

REQUEST FOR QUOTATION

Ref: PR01/PM4/OFFICE - SETUP/2020-21

Dt: 16.03.2021

To:

Dear Sir,

Sub: Enquiry for "Providing & Fixing Aluminium Partition with Door" at BEML Limited, Palakkad Complex.

You are requested to submit your lowest offer for "Providing & Fixing Aluminium Partition with Door" at BEML Limited, Palakkad Complex.

1. Requested to submit the quotations for "Providing & Fixing Aluminium Partition with Door" in two bid system (Technical bid & Commercial bid).
2. The Technical Bid format at Annexure-I to be duly filled and signed in the bidders letter head and submitted in separate sealed cover with super scribing **"Technical Bid: PR01/PM4/OFFICE – SETUP due on 23.03.2021" & Commercial bid in separate sealed cover with super scribing "Commercial Bid: PR01/PM4/OFFICE – SETUP due on 23.03.2021"**.
3. Both these covers should be kept in a **single cover (outer cover) super scribing "Tender No: PR01/PM4/OFFICE – SETUP due on 23.03.2021"**.
4. Quotation should be submitted in sealed covers with RFQ reference & closing date should be mentioned on the envelope. (Quotation can be submitted directly to the BEML time office before closing hrs).
5. Quotation received after the closing hours (**14:00 hrs**) of the due date of tender will not be considered and the same will be returned to the tenderer.
6. The offer should be valid for 60 days.
7. Payment Terms: 100% payment on 60th day / As per MSME acts from the date of completion of work at BEML Limited, Palakkad Complex & satisfactory report from User Dept.
8. Right of BEML: BEML reserves to itself the right to accept or reject any quotes either in full or in part or to reject all the offers without assigning any reasons whatsoever.
9. The firm shall meet statutory requirements for completion of work.
10. Despatch terms: FOR, BEML Palakkad Complex.

11. Delivery terms: Work shall be completed within 14 days from the date of Receipt of P.O.
12. The firm shall arrange general insurance to their equipment and tools wherever necessary.
13. The firm's personnel shall not carry any objectionable material like explosives, cell phones, battery-operated instruments, weapons etc., knowingly or unknowingly.
14. The employee of the firm shall follow general rules, regulations & disciplinary instructions of the company.

For BEML Limited

Palakkad Complex

Authorized Signatory

(Signature with company seal)
for and on behalf of the company
Name & Designation of the signatory

Technical Bid - Annexure - I

Scope of wok:

Specification

Sl.no	Description	Complied Yes / No
1	<p>Providing and fixing 1.2 mm powder coated Al sections (2.5" x 1.5") including 8 mm thick prelaminated particle board & 5 mm glass in middle portion of the partition including aluminium frame door (size 1M x 2.1M) with 8 mm particle board in the bottom and 5 mm glass in top with necessary door closure, lock and tower bolts</p> <p>Providing Aluminium partition (L & separation partition) with door work for office setting up office of Advisor (Rail Infrastructure) at Office space of Hangar-II in First Floor.</p> <ol style="list-style-type: none">1. Fixing of 1.2mm powder coated Aluminium sections screwing in roof, Wall and floor including 8 mm thick prelaminated particle board & 5 mm glass in middle portion of the partition.2. Providing and fixing of aluminium frame door with 8 mm particle board in the bottom and 5 mm glass in top with necessary lock and tower bolts.3. Door closure to be provided in top side of door.4. Proper rubber beading to be provided in glass.	

Sl.no	Description	Qty/Unit	Complied Yes / No
1	<p>L Partition: Providing and fixing 1.2 mm powder coated Al sections (2.5" x 1.5") including 8 mm thick prelaminated particle board & 5 mm glass in middle portion of the partition.</p> <p>Providing and fixing of aluminium frame door (size 1M x 2.1M) with 8 mm particle board in the bottom and 5 mm glass in top with necessary door closure, lock and tower bolts.</p>	400 Sq Ft	
2	<p>Separation partition: Providing and fixing 1.2 mm powder coated Al sections (2.5" x 1.5") including 8 mm thick prelaminated particle board & 5 mm glass in middle portion of the partition.</p> <p>Providing and fixing of aluminium frame door (size 1M x 2.1M) with 8 mm particle board in the bottom and 5 mm glass in top with necessary door closure, lock and tower bolts</p>	80 Sq Ft	

Note:

1. Tax: GST will be extra.
2. Quoted rate including materials and labour charge.
3. The firm has to give one year warranty for the above work against any damage.

General Terms and condition:

1. Firm shall arrange all necessary tools /testing equipments needed for Testing & certification carried out in BEML, Palakkad.
2. The firm shall be ready to work on Sundays and general holidays if need basis.
3. Firm shall take necessary pass for their employees to enter the factory premises (work spot).
4. Firm shall follow all safety rules and regulation inside the BEML premises.
5. Firm shall declare all their items that are returnable at our security and obtain necessary pass.
6. Firm shall comply with statutory requirements and provisions for the employees engaged.
7. BEML will not have any kind of binding towards compensation in case of injury/death to the firm's employees while working in BEML premises or otherwise.
8. Firm shall make its own arrangement for boarding and lodging for their employees.
9. BEML will not any binding on damages or loss to the tools, meters etc. brought by the firm for commissioning purpose.
10. The firm shall arrange general insurance to their equipment and tools wherever necessary and statutory requirements for their employees.
11. The firm shall take safety permits from our safety department wherever found necessary and especially while working at heights and high voltage areas.
12. The firm shall arrange to bring their own safety gadgets.
13. The firm's personnel shall not carry any objectionable material like explosives, cell phones, battery-operated instruments, weapons etc. knowingly or unknowingly
14. The employee of the firm shall follow general; rules, regulations and disciplinary instructions of our company.

(Signature with company seal)

for and on behalf of the company

Name & Designation of the signatory

Commercial bid

Quotation format (Quotation to be enclosed in a separate cover)

Sl.no	Description	Qty/Unit	Unit price	Amount in Rs
1	L Partition: Providing and fixing 1.2 mm powder coated Al sections (2.5" x 1.5") including 8 mm thick prelaminated particle board & 5 mm glass in middle portion of the partition. Providing and fixing of aluminium frame door (size 1M x 2.1M) with 8 mm particle board in the bottom and 5 mm glass in top with necessary door closure, lock and tower bolts.	400 Sq Ft		
2	Separation partition: Providing and fixing 1.2 mm powder coated Al sections (2.5" x 1.5") including 8 mm thick prelaminated particle board & 5 mm glass in middle portion of the partition. Providing and fixing of aluminium frame door (size 1M x 2.1M) with 8 mm particle board in the bottom and 5 mm glass in top with necessary door closure, lock and tower bolts	80 Sq Ft		

Note: 1. Tax: GST is extra as applicable.

2. Tax: GST rate for line item should be mentioned with their HSN/SAC Code

3. L-1: Selection of L-1 firm will be based on the Total value of the Item.

(Signature with company seal)

for and on behalf of the company

Name & Designation of the signatory