

BEML LIMITED

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

Phone: 080 – 22963245

Email: purchase.hq@beml.co.in

TENDER NOTICE

Ref: CM/Printing/2025

Date: 31/12/2025

Dear Sir,

Please let us have your lowest quotation for the following item/s before **2:00 P.M.** on or before **12.01.2026** in a sealed envelope.

Sl. No	Description	Quantity
1	Printing & Supply of BEML Letter Head in A/4 size multicolour printing of 80gsm Executive Bond paper 100 sheets per pad	05 Pads.
2	Printing & Supply of Writing Pads, inside one sided ruled Milky White Paper (60 GSM)– 25 Sheets (50 Pages), Size: 7 ½ "X 8 ½ " plastic spiral binding on the left side with white thick KG Cardboard on the front sheet & back sheet, three color printing.	1000 Nos.

NOTE

- 1) Price to be quoted in Indian Rupees only
- 2) Payment Terms: 60 days credit
- 3) Delivery: The item is required within 10 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.

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- 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/2025 dtd. 31/12/2025 / Closing at 2.00 P.M on 12/01/2026
- 16) The envelope containing the quotation should be dropped in the tender box placed in the Security main gate 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
Non - Projects
Corporate Materials**