

Request for Quotation  
for  
**PROVIDING TRANSPORT FACILITY  
(PICK UP & DROP OF 1<sup>st</sup> & 2<sup>nd</sup> SHIFT EMPLOYEES)**  
at  
BEML Limited, Palakkad Complex

**Event Service Provider:**



Vendor's Time and Expenses: To be borne by the vendor

No representation would be entertained on any errors if found in the RFQ. However vendors to bring such errors / omissions to the notice of BEML for necessary corrective action

**Confidential Document: for limited circulation among the participants of e-Negotiation event, for Annual requirement finalization for BEML to be conducted on "BEML SRM" Platform**

## Contact Information:

|  |   |
|--|---|
| <b>A. Buyer (BEML LIMITED)</b>                               |   |
| <b>Name &amp; Designation</b>                                | Mr. Narasimha Prasad T K<br>Dy. General Manager – Materials<br><br>Mr. Rajakumar S<br>Manager- Materials  |
| <b>Address</b>   | BEML Limited<br>Palakkad Complex<br>KINFRA Wise Park, Menonpara Road<br>Kanjikode<br>Palakkad 678 621   |
| <b>Email ID</b>  | <a href="mailto:pm5@beml.co.in">pm5@beml.co.in</a>  |
| <b>Telephone</b>   | +91.491.2568178 / 04912565127   |
| <b>Fax</b>   | +91.491.2567488   |
| <b>B. Documentation &amp; Training - Helpline (BEML SRM)</b> |   |
| <b>Name &amp; Designation</b>                                | Mr. Krishnamohan<br>Event Coordinator   |
| <b>Address</b>   | BEML Limited<br>"BEML SOUDHA"<br>Room No: 106,<br>BEML SRM Implementation Cell,<br>23/1, 4 <sup>TH</sup> Main<br>S R Nagar<br>Bangalore– 560 027<br>Karnataka |
| <b>Email ID</b>  | <a href="mailto:admin.srm@beml.co.in">admin.srm@beml.co.in</a>  |
| <b>Telephone</b>   | +91.80.22963269   |
| <b>Fax</b>   | +91.80.22963283   |

### Note:

Please note that your bid should be submitted in our SRM e-Procurement system only. You should be having a valid **Class 3 Organization Digital Signature** issued by Authorized Certifying Authority with **both Signing and Encryption** to submit your bid in our SRM e-Procurement system.

## TENDER NOTICE

To: All Bidders

INVITATION OF QUOTATION FOR PROVIDING TRANSPORT FACILITY (PICK UP & DROP OF 1<sup>ST</sup> & 2<sup>ND</sup> SHIFT EMPLOYEES) AT BEML LIMITED, PALAKKAD COMPLEX.

Period of Contract: 1 year.

Quotations in two bid system in three parts (Prequalification bid & Commercial bid) in e-mode are invited from the eligible reputed transport agency **“to provide Transport facility (pick Up & Drop) to the employees in 1<sup>st</sup> & 2<sup>nd</sup> shift from various locations and drop at BEML Limited Palakkad complex and back”** through transport contract where contractor has to provide one bus of 30 seats/17 seats for a period of one year as per the pickup/drop destinations mentioned in the scope of work & commercial bid.

1. The Scope of work is at **Annexure I.**
2. General terms and conditions Annexure **II.**
3. Technical Bid format is given in **Annexure-III**
4. Commercial bid format in **Annexure-IV (Only for calculation and duly signed blank format has to be uploaded). Rate** has to be uploaded/submitted in the **“Price-Conditions”** only in SRM. Quoted rate should be **exclusive of GST.**
5. GST clause is at Annexure - V

**Annexure-I, II, III, IV & V** copy of Experience certificates, Registration certificates and all the details as mentioned in Technical bid (**Annexure-III**) **to be uploaded in the ‘C’ folder on SRM Platform in e- mode.**

**\*FAILURE TO DO SO WILL RESULT IN REJECTION OF THE BID\***

General information about the tender is as follows: -

- |  |   |
|--|---|
| (a) Tender reference no.                       | : 6300037059 dtd. 05.02.2022                |
| (b) Last date and time for receipt of tenders  | : 12.02.2022; 15:00 hrs<br>(through E-mode) |
| (c) Time and date for opening of Technical Bid | : 12.02.2022; 15:30 hrs<br>(through E-mode) |
| (d) EMD Amount                                 | : <b>Rs. 20,000/- (Online Mode)</b>         |

- The contractor shall visit the site to acquaint himself/themselves with the scope of work, access location and working site conditions and study the specification in detail prior to tendering and no claims will be entertained later on the ground of ignorance of otherwise of the conditions under which the work shall have to be executed.

- Interested vendors can contact us through e-mail: **admin.srm@beml.co.in** to obtain the username & password for submitting the bids. The bidder should have a valid Class III Digital Signature Certificate issued by Authorized Certifying Authority to submit your bid in our SRM e-Procurement system. In case of any queries, you may send the same by e-mail to admin.srm@beml.co.in or you may contact BEML SRM team on phone no: 080-22963269.
- This is a two-bid Bid Invitation in our SRM E-Procurement system. All the bid details, both Prequalification Bid and Price bid are to be submitted through electronic mode.

- a) EMD amount in favor of BEML Ltd payable at Palakkad through online by clicking the below link <https://www.onlinesbi.com/sbicollect/>

Detailed steps of procedure are mentioned below in the EMD column.

- b) NSIC certificate, MSME certificate (firms claiming EMD exemption) etc to be uploaded in e- mode in 'C' folder in SRM platform.

**Technical bid of Bidders whose firms claiming EMD exemption certificate is not uploaded in e-mode in 'C' folder in SRM platform will not be considered for evaluation.**

Please upload the duly complied/signed Terms & conditions and Technical Bid as per Annexure-I, II, III, IV & V without mentioning price details and NSIC/MSME certificate for EMD exemption in the 'C' Folder. Any other documents required for Technical bid also may be uploaded in the 'C' folder.

- Please submit the price details in the "Price Conditions" by entering the unit price for "Transportation Pick up & drop to employee". GST has to be quoted extra and should be mentioned clearly.

- IMPORTANT NOTE: The Technical bid details may be furnished as attachments in the 'C' Folder. Please ensure that no price details are to be mentioned in the attachments to the 'C' Folder. Please submit all the commercial/price details in "Price – conditions" only.**

- Bidders, whose Technical offers are acceptable after technical evaluation only, will be considered for opening of commercial offers through e-mode. The commercial offer must be firm and valid for at least 60 days from the date of opening of commercial offer.

**EMD:** Earnest Money Deposit of **Rs. 20,000/- (Rupees Twenty Thousand only)** to be deposited through online by clicking this link <https://www.onlinesbi.com/sbicollect/> and accept terms & conditions and proceed.

- After selecting proceed, select "All India" in State of Corporation / Institution tab and select "PSU – Public Sector Undertaking" in Type of Corporation / Institution tab, then submit "Go" tab.

- Then select "BEML LIMITED PALAKKAD" in PSU - Public Sector Undertaking Name tab and submit. After submitting it will ask the relevant details for making online payment of EMD.

The firms who have remitted EMD digitally shall indicate the remittance details along with the Technical bid.

The payment of EMD should pay online before the tender closing date of this enquiry (**12.02.2022**) **before 3.00 PM.**

- EMD will be refunded within 30 days from the date of opening of technical quotes in case order is not placed on the party/supplier. If purchase order is placed, this EMD will be returned only after fulfilling the obligations of Terms and Conditions of PO.
- EXEMPTION OF EMD: Indian firms registered with National Small Scale Industries Corporation may be exempted from payment of EMD if the product being quoted is actually manufactured by them and the product is registered with these agencies. Firms registered with agencies selling products of other companies and not manufacturing the products being quoted by them are not allowed exemption from payment of EMD/Tender fee. Copy of firms claiming EMD exemption certificate to be submitted in e-mode in SRM platform, otherwise tender submitted by them will not be considered.

**NSIC certificate, MSME certificate (firms claiming EMD exemption)** etc to be uploaded in e- mode in 'C' folder in SRM platform **before the bid closing date.**

**\*FAILURE TO DO SO FOR NOT COMPLYING ABOVE, WILL RESULT IN REJECTION OF THE BID\*.**

- Forfeiture of EMD: EMD may stand forfeited in following circumstances;
  - i) Bidder, irrespective of their bidding Rank fails to accept the contract if BEML want to award to him.
  - ii) Contractor fails to perform in accordance with the instructions of the Dy.General Manager, Materials.