ADMINISTRATIVE OFFICE, GUNTUR

INVITES TENDERS UNDER TWO BID SYSTEM FOR

HIRING OF CASH VANS FOR SBI’s CURRENCY ADMINISTRATION CELL (CAC) AT GUNTUR.

Last date for submission of Tenders: 3:00PM (IST) on 20 03.2020.

Opening of Tenders: 4.00 PM (IST) on 20.03.2020.

Tenders to be submitted to:-

The Deputy General Manager (B & O)
State Bank of India,
Administrative Office,
Kannavarithota,
Nagarampalem
Guntur – 522 004
Ph: 0863-2377302 / 317
Email: cmgb.aognt@sbi.co.in

Name & Contact No. of Officials concerned: Shri. Md. AZIM BASHA (9989667299) and Shri. K.V. VIJAYA KUMAR (9100698134)
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ENVELOPE – II

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STATE BANK OF INDIA
Administrative Office,
Kannavarithota,
Nagarampalem
Guntur – 522 004

TENDER DOCUMENT FOR PROCUREMENT OF CASH VANS ON HIRE TO CAC, ADMINISTRATIVE OFFICE AT GUNTUR

Ref No :- NIT GNT/2019-20/01

THROUGH TENDERING PROCESS

Last date for submission of Tender: 23-03-2020 up to 3.00 pm

Opening of Tenders on 23-03-2020 at 4.00 pm

Contractor has to fill in the following details:-

- E- MAIL id:
- Contact No:
- Postal Address:

EMPLOYER
THE DEPUTY GENERAL MANAGER (B&O)
STATE BANK OF INDIA
ADMINISTRATIVE OFFICE
KANNAVARITHOTA
GUNTUR
<table>
<thead>
<tr>
<th>SI.NO.</th>
<th>PARTICULARS</th>
<th>PAGE</th>
</tr>
</thead>
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</table>
NOTICE INVITING TENDER (NIT)

NAME OF WORK: TENDER Notice for Cash Vans for Currency Administration Cell, Guntur. Tenders are invited for the above mentioned work in TWO BID SYSTEM

<table>
<thead>
<tr>
<th></th>
<th>Name of the work</th>
<th>Tender Notice for Cash Vans for Currency Administration Cell, Guntur.</th>
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<tbody>
<tr>
<td>2</td>
<td>Tender Fees</td>
<td>Rs.2500/-</td>
</tr>
<tr>
<td>3</td>
<td>Date and Time where tender forms are available</td>
<td>From 09-03-2020 to 23-03-2020 at <a href="http://www.sbi.co.in">www.sbi.co.in</a> procurement news and <a href="https://sbi.abcprocure.com">https://sbi.abcprocure.com</a></td>
</tr>
<tr>
<td>4</td>
<td>Last date and time of submission of online Tender</td>
<td><strong>23-03-2020 up to 3.00 pm</strong></td>
</tr>
</tbody>
</table>
| 5 | Place, date & time for submission of tender | a) Administrative Office, Guntur up to 3.00 p.m. on to 23-03-2020 at [https://sbi.abcprocure.com](https://sbi.abcprocure.com) 
b) EMD submission Address: THE DEPUTY GENERAL MANAGER (B&O) STATE BANK OF INDIA ADMINISTRATIVE OFFICE KANNAVARITHOTA GUNTUR – 522004 (AP) 
   1. Shri K V Vijayakumar, CM (GB), Mob. 9100698134 
   2. Shri Md. Azim Basha, Dy. Manager 
      Mob. 9989667299 
      e- mail id : cmgb.aognt@sbi.co.in 
      Tel : 0863-2377302 |
<p>| 6 | Date, Time and Place of opening of Tenders | On 23-03-2020 at 4:00PM THE DEPUTY GENERAL MANAGER (B&amp;O) STATE BANK OF INDIA ADMINISTRATIVE OFFICE KANNAVARITHOTA GUNTUR Tel : 0863-2377302 |
| 7 | Quantum of Earnest Money Deposit (EMD) | Rs.80,000/- (DD-Drawn in favour of State Bank of India, Administrative Office, Guntur and payable at Guntur.) |
| 8 | Quantum of Security Deposit (percentage) | 1. Initial Security Deposit (ISD) – 5% of the Annual contract Value. |</p>
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<th>Terms of payment of Rents</th>
<th>• 5th day of every succeeding English calendar month</th>
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<tr>
<td>10</td>
<td>(Penalty clause )</td>
<td>In case the cash van is not made available for any reason during the month, the actual expenses incurred by the bank towards making alternate arrangement in this respect shall be borne by the contractor, which will be deducted from the corresponding monthly rental payable to the contractor including a fine of Rs.1000/- per day / per Van</td>
</tr>
</tbody>
</table>
| 11 | Eligible Taxes | A ) Income Tax will be deducted at source as per Govt. Guidelines.  
B) Reimbursement of GST will be made only on submission of proper GST invoice as per applicable GST provision. The contractor should comply with the following;  
- Contractor should have GST Registration Number  
- Invoice should specifically/separately disclose the amount of GST levied at applicable rate as per GST provision  
- In case of Correction in the bills after scrutiny, contractor should submit fresh bills for payment  
- Contractor should timely file his GST return in accordance with GST provisions to enable the bank to claim the credit of GST paid to the contractor, if applicable.  
- The GST Number of State Bank Of India of Andhra Pradesh state-37AAACS8577K1ZO |
| 12 | Any additional Information | quoted rate shall include all other expenses, maintenance, labour, taxes (except GST, which will be paid in addition to the quoted rates). |

The D.D./ B.C. of E.M.D. shall be submitted/sent (otherwise the tender shall be summarily rejected) at the above mentioned address.

The contractor has to provide their E-mail id, contact nos. and postal address in the bid documents. Henceforth, all official communication form bank shall be through E-mail and SMS also.

The bank reserves the right to cancel or postpone or modify the tenders at any stage without assigning any reason.

DEPUTY GENERAL MANAGER (B & O)
TENDER FOR HIRING OF CASH VANS FOR SBI’s CURRENCY ADMINISTRATION CELL (CAC) AT GUNTUR

GENERAL INSTRUCTIONS:-

This tender document contains the following: -

1. **Terms and Conditions** which has to be accepted by the owner/s and submitted along with the Technical Bid.

2. **Technical Bid** proforma for Hiring of Cash Van which is to be duly filled and signed and submitted along with Terms & Conditions, Relevant technical specifications, Security features and photographs of the Cash Van offered, Photocopies of Ownership Certificate/ Power of Attorney, Documents showing the Brand, Type, Model and date of construction of the Cash Van, RC Book, Operating License, Insurance, All Andhra Pradesh permit for using the vehicle as Goods Carriage, Pollution Control Board Certificate, Fitness Certificate, Road Tax & Other Taxes Paid Certificate, of the Cash Van offered, Driving License & Police Verification Report of the proposed Drivers, Tender Fee Receipt (or DD) & EMD (DD) etc., in a separate envelope superscribed as “TECHNICAL BID FOR HIRING OF CASH VANS FOR SBI’s CURRENCY ADMINISTRATION CELL (CAC) AT GUNTUR”.

   The **tender fees** of Rs. 2500/- (Non-refundable) shall be remitted through a DD/BC favouring “State Bank of India, Administrative Office, Guntur” and payable at Guntur, and to be enclosed with the technical bid.

   **Ernest Money Deposit (EMD)** of Rs.80,000/- (Rupees Eighty thousand only) should be submitted along with technical bid in the form of DD/BC drawn in favor of “State Bank of India, Administrative Office, Guntur” and payable at Guntur. Bank is not liable to pay any interest on Earnest Money. The EMD for unsuccessful bidder shall be refunded to them without any interest after the decision to award the work is taken. The EMD of the successful tenderer shall be refunded on submission of Security Deposit (SD) for the due fulfillment of the contract. If the successful tenderer refuses to take up the work/does not start the work in time the EMD will be forfeited and the work order will be cancelled.

   (Tenders without EMD and tender fee will be rejected)

3. **Financial Bid** proforma for leasing of Cash Vans which is to be duly filled and submitted in a separate envelope superscribed as “FINANCIAL BID FOR HIRING OF CASH VANS FOR SBI’s CURRENCY ADMINISTRATION CELL (CAC) AT GUNTUR”.

   The bid amount should not be specified at any other place in the bid document other than the financial bid. Technical Bid envelope and Financial Bid envelope shall be placed in a bigger envelope and superscribed as “OFFER FOR HIRING OF CASH VANS FOR SBI’s CURRENCY ADMINISTRATION CELL (CAC) AT GUNTUR” Also mention Name and contact number of the owner on the envelope. This envelope containing both the bids shall be submitted to the Deputy General Manager, whose address is as given below on or before the last date and time for submission of offer as mentioned in the news paper advertisement:-

   The Deputy General Manager(B&O)
   State Bank of India,
   Administrative Office,
   Kannavarithota, Nagarampalem
   Guntur – 522 004 (AP)
Separate Technical and Price bids are to be submitted for each proposal in case of multiple offers by the same bidder. Offers submitted in any other format other than the specified proforma of Technical and Financial bids shall be rejected. The technical bids will be opened on the last date & time as stated above.

Any amendments/ corrigendum shall be published in Bank’s website only. Therefore, Owners/ Landlords are requested to visit Bank’s website regarding modifications/ corrigendum issued in regard to extension of date of submission/ opening of bids/ change in terms and conditions etc.

The Technical Bids will be opened in the presence of the bidders or their authorized representatives who choose to be present at the above said office. All bidders or their authorized representatives are advised to be present, at their own interest, on the said date, time and venue for opening of the Technical bids.

The offer shall be evaluated by the Internal Selection Committee of the Bank based on various parameters such as Type & make of vehicle being offered, Year of manufacture & Total KM run by the vehicle, Experience in offering of cash van services to Banks/PSU/Govt agencies, Suitability of the vehicle in terms of our security requirements to be decided at the discretion of Bank officials and Banks instructions / RBI Guidelines marks offered for various parameters. The decision of the Selection Committee in this regard shall be final and binding.

After screening of the technical bids and inspection of the Cash Vans, the price bids of the offers considered to be suitable for the Bank shall only be opened. The date, time and venue of opening of price bids will be intimated to the eligible bidders separately.

Bidder(s)/ owner(s) is/ are advised to be present, at their own interest, at the time of opening of the Technical and Financial Bids.

All the offers received will be opened on last date of submission (on specified date & time) in the presence of the available offerers and financial bid of only short-listed offerers will be opened on pre-intimated date & time in the presence of eligible/short listed offerers.

The Cash Van shall be ready built or ready for utilization within 15 days from the date the offer is accepted by the Bank and related formalities have been executed.

- The offerer has to give the 8 Cash vans with modifications done as per the tender terms and enclosed draft agreement. He shall provide an alternate Cash Van also, for using the same in the absence of any of the said 8 Cash Vans. The vehicle will be accepted after verification by our concerned officials and subject to meeting the security specifications.
- Seating arrangements for accommodating 4 persons excluding driver shall be made and necessary permit & insurance for the same shall be obtained from the RTO & concerned authorities.
- The offerer shall engage a competent driver with valid license, satisfactory Police Verification Report etc.
- One cell phone along with SIM card and provision for monthly/ life time recharge validity should be provided to the cash van driver and expenses are to be borne by the cash van service provider. Further offerer has to indicate telephone numbers of persons to be contacted during operation/ emergency. Bank will not bear any such charges.
- The cost towards diesel and any other maintenance works shall be borne by the offerer himself.
In case of any break down of the vehicle, the offerer has to get the same repaired immediately at his own cost and alternate vehicle should be arranged, failing which penalty shall be levied @ Rs.1000/- per day/ Cash Van for which alternate arrangement is not made. However, if the alternate arrangement is done by the bank, necessary charges will be deducted from the monthly rental charges payable, in addition to the penalty as mentioned above.

The contract will be for a period of 3 years (certain period) which can also be renewed further (Option period) at Bank's option. The vehicle will be inspected every year by Bank's Security Officer and based on the report of the Security Officer, the contract will be reviewed and if found that the Cash Van does not meet the required specifications/ standards Bank may terminate/ discontinue the contract and in such case, the Security Deposit(SD) shall be forfeited at the discretion of the Bank.

No employee of the Bank is allowed to work as a contractor for a period of two years of his retirement from Bank service, without the prior permission of the Bank. The contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the Bank as aforesaid before submission of the tender or engagement in the contractor's service.

The successful Offerer shall have to execute the agreement as per the format enclosed, by incorporating bank terms and conditions on a stamp paper of appropriate value.

Further the offerer shall sign the draft agreement and submit the same as token of acceptance which shall constitute a binding contract between the offerer and the Bank till the formal agreement on stamp paper is prepared and signed. All the documents and correspondence will form part of the contract.

The ‘Employer’ or ‘Bank’ means any Officer of State Bank of India, who is specifically authorized to enter into contracts in respect of the above works.

The acceptance of offer will rest with the Bank which does not bind itself to accept the lowest offer, and reserves to itself the authority to reject any or all of the offers received without assigning any reason therefore. All offers in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected. Bank reserves the right to accept the offers in full or in part and the offerer shall have no claim for revision of rates/other conditions if his offer is accepted in part.

All necessary permits, License etc., from the statutory authorities like RTO, Corporation, Police, Labour Department, RBI and the like, whichever is mandatory for Cash Vans, are to be obtained at the own cost of the offerer before operating the vehicle.

The offerer shall at his own expense arrange for the safety of his workers and employees directly or indirectly employed on the work by the offerer or his sub-contractors by way of indemnifying them through suitable insurance cover, the expenses and liabilities of which shall be borne by the offerer.

Bank reserves the right to terminate the contract at any point of time if at any stage the offerer is found not meeting the terms and conditions mentioned in the offer.

The offerer shall enclose the documents pertaining to his previous experience of providing Cash Vans for other banks and financial institutions.

Successful offerer will be required to execute agreement as per the format enclosed by incorporating bank terms and conditions.

The contractor shall not sub-let/ sub-contract whole/ any part of the work, without prior written consent of the Bank.
TERMS AND CONDITIONS:-

A copy of Terms & Conditions duly signed by the bidder in token of acceptance of the terms and conditions to be enclosed with the Technical Bid. **Bids not accompanied by duly signed Terms & Conditions are liable to be rejected.**

Bids received with changes/amendments in the Terms & Conditions and conditional bids are liable to be rejected. Bids received by the Bank after due date and time for submission as stated in the advertisement, shall be rejected.

Preference will be given to offers by Public Sector/ Government Departments.

The Bids/ offer shall be valid at least for a minimum period of 3 months from the last date for submission.

**If the Bids are submitted by an authorized agent, they should submit authority letter specifying clearly the powers & responsibilities of the agent, otherwise the bids are liable to be rejected.**

The tenderer whose tender is accepted is bound to execute a formal agreement with the Bank which will include the duly completed form of tender, specifications conditions, other papers therein, special conditions, all drawings etc., but his liability will commence from the date of the written acceptance of the tender whether the formal agreement is drawn or not. The contractor shall bear all expenses in connection with the execution of the said agreement including fees for stamps and registration of documents as required.

**SECURITY DEPOSIT (SD)** : The successful tenderer has to deposit with the Bank an amount equal to 5% of the annual contract value as SD in the form of DD/BC drawn in favour of “State Bank of India” payable at Guntur within two weeks of award of the work for the due fulfillment of the contract. The EMD shall be refunded to the successful contractor on submission of SD. Bank is not liable to pay any interest on SD. SD shall be refunded to the bidder after completion of the contract, if the service provided by the successful bidder is found satisfactory. If the successful tenderer fails to deliver satisfactory services SD will be forfeited and the contract will be terminated.

The Cash Van shall be ready for utilization within a specified period as mentioned above and on the specified location. It shall be a pucca one with modern fittings, fixtures and security arrangements as per the guidelines of the Bank/ RBI for Cash Vans. Offers not satisfying the aforesaid requirements are liable to be rejected.

The Cash Van shall preferably be a Brand new One. The Vendor shall renovate/ modify the Cash Van as per the Bank’s requirements and the Cash Van and its security Equipment shall be maintained in good condition and periodic maintenance of the same shall be done at his/ their own cost. The general requirement of the Bank is as given below:-

1. The bidder shall quote the **Rent/ Month** for the lease period of 3 years.
2. The lease can be terminated by giving 2 months’ notice period.
3. GST on Rent (if any) will be paid by the Bank, in addition to the quoted rates.
4. All other taxes and periodical maintenance charges shall be borne by the offerer.
5. The rent will be paid from the date of handing over the Cash Van for Bank’s service complete in all respects to the entire satisfaction of the Bank.
6. Proper record (Registers) shall be maintained for keeping the details of the daily trips and these details shall be submitted to the Bank on or before 5\textsuperscript{th} day of the succeeding month.

7. In consideration of the Bank agreeing to pay to the contractor the hire-charges, the contractor shall provide and make available to the Bank 8 Nos of "cash-van" conforming to the safety measures as herein provided and to transport cash of the Bank to and from the Currency Chest/ CAC of the Bank now situated at Guntur and to and from various branches of the Bank situated in and around Guntur including outstation branches at other places of Andhra Pradesh as per the day-to-day directions and instructions of the Bank.

8. The "Cash-Van" to be provided by the contractor shall always conform to and be equipped with the following specifications:

(i) **Make & Model**
   (a) It should be an LCV (Light Commercial Vehicle), with an Engine capacity of not less than 2200 CC, preferably Turbocharged.
   (b) Turning radius: Not more than 8m
   (c) 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.
   (d) Ground Clearance – Not less than 190 mm.
   (e) Vehicle should accommodate minimum 1 + 4 passengers (factory built).
   (f) Vehicle should have four (04) doors for driver/ passengers and one separate door for cash cabin.
   (f) All doors to have independent locking system from inside and outside.
   (g) Should tubeless tyres including Stepney
   (h) Complete tool kit containing jack and handle and tools to open wheels and minor repairs
   (i) Factory fitted air conditioner.

(ii) **Layout**:  
   (a) Body should be of a sheet metal of minimum 19 Gauge, however the floor should be of minimum 16 Gauge chequered plate.
   (b) 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.
   (c) There should be 2 rows of seats in the driver’s cabin, front row for driver and one Bank Guard (co-driver) and the rear row for one armed guard and 2 other staff.

(iii) **Cash Compartment Security**:  
   (a) Cash cage compartment should have door and grill 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.

(iv) **Driver Cabin**:  
   (a) It should have mobile charging facility.
   (b) Fitted with GPS tracking system and CCTV system with 30 days recording facility and 03 Cameras of a minimum of 2mp capacity fitted as under:
      (i) Rear  (ii) Front  (iii) Cash Compartment
   (c) Hooter for security purpose.
(d) One first aid box with adequate first aid kit shall be fitted near driver’s seat.
(e) One ABC type (stored pressure) 2 kg fire extinguisher shall be provided near driver seat.

1. The contractor shall maintain the vehicle in road worthy condition and shall make available to be the bank throughout the month including Sundays and holidays as per the requirement of the bank from time to time.

2. The contractor shall be responsible to attend to the repairs etc. of the cash-van, preferably on Sunday and/or other Public Holidays when the bank is closed and ensure that the cash van is available to the Bank invariably on all working days.

3. The contractor shall provide an alternate vehicle as per the Bank's requirements whenever the cash-van goes out of order or is being repaired.

4. The contractor shall employ and engage his own driver with a valid driving license to drive Cash-Van type vehicle, at his own expenses and responsibility and shall ensure that the driver's license has not expired during the period of the agreement. The persons so employed by the contractor shall always be subject to prior scrutiny by the police authorities of their character and antecedents and they shall always carry with them an identity card issued by the police authorities. Any changes regarding provision of driver, it shall be the responsibility of the Contractor to get the police verification done in respect of the new persons being provided in a stipulated time frame. However, the contractor shall ensure that his driver shall be at all times available for the purpose of the cash-van, save and except any holidays. The driver shall be provided with Mobile Phone with sufficient talk time and validity for the exclusive communication for Bank’s officials.

5. Rates shall be quoted in the Financial bid for a total free-run distance of 2500 KM per English calendar month per Cash Van and this quoted rate shall include all other expenses, maintenance, labour, taxes (except GST, which will be paid in addition to the quoted rates). Any distance travelled by the cash-van beyond the said free-run limit per English calendar month shall be paid for by the Bank separately at the rate quoted in the financial bid. No separate trip allowance or any other allowance shall be payable by the Bank to the driver of the contractor even if they are on out-station duties. The aforesaid hire charges shall be payable at the same rate even if the Contractor engages another cash-van during the period.

6. The Contractor shall insure the Cash-Van and the party thereof for the sole benefit of the Bank and premium payable upon such insurance shall be paid to the insurance company regularly and in the event of any accident or any other calamities the proceeds under the insurance shall be paid to the Bank.

7. It is specifically made clear that all the charges and expenses for running the Cash-Van including the cost of Fuel, Lubricants, Spares, servicing and maintenance of the vehicle as well as the equipment fitted or fixed or installed in the Cash-Van as hereinbefore stated, the salaries and remunerations, bonus, incentives payable to the employees, etc. shall be borne and paid for by the contractor alone and the Bank shall in no way be responsible or liable for the same.

8. The contractor shall at his costs and expenses insure the cash-van and the employees employed in the vehicle as per provisions of any law for the time being and from time to time in force in that regard and indemnify the persons being provided through suitable insurance cover, the expenses and liabilities of which shall be borne by the offerer.

9. The contractor shall maintain records with prior authentication by the Bank's officials and submit the same to the Bank duly completed and up to-date by the 5th day of every succeeding English calendar month regularly, in order to enable the Bank to make payment of the charges as
herein provided. The Bank shall not be responsible or liable for any delay caused in payment of the said charges due to failure of the Contractor to submit the said record by the due date.

10. Bank shall be entitled to terminate this contract by giving two months’ notice in writing to that effect to the other party without assigning any reason.

11. In the event of the Bank terminating this contract, then the contractor shall not be entitled to claim any compensation from the Bank, for the additions / alterations made to his vehicle. The contractor's right shall be restricted only to receive the hire charges payable.

12. The bidder shall quote the rent excluding GST but including all other Taxes, Cess, Levies, Service Charges etc as applicable to be borne by the vendor. GST (if applicable) will be borne by the Bank in addition to the rent quoted and nothing extra on any account shall be paid by the Bank.

The lease deed shall be executed as per Bank’s standard format. The expenses on stamp duty and registration charges required for the execution of lease deed and renewal of lease deed shall be borne by the Successful bidder and Bank in ratio of 50:50.

The Bank reserves the right to accept or reject any offer without assigning any reason thereof.

Place: 

Signature of the owner(s)/ Power of Attorney Holder(s)  
(In token of acceptance of all terms and conditions)

Date:
2. TECHNICAL BID

With reference to your advertisement in the local dailies, I/We hereby offer the Cash Vans with all security equipment and drivers as specified in the tender for Bank’s use at CAC.

<table>
<thead>
<tr>
<th>1. NAME OF THE FIRM :</th>
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<tr>
<td>2. ADDRESS OF FIRM WITH MOBILE &amp; LANDLINE PH. NO.</td>
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<td>3. PAN NO./AADHAR NO. (Copy of documents to be enclosed)</td>
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<td>4. GST REGISTRATION NO.</td>
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<td>5. LOCATION OF GARAGE</td>
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<td>6. NAME &amp; TELEPHONE NO. OF PROPRIETOR</td>
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<tr>
<td>7. DETAILS OF Tender Fee (DEMAND DRAFT)</td>
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<td>DD No.:</td>
<td>Amount:</td>
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<td>8. DETAILS OF EMD (DEMAND DRAFT)</td>
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<tr>
<td>DD No.:</td>
<td>Amount:</td>
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<td>9. NO &amp; NAME OF VEHICLE YOU WISH TO OFFER (VEHICLE TYPE)</td>
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<th>Registration No.</th>
<th>Whether specification mentioned at para 8 of the Salient features are complied with</th>
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<td>11. Ground Clearance</td>
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<td>12. Details of proposed Drivers</td>
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<td>13. Details of the License/ Permit Police clearance certificate etc</td>
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<td>14. NO. OF VEHICLES OWNED BY / ATTACHED TO THE AGENCY</td>
<td>REG NO.</td>
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<td>15. NO. OF YEARS OF EXPERIENCE (Please attach necessary proof)</td>
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<td>16. NAME OF BANK / PSU / TO WHICH CASH-VAN SERVICES HAS BEEN RENDERED IN THE PAST THREE YEARS</td>
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<td>17. NAME OF THE BANK / PSU / GOVT. AGENCIES WHERE ENLISTED / REGISTERED (Enclose documentary proof)</td>
<td>NAME OF BANK / PSU / GOVT. AGENCY</td>
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<td>18. WHETHER THE TERMS &amp; CONDITIONS AND THE AGREEMENT FORMAT ATTACHED WITH OFFER DOCUMENT IS ACCEPTED IN FULL</td>
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<td>19. CONTRACT PERIOD</td>
<td>THREE YEARS W.E.F THE DATE OF FINALISATION OF OFFER AND COMPLETION OF NECESSARY DOCUMENTATION.</td>
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<td><strong>20. PENALTY</strong></td>
<td><strong>RS.1000/- PER DAY FOR NON-AVAILABILITY OF THE VAN SERVICES.</strong></td>
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<td><strong>21. DURATION OF AGREEMENT</strong></td>
<td><strong>3 YEARS W.E.F FROM THE DATE OF PROVIDING THE VAN.</strong></td>
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<td><strong>22. OTHER CONDITIONS (ADDITIONAL)</strong></td>
<td><strong>• VEHICLE TO BE MODIFIED AS PER THE SECURITY SPECIFICATION STIPULATED BY THE BANK</strong>&lt;br&gt;<strong>• TOLL TAX TO BE BORNE BY BANK</strong>&lt;br&gt;<strong>• NO ENHANCEMENT WILL BE PERMITTED DURING THE PENDENCY OF THE CONTRACT.</strong></td>
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**DECLARATION**

1. All the information furnished by me/us here above is correct to the best of my knowledge and belief.

2. I/We have no objection if enquiries are made about the information provided in the application form/accompanying sheets/annexures.

3. The undersigned understands and agrees that any further relevant information may be requested and agrees to furnish any such information at the request of the Bank.

4. I/We agree that the decision of SBI in selection will be final and binding on me/us.

---

Place : SIGNATURE  
Date :  

NAME & DESIGNATION  
SEAL / STAMP OF OFFERER  

Contact Address :  

Contact Number :
TENDER FOR HIRING OF CASH VANS FOR SBI’s CURRENCY ADMINISTRATION CELL (CAC) AT GUNTUR - FINANCIAL BID (TO BE SUBMITTED IN SEPARATE COVER)

With reference to your advertisement in the local dailies, I/ We offer 8 No(s) of Cash Vans owned by us/ authorized to use by us for monthly rental on hiring basis to SBI on the following terms and conditions:-

FOR CERTAIN PERIOD VALID FOR 3 YEARS FROM THE DATE OF AGREEMENT

Monthly Rent

<table>
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<tr>
<th>Sl. No.</th>
<th>Particulars</th>
<th>No. of Cash Vans (A)</th>
<th>Rate/ Month/ per Vehicle Quoted in Rs. (B)</th>
<th>Amount (C=A x B)</th>
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<tr>
<td>1</td>
<td>Monthly Rent per Vehicle (For up to 2500 Kms distance), all inclusive except GST. (Excluding GST and including all other taxes, maintenance &amp; other charges and levies, cost of fuel, obtaining statutory approvals/ permit, driver &amp; labour etc complete)</td>
<td>8 Nos.</td>
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<td>Any additional information the bidder wish to furnish</td>
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The Bidder shall quote the rent excluding GST but including all other taxes and cess, Levies, License/ Permit Charges, Service Charges, Fuel charges, Driver & Labour charges, Maintenance Charges etc as applicable. GST (if applicable) will be borne by the Bank in addition to the rent quoted and nothing extra on any account shall be paid by the Bank.

Signature, Name & Address of the bidder (with Stamp)
Date:
PROFORMA OF AGREEMENT TO BE ENTERED WITH THE SUCCESSFUL OFFERER (INDICATIVE ONLY)

(As a token of acceptance please fill this agreement and attach it)

PROVISION OF CASH VAN SERVICES TO STATE BANK OF INDIA CURRENCY ADMINISTRATION CELL (CAC), GUNTUR

THIS AGREEMENT made on this ........day ..........2020, at Guntur between

………………………………………………………………. (Hereinafter referred to as the "Contractor" which expression shall include its successors and assignees)

AND

State Bank of India, a body corporate constituted under the State Bank of India Act 1955 and having its Local Head Office, Amaravati Circle at Hyderabad and Currency Administration Cell at Guntur represented by its Manager (Hereinafter called the "Bank" which expression shall include its successors and assigns).

WHEREAS the Bank is having its Currency Administration Cell (CAC) at Guntur and

1, The Bank proposes to carry out cash remittance among and between its various branches and its Currency Administration Cell, Guntur, "The Contractor agreed to provide eight LCV which is registered as goods carrier bearing registration numbers ........................................,
……………………………………………………………………………………………………………………&
……………………………… as a public conveyance and modified with security features as approved by the bank at the cost of the contractor.

NOW THE AGREEMENT WITNESSETH AND IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS UNDER:

1. That the agreement is being entered for a period of three years with effect from .................

2. The Bank hereby appoints the contractor in return for a fixed sum, at contractor's own cost, to provide a cash van as per requirement of the Bank, purely on contractual basis, remittance purposes, and other official purposes, from its various branches in Guntur and neighboring districts to its Currency Administration Cell, Guntur and vice versa.

3. The Bank shall pay the Hiring Charges for use of the aforesaid vehicle for cash remittance/ transportation of cash from their branches to Currency Administration Cell, the charges are more specifically given below.
<table>
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<tr>
<th>Sl No.</th>
<th>Vehicle No.</th>
<th>Total No of Vehicles</th>
<th>Pay rate/ month/ vehicle (upto 2500 KMs) including all the charges, levies, driver charges, maintenance charges, Taxes (except GST) etc complete. (A)</th>
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<th>TOTAL CHARGES FOR 8 VEHICLES/ MONTH</th>
<th>(8 x (A))</th>
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GST at prevalent rates will be paid as extra, in addition to the agreed/ quoted rates. On total billing, per month. In addition the bank shall pay Rs…….. (Rupees ............... only) per Km for the total km travelled during the month. No extra charges are payable towards any other items.

4. The monthly charges agreed above are valid up to 3 years. No extra charges on account of hike in fuel, oil, lubricants shall be paid by the bank during the agreement period.

5. THAT THE bank shall be entitled to terminate the agreement by giving two months’ notice in writing to the first party of its intention to terminate the agreement and this agreement shall stand terminated on the expiry of said notice period. And in such case of termination, compensation or damages will not be paid by the Bank. It is made clear that in such an event the security deposit will be forfeited.

6. THAT THE Contractor agrees to provide 8 vans and an additional stand by van bearing registration numbers .........................................................., ................................, .............., ......, and (an additional stand by van) bearing number .............. at his own cost, and maintain the necessary devices as per the direction of the bank, in conformity with RBI/Banks directions. It is agreed that the Cash Vans will be provided on or before ---------------- 2020. In case the contractor fails to provide the required number of vehicles at any time during the period of subsistence of this agreement, for any reason whatsoever, including, but not limited to break down/repairs, Bank may, at its discretion terminate the agreement, The right of the Bank to terminate the agreement is in addition to its right to claim losses and damages as stipulated in this agreement and the tender.

7. THAT THE Contractor shall not let or hire to anyone the said cash van during the period of this contract, not only during the office hours of the Bank but also after office hours.
8. THAT THE Contractor shall not use or allow his agents or representative to let the vehicle to be used for any purpose i.e. Other than cash remittance or any other official duty from the Branch or to Currency chest or as assigned by the Manager,

9. THAT THE Contractor shall modify the vehicle as per the requirement of the Bank and provide the vehicle with necessary grills, partition door, security alarm system with loud siren, and any other requirements/arrangements as per the stipulation of the Bank as well as Reserve Bank of India regulations applicable to cash vans. Sufficient fans shall also be provided for the benefit of staff members.

10. THAT THE Contractor shall provide at his own cost, two DCP/ABC powder type firefighting equipment along with the first aid box in the cash van, and maintain the same in good condition.

11. THAT THE Contractor shall maintain the vehicle in good running condition without giving any scope for complaint and observe regularity in attendance and co-operate with the Bank in smooth and efficient running of the arrangement. The tyres etc., provided with the van should always be in good condition.

12. THAT THE Contractor shall ensure that the driver, including replacement driver, engaged by them shall be persons of good character and a Police Screening/verification regarding the character and antecedents is got done, and a copy of the police verification report shall be submitted to the Bank. The driver shall have desirable driving efficiency, courtesy and good behavior. He shall possess a valid driving license issued by the Transport authorities and he shall be medically examined for his eyesight and other physical fitness on yearly basis. The contractor shall ensure that the driver shall not be under influence of liquor or any other intoxicants or narcotic or psychotropic drugs while on duty. Violations of any of the conditions above will enable the Bank to terminate the agreement with immediate effect.

13. THAT THE Contractor shall absolutely be responsible for the payment of the salary, insurance and all other statutory obligations for the driver employed, the cost of all repairs, maintenance, accessories, fuel & oil used in the running of the van, or any other expenses connected with the vehicle.

14. THAT THE Contractor shall alone be responsible for plying the van against all risks at his own cost and shall be regular in paying the required insurance premium, motor vehicle tax and other taxes, driver's license and in case of any alleged violation of any rules of Motor Vehicles Act or any other law relating to the subject, the owner shall be responsible for not only payment of fines, but also other payments and damages that may be levied or claimed against him on his behalf. The Bank shall reimburse toll charges paid by the Contractor on a monthly basis. The bank shall allow parking of cash van in the bank premises during and after the working hours.

15. THAT THE Contractor shall allow the Bank to have armed guards and other staff members as may be required to accompany the cash remittance on its trip to any branch or for any other official duty by Bank staff assigned by the Manager, limited to 5 persons inclusive of driver as per Road Taxation and Insurance Rules.
16. THAT THE Contractor shall provide the van with its fuel tanks topped up at the Branch/Collection Centre at the disposal of the bank for remittance of cash or any other bank duty in relation with remittance of cash to run anywhere as per Bank's requirement within the areas of Guntur and its neighboring districts, covering whole of Andhra Pradesh state for which purpose, necessary permit shall be obtained and the vehicle will be registered with Andhra Pradesh state transport authority at the cost of the contractor, Sufficient essential spares will also be carried when moving on outstation duty.

17. That the daily trip sheets/ running diary shall be prepared & maintained by the Contractor for the van and it shall be verified by the Manager of the Currency Administration Cell at the beginning of each day, counter signed at the end of the day. The trip sheet shall consist of the time the van reported at the Currency Administration Cell and the starting Kilometer reading, closing km and time shall also be recorded at the end of the day.

18. THAT THE Contractor shall agree that the persons employed/ engaged by the Contractor, i.e. driver or any other person is under the control and supervision of the Contractor and not the Bank. It is further agreed that the Contractor shall be absolutely responsible for the payment of salary all other statutory obligations for the driver etc, employed and arrears of salary, employment termination, compensation or other claims of whatever nature shall be at the risk of the Contractor, and Bank has no connection whatsoever relating to such matters and they are not treated as employees of the bank,

19. In case of cash van going off the road for any reason, alternate arrangements should be made by the contractor so that services to the branches are not affected.

20. In case the cash van is not made available for any reason during the month, the actual expenses incurred by the bank towards making alternate arrangement in this respect shall be borne by the contractor, which will be deducted from the corresponding monthly rental payable to the contractor including a fine of Rs.1000/- per day.

21. The rent/ hire money for the cash van shall be paid by the Bank to the Contractor after the last working day of every month, within one week time (after submission of bills and supporting documents).

Notwithstanding anything contained herein before the contractor hereby agrees that the Bank shall have the right to stipulate such other conditions as may deem or a rise or necessary in the circumstances either on its own or at the instance of Government or Reserve Bank of India or Indian Bank’s Association and if stipulated by the Bank at a later date, it is deemed to have stipulated now and the contractor further agrees to perform it without any demur.

Dated at Guntur on this …. day of …………… 2020.

First Party

Witness

Second Party