



**BEML LIMITED
INTERNATIONAL BUSINESS DIVISION
FLAT NO. E,F,G,H,
VANDANA' 11TH FLOOR, 11,
TOLSTOY MARG, CONNAUGHT PLACE, NEW DELHI-110001**

**EXPRESSION OF INTEREST(EOI) FOR APPOINTING OF
REPRESENTATIVE/SERVICE PROVIDER
TO MARKET BEML PRODUCTS
GLOBALLY**

REF:BEML/REPRESENTATIVE/SERVICE PROVIDER/IBD/2021

1.0 INTRODUCTION:

BEML Limited established in 1964, is a leading multi-technology and multi-location company under the Ministry of Defence, Government of India. BEML offers high-quality products for diverse sectors of economy such as Defence, Railways and Metro, Coal, Mining, Steel, Cement, Power, Irrigation, Construction, Road Building, Aviation. BEML has sizable market share in domestic market with more than 11,350 Defence vehicles 18,500 Railway rolling stock, 1300 Metro Coaches and more than 10000 units of mining & construction equipment. BEML has exported more than 1200 units of mining and construction equipment worth about US\$ 300 million to more than 68 countries of various continents.

BEML intends to widen its market network for export of its products globally. In this direction, BEML is keen to appoint representative/service provider having good market network, financial strength and resources for promotion/after sales service of BEML products.

2.0 Mode of submission of application for Representative/service provider:

The interested parties are requested to submit a soft copy of duly filled application as per format furnished at **Annexure-(A)** of the application document along with all supporting documents in response to the subject EOI for representative/service provider through E-mail to mx@beml.co.in.

3.0 QUALIFYING CRITERIA:

- a) The Representative/Service provider shall be Companies/entities with due and valid registration/incorporation certificate as per the prevalent local laws.
- b) The Representative/Service provider preferably to have knowledge and experience in handling of products related to BEML business verticals.
- c) The Representative/Service provider shall not, directly or indirectly, compete with BEML nor should represent, as representative for BEML's competitors' offerings, which are also in the production range of BEML, for the specific project. The company should submit a declaration as per **Annexure-B** in this regard.
- d) The Representative/Service provider should not have any legal cases pertaining to anti-bribery outstanding against them. The company should submit a declaration as per **Annexure-B** in this regard.
- e) The Representative/Service provider should be financially sound and should submit Solvency Certificate issued by bank or financial status certified by Auditor/Chartered Account / Any other relevant authority in that Country of prospective Business.
- f) Reference/Recommendation from Indian Embassy/High Commission looking after that country or accredited country /Mission of that country looking after India or accredited country /Customer Trade Associations/Local Chamber of commerce & Business partners shall be obtained
- g) The Representative/Service provider should not have been debarred/ black listed by Govt Departments/Undertakings of Government, banks and financial institutions in India or Country of prospective Business. The representative/Service provider should submit a declaration in this regard as per **Annexure-B**.

Note:

1. BEML reserves the right to accept or reject any application, at any time without assigning any reason.
2. Supporting documents for the above must be submitted along with the application.

3. The applicant should submit duly filled “**Application for Representative/ Service provider**” as per the Format furnished at **Annexure-(A)**, and should sign and stamp all pages of Application for Representative/service provider.
4. The appointment shall be for **Two Years** or till the completion of project/contract with customer. Based on the performance of the representative/service provider, BEML may consider further extension. However, in case the performance is not satisfactory, then the Representative/service provider shall be terminated by BEML, for the reason of non-satisfactory performance.

4.0 **SCOPE OF WORK:**

4.1 **SCOPE OF BEML:**

- a) BEML shall support the Representative/Service Provider by providing product literatures, advertisement materials etc. as may be required for promoting BEML products.
- b) BEML shall provide Technical support and assist the Representative/Service Provider in promoting BEML products and services, if required, on case to case basis
- c) BEML shall submit the offer directly to Representative/Service Provider or to the end customer depending on the requirement.
- d) BEML shall pay the service charges to the Representative/ Service Provider for the services rendered by the Representative/ Service Provider.
- e) In case BEML desires that the Representative/Service Provider needs to establish a service facility and spare parts depot, BEML shall assist Representative/Service Provider by giving Layout plan, list of Special tools and other facilities required. Cost of establishing Service facilities and spare parts depot shall be the responsibility of the Representative/Service Provider.
- f) BEML shall provide Training to Customers’ staff and Representative/Service Provider’s staff in India for specific skill training as may be required, subject to mutual agreement on cost and other terms like period of deputation.

4.2 **Scope of Representative/ Service provider:**

- i) Liaison with customers and generate business for BEML Products.
- ii) Provide information to BEML with respect to Market scenario, Competition, Funding, Requirement of client, Local information, Local law, taxes and regulations
- iii) Obtain enquiries for BEML products from Private, Government and Institutional Customers and forward the same to BEML from time to time.
- iv) Submission of bids/offers to customers within due date and attend the meetings as per tender process with prior written consent from BEML.
- v) Liaise with customers for finalization and execution of the contract, with prior written consent from BEML.
- vi) Arranging for Legal and regulatory services, in case of requirement
- vii) Assist BEML on need basis for following activities based on requirement:
 - Arranging the office premises for its operations.
 - Arranging accommodation for BEML personnel.
 - Arranging visa Invitation letters for BEML personnel visiting the Country of prospective Business on official work.
 - Arranging Work permit for BEML officials.
 - Arranging Logistic services for equipment and spare parts.
 - Provide Local workshop/service setup to support maintenance of BEML equipment, along with proper tooling.
 - Supply adequate number of man power at customer’s site for after sales service, for the period agreed to between BEML and End user.

- Provide local logistic, transport support to BEML personnel deputed for providing after sales service
 - Liaise with the local shipping agent, transportation authorities to ensure safe transportation of equipment and spare parts to customer site by taking necessary approvals from the respective authorities.
 - Updating and preparation of equipment status report and other reports as per project requirement.
- viii) Ensure 100% payment realization from customer to BEML for the sales performed and timely release of bank guarantees, if any, on completion of contractual obligations.

5.0 EVALUATION CRITERIA:

- a. BEML will evaluate the documents/ responses received from the applicants as per Annexure – A with proper supporting documents.
- b. BEML shall conduct independent due diligence of the applicant through independent agency appointed by BEML.

6.0 GENERAL INSTRUCTIONS /TERMS AND CONDITIONS:

- a) No payment will be made to the applicant for any expenses incurred by him/her for applying BEML's representative/service provider.
- b) All information should be typed or handwritten legibly in English only.
- c) The bidders are requested to seek clarifications, if any, through e-mail mx@beml.co.in addressed to The Deputy General Manager (International Business Division).
- d) Upon submission of Application, any clarification sought by BEML must be submitted within the period stipulated by BEML.
- e) Any incongruity, falsification or error in the information and data provided by the Applicant, if so detected, while processing or subsequently would invite rejection of the said applicant application.
- f) BEML Limited reserves the right to accept or reject the application or the whole process without assigning any reason what so ever to the bidders.
- g) The representative/service provider will be **Non-Exclusive basis** and BEML reserves the right to appoint more than one representative/service provider in the same territory.
- h) The person signing the application should have the authority to sign the documents and should duly authenticate any errors or corrections in the Application. Overwriting should be avoided

ANNEXURE-(A)

Application for representative/service provider

SL. NO	PARTICULARS	APPLICANT REMARKS
1	NAME & ADDRESS OF THE FIRM /COMPANY:	1) Name 2)Address 3)Telephone 4)E-mail 5)Mobile No
2	Type of Firm a) Public Ltd., Co.? b) Pvt. Ltd., Co.? c) Partnership firm. d) Others	Please fill the details.
3	Name of Managing Director and directors / partners	Please fill below details 1) Name 2)Address 3)Nationality 4)Age 5)Educational Qualification 6) Percentage Ownership 7)Mobile number 8) Email id:
4	Certificate of incorporation/registration of your company	Please submit Certificate of incorporation/registration
5	Knowledge and experience in handling of products related to BEML business verticals	Please submit similar experience details
6	Financials of your company	Please submit solvency Certificate issued by bank or financial status certified by Auditor/Chartered Account / Any other relevant authority in that Country of prospective Business.
7	Reference/Recommendation from Indian Embassy/High Commission at your country/ accredited country Or Mission of that country looking after India / accredited country Or Customer Trade Associations/Local Chamber of commerce & Business partners.	Please submit any Reference/Recommendation letter.
8	Declaration as per ANNEXURE-B	Please submit Annexure-B duly signed and stamped.

9	Specific plans to promote BEML business as a BEML Representative.	Please explain brief about the business opportunity which you are interested to work with BEML.
10	Have your company or any of the Managing Director(s)/partners / Directors been involved as defendant in a criminal or civil suit (Excluding minor traffic violations etc.)	YES/NO

6. Specific plans to promote BEML business as a BEML Representative.

Please explain brief about the business opportunity which you are interested to work with BEML.

DATE _____

Signature and Seal of

Managing Director/Partner/Authorized person of the Applicant

PLACE _____

ANNEXURE-B

BEML Ltd,
Flat no E,F,G,H,
11th Floor, Vandana Building
Tolstoy Marg,
New Delhi.

Sub: Declaration
Dear Sir

We, (*insert Representative/Service provider's name, address, and other details*), do hereby declare and undertake that we shall not compete directly or indirectly with BEML's products nor shall represent or act as authorized representative of BEML'S competitors' offerings, similar to the models/equipment/spare parts of BEML that are covered under the scope of our appointment as Representative/Service provider. In case of any doubt as to the products which are covered or not covered, we shall take up with BEML for clarification and shall act accordingly.

We further declare and undertake that we shall abide by all provisions related to anti-corruption/ bribery. Further, as per our information and knowledge, there is no case pending/decided against the Representative/Service provider on account of having indulged/alleged indulgence in corruption/bribery. Further, we shall not make, receive, provide or offer any gift, entertainment, payment, loan or other consideration for the purpose of influencing the procurement

We also declare that the Representative/Service provider is sound and no bankruptcy /insolvency proceedings pending/initiated against the Representative/Service provider in any court or judicial or quasi-judicial authority.

We further declare and undertake that the Representative/Service provider is not debarred/ blacklisted nor imposed sanction by any Government Departments/Undertakings of Government, Courts, statutory authorities, Banks & Financial Institutions of our Country i.e. _____ or Republic of India.

We agree and understand that in the event the above declarations/undertakings are found to be false, misrepresented or we fail to comply with the same, then BEML may terminate our appointment as Representative/Service provider, besides initiating appropriate legal action against the Representative/Service provider. We undertake to indemnify BEML for any loss, claims, costs, expenses, etc. incurred by BEML on account of such false /misrepresented declarations/undertakings or our failure to comply with such declarations/undertakings.

We declare and affirm that the undersigned has full authority to sign this undertaking under the Resolution/decision /order of the Board/ _____ of the Representative/Service provider

We lastly declare and affirm that what has been stated above are true to the best of our knowledge and information and nothing has been concealed.

For (*insert company name*),

Authorized signatory

Name:

Designation: