

## BEML LIMITED

(A Govt. of India Mini Ratna Company under Ministry of Defence)  
“BEML SOUDHA”, 23/1, 4<sup>th</sup> Main Road, S.R.Nagar, BANGALORE-560 027.

Phone: 080 – 22963245

Email: [purchase@purchase.beml.co.in](mailto:purchase@purchase.beml.co.in)

### TENDER NOTICE

Ref: CM/Printing of Visiting Cards/2020

Date: 29/01/2020

Dear Sir,

Please let us have your lowest quotation for the following item/s before **2:00 P.M.** on or before **10.02.2020**.

Please note that quotation reaching this office after the specified time will be ignored.

Sl. No	Description	Quantity
1	<b>Rate contract for printing &amp; supply of visiting cards in multi color printing back to back in Hindi &amp; English on recycled paper for a period of one year. (Sample recycled paper enclosed)</b>  <b>Note:</b> 1) Packing: Every 100 cards to be packed in white card board box. 2) Kindly quote for per 100 Nos.	Approx quantity 20,000 Nos. for one year

#### NOTE

**Earnest Money Deposit (EMD):** EMD amount of Rs 1,000/- can be paid online or can be submitted in the form of Demand Draft / Banker's Cheque/ Online payment.

**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/ Tender Fee.

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 1000/-

vi) Kindly enclose Demand Draft / Banker's Cheque/ Online payment receipt along with your quote.

#### **Terms & Conditions**

1) Price to be quoted in Indian Rupees only

2) Payment Terms: 60 days credit

3) Delivery: The printed card to be delivered within 07 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 GST 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 of Visiting Cards/2020 dtd. 29/01/2020 / Closing at 2.00 P.M on 10/02/2020**
- 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:**

- 1) If payment terms are not accepted / stated in the quote, it will be considered as per terms and conditions of the tender notice.
- 2) If taxes are not mentioned separately in the quote, it will be considered as the price quoted is inclusive of all taxes.
- 3) If validity of the offer is not mentioned in the quote, it will be considered as per terms and conditions of the tender notice.
- 4) 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**

  
**Asst. Manager**  
**Corporate Materials**