

To

All as per List of Approved Vendors attached as Annexure..

By RPAD

Sir,

Sub: Tender for invoice compilation

Ref: NIT No. –

Sealed tenders are invited from experienced tenderers in the relevant field for the work of invoice compilation for submission to BHEL Customers as per the tender terms and conditions attached.

Due Date and Time for Tender Opening : 14.30 hrs on 24.11.2011

Pre-tender meeting will be held on 17.11.2011 at 10.00 hrs

Interested parties may choose to attend the same

Venue: Commercial Department/ BHEL Ranipet

Contact Person: 1. M. Sasindhur, Sr. Manager Commercial 2. Vivek Kumar Roy, ET Commercial

Email Address: 1. msasi@bhelrpt.co.in 2. vivekroy@bhelrpt.co.in

Contact No.: 1. 04172-284122, 09486534472 2. 04172-284175

Interested Parties shall submit their tender (duly signed and stamped in all pages) to the Contracting Officer in sealed cover by filling up the Rate schedule (Refer Annexure ) on or before 24.10.2011 at 14.00 hours either in person or through RPAD by duly superscribing the Tender Enquiry No. NIT - on the left hand corner and "Tender for invoice compilation" in the centre of the Tender Cover. Any tender received after the time indicated above shall be summarily rejected.

Thanking You.

Yours Sincerely

AGM / Commercial