



KERALA ELECTRICAL & ALLIED ENGG. CO. LTD.

(A Govt. of Kerala Undertaking)

Panampilly Nagar, Kochi- 682 036

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Website: www.kel.co.in

EOI - Order Canvassing Agent

Expression of Interest is invited from reputed and experienced firms/individuals who can undertake / manage the following works on behalf of the company at **TANGEDCO/TANTRANSCO/Other PSUs** in Tamil Nadu as Liaison Agent.

1. Getting all kinds of advance information about forthcoming tenders including specification.
2. Getting prevailing rating wise prices and indicative prices to be quoted in forthcoming tenders.
3. Order follow up to get maximum no. of transformers, after submission of offer through tender.
4. Bills submission at various stores on delivery of products.
5. Unloading of transformers at various stores and rectification of minor transit damages of products delivered at stores and all connected works required to clear/pass bills for payment from corporate office of TANGEDCO/TANTRANSCO.
6. Collection of payments within ninety days from the date of invoices and all necessary works related to the closure of respective purchase orders.

Firms/Individuals should have minimum 5 years of experience in liaison work at various Electricity Boards preferably in TANGEDCO/TANTRANSCO. Interested firms/Individuals may apply to this office with credentials and supporting documents on or before **31.03.2020**.

Kochi -682 036
14th March 2020

Sd/-

General Manager (BDC)