

BEML LIMITED

(Schedule 'A' Company under Ministry of Defence, Govt of India)
"BEML SOUDHA", 23/1, 4th Main Road, S.R.Nagar, BANGALORE-560 027.

Phone: 080 – 22963245

Email: purchase.hq@beml.co.in

TENDER NOTICE

Ref: CM/Printing/2023

Date: 03/04/2023

Dear Sir,

Please let us have your lowest quotation for the following item/s before **2:00 P.M.** on or before **13.04.2023**. Please note that quotation reaching this office after the specified time will be ignored.

Sl. No	Description	Quantity
1	Light green cloth line covers 80Gsm in three color printing, size 16" x 12"	2000 Nos.
2	Brown Window Envelope 80Gsm in three color printing, size 9" x 4"	1500 Nos.
3	Light green cloth line covers 80Gsm in three color printing, size 14" x 10"	1500 Nos.
4	Brown Envelope without Window 80Gsm in three color printing, size 4¾"x 12"	5000 Nos.
5	Brown Window Envelope 80Gsm in three color printing, size 9" x 4"	5000 Nos.
6	Brown Window Envelope 80Gsm in three color printing, size 9½"x 5½"	5000 Nos.
7	Light green cloth line covers 80Gsm in three color printing, size 14" x 10"	5000 Nos.
8	Light green cloth line covers 80Gsm in three color printing, size 16" x 12"	5000 Nos.
9	Pink color file size 9 ¾"x13 ¾" without filing clips with three color printing	200 Nos.
10	Employees Master Record single color printing on thick board back to back size 11" x 9"	1000 Nos.
11	Flat Files 55.5x35.4cm(open) 25.8x35.5cm (folded) 600GSM with single color printing on front side & good quality clip inside the file.	200 Nos.
12	BEML Letter Head in A/4 size multicolour printing of 80gsm Executive Bond paper with 02(Two) different addresses /Phone Number/email Id at the bottom of the letter head. 100 sheets in each packet.	4000 Nos.
13	Key Register horizontal type size 340mm x 215mm, 200 pages folio with two color printing, numbering & with thick hard board calico binding.	12 Books

NOTE

- 1) Price to be quoted in Indian Rupees only
- 2) Payment Terms: 60 days credit
- 3) Delivery: The item is required immediately / within 15 days from the date of approval of final proof. Quote minimum lead time required to supply.
- 4) FAX / Email quotations not accepted.

- 5) Liquidated damages towards delayed supplies will be charged @ 0.5% per week (7 days) and part thereof subject to maximum 5% of the value of the delayed portion of the purchase order
- 6) Please note that the quotation reaching our office after the specified time will be ignored.
- 7) The quotation should be complete in all respects and free from ambiguity.
- 8) The price quoted should be FOR Destination & include packing, forwarding, insurance, etc.,
- 9) The price quoted should be valid at least for a period of 60 days from the date of closing.
- 10) Indicate all applicable taxes & duties separately.
- 11) BEML reserves the right to accept or reject and offer in full or part.
- 12) BEML also reserves the right to place order for each item separately on different sources.
- 13) BEML need not necessarily accept the lowest offer.
- 14) Canvassing by tenderers in any form including unsolicited letters on tenders submitted or post tender corrections shall render their tender/s liable for rejection.
- 15) The envelope containing your quotation should be sealed and super scribed as :
Tender No: CM/Printing/2023 dtd. 03/04/2023 / Closing at 2.00 P.M on 13/04/2023
- 16) The envelope containing the quotation should be dropped in the tender box placed in the Corporate Materials Department, Room No. 1, at the above address.
- 17) Offers not confirming to the above terms are liable for to be ignored.

Kindly Note:

- 5) If payment terms are not accepted / stated in the quote, it will be considered as per terms and conditions of the tender notice.
- 6) If taxes are not mentioned separately in the quote, it will be considered as the price quoted is inclusive of all taxes.
- 7) If validity of the offer is not mentioned in the quote, it will be considered as per terms and conditions of the tender notice.
- 8) If minimum delivery schedule not mentioned in the quote, it will be considered as per terms and conditions of the tender notice.

Yours faithfully

For **BEML LIMITED**

**Manager
Corporate Materials**