



BEML LIMITED

(A Government of India Mini Ratna Company under Ministry of Defence)

"BEML SOUDHA " 23/1, 4TH Main, S.R. Nagar, Bangalore 560027

Phone : 080 22963245 / 22963315. FAX: 080 22963283.

TENDER No: CM/Corp.HR(ES)/Plaque/2024-25

Date: 15.10.2024

TENDER DOCUMENTS

REQUEST FOR PROPOSAL FOR PROCURMENT OF SUPPERANUATION PLAQUE AND CERTIFICATE FOLDER

**BEML Limited,
Corporate Office,
BEML Soudha, 23/1, 4th Main, SR Nagar,
Bangalore – 560027**



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1. Introduction

General Information

BEML LTD is a leading public sector undertaking under the Ministry of Defense for manufacturing a wide range of mining, earthmoving, railways and defense truck & equipment.

BEML LTD has manufacturing divisions in Bangalore, Mysore, KGF and Palakkad with Head Quarters at Bangalore.

2. Bid Submission Process

You are required to submit bid in three parts viz. **Pre-Qualification bid and Commercial bid**. BEML may at its sole discretion amend the bidding documents at any time prior to the deadline for submission of bids. However in case of such amendment, the bid submission date may be extended at the discretion of BEML. Amendments made prior to submission of bid will be provided in the form of corrigendum to the bidding documents and will be posted on the BEML website (http://www.bemlindia.com/tender_hq.php).

BEML LIMITED invites tender from Manufacturers or its authorized distributors for supply of Plaque and certificate folder as per following details:

Quality of Plaque & Certificate Folder	Good Brand of Plaque with art work with photograph & Certificate Folder with BEML Logo / Name /Designation Printing (or) embossing etc.,
Quantity	764 Nos as per Annexure-A Note: The total quantity projected is tentative and may vary substantially on either side.
Delivery	To be delivered to our divisions located at Bangalore, KGF, Mysore and Palakkad.
Colour & Specifications	As per the photograph enclosed
Validity of Price	The quoted price should firm for a period of 90 days from the date of opening of tender.

Note: You are requested to submit your quote only on cmtenderbox@beml.co.in and submission of offer other than the mail indicated above will not be considered for further processing.



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The last date for submission of the bid is on or before 30.10.2024 @ 14.00hrs.

This Tender consisting of two parts:

Part A – Pre-Qualification Bid i.e. Submission of EMD (Earnest Money Deposit) and Samples. (In manual mode)

Part B – commercial bid only on cmtenderbox@beml.co.in

PART A – Pre-Qualification Bid (Submission of EMD) and Samples.

1. Samples:

One sample of each to be submitted to the **Asst. Manager, BEML Ltd, Room No. 1, BEML Soudha, No. 23/1, 4th Main, SR Nagar, Bangalore-27** before the closing Date and time i.e **30.10.2024 before 14.00hrs.**

2. Earnest Money Deposit (EMD):

EMD in the form of Account Payee Demand Draft (DD) / Banker's Cheque for **Rs.15,600/-** (Rupees Fifteen Thousand six hundred only) drawn in favor of BEML Ltd, Bangalore payable at Bangalore.

Bidders exempted from Earnest Money Deposit (EMD) shall submit exemption certificate from competent authority.

The above said Demand Draft DD / Banker's Cheques shall be submitted in **Sealed envelope** duly superscribing the **Bid Invitation No. CM/Corp.HR(ES)/Plaque/2024-25 dt.15.10.2024, Closing date 30.10.2024 Time 14:00 Hrs** at the top of the envelope. The words **"PRE-QUALIFICATION BID"** shall also to be written in bold letters at the top of the envelope. The name and address of the bidder shall be printed or written legibly on the left-hand bottom corner of the envelope.

The above sealed envelope has to reach the address as mentioned below on or before the closing date & time of the tender.

Asst. Manager (Corporate Materials)
BEML LIMITED., Room No.1
BEML SOUDHA, 23/1, 4th Main,
S.R. Nagar,
Bangalore – 560 027
KARNATAKA, India



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Alternatively it can also be dropped in the Tender Box which is kept in Room No.1, Ground Floor, BEML Soudha, SR Nagar, Bangalore.

Note: Bidder shall ensure that their EMD (DD) and samples is dispatched well in advance so that it reaches this office before the time and date stipulated. Requests will NOT be entertained for late receipts.

Quotation submitted online without submission of EMD in-time will not be considered.

EMD submitted in any other form will not be accepted and the offer is liable to be rejected.

EMD lesser than Rs. 15,600/- will not be accepted and the quotation is liable to be rejected.

EMD of technical disqualified bidder's will be returned. EMD of successful bidder will be released after submission of Performance Bank Guarantee.

EMD does not carry any interest on return.

EMD will be forfeited if any firm withdraws the tender submitted or refuses to execute the order for reasons whatsoever.

EMD or NSIC certificate, MSME Certificate (firms claiming EMD exemption) etc to be submitted through courier/post in a sealed cover, super scribing the bid number and closing date, address etc. before the bid closing date. Failure to do so will result in rejection of the bid.

Tender shall be opened on closing date i.e, 30.10.2024 @ 15.00hrs

Note: Bidder shall ensure that their EMD (DD) and sample is dispatched well in advance so that it reaches this office before the time and date stipulated. Requests will NOT be entertained for late receipts.

FAILURE TO DO SO WILL RESULT IN REJECTION OF THE BID

Terms and Conditions

1. The quotation should be complete in all respects and free from ambiguity.
 2. Price should be quoted in Indian Rupees only.
 3. Indicate all applicable taxes and GST separately.
 4. Payment will be made on 60th day from the date of receipt & acceptance of items at our respective Divisions.
 5. Delivery Terms: FOR BEML Limited i.e. Bangalore, KGF, Mysore and Palakkad. (as per Annexure-A).
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6. Delivery lead time: The delivery will be on staggered basis and the delivery would be on quarterly basis starting from the month of **November 2024 to December 2026** and the purchase order will be placed from the respective Divisions & payment will be made by the respective Divisions against the supply.
 7. The photographs/ details of the personnel will be furnished by BEML Limited for the superannuation plaque with art work and printing the LOGO / Name / Designation in the certificate folder.
 8. The quoted rate should be firm during the entire contract period.
 9. Insurance, freight, forwarding charges to your account.
 10. Guarantee: 12 months from the date of receipt against any manufacturing defects.
 11. Validity: 90 days from the date of opening of the tender.
 12. Liquidated Damages: If the Supplier exceeds any agreed delivery date (s) or period(s), purchaser shall levy LD for such delay @0.5% per week (7days) and part thereof, subject to a maximum of 5% of the value of the delayed portion of the Purchase Order.
 13. BEML Ltd need not necessarily accept the lowest offer.
 14. BEML reserves the right to accept or reject any bid in part or full without assigning any reason which shall be binding on the bidder.
 15. Canvassing by tenderers in any form including unsolicited letters on tenders submitted or Post tender corrections shall render their tender liable for rejection.
 16. Incomplete offers are liable for rejection.
 17. In the event of non performance of the order, BEML reserves the right to procure the material from alternate source at the successful bidder risk and cost apart from recovery of EMD/SD.
 18. Offer submitted without enclosing EMD & sample will be rejected. EMD of unsuccessful bidders will be returned after finalization of the contract and the EMD of successful bidder will be retained till the completion of the supplies. No interest will be paid on EMD upon returned.
 19. Offers not confirming to the above terms are liable to be ignored.
 20. BEML reserves the right to increase the quantity at the same price, terms and conditions during the pendency of the contract.
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Right of Buyer: BEML reserves the right to accept or reject any bid in part or full without assigning any reason which shall be binding on the bidder

Termination: BEML shall exercise the option to terminate the contract within one month notice in the event of Non-Performance/Poor Performance and en-cash the EMD. BEML also reserve the right to review and modify the contract at any point of time during the contract period.

Risk Purchase Clause: In the event of Non Performance of the order, BEML reserves the right to avail the services from alternate source at the bidder risk and cost apart from recovery/encash of EMD.

Canvassing by tenderers in any form including unsolicited letters on tenders submitted or Post tender corrections shall render their tender liable for rejection.

Incomplete offers are liable for rejection.

Offers not confirming to the above terms are liable to be ignored.

Kindly Note:

- a) If taxes are not mentioned separately in the item data/bidders remarks, it will be considered as the price quoted is inclusive of all taxes.
- b) If validity of the offer is not mentioned in the bidder's remarks, it will be considered as per terms and conditions of the tender enquiry.
- c) If payment terms is not mentioned in the bidders remarks, it will be considered as per terms and conditions of the tender enquiry.

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Annexure-A

Sl No	Complex Office	No. of Superannuation from November 2024 to December 2026 (26 Months)	Rate Per Plaque (Excluding GST)	Rate per Certificate Folder (Excluding GST)
01	Bangalore Complex	98		
02	Corporate Office, Bangalore	41		
03	Sustenance Corporate Office, Bangalore	92		
04	KGF Complex	311		
05	Mysore Complex	216		
06	Palakkad Complex	6		
	TOTAL	764		

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PHOTOGRAPHS



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