

## Bid invitation

### Information

Description: YMN/LEAVE LETTER & ATTENDANCE CARD

Bid invitation number: 6300039279

### Bid invitation rules

Bid invitation currency: INR

**Timezone:** INDIA

**Submission period:** 18.01.2025 16:00:00

**Opening date:** 18.01.2025 16:30:00

**Created On:** 04.01.2025 04:32:58

### Bid invitation text:

TERMS & CONDITIONS AGAINST OUR BID INVITATIONS FLOATED THROUGH SRM

#### 1. PAYMENT TERMS:

Term of payment is 100% payment for MSEs as per MSME act (Certificate to be enclosed) and for others on 60th day from the date of receipt of material at BEML stores subject to inspection and acceptance of materials. For Bidders not agreeing with the above terms, their quotations will be suitably loaded with applicable cash credit interest while evaluation of bids. In case of early supplies, payment will be made only as per the delivery schedule indicated in the purchase order and in line with the terms of payment.

If firm/firms are quoting payment terms as Advance/Proforma Invoice, firm has to agree to provide Bank Guarantee from a scheduled commercial bank for 110% of their invoice value, only then advance payment will be made. If firm does not agree for the same and only quotes for Advance/Proforma Invoice, such bids are liable for rejection and their offer will not be considered and next lowest technically acceptable offer will be considered. The BG should be valid for a period till the material is received and accepted by BEML.

2. PRICES: Prices are firm till the execution of the Order.

3. BEML reserves the right to increase or decrease the order quantity while placement of the P.O.

4. Schedules indicated in the RFQ / BID are tentative & supplies should be made as per our P.O. Schedules only. Changes if any will be intimated later.

5. BEML reserves the rights to split the order quantity on L1 & L2 with division of patronage 60:40, If L2 agrees L1 rate.

6. DELIVERY TERMS: Delivery as per BEML Schedule. Lead Time required for supply of materials to be indicated in the bid.

7. DESPATCH TERMS: F.O.R. BEML MYSORE

8. VALIDITY: 60 Days from the date of opening of the Bid. If the quotation validity is less than 90 days the bid liable for rejection and will not be considered.

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9. RISK PURCHASE CLAUSE: BEML Risk Purchase Clause will be applicable.
  10. LD CLAUSE: Schedules should be followed strictly, Delivery schedule is to be maintained/followed as mentioned in the Purchase Order, else PO will be short closed. BEML LD CLAUSE will be strictly applicable in case of delay in delivery.
  11. TAXES: Firm has to mention 8-digit HSN Code/6-digit SAC Code and applicable GST rates for the material/Service.
  12. The tenders should confirm to BEML specifications, make and conditions in every detail and any tender not conforming to BEML specifications and conditions will be summarily rejected. Please click on the 'Material PO text from R/3' under 'Notes and Attachments' for the respective items to get the technical specification details.
  13. Any amendment/corrigendum to this tender will be published only in BEML website and not in CPP portal. Vendors to note this
  14. Drawing/Attachment if any are attached in the Notes and Attachments section.
  15. Vendors to attach any details/attachments related to the tender in the Notes and Attachment section.
  16. Payment will be made through E-Payment. Hence, please furnish your Bank details along with the quotation for making payments if order is placed on you.
  17. P&F charges and Freight charges (If any), should be clearly specified.
  18. Blocked or Black listed suppliers need not offer their quotations for particular category or Part.
  19. If the bidder is submitting for the first time with competitive price, we may consider for Developmental order only. However, the ordering is left to the discretion of BEML.
  20. In case of new supplier being L-1, developmental order will be placed considering the technical feasibility of the firm.
  21. L-1 evaluation will be based on landed cost of Technically accepted Bid.
  22. If the value of your quotation exceeds Rs.1.00 Crore, a duly signed "INTEGRITY PACT" has to be submitted along with your quotation as pre-qualification against our bid Invitation. The soft copy of the integrity pact is available in our website [www.bemlindia.in](http://www.bemlindia.in) in the downloadable format and can be attached to your quotations.
  23. Any excess supplies made over and above the P.O. Quantity post order placement, BEML will not be responsible for accounting & payment against the excess shipments.
  24. Firms who have not met BEML PO Delivery Schedules repetitively will not be considered for placing New orders.
  25. The Authorised Dealer Certificate to be provided on request by BEML
- Any item specific remarks / comments can be mentioned in "Bidders Remarks" column under Item Data.

**NOTE: ALL OTHER TERMS AND CONDITIONS WILL REMAIN AS PER THE GENERAL TERMS AND CONDITIONS DOCUMENT ATTACHED IN THE NOTES AND ATTACHMENTS SECTION.**

For Queries related to Submission of Bids in SRM Portal:

Please contact our SRM Team Mr. Krishna Mohan or Ms. Anitha for guidance on submission of bids in SRM system.

Phone number: (080) 22963269 / 22963141

E-mail ID: [admin.srm@beml.co.in](mailto:admin.srm@beml.co.in)

For Tender related queries:

Please contact Materials Department, Mysore Complex

Phone No: (0821) 2400503/9731001089

Contact Person: Ms. Reena Santosh

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E-mail ID: reena.santosh@bemltd.in

Attachments:

TENDER TERMS AND CONDITIONS

## Bid invitation details

Item	Product	Description	Vendor product number	Delivery date/ performance period	Quantity
1	008205653105	Attendance Card		31.01.2025 00:00:00	2,000 NO

Item ATTENDANCE CARD SAMPLE  
attachme  
nts

### Item long text:

- 1) PRINTING WORK TO BE CARRIED OUT IN BLACK AND RED INK.
- 2) LENTH:30 (+/-5 MM) AND WIDTH:20 (+/-5 MM)
- 3) GSM:- 200 (+/-5 GSM)

PRINTING MATTER AS PER SAMPLE ENCLOSED IN THE TENDER.

NOTE : PRINTING PROOF TO BE SUBMITTED FOR APPROVAL BEFORE EFFECTING BULK SUPPLIES

Basic Price	INR	
CGST - Central GST	%	
Discount on Basic	%	
IGST -Integrated GST	%	
SGST - State GST	%	

2	008205300606	LEAVE APPLICATION FORM PADS.60 GSM.		31.01.2025 00:00:00	200 PAD
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Item LEAVE LETTER SAMPLE  
attachme  
nts

### Item long text:

DETAILED DESCRIPTION/SPECIFICATION AS BELOW:

SIZE: 220 MM X 140 MM +/- 3 MM.

TO BE PRINTED IN PADS OF 100 SHEETS EACH USING 60 +/-3 GSM WHITE PRINTING PAPER AS PER SPECIMEN IN BLACK COLOUR. THE MATTER TO BE PRINTED ON ONE SIDE OF THE PAPER ONLY IN THREE LANGUAGES IN KANNADA, HINDI & ENGLISH. NEW BEML LOGO TO BE PRINTED AT THE TOP RIGHT HAND CORNER OF THE FORMAT.THE PAD SHOULD CONTAIN A LIGHT CARD BOARD AT

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Item	Product	Description	Vendor product	Delivery date/	Quantity
	Price Condition		number	performance period	
BOTTOM AND A WRAPPER ON TOP AND GLUED AT THE TOP FOR EASY TEAR OFF. SUPPLIES TO BE MADE IN BUNDLES OF 10 PADS EACH. SUFFICIENT SPACE TO BE PROVIDE FOR SIGNATURE AND DATE IN THE FORMAT.					
NOTE: PRINTING PROOF TO BE SUBMITTED FOR OUR APPROVAL BEFORE EFFECTING BULK SUPPLIES.					
	Basic Price		INR		
	CGST - Central GST		%		
	Discount on Basic		%		
	IGST -Integrated GST		%		
	SGST - State GST		%		