



**ADMINISTRATIVE OFFICE, BERHAMPUR**

**BRAHMANAGAR**

**2<sup>ND</sup> LINE,**

**BERHAMPUR,**

**ODISHA -760001**

PART-1

**(Technical Bid)**

**TENDER FOR HIRING OF CASH VANS INCLUDING DRIVER  
ON MONTHLY RENTAL BASIS FOR USE AT ITS  
CURRENCY ADMINISTRATION CELLS(CAC) UNDER SBI  
BERHAMPUR ZONE**

**Tender No: AO/BAM/2025-26/01**

**Dated 04.04.2025**

Name of the

Tenderer.....

Address:.....

.....

GSTIN:.....

**LAST DATE OF SUBMISSION: ON 24.04.2025 up to 2:00 PM**

## **NOTICE INVITING TENDER (NIT)**

State Bank of India Administrative Office- Berhampur invites two-bid sealed tenders from Registered Travel Agents/firms/companies/trusts having adequate experience in providing Cash Vans for cash remittance works to Banks/other reputed organizations on hire basis for use at its Currency Administration Cells(CAC) under Berhampur Zone as per the criteria specified in the tender document. The contract will be for a period of 3 (three) years, shall be renewed annually subject to satisfactory performance of the firm.

2. The other details of the tender are as under:

1	Name of Work	<b>HIRING OF CASH VAN ON MONTHLY RENTAL BASIS FOR USE AT ITS CURRENCY ADMINISTRATION CELLS UNDER SBI BERHAMPUR ZONE</b>
2	Cost of Tender Documents cum processing Fee (Nonrefundable)	NIL
3	Earnest Money Deposit (EMD)	DD of <b>Rs.80,000.00 (Rupees Eighty Thousand Only)</b> as EMD submitted in favour of, "SBI., payable at Berhampur on or before 2:00 PM <b>24.04.2025</b> at SBI Zonal Office, Berhampur which shall be converted into Security Deposit for successful contractor, whose tender is accepted.
4	Security Deposit (ISD)	The successful Contractor whose tender is accepted by the Bank shall be bound to deposit 5% of the tendered towards Security Deposit including EMD as Security Deposit (SD) in the form of banker's Cheque /DD issued by any Nationalized/Scheduled Bank favouring " <b>State Bank of India</b> " payable at Berhampur. On submission 5% SD in favour SBI, the EMD in the form of DD as submitted, shall be returned.
5	Date for downloading of Tender Document	<b>04.04.2025 to 24.04.2025</b> from Bank's website " <a href="https://www.sbi.co.in/portal/web/home/procurement-news">https://www.sbi.co.in/portal/web/home/procurement-news</a> "
6	Pre-Bid Meeting	<b>At 3.00 PM on 15.04.2025</b> at address mentioned hereinafter.
7	Date of clarifications on the Bidder's queries at Office.	<b>24.04.2025</b> (No individual communication shall be provided to the Bidder).
8	<b>Last date &amp; time for submission of Technical along with EMD and other documents as specified in the tender.</b>	The eligible prospective vendors are required to submit the following document physically on or before on <b>24.04.2025</b> at 03.00 PM i) Earnest Money Deposit (EMD). ii) Letter of Undertaking in company letter head duly signed and stamped by the authorized representative. iii) All bidders need to submit a declaration-cum-certificate (along with evidence) in the prescribed format.

		<p><b><u>All the bidders need to submit the tender document (hard copy) at this office, on or before the due date, at the below mentioned address.</u></b></p> <p><b>Tenders received without any one or more document mentioned above shall be rejected.</b> The price shall be received online through the service provider, those who are found suitable on technical scrutiny or Technical bid.</p> <p><b>NB: Price Bid shall be called from the qualified bidders after scrutiny of technical bids, which shall be intimated later. For pre-qualification criteria, please refer the Technical Eligibility Criteria of Tender</b></p>
9	Address for submission of Tender document and opening of Technical bid.	<p>Assistant General Manager ( FI &amp; Operations). SBI Administrative Office Brahmanagar 2<sup>nd</sup> Lane, Berhampur, Odisha- 760001 Email: <a href="mailto:agmfiops.zober@sbi.co.in">agmfiops.zober@sbi.co.in</a> Mob: 9440153731 ( AGM FI &amp; OPS) Mob: 9438915109 ( Zonal Security Officer)</p>
10	Date and Time of Opening of Technical Bid	3:00 PM on 24.04.2025 at SBI Zonal Office, Berhampur
11	Date and Time of opening of <b><u>Price-Bid</u></b>	Will be intimated late. Shall be intimated to the bidders only qualifying the technical scrutiny.
12	Validity for Offer	3 (three) months from the date of opening of price bid
13	Distribution of work amongst L-1, L-2 and L-3 bidders	<p>SBI shall be at liberty to allot the work to L-1, L2 &amp; L-3 bidders at approved L-1 rates in the proportion of 50:30:20 (i.e. L-1 bidder will be allotted 50%, L-2 will be given 30% and L-3 will be awarded 20% of the said work</p> <p>In case, on written demand by SBI ( Bank), if the L-2 or L-3 bidder (or both) do not submit their written concurrence regarding their willingness to execute the work at L-1 bidder's approved rates by the stipulated date, the Bank may consider inviting next lowest bidders i.e. L-4, L-5, L-6 and so on for the purpose within its sole discretion and no further claim/correspondence shall be entertained in this regard.</p> <p>In case, any of the bidder (L-1/L-2/L-3 etc.) bidder either do not commence the work within the stipulated period or back out from the project at any stage, the SBI will be at liberty to entrust the work in the same proportion to next lower bidder(s) on L-1 approved rate.</p> <p>Also, in the event of next lowest vendors not ready to match L-1 price, leaving only two bidder, the SBI will distribute the work in equal proportion or the entire work can also be allotted to only L-1 bidder.</p> <p>In the eventuality of 3 or more bidders have logged in but only 2 bidders have participated in the online bidding process the SBI may consider awarding entire work either to L-1 bidder or to distribute amongst both the bidders in 50:50 proportion within its sole discretion.</p>

2. In case the date of opening of tenders is declared as a holiday, the tenders will be opened on the next working day at the same time.

3. *Tenders received without EMD and Non-Refundable Cost of Tender Documents shall be summarily rejected and such bidders **shall not be allowed** to participate in the online tendering process. Vendor having NSIC certificate not submitting cost of tender document will be not considered. As vendors participating on virtue of MSME/NSIC certificate if, emulate to L1 aftermath the tendering procedure withdraw/back out to execute the job, it results great loss to the Bank and inconvenience to the SBI. Therefore serious bidders are requested to participate.*

4. The intending bidders shall quote their offers online in Bank's approved e-Tendering portal in terms of item wise rates as published in this tender.

5. SBI reserves their rights to accept any or to reject all the tenders in part or whole without assigning reasons thereof and no correspondence shall be entertained in this regard.

6. The interested vendors shall submit the documents/testimonials pertaining to eligibility criteria **on or before 24.04.2025**, at the office of undersigned.

7. Tenders can be downloaded from **www.sbi.co.in (link) <Procurement News>**. It shall be responsibility of the Vendor to arrange and ensure that all pages of tender are properly bound. Tenders in loose pages shall be disqualified.

8. All the bidders are requested to ensure that they have a valid digital signature certificate well in advance to participate in the online event.

9. All the bidders need to submit the tender document duly filled (hard copy) at this office through Post/courier/physically etc, before the due date. (Price Bid to be quoted online)

10. Conditional tenders shall be summarily rejected

11. In case of any dispute arising regarding the job contract including the interpretation or the scope or working thereof, the decision of the SBI shall be final and binding on the Contractor.

12. The tenderer must obtain himself on his own responsibility and his own expenses all information and data which may be required for the purpose of filling this tender document and enter into a contract for the satisfactory performance of the work.

13. The Tenderer is requested to satisfy himself regarding capacities that may be required, labour, the law and order situation, climatic conditions, local authorities requirement, traffic regulations etc; The tenderer will be fully responsible for considering the financial effect of any or all the factors while submitting his tender

14. Design and layout of the vehicle is to be approved by the Bank, However, all the fabrication work/ modification is in the scope of the vendor and will be done by vendor himself.

15. State bank of India has every right to reject any or all tenders without assigning any reason.

16. **Bank has every right to increase or decrease the number of vans required and no extra on or above the quoted rate is payable on this account**

Sd/-

**Assistant General Manager ( FI & Operations).**  
**SBI Admin Office**

## Technical Eligibility Criteria

The bidder must fulfil the following technical specifications in order to be eligible for opening of financial bids and award of the contract:-

1. The bidder must have Registered Office located either in Odisha state. An attested copy of the registration Certificate of their office in the state shall be enclosed.
2. In case of partnership firms, a copy of the Partnership Agreement, or General Power of Attorney duly attested by a Notary Public, should be furnished on a stamped paper duly sworn or affirmed by all the partners admitting execution of the partnership agreement or the general power of attorney. The attested copy of the certificate of registration of firm should also be enclosed along with the tender.
3. The bidder should have a minimum annual turnover of **Rs. 24.00 Lakhs** average during the last three financial years i.e., 2022-23, 2023-24 & 2024-25 or 2021-22 ( if balance sheet not audited for FY 2024-25). Copies of profit and loss account and balance sheets duly certified by the CA along with ITR for these three years must be enclosed with the quotations.
4. Experience of having successfully completed similar works during last 7 years ending last day of months previous to the one in which applications are invited should be either of the following:
  - (a) Three similar (3 nos.) completed works costing not less than the amount equal to 40% of the estimated cost, i.e **Rs 32.00 Lakhs (Rupees Thirty Two Lakhs Only)** excl GST
  - Or
  - (b) Two similar (2 nos.) completed works costing not less than the amount equal to 50% of the estimated cost, i.e **Rs 40.00 Lakhs (Rupees Forty Lakhs Only)** excl GST
  - Or
  - (c) One similar (1 nos.) completed work costing not less than the amount equal to 80% of the estimated cost, i.e **Rs 64.00 Lakhs (Rupees Sixty Four Lakhs Only)** excl GST
  - (d) Works completed **as on 31.03.2025** will be considered only, bidders without submission of completion certificate is liable for rejection.
5. The bidder should have its own bank account, PAN Card, GST registration certificate. A self-certified copy of the documents must be attached with the tender. Without GST registration, the bid will be summarily rejected
6. The bidder must have vehicle not older than 2 years (not before 31.03.2023) registered in its name in Odisha state. A list of such vehicles with self-attested copies of RCs should be attached with the quotation. Preferably the agency should have involved in similar hiring.
7. An undertaking from the bidder firm stating that the firm has not been blacklisted by any Central Government Department/Ministry/PSU/Bank, or State Government etc. must be attached with the bid documents.
8. The bidder must have a minimum three years' experience in supplying Vehicles on rent basis to reputed organizations particularly Central/State Govt. Govt. Departments/PSUs. The bidder will required to submit along with the bid document a proof of work experience. The certificate should be from a prominent organization (Government organization/semi quasi govt./PSU/Bank).
9. The firm should follow labour laws and should be registered with ESIC, EPF, and other statutory norms of Govt. Of India.
10. The preferable Vehicle are TATA xenon yodha/Mahindra Bolero Pickup/Mahindra Maxi truck Plus or equivalent. Specification of vehicle may vary in between Displacement not less than 2200 CC, preferably turbojet: Power 60BHP to 95 BHP, Torque 180 to 290 Nm. The specification are minimum may vary depending up on manufacturer's specification.

Signature of Contractor with Seal

### Instructions to the bidders

1. Sealed bids (Technical) will be submitted in a cover superscribing **“HIRING OF CASH VAN INCLUDING DRIVER ON MONTHLY RENTAL BASIS FOR USE AT ITS CURRENCY ADMINISTRATION CELLS ( CAC) UNDER SBI BERHAMPUR ZONE”** and Financial bid of technically qualified bidders in the online portal of SBI approved service provider
2. The technical bid will contain only documents relating to eligibility criteria and undertakings, declarations & EMD. The technically qualified bidder will only be eligible to submit price bid through e-bidding as intimated by the Bank.
3. Earnest Money Deposit (EMD): The bidder should deposit EMD amounting to **Rs. 80,000/- (Rupees Eighty Thousand Only)** along with the technical bid in the form of Demand Draft/Pay Order favouring SBI Payable at Berhampur ,which will be returned without any interest to the unsuccessful bidders on finalization and award of contract to the successful bidder(s). The bid without EMD shall be rejected and no correspondence will be entertained on this subject.
4. Performance Security: The successful bidder(s) will have to deposit performance security deposit amounting to 5% of the tendered amount. The security deposit shall be forfeited in case of any default on the part of the agency in not providing proper or satisfactory service or withdrawal in the middle of the contract period . In this regard, the decision of competent authority shall be final and binding on the agency. The security deposit amount will be released to the agencies after successful completion of the contract period.
5. The bidders should convey acceptance of the award of contract within 3 (three) days of receipt of the work order.
6. The bidders should execute the agreement within 7 days of the receipt of the work order and shall handover the vehicle to agency as directed by the Bank of installing the ATM along other accessories.
7. The intending bidders shall quote their offers online in the e-Tendering agency portal appointed by the Bank.
8. In case, the lowest Tendered Amount of two or more bidders is same/tie, than revised offer in terms of percentage on total bid amount shall be asked from all those bidders, who quoted same. However, the revised percentage offer shall be in no manner can be lesser than the initial offer for procurement and vice-versa for sales contract. The successful bidders shall be decided on the basis of revised offers.
9. The process of online re-bidding amongst two or more contractors offering same percentage shall continue till L-1 bidder is evolved.
10. In case, any of such contractor(s) quoted same tender amount during initial bidding or subsequent re-bidding) refuses to submit revised offer, it shall be treated as “withdrawal of tender” by the contractor before acceptance. The earnest money of such contractors shall be forfeited.
11. The contractors(s), whose earnest money is forfeited because of non-submission of revised offer, shall not be allowed to participate in the re-tendering process of said project.
12. The vendors/bidders offering 10% or below with respect to the estimated cost of tender, shall be treated as erratic and unreasonably low offers. Therefore, the successful bidder doing so, as stated, need to submit an undertaking to undertake the job. In addition they are liable to submit” Additional Security

Deposit” which is (equal to difference in estimated cost vis-a vis final tender amount quoted) as performance Guarantee in the form of “Unconditional Bank Guarantee” or Demand Draft favoring SBI.

13. The rate quoted by the tenderer shall remain firm and shall cover and include cost of wages to the driver(s), vehicle maintenance, equipment deployed, contractors profit, overhead charges and all statutory levies, applicable taxes, EPF, ESI, and any other statutory component as per the Central Government Minimum Wages Act but excluding Goods & Service Tax (GST).
14. In quoting rates, the tenderers are advised to take into account all factors including any fluctuations in market rates. Please note that the rate quoted in the tender shall remain firm and valid for the contract period of ‘THREE YEAR’ from the date of commencement of work. During this period no request for enhancement / escalation in rates shall be considered under any circumstances in respect to monthly hiring charges and variable components.
15. Price variation for Labour component ( Driver) : It will be given, based on the actual rise in the minimum wages structure, as per notifications issued by the Central/ State Govt, whenever applicable along with the statutory compliance. After occurrence of any such incidence, the Contractor will raise a separate bill, clearly showing the difference in minimum wages between the current minimum wage and during the time of bidding.
16. Price variation for Fuel cost: In case of there is substantial variation in diesel prices (i.e. minimum 10% increase/decrease of the diesel prices on the last date of submission of the Tender/last revision date i.e, Rs\_\_\_\_/ Litre, the same will be reviewed and appropriate increase/decrease will be effected proportionately on the rate quoted by the bidder subject to at the discretion of Bank. (For eg. Bid price Rs.10.00 and fuel price increased by 10%, then revised rate is Rs.11.00)
17. “Restrictions under Rule 144(XI) of General Financial Rules 2017 of Ministry of Finance, India order no F.No 6/18/2019/PPD dated 23<sup>rd</sup> July 2020”.
  - i. Any bidder from a Country which shares a land border with India will be eligible to bid in this tender ONLY if the bidder is registered with the competent Authority(registration committee constituted by the Department for promotion of Industry and Internal Trade.)
  - ii. ‘Bidder’(including the term ”tenderer”, ‘consultant’ or ‘Service Provider’ in certain contexts) means any person or firm or company, including any member of a consortium or joint venture(that is an association of several persons, or firms or companies), every artificial judicial person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
  - iii. ‘Bidder from a country which shares a land border with India (such a country) for this purpose means:
    - a) An entity incorporated, established or registered in such a country; or
    - b) A subsidiary of an entity incorporated, established or registered in such a country; or
    - c) An entity substantially controlled through entities incorporated, established on registered in such a country; or
    - d) An entity whose beneficial owner is situated in such a country; or
    - e) An Indian(or other) agent of such an entity; or
    - f) A natural person who is a citizen of such a country; or
    - g) A consortium or joint venture where any member of the consortium or joint venture falls under any of the above
  - iv. The beneficial owner for the purpose of (iii) above will be as under:
    1. In case of A company or Limited Liability partnership, the beneficial owner is the natural person(s), who, I whether acting alone or together, or through one or more judicial person, has a controlling interest or who exercises control through other means.  
Explanation-
      - a. “Controlling ownership interest” means ownership of or entitlement to more than twenty-five percent of shares or capital or profits of the company;

- b. "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
  2. In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more judicial person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;
  3. In case of an unincorporated association or body of individuals, the beneficial owner is the person, has ownership of or entitlement to more than fifteen percent of the property or the capital or profits of such association or body of individuals;
  4. Where no natural person is identified under(1) or(2) or(3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
  5. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.
- v. An agent is a person to do any act for another, or to represent another in a dealing with third person.
- vi. The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the competent Authority.
- vii. All bidders need to submit a declaration-cum-certificate (along with evidence) in this regard as per the attached format. Failure to submit such a valid declaration will make the bid liable for rejection."
18. The SBI ( Bank) reserve their rights to accept any or to reject all the bids without assigning any reasons therefor and no correspondence shall be entertained in this regard.

We have read and understood the abovementioned and shall abide by the same.

Signature of the Contractor with Seal

Name: .....

Place: .....

Date: .....



### **INFORMATION ABOUT AGENCY**

1.	Name of the agency	
2	Authorized person	
2.	Address with contact nos.	
3.	email ids	
4	Details of vehicles owned by the agency (commercially registered) in their firm's name. Photocopy of RC book to be attached.	
5.	Details of work experience during the last three years along with the photocopy of certificates issued by the organizations. Amount of business in Year 2022-23 Amount of business in Year 2023-24 Amount of business in Year 2024-25	
6.	Details of ITR filed during the last three financial years Year 2022-23 Year 2023-24 Year 2024-25 Average	
7.	Annual Turn Over in Rs. during the last three years along with the photocopy of certificate duly vetted by C.A. Turnover in Year 2022-23 Turnover in Year 2023-24 Turnover in Year 2024-25 Average Turnover:	

I/We hereby agree to the terms & conditions of the tender

Place:  
Date:

Sign & Seal of agency

## **LETTER OF UNDERTAKING**

To,  
Assistant General Manager ( FI & Operations).  
SBI Admin Office  
Brahmanagar 2nd Lane, Berhampur, Odisha- 760001  
Email: agmfiops.zober@sbi.co.in  
Mob: 9440153731 ( AGM FI & OPS)

Dear Sir,

### **TENDER FOR HIRING OF CASH VAN INCLUDING DRIVER ON MONTHLY RENTAL BASIS FOR USE AT ITS CURRENCY ADMINISTRATION CELLS UNDER SBI BERHAMPUR ZONE**

Having examined the terms & conditions, drawings, specifications, design relating to the works specified in the memorandum hereinafter set out and having visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating thereto and affecting the quotation, I/We hereby offer to execute the works specified in the said memorandum within the time specified in the said memorandum on the quoted rates mentioned in the attached schedule and in accordance in all respect with the specifications and instructions in writing referred to in conditions of Tender, conditions of contract and with such conditions so far as they may be applicable.

### **MEMORANDUM**

<b>a</b>	<b>Description of work</b>	<b>HIRING OF CASH VAN INCLUDING DRIVER ON MONTHLY RENTAL BASIS FOR USE AT ITS NEW CURRENCY ADMINISTRATION CELLS UNDER SBI BERHAMPUR ZONE</b>
<b>b</b>	<b>Earnest Money</b>	<b>Rs 80,000.00 (Rupees Eighty Thousand Only) by means of Demand Draft / Pay Order from any scheduled Nationalized Bank drawn in favour of "SBI." and payable in "Berhampur".</b>
<b>c</b>	<b>Time allowed for completion of work from the date of issue of work order.</b>	<b>As specified in the (NIT)</b>

Should this tender be accepted, I/we hereby agree to abide by and fulfill the terms and provisions of the said conditions of Contract annexed hereto so far as they may be applicable or in default thereof to forfeit and pay to SBI, the amount mentioned in the said conditions.

I/we have deposited Demand Draft / Banker's Cheque / FDR for a sum of Rs.\_\_\_\_\_/-(Rupees \_\_\_\_\_) as Earnest money deposit with the SBI Infra Management Solutions Pvt. Ltd. Should I/we do fail to execute the contract when called upon to do so, I/we hereby agree that this sum shall be forfeited by me/us to SBI Infra Management Solutions Pvt. Ltd.

We understand that as per terms of this tender, the SBI may consider accepting our tender in part or whole or may entrust the work for another work of similar nature. We, therefore, undertake that we shall not raise any claim / compensation in the eventuality of Bank/SBI deciding to drop any of the items from the scope of work of this tender at any stage during the contract/execution period. Further, we also undertake to execute the work entrusted to us in phases on our approved rates and within the stipulated time limit without any extra claim for price escalation.

As when ask by the SBI, I/we shall submit the supporting technical data sheet, specification and make of the items as per the BOQ.

We, hereby, also undertake that, we will not raise any claim for any escalation in the prices of any of the material during the currency of contract/execution/completion period.

I / We have not made any modification / corrections / additions /deletions etc. in the PQ/Tender documents downloaded from web by me / us. In case at any stage later, it is found there is difference in our downloaded PQ/Tender documents from the original and / or any documentation, SBI shall have the absolute right to disqualify / reject our Tender and also debar me / us in participating in any future tenders of SBI without any prior intimation to me / us.

I/We hereby undertake and confirm that all the information furnished in this tender is correct and true to the best of our knowledge and belief and we own full responsibility for its correctness and authenticity

I / We hereby understood and accordingly confirm that all Tender documents along supporting documents/annexures etc. are required to be submitted by us strictly in the prescribed format only. In case, the Bid/documents submitted by us along with this tender is found in any other formats and not complying this condition, we hereby authorize the SBI to summarily reject our tender for which we shall not make any protest.

Yours faithfully,

Signature of contractor with Seal

**Declaration-cum-Certificate on the letter head of bidder regarding restrictions on procurement from bidders from a country or countries, on grounds of defence in India or matters directly related thereto, including national security.**

I/We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India:

I/We, the bidder (specify full name \_\_\_\_\_) certify that we are NOT from such a country OR, if from such a country, has been registered with competent Authority.

I/We hereby certify that we fulfill all requirements in this regard and is eligible to be considered.

(Signature of authorized Signatory along with Seal)

Name of authorized Signatory:

Designation of Authorized Signatory:

List of Evidences enclosed:

1. Copy of certificate of valid registration with the competent Authority (Score out, if not applicable).
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Date:

Place:

## General Terms and Conditions of the Contract

### DEFINITIONS:

In the contract, the following expressions shall, unless the context otherwise requires, have the meaning hereby respectively assigned to them.

**'The Contract'** means the documents forming the tender and acceptance thereof and the formal agreement executed between SBI and the contractor under the guidance/co-ordination of SBI, together with the documents referred to therein including these conditions and other instructions issued by the Employer from time to time and all these documents taken together, shall be deemed to form one contract and shall be complementary to one another.

**'Bank'** means State Bank of India having its Zonal Office at Brahmanagar 2<sup>nd</sup> Lane, Berhampur-760001, Dist: Ganjam Odisha.

**'Competent Authority'** means authority nominated to exercise power of approval, sanction and acceptance concerning administrative, financial and technical aspects of transactions done on behalf of the Bank.

**'The Contractor or Agency or Vendor'** means the firm, company or person engaged by the SBI to carry out the work. It shall also include their legal representative(s), successors or assigns.

**'Contract value'** means the value of the entire work as stipulated in the work order conveying acceptance of the tender subject to such additions thereto or deductions there from as may be made under the provision herein after contained.

**'The schedule of quantity'** means the schedule of quantity as specified and forming part of this contract.

**'Works'** or 'work' means the work(s) described in the "Scope of Work" and/or to be executed in accordance with the contract and includes labour, materials, apparatus, equipment of all kinds to be provided, the obligations of the contractor hereunder and work to be done by the contractor under the contract.

**'Month'** means calendar month.

**'Week'** means seven consecutive days.

**'Day'** means a calendar day beginning and ending at 00 hours and 24 hours respectively.

Where the context so requires, words imparting the singular only also include the plural and vice versa; and, any reference to masculine gender shall include feminine gender and vice versa.

**LANGUAGE:** The language in which the contract documents shall be drawn shall be English.

### SCOPE OF WORK & CONTRACT

1. The Company/Firm shall provide Cash Vans (not older than two years from the date of signing the agreement), built as per Bank's specifications with trained and expert driver for cash

movement within the center and will use its endeavor to operate the services efficiently. The identified Company/Firm will be under obligation to provide the cash van duly fabricated within two weeks' time, failing which a penalty will have to be paid by the firm for a maximum of 15 days. Thereafter, Bank will be at liberty to double the penalty amount or engage another cash van and the agency have no right to be considered in re-tendering exercise.

2. The hiring of the vehicle will be for a period of Three years subject to review of the performance every twelve (12) months. Unsatisfactory performance would render the contract liable for termination.

3. ***The hire charges shall include the cost of all expenses towards fuel, maintenance & repair cost of the vehicle, Fitness Certificate, insurance cover for the vehicle and all wages/remuneration to the driver under various applicable labour laws, road taxes, and any other incidental charges that may arise while operating the vehicles for the bank's purpose.***

4. All transport risks, accidents, mishaps that may occur during the services provided to Bank will be at the sole risk and responsibility of the hirer/bidder. The owner of the vehicle / applicant shall totally indemnify the Bank from all risks, accidents, claims arising out of the any incident during the operation of the vehicle. The successful bidder shall submit an indemnity bond after entering into the hire contract agreement. The proforma of the Indemnity bond is made available in this document as Appendix 2.

5. The details of the applicants and their experience shall be furnished in the prescribed "Applications Format" only as per Appendix 1. No costs incurred by the applicant in applying, in providing necessary clarifications or attending discussions, conferences or site visits will be reimbursed by the Bank. The authorized person of the firm/ company shall sign in all the pages of the application with seal of the company/ firm. If, information and details furnished by applicants are found to be false at any time in future or any information withheld, which comes to the notice of the Bank at a later date, the contract of such applicant will be cancelled immediately.

6. Applications received after the due date and times are liable for rejections. SBI reserves its right to reject any / or all the applications without assigning any reasons whatsoever.

#### **VEHICLE SPECIFICATIONS:**

1. Vehicle Should be LCV (Light Commercial Vehicle), with an Engine capacity of not less than 2200 CC, preferably Turbocharged, shall have, Odisha State Permit, shall have 1+4 **air-conditioned** seating arrangement and requisite registration, and should be registered as Commercial Vehicle (Yellow board). Offered Vehicle should be modified as specified hereunder:
2. Vehicle should not be more than 02 years old at the time of hiring and not more than 05 years old at any point of time. The vehicles to be provided should not be older than **31.03.2023** and should not have covered more than 50,000 Kms. The Vehicles to be provided by the contractor should be in perfectly good and sound conditions mechanically as well as also well maintained during the contract period. The colour of the vehicle shall be decided later.
3. The vehicle(s) provided should have desired safety features such as AC,ABS,EBD,ESC, Manual/Powered windows/Breaking /Steering etc and in good working conditions

4. Ground Clearance – Not less than 190 mm.
5. Vehicle should accommodate minimum 1 + 4 passengers (factory built).
6. Vehicle should have four (04) doors for driver/ passengers and one separate door for cash cabin.
7. All doors to have independent locking system from inside and outside.
8. Should have tubeless tyres including Stepney.
9. Complete tool kit containing jack and handle and tools to open wheels and minor repairs
10. Factory fitted air conditioner.

#### **CASH VAN MODIFICATIONS:**

1. Vehicle should accommodate minimum 1+4 passengers and insurance coverage should also cover minimum 1+4 passengers. The service provider also shall take and service the policy of fidelity insurance for reasonable amount covering the cash van and driver.
2. 19 gauge Cold Rolled Close Annealed (CRCA) sheets for all sides & roof top for paneling. In the interiors, insulation should be provided in the form of thermocol provided between interior and exterior paneling.
3. Body should be of a sheet metal of minimum 19 Gauge, however the floor should be of minimum 16 Gauge chequered plate.
4. There should be at least 4 iron eyelets on cash cage floor, of sufficient diameter (say 2-2.5”), bolted to the chassis from below. The eyelets should be spaced in a way so as to accommodate multiple cash box stacks in the cash cage.
5. There should be two rows of seats in the driver’s cabin, front row for driver and co- driver and the rear row for three persons to sit.
6. **Necessary endorsement of RTO for modification/seating capacity is needed in the RC book. The cash van will have RTO passing, Odisha State registration and Commercial Goods Carriage permits for commercial activity as required for the Bank.**
7. All the laws applicable to Odisha and local laws, ordinance, regulations and codes will be complied.
8. All doors should have flaps and locking provision from inside. Driver and rear side doors should have locking facility from both the sides.
9. The security alarm should be fixed so that it should sound on activation even when the ignition key is not on. One additional switch should be provided in the rear where the second armed guard is seated.

10. The entrance of the cage should be from the left side of the van and rear should be completely closed. A collapsible grill gate should be fixed for locking the boxes inside.
11. Engine immobilizing switches should be provided near the driver
12. All windows and wind screen should have wire mesh protection (of not more than 1 sq. inch). No window to be provided in the cash box area. Each window mesh should have a rectangular port hole of width 6 inches for use of weapon.
13. All doors to have glass window pane with regulator.
14. All windows and front wind screen shall have 1" square thick wire-mesh to cover wind shield from stone pelting. Front wind screen to have 1" square thick wire meshes in two partitions.
15. All doors to have strong inter locking facility. Left side door to have strong steps to board the boxes into the cash van.
16. All seats shall have a minimum of 6" seat cushion.
17. Adequate numbers of MS Rings, box securing chains of requisite length shall be provided in the cash cage firmly fixed with the body of the van.
18. The drawings showing above requirements to be enclosed for reference along with technical bid by the bidder.
19. The vehicle should be GPS enabled at every point of time.
20. The bidder has to modify the vehicle as per instructions received from the Bank/RBI, if required.

#### **DRIVER**

1. The driver shall be experienced, expert in speaking of local language and should be able to carry out minor repairs.
2. The vehicle owner shall be responsible for the behavior and proper conduct of the Driver. The copy of the aadhar card and the address proof of the driver shall be furnished.
3. He must carry a valid Driving License to drive a goods transport commercial vehicle and updated documents of the cash van.
4. The driver shall maintain secrecy of the Bank's operation.
5. The driver of the cash van shall have police verification report carried out by the cash van owner and the same shall be applicable for relieving driver also by the service provider. Such satisfactory police verification report should be renewed annually.
6. Proof of identity with photographs and proof of residence in respect of all the drivers who shall be deployed on the cash vans must be handed over to the concerned Currency Administration Cell



## **CASH COMPARTMENT SECURITY:**

- (a) Cash cage compartment should have door and grille gate.
- (b) The entrance of the cage should be from the left side of the van and rear should be completely closed.
- (c) Locking arrangement: One internal lock and 02 pad locks at the door of cash cabin.
- (d) All windows and wind screen should have wire mesh protection (of not more than 1 square inch). Each Window mesh should have a circular port-hole of dia. 6 inches for use of weapon.

## **DRIVER CABIN:**

- 1. It should have mobile charging facility.
- 2. Fitted with CCTV system and monitor for real time viewing during transit with GPS and 90 days recording facility and total 03 cameras, from which each at Rear, Front & Cash Compartment with the specifications as per the annexed **Annexure-I & Annexure II.**
- 3. Hooter for security purpose.
- 4. The van shall be equipped with a First Aid kit box having sufficient amount of cotton and bandages with necessary medicines near driver's seat.
- 5. One ABC type (stored Pressure) 2Kg fire extinguisher & other fire safety equipment's to be provided near driver seat.
- 6. The Cash Van operating at CAC needs to be equipped with GPS based vehicle tracking system, so that CAC-in charge can monitor the movement of its vehicle. It is the responsibility of Vendor to install and arrange GPS in each Vehicle.

## **OTHER TERMS AND CONDITIONS:**

- 1. The vehicle to be hired on consolidated monthly rental basis including cost of fuel, replacement of tyres, break down maintenance, periodical maintenance/ services, driver's salary, their batta, etc and all inclusive. The rates quoted shall be valid and firm for three years and throughout the contract period.
- 2. The vehicle shall be insured under comprehensive policy and the policy should be lodged with the Bank. Road Tax, Insurance and all other charges payable to statutory agencies, etc are to be paid out of the rate quoted by the service provider. Any claim/charges arising out of usage of vehicles like accidents, damages of life and property of third party etc, is to be borne/dealt by the service provider.
- 3. The service provider should always maintain the vehicle in good running & road worthy condition and should provide alternative driver/assistant whenever the regular person is not available, having bonafide & valid driving license and police verification certificate done.
- 4. The Bank has the right to request for change of the Driver /Attendant of the vehicle in the event of their misbehavior/rash-driving/misconduct etc or in the event of and frequent breakdown of the

vehicle and non-compliance of such direction, Bank can terminate the contract of hiring within 3 days by issuing notice.

5. The service provider has to supply the vehicle along with necessary modifications to suit cash remittance purpose and certified by Bank's Security Officials, SBI Bank, posted at LHO/Zonal Office/ Designated Bank official for the purpose.
6. The driver/Vehicle should be available exclusively at the office hours on all working days. He shall report to duty at least 30 minutes before the commencement of the working hours.
7. Proportionate amount will be deducted from monthly payment for the days the vehicle is not in working condition for more than two consecutive days and not more than one occasion in a month. In case the vehicle is not in running condition on more than once in a month, even for one day, proportionate amount will be deducted from monthly payment.
8. If the cash van is used by the service provider for own use, without the permission of the Manager of respective office, written warning shall be issued and repetition of the same may lead to termination of the service.
9. Service provider has to enter into an agreement on requisite stamp paper as per Bank's format, detailing all the contractual terms.
10. On acceptance of the application of the successful bidder the above terms & condition & other, if any, would be entered upon through an agreement.
11. In the event of noncompliance of the agreed term & condition or default in supplying the vehicle Bank can terminate the contract of hiring at any time by giving 3 days' notice. In such a case, the service provider has to reimburse the bank all the expense incurred by the bank in this regard.
12. The Bank shall be indemnified by the service provider against any claims/damages arising out of usage of vehicle like accidents, damages to life and property of third party etc.
13. The vehicle will be used by the Bank up to fixed meterage (kms) a month (*to be decided at time of tendering*) on all working days within the monthly charges. If the total distance exceeds the stipulated limit a sum of Rs.@ Rs..... per km (*to be decided at time of tendering*) for extra km will be paid. Charges for extra hours @ Rs..... per hour will be paid(*to be decided at time of tendering*) . Counting of kms will start when the vehicle reports to Bank and end when the Bank releases the vehicle for the day.

Charges for out of station, overnight duty shall be Rs..... (*to be decided at time of tendering*) per night over and above as stated above, Monthly Charges given above is excluding GST.

14. A proper log book will be maintained by the Company, with columns like Sr.No., Date, Time reported, Time released, Kms reading, reporting time, released time, total kms run, place where the vehicle went to, signature of the driver and the Bank's official. Copy of logbook shall be attached with the bill for scrutiny.
15. Payment of Bills:

i.No advance payment will be made.

- ii. The bills should be made month-wise by the contractor and should be submitted to the concerned department of SBI (Bank) (Zonal Office/ RBO/CAC) on monthly basis. The bill should indicate the GST registration No. and PAN No.
- iii. Amount of PF & ESI Deposited in their respective account. The statement (ECR) should have the PF number of the staff (Driver) and the agency shall fix its official seal and signature on the statement.
- iv. A separate sheet mentioning the names of the staff deputed at CASH Van (Site) to maintain Attendance Register.
- v. Wages/Salary amount credited in the Bank's account of individual.
- vi. The statement should have the ESIC number of the staff and the agency shall fix its office seal and signature on the statement. A separate covering letter undertaking that the ESIC amounts have been credited rightly as per the statement enclosed should also be submitted. For staff who are out of the ESIC ambit, clear details of number of people covered under ESIC and Workmen compensation policy shall be indicated.
- vii. The original wages register, signed by your employees deputed to SBI sites, in token of receipt of payment for the previous month, should be submitted for certification of SBI representative, as the principal Employer, every month.
- viii. The payment of hire charges shall be made after submission of the bills duly verified by the officer in charge of the succeeding month. No advance for hiring shall be paid.

**16. PENALTIES:** Lapses due to service provider will be viewed

- a. For non-providing of vehicle in time: Rs.100/- per hour of delay.
- b. 1% of the daily amount will be deducted in case of delayed reporting by the driver.
- c. Rs.1,000/- per day will be deducted in case non availability of vehicle on any day in case of hiring on monthly basis.
- d. For not providing vehicles: Rs.500/- per default or cost of hiring charges from other sources, whichever is higher.
- e. Frequent Breakdown due to poor Condition of car/non deployment of specific car/ misbehavior by the Driver: Rs.200/- per default;
- f. For violation/breach of any of the condition of the contract: Rs.500/- per default and/or Termination of the contract/forfeiture of Performance Security.

However the above penalties can be waived off by the competent authority of the Bank depending upon the merit of each case where the lapses are beyond the control of the service provider.

- 19. In case of breach of contract by the contractor, the Performance Security shall be forfeited by the Bank and the firm shall be blacklisted in addition to termination of the contract in question. The right of action will rest with the authority entering into the agreement.
- 20. The price quoted is exclusive of GST but inclusive of all other Taxes/octroi/Cess etc.
- 21. The entire dispute shall be subject to the Berhampur, Ganjam jurisdiction.
- 22. The bank may at its discretion utilize the cash van for the same or other purpose on Bank duty at any of the places mentioned above.
- 23. A permanent mobile phone to be provided to each cash van irrespective of the cash van driver at the owners cost and recharged enough to make emergency calls to the concerned

Bank officials and Police stations. The mobile number shall have important contact numbers of Bank officials to contact in case of an emergency.

24. The Price Bid shall be on a fixed rate for 3 years. No upward revision in the rates would be considered on account of subsequent increase in Government Taxes, Customs Duty, Excise Tax, Sales tax, GST, Toll Tax, fuel charges, maintenance cost, insurance etc. whereas, keeping in view the fixed component towards engagement of driver wages in the price bid which is at par with the minimum wage criteria fixed by Government of India, the substantial variation in wages will be reviewed every year and appropriate increase/decrease will be affected at the discretion of Bank2.
25. Control Certificate: To be obtained by the Service Provider within due date as per norms.
26. Fitness Certificate from RTO: To be submitted once in a year.
27. If the cash van is utilized by the owner for any purpose for his/their own use, except for servicing and producing before the transport authorities or law enforcing authorities, the agreement is liable to be terminated.
28. All papers relating to Vehicle/Driver must be up to date.
29. Goods Carriage Certificate: To be obtained by the service provider.
30. Security of Vehicle & Driver: At the risk of Service Provider.
31. Insurance: Insurance will be covered for the vehicle with minimum 1+4 passengers.
32. GPS based vehicle tracking system will be provided by the contractor at their own cost. Safety of the equipment to be ensured. If damaged due to the negligence of the driver/owner the cost of the equipment shall be arranged and installed by the Vendor.
33. Rent/Rate quoted shall include all types of Charges / Entry Fee / Toll Charge / Repair / Cost of Insurance etc. **GST shall be paid by the Bank applicable to the rate for the distance run in a month.**
34. The presence of the driver along with valid driving license to be ensured during vehicle inspection. Police Verification of the driver along with photo pasted in the verification form also needs to be submitted. Failing to do so the cash van shall not be certified to be deemed fit.
35. Applicable TDS shall be deducted from the rent and paid to the Tax authorities. Service Tax as applicable shall be paid to the Tax authorities by cash van owner only as per the bills duly quoting the Service Tax Registration number.
36. **Tender may be cancelled at the discretion of the Bank without assigning any reason whatsoever.**
37. Agreement for each Cash Van under respective CAC shall be executed separately.
38. **Selection criteria and distribution of works:** Last date for submission/receipt of tender(s) is **24.04.2025** at 1400 hours. The Technical bids will be opened by a Tender Opening

Committee (TOC), SBI (Bank) in the presence of tenderers who wish to present or their authorized representatives on the same day.

The technical bids of the bidders will be evaluated and the financial bids of the technically qualified bidder will be opened on the date and time as decided by the TOC.

For hiring Vehicle on monthly basis: SBI shall be at liberty to allot the work to L-1, L2 & L-3 bidders at approved L-1 rates in the proportion of 50:30:20 (i.e. L-1 bidder will be allotted 50%, L-2 will be given 30% and L-3 will be awarded 20% of the total work

In case, on written demand by the SBI, the L-2 or L-3 bidder (or both) do not submit their written concurrence regarding their willingness to execute the work at L-1 bidder's approved rates by the stipulated date, the SBI may consider inviting next lowest bidders i.e. L-4, L-5, L-6 and so on for the purpose within its sole discretion and not further claim/correspondence shall be entertained in this regard. **Also in case of no bidders are willing to execute the work at the rate quoted by L1 bidder then Bank may award the order to L1 vendor only.**

In case, any of the bidder (L-1/L-2/L-3 etc.) bidder either do not commence the work within the stipulated period or back out from the project at any stage, the SBI will be at liberty to entrust the work in the same proportion to next lower bidder(s) on L-1 approved rate.

Also, in the event of next lowest vendors not ready to match L-1 price, leaving only two bidder, the SBI will distribute the work in equal proportion or the entire work can also be allotted to only L-1 bidder.

In the eventuality of 3 or more bidders have logged in but only 2 bidders have participated in the reverse bidding process the SBI (Bank) may consider awarding entire work either to L-1 bidder or to distribute amongst both the bidders in 50:50 proportion within its sole discretion. The bidders who have quoted lowest price for the contract of vehicle(s) will be awarded the contract. The EMD of the L1 bidder(s) will be forfeited if they backs out or refuse to accept the contract at the quoted rates and tender terms and conditions.

The distribution of Vehicle (Cash Van) to CAC will be given preference to the L-1 bidder, to choose place/area. However Cash Van to L-2 & L-3 shall be distributed as per the discretion of the Bank. In case of any demand for requirement of more van(s) in future, the Bank at its discretion may award the work to any one of the successful vendors, participated and undergone the tendering procedure at L1 quoted rates and terms and conditions mentioned in this tender.

Technical bids should be sent as per the attached technical bid. In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The tenders received after the above said scheduled date and time will not be considered and entertained in any manner. No tender by FAX/email will be accepted.

39. I/We agree with the above terms and conditions and signed in all pages of this document to this effect.

Signature of the Bidder

Place:

Date:

Name of the Bidder

## DRAFT FORMAT OF BANK GUARANTEE IN LIEU OF SECURITY DEPOSIT

(Site specific format shall be approved by the SBI prior to its execution)

(To be submitted on Non-judicial stamp paper of appropriate value purchased in the name of the issuing bank)

B.G. No. \_\_\_\_\_ Value Rs. \_\_\_\_\_ Date: \_\_\_\_\_

**To**

The .....  
State Bank of India,  
.....  
.....

Dear Sir,

**Bank Guarantee of Rs \_\_\_\_\_ towards Security Deposit for the work of HIRING OF CASH VAN INCLUDING DRIVER ON MONTHLY RENTAL BASIS FOR USE AT ITS CURRENCY ADMINISTRATION CELLS UNDER SBI BERHAMPUR ZONE**

WHEREAS (Name and address of contractor/ vendor) (hereinafter called the Contractor) have entered into contract (**HIRING OF CASH VAN INCLUDING DRIVER ON MONTHLY RENTAL BASIS FOR USE AT ITS CURRENCY ADMINISTRATION CELLS UNDER SBI BERHAMPUR ZONE**) with SBI as mentioned vide letter no..... dated .....and the correspondence and tender relating thereto which is hereinafter referred to as "the said contract" the Contractor has now agreed to produce a Bank Guarantee amounting to \_\_\_\_\_ of the annual contract value less earnest money deposit of Rs.....(Rupees only), to SBI ..... for performing their part of the contract obligations.

AND WHEREAS in terms of said contract, the contractor is required to furnish to SBI ..... a Guarantee of a Scheduled Bank for a value of Rs..... to be valid upto (date).

AND WHEREAS (Name of Bank and its branch) having their office at (address) the Guarantor, at the request of the contractor hereby furnishes a Performance Bank guarantee in favour of SBI ..... and Guarantees in the manner hereinafter appearing. In consideration of the premise, we (name of Bank and its branch) having our office at (address) here after called the "Guarantor" (which expression shall include it successors and assigns) hereby expressly, irrevocably &unreservedly undertaken and guarantee under that if the Contractor fails to execute the work according to his obligations under the said contract, then notwithstanding any dispute between SBI ..... and the contractor, the Guarantor shall, on demand without demur and without reference to the contractor pay to SBI ..... immediately any sum claimed by SBI ..... under the said contract up to a maximum amount of Rs. \_\_\_\_\_ (Rupees only).

In case the amount demanded by SBI ..... is not paid within 48 hours of receipt of demand, the Guarantor agrees to pay the aforesaid amount of Rs...../- (Rupees .....only).

Such payment shall be notwithstanding any right the contractor may have directly against SBI ..... or any disputes raised by the Contractor with SBI ..... or any suits or proceedings pending in any competent court or before any arbitrator. SBI's written demand shall be conclusive evidence to the Guarantor that such payment is payable under the terms of the Contract and shall be binding in all respect on the guarantor.

The Guarantor shall not be discharged or released from the undertaking and Guarantee, by any arrangement, variations made between SBI and the Contractor and or indulgence shown to the contractor by SBI, with or without the consent and knowledge of the guarantor or by alterations in the obligations of the contractor by any forbearance, whether as to payment, time performance or otherwise.

This guarantee shall remain valid until or as may be caused to be extended by the contractor or until discharged by SBI in writing whichever is earlier.

This guarantee shall be a continuing guarantee and shall not be revocable during its currency except with the previous written consent of SBI .....

This guarantee shall not be affected by any change in the constitution of the contractor, by absorption with any other body or corporation or dissolution or otherwise and this guarantee will be available to or enforceable against such body or corporation.

In order to give effect to this guarantee SBI will be entitled to act as if the Guarantor were the Principal debtor and the Guarantor hereby waives all and any of its rights or surety ship.

This guarantee shall continue to be in force notwithstanding the discharge of the contractor by operation of law and shall cease only on payment of the full amount by the Guarantor to SBI of the amount hereby secured.

This guarantee shall be in addition to and not in substitution for any other guarantee or security for the contractor given or to be given to SBI in respect of the said contract.

Any notice by way of request and demand or otherwise here under may be sent by post or any other mode or communication to the guarantor addressed as aforesaid and if sent by post it shall be deemed to have been given at the time when it would be delivered in due course of post and in providing such notice when given by post it shall be sufficient to prove that the envelope containing the notice was posted and a certificate signed by an officer of SBI that the envelope was so posted shall be conclusive.

These presents shall be governed by and constructed in accordance with Indian Law.

Notwithstanding anything contained hereinbefore the liability of the guarantor under this guarantee is restricted to a sum of Rs. \_\_\_\_\_.

This guarantee will remain valid upto \_\_\_\_\_ unless a demand or claim under this guarantee is made in writing against us within three months from that date, i.e. on or before -----, the guarantor shall be discharged from all liability under the guarantee thereafter.



We have power to issue this guarantee in your favour under the Memorandum and Articles of Association of our bank and the undersigned has been duly authorised by the bank (bank issuing the Bank Guarantee) to execute this Guarantee Deed.

Dated the .....

SIGNED AND DELIVERED For & on behalf of (the above named bank)

For & on behalf of (Bankers Name & Seal)

(Signature/s with designation/s of signatories)

(Banker's seal)



## **PROVISIONAL AGREEMENT FOR PROVIDING CASH VANS SERVICES**

This Agreement is made at Berhampur, Ganjam on \_\_\_\_\_ 2025 between:

State Bank of India, a body incorporate under State Bank of India act, 1955 having its Registered Office at Madam Cama Road, Mumbai and having one of its Local Head Office at 3/1 Pandit Jawahar Lal Nehru Marg, Bhubaneswar-751001 and having one of its Administrative Office at 2nd Lane, Brahmanager, Berhampur, Odisha represented by its Assistant General Manager (Operation) (hereinafter to be referred as "the SBI/Bank") which expression shall include its successors and assigns of the One Part

And

\_\_\_\_\_, a proprietorship/partnership Firm/Private Company/Public Company, carrying business of hiring vehicle having its registered office at \_\_\_\_\_, represented by its \_\_\_\_\_ (hereinafter to be referred as "the Contractor/ Service Provider") which expression shall include its successors, heirs and assigns wherever the context so admits of the Other Part.

WHEREAS the Bank is intending to avail the service of Hiring Vehicle along with Drivers and whereas the Contractor got selected in the Tender Process on the terms and conditions more fully mentioned in the Tender Documents and now therefore the Parties has agreed to enter into this Agreement recording the terms and conditions more fully mentioned herein below.

NOW IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:-

### **A. Hiring of Cash Vans and Consideration Amounts-**

I. The Bank has agreed to hire from the Service Provider/Contractor the services of vehicles along with Drivers for the purpose of Cash Van (herein after called as VEHICLE) to be used for supply of cash from the Currency Administration Cell (CAC) of the Bank to its nearby Branches within the base branch city and surrounding area, more fully described in the Schedule –I herein below. The service provider shall ensure that the vehicle is available for minimum 08 hours per day covering at least 2500 Km per months.

II. In consideration of the service provider providing services of the vehicle along with driver, the SBI/Bank shall pay to the Service provider monthly charges, more fully described in Schedule –II herein below (Hereinafter to be referred as the "Hiring Charges") per vehicle basis, for providing vehicle on monthly basis along with Drivers. The above Hiring Charges shall include:-

A-Monthly Fixed Charges which are 1- Monthly rent of the Vehicle, 2- Monthly charges towards deployment of Driver plus

B-Monthly Variable Charges which are 1- Per Liter fuel cost of Rs. \_\_\_\_\_ upto 2500 KM., 2- Per Liter fuel cost of Rs. \_\_\_\_\_ beyond 2500 KM. & Other charges, more fully mentioned in the Schedule-II herein below.

The Bank will not bear any charges for any taxes, insurance, registration, octroy charges etc. However, the Toll Taxes/Parking charges incurred by the Contractor Vehicle, while on Bank's duty, shall be borne by the Bank on actual basis after submission of necessary receipt. No claim for any additional sum on any account shall be entertained by the Bank.

III. The Service Provider/Contractor shall submit the Bills for any month, as per the Schedule II herein below to the concerned Currency Administration Cell (CAC) on the subsequent month and after due verification, the payment would be made by the said CAC within 7 days of submission of bills against the services rendered.

**B. Cash Van Specifications:**

The Service Provider/Contractor shall ensure the following at his end:

I. Vehicle Should be LCV (Light Commercial Vehicle), with an Engine capacity of not less than 2200 CC, preferably Turbocharged, shall have, Odisha State Permit, shall have 1+4 seating arrangement and requisite registration, and should be registered as Commercial Vehicle (Yellow board). Offered Vehicle should be modified as specified hereunder.

II. Vehicle should not be more than 02 years old at the time of hiring and not more than 05 years old at any point of time. The vehicles to be provided should not be older than 31.03.2023 and should not have covered more than 50,000 Kms. The Vehicles to be provided by the contractor should be in perfectly good and sound conditions mechanically as well as also well maintained during the contract period. The colour of the vehicle shall be decided by the Bank and after notification of the same, the Service Provider will comply the same. The vehicle(s) provided should have desired safety features such as AC,ABS, EBD,ESC, Manual/Powered windows/Breaking /Steering etc. and in good working conditions.

III. The Ground Clearance of the Vehicle should not be less than 190 mm.

IV. The Vehicle should accommodate minimum 1 + 4 passengers (factory built).

V. The Vehicle should have four (04) doors for driver/ passengers and one separate door for cash cabin.

VI. All doors to have independent locking system from inside and outside.

VII. The Vehicle should have tubeless tyres including Stephney.

VIII. The Vehicle should contain complete tool kit containing jack and handle and tools to open wheels and minor repairs.

IX. The Vehicle should have factory fitted air conditioner.

**C. Cash Van Modifications:**

The Service Provider/Contractor shall agree to provide the Vehicle after complying the following modifications:

- I. Vehicle should accommodate minimum 1+4 passengers and insurance coverage should also cover minimum 1+4 passengers. The service provider also shall take and service the policy of fidelity insurance for reasonable amount covering the cash van and driver.
- II. 19 gauge Cold Rolled Close Annealed (CRCA) sheets for all sides & roof top for paneling. In the interiors, insulation should be provided in the form of thermocol provided between interior and exterior paneling.
- III. Body should be of a sheet metal of minimum 19 Gauge, however the floor should be of minimum 16 Gauge chequered plate.
- IV. There should be at least 4 iron eyelets on cash cage floor, of sufficient diameter (say 2-2.5") bolted to the chassis from below. The eyelets should be spaced in a way so as to accommodate multiple cash box stacks in the cash cage.
- V. There should be two rows of seat in the driver's cabin, front row for driver and co-driver and the rear row for three persons to sit.
- VI. Necessary endorsement of RTO for modification/seating capacity is needed in the RC book. The cash van will have RTO passing, Odisha State registration and Commercial Goods Carriage permits for commercial activity as required for the Bank.
- VII. All the laws applicable to Odisha and local laws, ordinance, regulations and codes will be complied.
- VIII. All doors should have flaps and locking provision from inside. Driver and rear side doors should have locking facility from both the sides.
- IX. The security alarm should be fixed so that it should sound on activation even when the ignition key is not on. One additional switch should be provided in the rear where the second armed guard is seated.
- X. The entrance of the cage should be from the left side of the van and rear should be completely closed. A collapsible grill gate should be fixed for locking the boxes inside.
- XI. Engine immobilizing switches should be provided near the driver.
- XII. All windows and wind screen should have wire mesh protection (of not more than 1 sq. inch). No window to be provided in the cash box area. Each window mesh should have a rectangular port hole of width 6 inches for use of weapon.
- XIII. All doors to have glass window pane with regulator.
- XIV. All windows and front wind screen shall have 1" square thick wire mesh to cover wind shield from stone pelting. Front wind screen to have 1" square thick wire meshes in two partitions.
- XV. All doors to have strong inter locking facility.
- XVI. Left side door to have strong steps to board the boxes into the cash van.
- XVII. All the seats shall have minimum of 6" cushion.

XVIII. Adequate numbers of MS Rings, box securing chains of requisite length shall be provided in the cash cage firmly fixed with the body of the van.

XIX. The drawings showing above requirements to be enclosed for reference along with technical bid by the bidder.

XX. The vehicle should be GPS enabled at every point of time.

XXI. The bidder has to modify the vehicle as per instructions received from the Bank/RBI, if required.

D. Cash Compartment Security:

The Service Provider/Contractor shall agree to provide the Vehicle after complying to the following further modifications regarding Cash Compartment Security and Driver Cabin:

- I. Cash cage compartment should have door and grille gate.
- II. The entrance of the cage should be from the left side of the van and rear should be completely closed.
- III. Locking arrangement: One internal lock and 02 pad locks at the door of cash cabin.
- IV. All windows and wind screen should have wire mesh protection (of not more than 1 square inch).
- V. Each Window mesh should have a circular port-hole of dia. 6 inches for use of weapon.

E. Driver Cabin:

- I. It should have mobile charging facility.
- II. It should be fitted with CCTV system with GPS and 90 days recording facility and 03 cameras at Rear, Front & Cash Compartment with the specifications as per the Tender Document.
- III. It should have hooter for security purpose.
- IV. The van shall be equipped with a First Aid kit box having sufficient amount of cotton and bandage with necessary medicine near driver seat.
- V. One 2 Kg ABC type fire extinguisher & other fire safety equipment to be provided near driver seat or as per instruction of the Bank.

F. Driver

The Service Provider/Contractor shall ensure the following terms relating the Drivers to be engaged by him as under:

- I. The driver shall be experienced, expert in speaking of local language and should be able to carry out minor repairs.
- II. The vehicle owner shall be responsible for the behavior and proper conduct of the Driver.

- III. The copy of the Aadhar card and the address proof of the driver shall be furnished
- IV. He must carry a valid Driving License to drive a goods transport commercial vehicle and updated documents of the cash van.
- V. The driver shall maintain secrecy of the Bank's operation.
- VI. The driver of the cash van shall have police verification report carried out by the cash van owner and the same shall be applicable for relieving driver also by the service provider. Such satisfactory police verification report should be renewed annually.
- VII. Proof of identity with photographs and proof of residence in respect of all the drivers who shall be deployed on the cash vans must be handed over to the concerned Currency Chest.

G. General Terms and Conditions:-

- 1. The Service Provider shall at all times keep the vehicle comprehensively insured and shall also be responsible to pay all taxes/levies etc: in respect of plying of the vehicle and also to ensure of all mandatory requirements of Motors Vehicle Act and any liability for failure to do so or arising for whatsoever reason under Motor Vehicles Act or otherwise would entirely be of the Service Provider being the owner of the Vehicle and the Drivers.
- 2. The Contractor agrees to maintain the CASH VAN in well-equipped condition all the time. The Contractor shall ensure that the parked at the premises of the concerned CAC of the Bank overnight.
- 3. The Contractor and its employees strictly undertake not to communicate or allow to be communicated to any person or divulge in any way any information whatsoever concerning or relating to the SBI and its affairs to performance of contract.
- 4. The Contractor shall not permit anyone other than his authorized personnel to perform any of the work, services or other performance required by the SERVICE PROVIDER under this agreement without the prior consent of SBI.
- 5. Upon termination or after expiry of agreement, each party shall forthwith return to the other all papers, material and other properties of the other held by each for purpose of execution of this agreement. In addition, each party will assist the other party in the orderly termination of this agreement.
- 6. No alteration to this agreement shall be effective unless it is in writing and signed by duly authorized representatives of both parties.
- 7. It is further agreed that the Bank would have the right to:
  - a. Shift the stipulated Van to an alternative site of its choice
  - b. Disconnect/Connect/substitute peripherals such as VSAT/CDMA etc. acquired from another SERVICE PROVIDER and also
  - c. Install electronic components to enhance performance of the CASH VAN.
  - d. Generally do any other act as deemed appropriate for fulfillment of the purpose.

8. This agreement is effective from \_\_\_\_\_ and shall be for initial terms of three years from the said date with option to the SBI to renew the term further for one year on existing rate and present terms and conditions hereto. However, in case of unsatisfactory services, SBI shall have the absolute right to terminate the agreement by giving one month notice in writing to the SERVICE PROVIDER at this recorded address by registered post.

9. The Price Bid shall be on a fixed rate for 3 years. No upward revision in the rates would be considered on account of subsequent increase in Government Taxes, Customs Duty, Excise Tax, Sales tax, GST, Toll Tax etc and minor variation in fuel price upto 10%. However, keeping in view the huge variation in diesel prices, it is agreed that In case of there is substantial variation in diesel prices (i.e. minimum 10% increase/decrease of the diesel prices on the last date of submission of the Tender/last revision date i.e, Rs\_\_\_\_\_/ Litre, the same will be reviewed and appropriate increase/decrease will be effected proportionately on the rate quoted by the bidder subject to at the discretion of Bank. (For eg. Bid price= Rs.10.00 and fuel price increased by 10%, then revised rate is Rs.11.00)

10. **PENALTIES:** The Contractor shall be liable for the penalties at the following rate on the event of the following lapses:-

- a. For non-providing of vehicle in time: Rs.100/- per hour of delay.
- b. 1% of the daily amount will be deducted in case of delayed reporting by the driver.
- c. Rs.1,000/- per day will be deducted in case non availability of vehicle on any day in case of hiring on monthly basis.
- d. For not providing vehicles: Rs.500/- per default or cost of hiring charges from other sources, whichever is higher.
- e. Frequent Breakdown due to poor Condition of car/non deployment of specific car/ misbehavior by the Driver: Rs.200/- per default;
- f. For violation/breach of any of the condition of the contract: Rs.500/- per default and/or Termination of the contract/forfeiture of Performance Security.

However the above penalties can be waived off by the competent authority of the Bank depending upon the merit of each case where the lapses are beyond the control of the service provider.

11. A permanent mobile phone to be provided to each cash van irrespective of the cash van driver at the owners cost and recharged enough to make emergency calls to the concerned Bank officials and Police stations. The mobile number shall have important contact numbers of Bank officials to contact in case of an emergency.

12. The Fitness Certificate from RTO, to be submitted once in a year. All papers relating to Vehicle/Driver must be up to date. The Control Certificate, to be obtained by the Service Provider within due date as per norms. The security of Vehicle & Driver shall be at the risk of Service Provider.

13. If the cash van is utilized by the Contractor for any purpose for his/their own use, except for servicing and producing before the transport authorities or law enforcing authorities, the agreement is liable to be terminated.

14. GPS based vehicle tracking system will be provided by the contractor at their own cost. Safety of the equipment to be ensured. If damaged due to the negligence of the driver/owner the cost of the equipment shall be arranged and installed by the Vendor.

15. The presence of the driver along with valid driving license to be ensured during vehicle inspection. Police Verification of the driver along with photo pasted in the verification form also needs to be submitted. Failing to do so the cash van shall not be certified to be deemed fit.

16. Applicable TDS shall be deducted from the rent and paid to the Tax authorities. Service Tax as applicable shall be paid to the Tax authorities by cash van owner only as per the bills duly quoting the Service Tax Registration number.

17. The Contractor shall be responsible for the good conduct and performance on the part of drivers and the contractor shall and be deemed for all legal and contractual purposes, the employer of the said personnel engaged by him and such persons shall not have any claim for employment in the Bank in whatsoever or in any connection therewith against the Bank now or at a future date. The Contractor, at the request of the authorized person of Bank, will remove from work any person engaged by him for the services who may be unsuitable or incompetent or whose conduct is not trustworthy or misbehaves and/or is not courteous polite with the employees of the Bank or its customers or third parties.

18. The Contractor shall strictly comply with all labour and such other statutory laws in relation to the services to be provided and the Drivers engaged by the contractor like Minimum Wages Act, Employees Provident Fund Act, Workmen Compensation Act, the Payment of Wages Act etc. and he shall be solely responsible for all acts of the said personnel so enrolled and there shall not be any privity of contract for any purpose and to an intent between the Bank and the Drivers. The Bank shall not be liable nor answerable in respect of any claims or demands in respect of any matter or on any account which may be raised by the said personnel so engaged by the contractor and it shall be the sole responsibility and liability of the contractor to answer all such claims or demands of the said personnel so engaged, under any law for the time being in force.

19. The contractor shall be responsible for training allotment of duties, hours of work and timing's to the engaged Drivers for the purpose. The contractor shall have right to exercise control, give directions and manage the personnel engaged for the purposes.

20. The contractor shall provide experienced Drivers having proper Driving Licence from the concerned State Authorities and ensure there cleanness and upkeep. The checking of the licenses of the Drivers are sole responsibility of the Contractor only and in no case he will engage a Drivers without a requisite Driving License.

21. The contractor shall discharge his obligations under these presents most diligently, efficiently and honestly. The contractor shall bear all costs and expenses and stamp duty in respect of all agreements that may be entered into with the Bank to give effect to this agreement.

22. The contractor shall alone bear all taxes, rates charges, levies or claims whatsoever as may be imposed or levied by the State / Central government (s) or any local body or authority for and in connection with the rendering services.

23. The contractor shall deposit interest free SECURITY DEPOSIT of Rs. \_\_\_\_\_ in the shape of DD/Bank Guarantee, with the Bank for due performance and fulfillment of the contract. In case of breach of contract by the Contractor, the Security Deposit shall be forfeited by the Bank and the firm shall be blacklisted in addition to termination of the contract in question. The right of action will rest with the Authority entering into this Agreement.

24. The security deposit will be returned to the contractor after three months from the date expiry of these presents provided that there are no defects or loss or damage caused to the Bank and all his dues to the Bank and all other liabilities under any law or otherwise arising out of or in connection with or in respect of the services are fully settled.

25. The Contractor undertakes, accepts and admits absolute and complete responsibility for the service conditions, claims, damages and other compensation's of the Drivers enrolled by him and will



be liable for and unequivocally assume responsibility for due compliance with all the requirements of all statutory obligations, duties and liabilities ( including insurance ) and to pay all such claims, costs, damages, expenses fines penalties and compensation which may arise out of any claim, suit or prosecution for contravention thereof. The contractor shall indemnify and keep the Bank indemnified from and against all such claims, demands, costs, charges, fines, of penalties and compensation etc if any as aforesaid. This indemnity shall remain in full force and effect notwithstanding any termination of services of the contractor under this agreement.

26. The Contractor shall obtain adequate insurance policy in respect of his Drivers engaged for the services, towards meeting the liability of Compensation arising out of death injury/disablement at work etc and shall regularly and punctually pay each and every premium as and when the same shall become due during the currency of the present.

27. All questions relating to the performance of the obligations under this agreement and to the other aspects of the services and all the disputes and differences which shall arise either during or after the agreement period or other matters arising out of or relating to this agreement or payment to be made in pursuance thereof shall be referred to the Assistant General Manager (Operation), Administrative Office, Berhampur, Ganjam of the Bank, whose decision shall be final, conclusive and binding on the contractor.

28. All the taxes which the Bank may be liable to deduct or called upon to so deduct, during the currency of the agreement which are liable to be payable by the contractor under the law but not so paid shall be set off against the bills raised by the contractor and paid to the respective Government departments or authorities as may be required under the law and the contractor shall have no claim against the Bank in respect of any or such payments.

29. The contractor shall possess, for the entire duration of these presents all licenses and registrations as may be required under any law and shall be responsible to register himself and obtain a valid license under Contract Labor (Regulation and Abolition) Act 1970 and rules there under. The contractor shall comply with all rules and regulations in force under the said act and rules. The contractor shall comply with all applicable laws, rules and regulations, relating to Employees provident Fund, payment of bonus, minimum wages or any other statutory / Regulatory requirement. Any dispute regarding such due shall and be dealt with and settled by the contractor.

30. The contractor shall in terms of the provisions of sections 16, 17 and 18 of the contract Labor (Regulation and Abolition) Act, 1970 and the rules framed under the act provide the prescribed amenities to its personnel. In case of failure of the contractor in complying with the said provisions, the Bank may provide the same when called upon to do so by the Competent Authorities and deduct the expenses incurred thereof from the bills of the contractor without prejudice to its other rights and remedies under these presents. The contractor shall be responsible for proper maintenance of all registers, records and Accounts so far these relate to the compliance of any and all statutory provisions / obligations.

31. In terms of the provision of the aforesaid Contract Labour (Regulation & Abolition) Act, 1970 and rules 72 and 73 of the rules framed there under, in case the same are applicable to the presence of the Authorised Representative of the Bank. Any violation of the aforesaid provisions of law will entail forthwith termination of this contract in addition to such penal consequences as may be attended with under these presents.

32. Nothing contained in these presents is intended nor shall be construed to be a grant, demise or assignment in law of the premises or any part thereof by the Bank to the contractor and or its



personnel and they shall vacate and hand over the same in good condition and order upon termination of these presents either by efflux of time or otherwise.

33. The contractor shall not assign or sublet the benefits of this contract to any person or entity and in the event of any violation or breach thereof the Bank may at its direction but without prejudice to its other rights and remedies terminate this contract.

34. The Contractor shall be responsible for any loss due to theft / pilferage and / or damage to the Bank's property when such damage is, in the opinion of the Bank caused due to negligence, carelessness or any fault on the part of the contractor or his workmen/ employees engaged for the services. The contractor shall ensure that the character and antecedents of the personnel engaged by him are duly verified before such engagement.

35. If during the currency of the contract, any statute, rules/ Govt. notification prohibits employment of contract labour for the services envisaged under this agreement or otherwise, the contract shall come to an end forthwith and no compensation shall be payable to the contractor or his workmen / employees.

36. The Tender Documents and related papers shall be deemed to be part of this Agreement.

37. The Tender and this Agreement may be cancelled at the discretion of the Bank without assigning any reason whatsoever.

38. The Courts in Berhampur, Ganjam, Odisha shall have jurisdiction in respect of any matter touching these presents.

39. That each party warrants and guarantees that it has full power and authority to enter into and perform this agreement and the person signing this agreement on behalf of each has been properly authorized and empowered to enter in this agreement. Each party further acknowledges that it has read this agreement, understand it and agreed to be bound by it.

### **Schedule-I**

#### **Details of the CAC and the Cash Van Required**

<b><u>Sr. No.</u></b>	<b><u>Name of the District</u></b>	<b><u>Name of the Base Branch (Branch Code)</u></b>	<b><u>No. of Cash Van Required</u></b>	vehicle no _____ Make(_____) Model(_____) bearing _____ chasis no _____
1	Koraput	Koraput	1	
2	Nabarangapur	Nabarangapur	1	
3	Malkanigiri	Malkanigiri	1	
4	Kandhamal	Phulbani	1	
5	Boudh	Boudh	1	
6	Kalahandi	Bhawanipatna	2	
7	Gajapati	Paralakhemundi	1	
8	Rayagada	Rayagada	2	
<b><u>Total</u></b>			<b><u>10</u></b>	

**Schedule-II**

**Schedule of Hiring Charges Per Vehicle Per Month:**

Sr. No.	Description	Unit	Frequency	Amount (In Rupees)
<b>A. <u>Fixed Charges</u></b>				
1	Monthly rent of the Vehicle			
2	Monthly charges towards deployment of Driver			
<b><u>Total Monthly Fixed Charges</u></b>				
<b>B. <u>Variable Charges</u></b>				
1	Charges for working on Bank Holidays for Eight Hours	Each	One	
2	Movement of Vehicle beyond Permissible Limits (i.e. 150 K.M. of the base Branch)	Per Day	One	
3	Charges towards per K.M. beyond 2500 K.M.	Per K. M.	One	
4	Overtime beyond Eight Hours of Duty	Per Hour	One	
5	Overnight Halt, If any.	Pr Night	One	

IN WITNESS WHEREOF, the parties have executed this agreement on day of \_\_\_\_\_ at \_\_\_\_\_.

For State Bank of India  
(First Party)

For M/s \_\_\_\_\_  
(Second party)

Name: \_\_\_\_\_  
Designation: \_\_\_\_\_

Name: \_\_\_\_\_  
Designation: \_\_\_\_\_

WITNESS:

1.

1.

2.

2.

**DECLARATION OF NEAR RELATIVES OF SBI EMPLOYEES**

I/We.....S/o/D/o.....

.....Residing at.....

..... hereby certify that none of our relatives(s) as defined in the Tender document is/are employed in SBI as per details given in tender document. In case at any stage, it is found that the information given by me is false/incorrect, SBI shall have the absolute right to take any action as deemed fit, without any prior intimation to me.

(The near relatives are members of a Hindu undivided family/husband and wife/ the one related to the other in the manner as father, mother, son(s) and son's wife (daughter- in- laws), daughter(s), husband (son-in-law), brother(s) and brother's wife, sister(s) & sister's husband (brother-in-law).

Place:

Date:

Signature of Applicant with Seal

## **DECLARATION**

**(TO BE SUBMITTED BY THE APPLICANT ON THEIR FIRM/COMPANY'S LETTER HEAD  
ALONGWITH THEIR APPLICATION)**

To,  
Assistant General Manager ( FI & Operations).  
SBI Admin Office  
Brahmanagar 2nd Lane, Berhampur, Odisha- 760001  
Email: agmfiops.zober@sbi.co.in  
Mob: 9440153731 ( AGM FI & OPS)

I/We hereby certify that:

1. I / We have submitted document strictly on the format prescribed by the SBI and are available on the Bank's website & there is no change in formatting, number of pages etc.
2. I / We have checked that no page is missing and all pages as per the index and checklist are available & that all pages of document submitted by us are clear & legible.
3. I / We have signed (with stamp) all the pages of the tender document before submitting the same.
4. I / We have sealed the tender documents properly before submitting the same.
5. I /We have read carefully & understood the instructions to the applicants.
6. I / We hereby understood and accordingly confirm that all Tender documents along supporting documents/annexures etc. are required to be submitted by us strictly in the prescribed format only. In case, the Bid/documents submitted by us along with this tender is found in any other formats and not complying this condition, we hereby authorize the SBI to summarily reject our tender for which we shall not make any protest.
7. I / We have not made any modification / corrections / additions /deletions etc. in the PQ documents downloaded from web by me / us. In case at any stage later, it is found there is difference in our downloaded PQ documents from the original and / or any documentation, SBI shall have the absolute right to disqualify / reject our Tender and also debar me / us in participating in any future tenders of SBI without any prior intimation to me / us.
8. I/We hereby undertake and confirm that all the information furnished in this tender is correct and true to the best of our knowledge and belief and we own full responsibility for its correctness and authenticity.

Signature of Applicant with Seal

**Detail of vehicle to be deployed for Cash Van on monthly basis**  
**(To be submitted in bidder's letter head)**

SI No	Make	Model of Vehicle	Willingness for fabricating the vehicle as directed by the Bank (Yes/No)

- Preferably Vendor may attach a separate sheet

Note:

1. If the vendor expresses unwillingness (NO) to fabricate the chasis/body of the vehicle to deploy ATM, than the bid will be summarily rejected and will not be considered for further processing.
2. The above rates are exclusive of GST
3. The rates are inclusive of Facility Management services of the Driver, fuel and other taxes/octri and maintenance charges.
4. The monthly rent will be paid for a period of 2500 Kms of journey in a month. The distance in excess of 2500 Kms will be paid @ Rs.\_\_\_\_\_ per km and Rs\_\_\_\_\_ per hour in excess of 8 hours per days. Night halt will be paid @ Rs.\_\_\_\_\_ per night in case of outstation journey where night halt is required.
5. The rates will include cost of fuel/lubricants, salary/wages of driver, road taxes/octri, insurance and maintenance charges
6. The Vehicle is rented on monthly basis, however whenever service is required other than Bank Holidays i.e Sundays and holidays, shall be paid Rs \_\_\_\_\_ per day for discharging duty of 8 hours. The travel agents shall provide the same for the entire period as required.
7. The bidder, whose monthly rates are lowest, will be treated as L 1 bidder for each type of vehicle.
8. In case of tie in the price bid, then the lowest bidders will be asked to submit a fresh quotation in sealed cover for that particular category of vehicle only and subsequent L1 will be decided.
9. The rates will include cost of fuel/lubricants, salary/wages of driver, road taxes/octri, insurance and maintenance charges.
10. Any Vendors willing to supply new Vehicle may submit a declaration, to procure new Vehicle and arrange the vehicle as per Banks requirement and make operational for Bank within 15 days from the day of discovered L-1.

Signature of Applicant with Seal

**Name of branches to be deploy CASH VAN to be linked with CAC.**

SI No.	District	Brcd	Hub CC name/ Centre	No of Cash Vans Required
1	KORAPUT	121	KORAPUT	1
2	NOWRANGPUR	1320	NOWRANGPUR	1
3	MALKANGIRI	1325	MALKANGIRI	1
4	KANDHAMALA	154	PHULBANI	1
5	BOUDH	2031	BOUDH	1
6	KALAHANDI	39	BHAWANIPATNA	2
7	GAJAPATI	151	PARLAKHEMUNDI	1
8	RAYAGADA	169	RAYAGADA	2

m-DVR Specification

S.No	Parameter	m-DVR having up to 4 CCTV cameras
1	Video Format	PAL
2	Number of Video Inputs	4 Channels
3	Number of Video Outputs	1
4	Video Compression Standards Supported	H.264, MPEG-4 and M-JPEG
5	Audio Compression Standards Supported	G.711 and G.726
6	Number of streams	Dual streams, both streams independently configurable for each camera resolution and frame rate
7	Recording Resolutions	4CIF/2CIF/CIF/QCIF (can be set independently for each channel, for both streams)
8	Video Frame Recording Rate	1 to 25 fps for all channels at 4CIF (total 100 fps at 4CIF) – resolution and frame rate can be set independently for each camera, for both streams
9	Alarm Sensors	Minimum 4 inputs (NO/NC, configurable) 2 outputs
10	Storage	1TB, 2.5" SATA Hard Disk Drive or Solid State Drive with suitable ant vibration mechanism
11	Recording Modes	Normal, Schedule based, Alarm triggered, Motion detection
12	Event Based Recording and Tagging	Pre-recording – 1 to 15 minutes Post-recording – 1 to 60 minutes
13	Shut Down Delay	Configurable shut down delay after ignition off – 5 min to 4 hours
14	Power Input	8 to 32 volts, spike/surge protection
15	Power output	Regulated power to CCTV cameras and Microphones
16	Working Temperature	-10 to 60 degree Celsius
17	Working Humidity	0% to 95% relative humidity non-condensing
18	Network/Communication	LAN – 1 RJ45 interface
19	Interfaces	Wi-Fi – 802.11/b/g/n Built-in 3G/4G module, supporting both 3G and 4G, Support for SMS, Voice, Data, GPRS, TCP/IP
20	External Interfaces	1 USB 2.0, 1 SIM slot
21	Image quality	1 to 5 (configurable)
22	Watermark	Tamper-proof Watermark
23	Configurable Video Overwriting	Video over-writing to be configurable to support: (a) Cyclic overwriting (oldest recording to be overwritten) (b) Event tagged recording not to be overwritten for a longer period (7 to 30 days, configurable)

24	Connections	All input and output connections to be vibration/shock resistant and locking Desirable: Aviation Connectors
25	LED Indicators	Power, Recording, 3G/ GPRS Network
26	Vibration resistance	EN 60068 or equivalent
27	Shock resistance	EN 60068 or equivalent
28	Motion Detection:	Configurable sensitivity levels Motion Detection zones to be configurable independently for each camera
29	RTC( Real time clock)	Built-in RTC, drift not more than 10 seconds at any time
30	Data Download	m-DVR should provide video and audio download facility for the desired date/time and duration. It should be possible to connect a laptop to m-DVR through network cable on RJ45 port and open m-DVR's user interface in a standard browser using a standard URL.
31	Data Transfer on 3G and 4G/ GPRS	In case the vehicle moves to an area where 3G coverage is not present, the m-DVR will automatically shift to GPRS (2G) connectivity to send the health status data.



In addition mDVR should have inbuilt GPS Module, capable to provide video with GPS Co-ordinates -19-

**Annexure-'F7'**  
Total 01 Page

**ANALOG CAMERA SPECIFICATION FOR CASH VAN**

S.No.	Parameter	Recommended Specs
1	Type	Analog Color Camera
2	Video Format	PAL
3	Lens	Fixed 3.6mm
4	Camera Resolution	700 TVL , 752(H) X 582 (V) or better
5	Image Sensor	1/3" CCD or better
6	Minimum Illumination	0.01 Lux at F1.2 with IR Off 0.0 Lux with IR On
7	Shutter Time	1/50 sec to 1/100,000 sec
8	Infrared Capability	Built-in Infrared LEDs with range of minimum 10 meters Auto Day/Night
9	Camera Ruggedness	Rugged, vibration, shock and tamper proof housing . vibration resistance as per EN 60068 or equivalent Shock resistance as per EN 60068 or Equivalent
10	IP Rating	IP66
11	Operating Temp	-10 to 60 degree Celsius
12	Operating Humidity	0% to 95% RH
13	Audio	Built-in Microphone or separate microphone
14	Image Enhancement	Auto-tracking White Balance (ATW) , Automatic Gain Control ,Wide Dynamic Range (WDR) and automatic Backlight Compensation (BLC)
15	Input Power	Power from Mdv
16	Motion Detection	Automatic Motion Detection