact of such levies and if there is downward variation / revision the TSTRANSCO should be given credit to that extent.
4. **SECURITY DEPOSIT:** The Security Deposit will be exempted as the stationary material doesn't require guarantee and the EMD paid will be released after receipt of goods in good condition and producing of Hand Receipt.
5. **DELIVERY:** The materials shall be supplied within **30** days from the date of receipt of this purchase order.

Contd...2

6. PENALTY FOR LATE DELIVERY:

- a. The time for and the dates for delivery mentioned above shall be deemed to be the essence of the contract. In case of delay in delivery of materials at destination, for whatever may be the reason, the TSTRANSCO may at its option demand and recover from the supplier, an amount equivalent to half a percent of the value of the materials not delivered within the prescribed time limit for every week of delay or part there of subject to a maximum of 5% on total value of the contract.
- b. This right of the TSTRANSCO shall be without prejudice to its rights under law including the right to cancel the contract, forfeit the deposit and or recover damages for breach of contract.

7. LOSS OR DAMAGES:

External damages or shortages that are prima-facie the results of rough handling in transit or due to defective packing will be intimated to the supplier within a fortnight of the receipt of the material. Internal defects damages or shortages of any internal parts which cannot ordinarily be detected on a superficial visual examination would be intimated within 15 days from the date of receipt of these material. In either case the damaged/ defective materials should be replaced by the supplier at free of cost. Within 15 days.

8. TERMS OF PAYMENT:

- a) **100 % of the price will be paid within 30 days** time after receipt of the goods in good condition and on receipt of the supplier's invoice in duplicate.
- b) Payment for the materials supplied will be made by crossed cheque on any schedule bank.
- c) If the contractor has received any excess payments by mistake or if any amounts are due to TSTRANSCO due to any other reason the contractor is to refund that excess amount. If any reason it is not possible to recover such amounts under the contract, resulting out of this specification the TSTRANSCO reserves the right to collect the same from any other amounts or Bank Guarantees given by the supplier to the TSTRANSCO.
- d) When the supplier does not at any time fulfill his obligation in replacing, rectifying etc., of the damaged/defective materials in part or whole promptly to the satisfaction of the TSTRANSCO officers, the TSTRANSCO reserves the right to terminate the agreement and not to accept the invoices against subsequent dispatches made by the supplier.

Contd...3

9. GST CLAUSE:

- a) GST No. of TSTRANSCO is 36AAFCT0166J1Z9 and shall be quoted on supplier’s invoice.
- b) The GST Registration number of Supplier shall to be quoted on each invoice.
- c) Tax invoice shall contain SGST and CGST breakup (or IGST) along with HSN Code.
- d) Suppliers who have opted for composition scheme in GST shall not charge GST in their invoice. Supplier shall submit the Bill of supply without charging GST stating on the top of their Bill of Supply that “Composition taxable person, not eligible to collect tax on supplies”.
- e) The input tax credit claimed by registered taxable person should commensurate reduction in the price of goods and services supplied to TSTRANSCO.
- f) GST is exempted to the unregistered vendor.

10. DISPATCH INSTRUCTIONS: All the materials detailed in clause-13 (schedule of material & prices) shall be consigned as follows.

To be booked station	Materials to be consigned to:	Invoices in duplicate to be sent to:
Karimnagar	Divisional Engineer/Tech, O/o Chief Engineer Zone/Karimnagar Besides 132 KV Sub-Station/ Karimnagar-505001 Phone No. 8985042717	Superintending Engineer/OMC / TSTRANSCO/Besides 132 KV Sub-Station/ Karimnagar-505001 Mobile: 09440811075

11. PAYING AUTHORITY: Superintending Engineer/OMC/Karimnagar.

12. GENERAL:

- a. All General and Technical correspondence shall be addressed to “Chief Engineer, Zone, and Karimnagar.” Mentioning in the subject of letter itself “ Of Technical”
- b. All correspondence regarding bills, payments etc., shall be addressed to the corresponding “Superintending Engineer/OMC/Karimnagar, mentioning in the subject of letter itself “Of Accounts”.
- c. The supplier shall sign in token of acceptance of terms & conditions of purchase order.
- d. All and any disputes or differences arising out of or touching this order shall be decided only by the Courts situated in Karimnagar.
- e. The supplier shall furnish the details of responsible contact person (Name, Designation, Mobile No. , e-mail address for any correspondence) while accepting the purchase order.

13. SCHEDULE OF MATERIALS:

Sl.No.	Description of Material	Qty		Rate	Amount
I	Stationary items:				
1	A4 Paper Bundles	415	Nos	220.00	91,300.00
2	Legal Paper Bundles	200	Nos	285.00	57,000.00
3	File Backers	800	Nos	4.00	3,200.00
4	File Pads	200	Nos	25.00	5,000.00
5	Folding Files(TULASI)	500	Nos	30.00	15,000.00
6	Clothed Covers/Envelopes 16"X 12"	400	Nos	15.00	6,000.00
7	Clothed Covers/Envelopes A4 Size	100	Nos	12.00	1,200.00
8	Covers/Envelopes 12"X 5"	100	Nos	6.00	600.00
9	File Tag Bundles (Each bundle contains 500 Nos.)	20	Nos	230.00	4,600.00
10	Stamp Pad Small size	50	Nos	40.00	2,000.00
11	Stamp Pad Big size	100	Nos	60.00	6,000.00
12	Stappler Pin Machines 10	40	Nos	54.00	2,160.00
13	Stappler Pin Machines 24/6	10	Nos	140.00	1,400.00
14	Stappler Pin Boxes No.10	100	Nos	10.00	1,000.00
15	Stappler Pin Boxes No.24/6	40	Nos	20.00	800.00
16	Whitener Pens	25	Nos	30.00	750.00
17	File Flags	50	Nos	50.00	2,500.00
18	Alpins Boxes	30	Nos	55.00	1,650.00
19	Gum Bottles 300ml	10	Nos	69.00	690.00
20	Pencils Boxes (Apsara)	40	Nos	50.00	2,000.00
21	Note Pads	20	Nos	60.00	1,200.00
22	White Board Markers	15	Nos	35.00	525.00
23	Registers/Ruled 100 Pages	400	Nos	54.00	21,600.00
24	Registers/Ruled 200 Pages	400	Nos	72.00	28,800.00
25	Box Files	80	Nos	90.00	7,200.00
26	L-Folders	50	Nos	24.00	1,200.00
27	High Lite Marker Pens	40	Nos	30.00	1,200.00
28	Binder Clips (Box containing 1 dozen) 32 mm size	40	Nos	240.00	9,600.00
29	Binder Clips (Box containing 1 dozen) 25 mm size	40	Nos	200.00	8,000.00
30	Bond papers for PPO/GPO printing (each bundle contains 500 papers)	5	Nos	525.00	2,625.00
31	Inward & Out ward Registers (Each 400 pages)	60	Nos	210.00	12,600.00
32	Ink Pots (Small)	10	Nos	50.00	500.00
	TOTAL Rs.				2,99,900.00

Sd/-
**CHIEF ENGINEER,
ZONE/KARIMNAGAR.**

We accept all the terms and conditions of this order

Signature of the Supplier
Date:

Copy to
Superintending Engineer/OMC/Karimnagar, Adilabad & Nizamabad
Accounts Officer/OMC/Karimnagar.
The Chief Engineer/Transmission/TSTRANSCO/VS/Karimnagar.