



From,  
Chief Engineer,  
Metro Zone,  
Erragadda, TSTRANSCO,  
Hyderabad - 500 045.  
Fax/Ph No: 040-23836703/05

**TRANSMISSION CORPORATION OF TELANGANA LIMITED**

To,  
M/s. Devansh Graphics,  
# 8-6-652, Sai Ram Nagar Colony,  
B.N.Reddy Nagar, Vanasthalipuram,  
Ranga Reddy-70.

**SAP PO.No.4300000049/2020-21/CE/Metro Zone/Hyd/DE(T)/ADE(O&M)/AE(P)/F.No. /**  
**D.No.1266/2020, Date: 31-08-2020**

Sirs,

**Sub:** - Metro Zone /Hyd- Supply of Printed Stationery item for various Offices in Metro Zone - Detailed Purchase Order- issued.

**Ref:** - 1) T.O.O.No.(CE-Transmission), M.S.No. 229, Dt:18.09.2010.  
2) Tender Notification.No.CE/MZ/Purchase/P-02/2020-21/HYD  
3) Lr.No.CE/Metro Zone/Hyd/DE(T)/ADE(O&M)/AE(P)/F: DDs/D.No. 908/2020, Dt: 22.07.2020  
4) Your negotiation letter Dated: 19.08.2020.

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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 various types of Printing Stationery item for various Offices under the jurisdiction of 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 various types of Printing Stationery item for various Offices 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:**

The Prices noted in schedule of materials are net, firm in rupees on FOR destination as specified in clause (8). The value of purchase order is for **Rs. 1,20,942/-** (Rupees One Lakh Twenty Thousand Nine Hundred and Forty Two Only) including all taxes (Composite Scheme).

**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.

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.

**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 issues of technically and commercially clear Purchase Order.

**7. SECURITY DEPOSIT:**

An amount of Rs. 6,048/- (Rupees Six Thousand and Forty Eight Only) has to be paid towards SD amount. The amount of Rs. 7,000/- paid by you towards EMD vide D.D. No.709118, Dt. 04.07.2020 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 printed stationery items under Schedule of Materials are to be dispatched to the Assistant Divisional Engineer (O&M) in the O/o CE /Metro Zone/Hyderabad.

**9. PAYING OFFICER:**

The Paying Officer is the 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.

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This right of the TSTRANSCO shall be without prejudice to its rights under the law in. 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 date of delivery.

**11. 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.

**12. 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.	

**13. GENERAL:**

Your acknowledgement of receipt of this order and all correspondence General and Technical nature shall be addressed to this office.

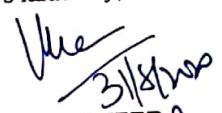
All correspondence regarding dispatches, payments and any other field matters shall be addressed to Respective Superintending Engineer's & Chief Engineer/Metro Zone/ Hyderabad.

**14. 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, East, West/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.

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**Schedule of Material Quantities and Prices for PO No. 4300000049**  
(All Financial Figures in Rs.)

ERP PO Item No.	Sched. No.	Material Code	Material Description	HSN Code	PO Qty.	PO Unit	Base Rate /Unit	P & F /Unit	Freight /Unit	Insurance e/Unit	GST Rate (%)	IGST (Rs)	FADS Price /Unit	Total Amount(Rs.)
1		2000000501	FCR LEDGER FCR ledger paper of 80 GSM of size 18"x13" containing 100 folios with numbering and cardboard texine binding (as per sample)	48201010	29	RM	138.00						138.00	4,002.00
2		2000000578	INWARD REGISTER Inward registers with card board binding each containing 400 pages on two sides print/full scape size (as per sample)	48201010	131	NO	100.00						100.00	13,100.00
3		2000000184	HIRED VEHICLE LOG BOOK (LLB) LLBs (Vehicle log Book) of size 13"x 16.5" of 100 folios with numbering card board binding (vehicles) (as per sample)	48201010	9	NO	75.00						75.00	675.00
4		2000000590	OUTWARD REGISTER Outward registers with card board binding each containing 400 pages on two sides print/full scape size (as per sample)	48201010	147	NO	100.00						100.00	14,700.00
5		2000000178	POWER TRANSFORMER (PTR) HISTORY BOOK PTR History Book (as per sample)	48201010	69	NO	75.00						75.00	5,175.00
6		2000000513	PETTY CASH BOOK PCB of size 13"x 8" containing 160 folios in duplicate i.e. 100X2 original detachable on one side printing with numbering (as per sample)	48201010	60	NO	100.00						100.00	6,000.00
7		2000000199	REQUISITION BOOK Diesel Requisition book of 6.5"x 8" size of 200 pages (1+3 Quaduplicate) with numbering on one side printing and ordinary binding (3 copies detachable) (as per sample)	48201010	7	NO	75.00						75.00	525.00
8		2000000190	TRANSPIRENT NOTE (T-NOTE) BOOK T-Note Books (300 pages) of full scape size (1-2) in triplicate with numbering on one side print and ordinary binding 60 GSM Original & duplicate perforated (as per sample)	48201090	47	NO	100.00						100.00	4,700.00
9		2000000597	TRAILER PLANT (L & P) REGISTER TRP Registers (as per sample)	48201010	63	NO	75.00						75.00	4,725.00
10		2000000201	TRIP SHEET BOOK Trip sheet book (1-2) Triplicate 18x150 pages with numbering on one side print and card board binding on one side (2 copies detachable) (as per sample)	48201010	3	NO	75.00						75.00	225.00
11		2000000179	SUBSTITUTION HISTORY BOOK Substitution History Books (as per sample)	48201010	37	NO	75.00						75.00	2,775.00

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 (%)	IGST (Rs)	FADS Price /Unit	Total Amount(Rs.)
12		2000000374	FILE FOLDER 14"X10" File folders No 999 with hole calico rebit with printing. thickness: 3mm. (as per sample)	48201090	3775	NO	8.50						8.50	32,087.50
13		2000000144	FILE PAD FS SIZE File Pads thickness: 5mm, with flaps 7.5 cms width and thread of 100 cms (as per sample)	48201090	3395	NO	9.50						9.50	32,252.50
Total														120,942.00

Amount in Words: One Lakh Twenty Thousand Nine Hundred Forty Two Rupees (Composite Scheme)

Chief Engineer (Elec.)  
Metro Zone TS TRANSCO  
GTS Colony, Erragadda, Hyd-45

