

VENDOR REGISTRATION PROCEDURE FOR PROJECT ITEMS

I) The procedure applicable for the Vendors who have established MANUFACTURING UNITS in India, for supply of Project items and off-loading activities (Project item means the Items/Materials required for manufacturing of BEML Equipments) :

- a. The interested vendors can contact the following any BEML nodal points to seek Vendor Registration formalities described in the subsequent pages.

Corporate Quality, BEML Limited, BEML Soudha ,
23/1, 4th Main, SR Nagar, Bangalore – 560 027.
Phone – 080-22963193 ; Fax - 080-22963391
Email : cqoffice@beml.co.in

OR

Any one of the following BEML manufacturing divisions /Corporate purchase / Vendor Development, offices as applicable.

General Manager (Materials) BEML Limited, EM Division, KGF Complex, BEML Nagar, KGF – 563 115 Ph. - (08153) - 263878 / 265176, Fax - (08153) – 263274 Email – em@beml.co.in	Dy. General Manager (Materials) BEML Limited, H&P Division, KGF Complex, BEML Nagar, KGF – 563 115. Ph. - (08153) - 263164 / 263686, Fax - (08153) – 262610 Email – hm@beml.co.in
Dy.General Manager (Materials) BEML Limited, Eqpt. Division, Mysore Complex, Belawadi Post, Mysore – 571 186. Ph. - (0821) - 2402422 / 2402458, Fax - (0821) – 2402434 Email – ym@beml.co.in	Dy. General Manager (Materials) BEML Limited, Engine Division, Mysore Complex, Belawadi Post, Mysore – 571 186. Ph. - (0821) - 2402422 / 2402755, Fax - (0821) – 2402429 Email – zm@beml.co.in
General Manager (Materials) BEML Limited, Bangalore Complex, Post Box 7501, New Thippasandra, Bangalore – 560 075 Ph.- 25242414 / 25022631, Fax - (080)–25241230 Email – rm@beml.co.in	Asst. General Manager (Materials) BEML Limited, Palakkad Complex, Defence & Rail Product Divn., KINFRA Park, Menon Para Road, Kanjikode East, Palakkad – 678 621. Ph. – (0491) –2568178, Fax – (0491)– 2567488 Email – pm@beml.co.in
Dy. General Manager (Materials) BEML Limited, Corporate Purchase, 23/1, 4 th Main, SR Nagar, Bangalore – 560 027. Phone – (080)-22963179 Fax - (080)–22963283 Email – dgmcp@beml.co.in	Dy. General Manager (Materials) BEML Limited, Vendor Development cell, 23/1, 4 th Main, SR Nagar, Bangalore – 560 027. Phone – (080)-22963253 Fax - (080)–22963260 Email – vdsoffice@beml.co.in

Prior appointment needs to be taken, before visit

- b. Any Vendor under Manufacturing category and established unit in India, can approach above mentioned 'BEML' nodal contact points and appraise their Manufacturing capability and submit the duly filled formats including MSME / SISTER concerns declaration with the relevant certificates as applicable., etc., as given in the WEB site - Vendor Registration (Application form), which can be downloaded.
- c. The Corporate Quality will allocate temporary vendor code based on communication from any 'BEML' manufacturing Division depending upon the requirement of the Items and Preliminary Assessment report.
- d. In the absence of any communication from 'BEML', Corporate Quality Department, with-in TWO Months, it shall construe that 'BEML' do not have any requirement at present for additional sources in your field of operation.
- e. While allocating temporary code vendor will be advised, to pay registration fee of Rs. 5000/- (Rupees Five Thousand only) by crossed DEMAND DRAFT (Non refundable) in favour of BEML LIMITED, payable at Bangalore towards Assessment / Processing fee.
- f. With this Temporary vendor code, Vendors can participate in Tenders under development activities of the division who has recommended.
- g. Within ONE year period, Vendors need to successfully execute the development orders and establish Delivery and Quality of the supplied items as per the order.
- h. Vendors will be upgraded to Permanent registration status on final Assessment by 'BEML' team at their premises for verification of manufacturing processes and quality assurance systems and after obtaining Management approval.
- i. After the allocation of Permanent Vendor code, the Vendors will be eligible to participate in Tenders of all the manufacturing divisions of 'BEML'
- j. The temporary VC Number will be blocked in our system if there is no business transaction during this one year period.

II) Procedure for Customer certified Vendors (Government certified Organisation RDSO , CQA, DMRC , etc.,)

- a. On the requests along with relevant documents received from the Divisional material departments, based on approved vendors list released by the above customer certified organisations and any relevant communications with respect to Vendors for particular items, the Corporate Quality allocates the Vendor codes insisting the vendors to submit the duly filled formats, as given in the WEB site - Vendor Registration (Application form), which can be downloaded.
- b. However these firms are exempted from payment of Registration fee.

III) Procedure for Traders / Stockists / Dealers of Indigenous and Import Items Suppliers:

- a. On the requests along with relevant documents received from the Divisional Material Departments, based on production requirements and Principal Certificates of the Original Manufacturers, the Corporate Quality allocates the Vendor codes insisting the vendors to submit the duly filled formats, as given in the WEB site - Vendor Registration (Application form), which can be downloaded.
- b. However these firms are exempted from payment of Registration fee.

IV) Procedure for Overseas Suppliers / Collaborators and REPUTED / PROPRIETARY Firms:

- a. The Vendor codes for the above category of Suppliers are allocated by Corporate Quality based on communications from the Divisions / Marketing Head Quarters / R & D / Corporate office with relevant profile documents.
- b. However these firms are exempted from payment of Registration fee.

V) For Critical Functional Items like Welding Consumables, Paints, Oils, Lubricants, Filters, Hoses, Bearings etc., the Vendors need to submit **TYPE APPROVAL** Certificate for the particular Product issued by BEML R & D in addition to other formats, as given in the WEB site - Vendor Registration (Application form), which can be downloaded, for allocation of Vendor Codes.

VI) Following Formats, as given in the WEB site - Vendor Registration (Application form), which can be downloaded, need to be Filled and Submitted in Hard Copies as appropriate by all the Firms along-with Company's Profile Brochures, if any.

- 1) Vendor Quality Assurance Format (General and Technical details)
- 2) MSME Status declaration and submission of relevant government issued certificates
- 3) Sister Concern Details for Allocation of Multiple Vendor codes Format
- 4) Terms and Condition
