

BEML LIMITED

(A Govt. of India Mini Ratna Company under Ministry of Defence)
BEML Soudha, 23/1, 4th Main, SR Nagar, Bangalore-560 027

TENDER ENQUIRY

(Bid Invitation 6300038807)

Ref.: CM/ Courier Service /2024

01.05.2024

Sub: Tender Enquiry to award **Courier Services contract for 2 years to be provided to Domestic and Intra city (within Bangalore)**

BEML LIMITED invites quotations in two bid system from reputed courier service providers to enter in to a **2 years contract** to provide Courier Services in the prescribed manner, as per the terms and conditions specified in the tender for **Pick up, Dispatch and Delivery of Documents, Non-Documents, Parcels** by courier service to various domestic destinations (**Annexure-A**) and Intra city (within Bangalore) locations. **The bids are to be submitted/ uploaded on or before closing date and time i.e. 15.05.2024 by 1400 Hrs.**

The scope of work and general terms & conditions of the tender are as per **Annexure-B**.

You are requested to quote your lowest offer to provide above courier services as per categories given below:

a) Category-I: Domestic Destination-Courier Services

i) Intra City (Within Bangalore)

ii) South India-Karnataka, Andhra Pradesh, Tamil Nadu, Kerala, Goa & Telengana.

iii) Rest of India-North/East/West

b) Category-II: Domestic Destination-Parcel Services by Road

i) South India-Karnataka, Andhra Pradesh, Tamil Nadu, Kerala, Goa & Telengana.

ii) Rest of India-North/East/West

1. SUBMISSION OF BIDS

This tender consisting of

Part A – Pre-Qualification Bid i.e., submission of EMD (Earnest money Deposit) in manual mode / through online.

Part B – Submission of Technical Bid (Through e-mode on BEML SRM system)

Part C – Submission of Price Bid (Through e-mode on BEML SRM system)

The details are as below:-

1.1 Part A : Pre-Qualification Bid (Submission of EMD)

EMD in the form of Account Payee Demand Draft (DD) / Banker's Cheque for **Rs.10,000/-** (Rupees Ten Thousand Only) drawn in favour of BEML Ltd, Bangalore payable at Bangalore. Bidders exempted from Earnest Money Deposit (EMD) shall submit valid exemption certificate from competent authority as pre qualification bid.

The online payment of EMD amount can be made as mentioned below:

Online Payment of EMD amount can be made as mentioned below:

- i) Open the following link:
<https://www.onlinesbi.com/sbicollect/icollecthome.htm?corpID=9359>
- ii) Read the terms & conditions, tick the acceptance box and click on Proceed.
- iii) In 'Select State' dropdown, select All India and click on the Go button.
- iv) In 'Select Payment Category', select EMD.
- v) Enter details of payment, details of Bank Account for refund and click on Submit to make the online payment of the required EMD amount of Rs 10,000/-

Or

Please ensure that online payment of EMD amount is made well ahead of the EMD Submission Date & Time mentioned in the Tender.

Payment of EMD amount through DD / Banker's Cheque :

- a) EMD in the form of Account Payee Demand Draft (DD) / Banker's Cheque for Rs.10,000/- (**Rupees Ten Thousand Only**) drawn in favor of BEML Ltd, Bangalore payable at Bangalore.

1.2 **Part B** : Technical Bid : (To be submitted through e-mode on BEML SRM system)

TECHNICAL CRITERIA:

Sl No	Criteria Details	Documents required to be uploaded in Collaboration folder of SRM system for evaluating the Criteria(*)
1	Brief Details about the Firm/Agency	Please upload filled in format as per Sl. No. 1 to 7 of Enclosure-1.
2	The average annual Turnover for the last 3 financial years, i.e., 2020-21, 2021-22 & 2022-23 shall not be less than Rs.5 Lakhs NOTE: Copies of the Audited Balance sheet along with the Profit and loss statement for the last Three (03) years (2020-21, 2021-22 & 2022-23) duly certified by auditor shall be scanned and uploaded along with the technical bid.	Please upload the scanned copy of audited Balance sheet along with the Profit and Loss statement for the last three (03) years (i.e., 2020-21, 2021-22 & 2022-23) in lieu of audited financial results of financial years, audited financial results of calendar years may also be considered as deemed appropriate or duly certified by the auditor for the certified reports.
3	The Agency/firm shall have courier network pan India basis with their own offices at district head quarters level. List of Minimum 25 such offices along with address, contact number etc. to be provided.	Please upload List of minimum 25 such offices along with address, contact number etc.

4	The agency shall have minimum 5 years of experience in dealing with Courier business (with respect to tender issue date).	Please upload copy of company's registration.
5	The agency should have rendered services to reputed firms i.e. PSUs/State Govt. firms/ Central Govt. firms or other large Organizations of repute. List of such customers (minimum two customers) along with period of contract (i.e. Starting Date and Ending date) to be provided.	List of such customers (minimum two customers) along with period of contract (i.e. Starting Date and Ending date) to be uploaded.
6	The agency shall provide minimum two customer order copies along with performance feedback certificates for courier services provided in last 5 years (with respect to tender issue date).	Please upload Minimum two each of (a) customer order copies and (b) Performance feedback certificates duly signed by authorized representative of the customer.
7	Delivery Schedules	Please upload duly filled Proforma as per Enclosure-2
8	Not banned/ blacklisted/ debarred from Trade by any Central/ State Government department/ Autonomous Institutions or PSUs in India.	Undertaking document as per the Enclosure-3
9	An Undertaking has to be submitted by the bidders stating that they have read, understood and agreeing to all tender terms and conditions.	Undertaking document as per the Enclosure-4

*Relevant documents are to be meticulously uploaded by the bidder and the bid will not be considered if any of the documents is not uploaded. No clarification from the bidder will be sought in this regard.

Please ensure that no price details are mentioned in the technical bid (attachments to the Collaboration Folder) or in the envelope with EMD. Offers with price details either in technical bid (under part B) or in the envelope at Part A, will be rejected.

1.3 Part C : Price Bid: (To be submitted through e-mode on BEML SRM system)

Please quote the price details in 'Item Data' in the system only (exclusive of any taxes and other charges)

The details to be entered in the Item Data in the SRM system is as given below:

Category-I. Domestic Destinations– Courier Services

Sl. no.	DESTINATION BLOCKS	TARIFF(Rs) exclusive of taxes/other charges
1	INTRA CITY (Within Bangalore) - 1ST 500 gms.	Please enter the rate only in 'item data' in the system
2	INTRA CITY (Within Bangalore) – Additional 500 gms.	Please enter the rate only in 'item data' in the system
3	South India (Karnataka, Andhra Pradesh, Tamil Nadu, Kerala, Goa & Telangana)- 1ST 500 gms.	Please enter the rate only in 'item data' in the system
4	South India (Karnataka, Andhra Pradesh, Tamil Nadu, Kerala, Goa & Telangana)- Additional 500 gms.	Please enter the rate only in 'item data' in the system
5	Other than south Indian state & within India (North / East / West) - 1ST 500 gms.	Please enter the rate only in 'item data' in the system
6	Other than south Indian state & within India (North / East / West) - Additional 500 gms.	Please enter the rate only in 'item data' in the system

Note: Taxes and other charges if any, should be clearly indicated in Bidder's remarks in the system. Sum of all the rates quoted for Intra City, South India & Rest of India for 1st 500 grams and additional 500 grams shall be calculated. Bidder having lowest sum would be L1(lowest bidder).

Category –II: Format for Domestic Destinations: Parcel services by Road (by surface transport mode)

<i>S. no.</i>	<i>DESTINATION BLOCKS</i>	<i>TARIFF(Rs) exclusive of taxes/other charges</i>
7	South India(Karnataka, Andhra Pradesh, Tamil Nadu, Kerala, Goa & Telangana - 1ST 10 Kgs.	Please enter the rate only in 'item data' in the system
8	South India(Karnataka, Andhra Pradesh, Tamil Nadu, Kerala, Goa & Telangana)- Additional 1 Kg.	Please enter the rate only in 'item data' in the system
9	Other than south Indian state & within India (North / East / West) - 1ST 10 Kgs.	Please enter the rate only in 'item data' in the system
10	Other than south Indian state & within India (North / East / West) - Additional 1 Kg.	Please enter the rate only in 'item data' in the system

Note: Taxes and other charges if any, should be clearly indicated in Bidder's remarks in the system.

Sum of all the rates quoted for South India & Rest of India for 1st 10 Kgs and additional 1 kg shall be calculated. Bidder having lowest sum would be L1(lowest bidder).

1.3.1 BEML reserves the right to award the contract to one or more agencies based on the commercial viability. In all the above cases, BEML reserves the right to counter offer against any specific quoted prices of L1 agencies, if they are found high on case to case basis.

2. Evaluation of Bids:

Envelopes received as per Part A above will be opened first and subsequent to realization of DDs(towards EMD), technical evaluation of those bids will be carried out in line with Part B and Price bids of such agencies whose technical bids are qualified as per tender terms, will be opened for further processing. The date and time of opening of Price Bids shall be informed to the technically qualified Bidders.

3. Digital Signature

Please note that as per the directives from Ministry of Defence, Class 3 Digital Signature is mandatory for submission of bid on our e-Procurement system. System will not accept Class 1 or Class 2 Digital Signatures.

Please note that activation of the Digital Signature Token in our system happens after 12.00 midnight from the Start Date of the validity, i.e. the next date after the Start Date of the validity. Hence in case you are getting a new Class 3 Digital Signature Token or arranging renewal of the existing Class 3 Digital Signature Token, it is advisable to get the same at least two days before the due-date of the tender.

In case of any queries on Digital Signature or submission of bid in the system, please contact BEML SRM Team on 080-22963269, 080-22963141 or e-mail to admin.srm@beml.co.in.

4. **OTHER TERMS & CONDITIONS**

The terms “Supplier” & “Purchaser” refers to Consultant/Agency & BEML respectively in the General terms & Conditions.

4.1 **ARBITRATION :**

For PSUs: In the event of any dispute or difference relating to the interpretation and application of the provisions of this Agreement, such dispute or difference shall be referred by either party for Arbitration to the Sole Arbitrator in Department of Public Enterprises to be nominated by the Secretary to the Government of India, in charge of the Department of Public Enterprises. The Arbitration and Conciliation Act,1996 shall not be applicable to the arbitration under this clause. The award of the Arbitrator shall be binding upon the parties to the dispute, provided, however, any party aggrieved by such Award may make further reference for setting aside or revision of the Award to the Law Secretary, Department of Legal Affairs, Ministry of Law and Justice, Government of India. Upon such reference, the dispute shall be decided by the Law Secretary or the Special Secretary/Addl. Secretary, when so authorized by the Law Secretary, whose decision shall bind the parties finally and conclusively. The parties to the dispute will share equally the cost of Arbitration as intimated by the Arbitrator.

For firms other than PSUs: In the event of any dispute or difference relating to the interpretation and application of the provisions of this Agreement, such dispute or difference shall be referred by either party for Arbitration to the Sole Arbitrator to be appointed by BEML. The Arbitration proceedings shall be in accordance with the provisions of Arbitration and Conciliation Act, 1996 and Rules framed thereunder. The place of Arbitration shall be at Bangalore and all Arbitration proceedings shall be conducted in English language and governed by the above said Act and Rules.

Courts at Bangalore shall alone have sole jurisdiction to decide any issue arising out of the Arbitration or this Agreement.

4.2 **FORCE MAJEURE CLAUSE:**

Notwithstanding anything contained in the Contract, neither the Supplier nor the Purchaser shall be held responsible for total or partial non-execution of any of the contractual obligations, should the obligation become unreasonably onerous or impossible due to occurrence of a ‘Force Majeure’ conditions which directly affect the obligations to be performed by the

Purchaser or the Supplier. Such events include war, military operations of any nature, blockages, revolutions, insurrections, riots, civil commotions, insurgency, sabotage, acts of public enemy, fires, explosion, epidemics, quarantine restrictions, floods, earthquake, or acts of God, restrictions by Govt. authorities over which the Supplier or the acts on which the Purchaser has no control.

The party claiming to be affected by Force Majeure shall notify the other party in writing without delay, within two weeks on the intervention and on the cessation of such circumstance. Extension of time sought by the Supplier along with supporting evidence and so granted by the Purchaser for the supply/ work affected, if any, shall not be construed as waiver in respect of remaining deliveries.

Notwithstanding above provisions, Purchaser shall reserve the right to cancel the order/ Contract, wholly or partly, in order to meet the overall delivery schedule and make alternative arrangements including arrangements with third party for completion of deliveries and other schedules. Purchaser may takeover partly processed material at a mutually agreed price.

4.3 APPLICABLE LAWS AND JURISDICTION OF COURTS:

Indian laws both substantive and procedural, for the time being in force including modifications thereto, shall govern Contract. The competent Indian courts shall have sole jurisdiction over disputes between purchaser and the Supplier.

5.4 BRIBES AND GIFTS

Any bribe, commissions, gift or advantage given, promised or offered by or on behalf of the supplier or his partner, agent or servant or anyone on his or on their behalf to any officer, servant, representative or agent of BEML or any person on his or their behalf in relation to the obtaining or to the execution of or any other contract with BEML Ltd., shall in addition to any criminal liability which the supplier, may incur, subject the supplier to the cancellation of this and all other contracts with BEML and also for payment of any loss or damage resulting from any such cancellation to like extent thereof. Any question or dispute as to the commissions of any offence under the present clause shall be settled by BEML in such manner and on such evidence of information as they may think fit and sufficient and their decision shall be final and conclusive.

5.5 JURISDICTION

Courts at Bangalore alone shall have jurisdiction to decide any issue/dispute arising out of the Arbitration or this Purchase Order in exclusion of all other Courts. However, jurisdiction of any other court may be accepted by mutual discussion and agreement by and between the Company and the Supplier.

5.6 DURING ARBITRATION

Supplies under this Purchase Order, if reasonably possible, may continue by mutual agreement during the dispute / Arbitration proceedings”.

5.7 PROGRESS REPORT

The supplier shall regularly inform the progress of work and in such form as may be called for by the Purchaser from time to time. The submission and acceptance of such reports shall not prejudice the rights of the Purchaser in any manner.

5.8 **INTEGRITY COMMITMENT IN THE EXECUTION OF CONTRACTS:**

Commitment by Purchaser:

Purchaser commits to take all necessary steps to prevent corruption in connection with the execution of the Contract.

Commitment by the Contractor:

The Contractor (s) commit (s) to take all measures to prevent corruption and will not directly or indirectly try to influence any decision for the benefit for which he is not legally entitled. The contractor (s) will not commit any offence under the relevant Acts. The Contractor (s) will not use improperly, for purpose of competition or personal gain or pass on to others, any information or documents provided by Purchaser as part of business relationship.

The Consultant (s) will not enter with other Firm (s) / Consultant(s) into any undisclosed agreement or understanding or any actions to restrict competition. If the Consultant(s), before award or during execution of the consultancy Contract commit(s) a transgression of the above or in any other manner such as to put his reliability or credibility in question, Purchaser is entitled to disqualify the consultancy contractor(s) from the consultancy process or terminate the contract and / or take suitable actions as deemed fit.

Thanking you,
For BEML Limited

Executive Director
Corporate Materials