



**राजस्थान मरुधरा ग्रामीण बैंक**  
**Rajasthan Marudhara Gramin Bank**

प्रधान कार्यालय,  
जोधपुर  
Head Office,  
Jodhpur  
e-mail: [fac@rmgb.in](mailto:fac@rmgb.in)  
[www.rmgb.in](http://www.rmgb.in)

**TENDER DOCUMENT (RFP) FOR HIRING OF FABRICATED  
CASH VANS  
FOR BANK SERVICE AREA IN 15 DISTRICTS OF RAJASTHAN  
(BARMER, BIKANER, DAUSA, HANUMANGARH, JAISALMER,  
JALORE, JODHPUR, NAGOUR, PALI, PRATAPGARH,  
RAJSAMAND, SIROHI, SRIGANGANAGAR, UDAIPUR)**

Date of Issue of Tender: 13.11.2020

Last date of submission: 15.12.2020 on or before 11.00 AM

(Technical bid need to be submitted in hard copy as well as  
online; however, price bids to be submitted online only)

RFP No. RMGB /FAC/ 01 /2020-21  
Dated 13.11.2020

The General Manager  
Rajasthan Marudhara Gramin Bank  
Head Office,  
Tulsi Tower, 9<sup>th</sup> B Road,  
Sardarpura,  
Jodhpur-342003



## Notice Inviting Tender

RAJASTHAN MARUDHARA GRAMIN BANK (RMGB) invites online Tenders from eligible bidders for providing **of fabricated CASH VANS** for Bank service area in 15 districts of Rajasthan on Hiring basis as per the criteria specified in the tender document.

1.	Name of Work	:	For providing <b>of fabricated CASH VANS</b> for Bank service area in 15 districts of Rajasthan on Hiring basis. *Bank, tentatively requires 15 Cash vans but reserves to itself the right to increase or reduce the number of vehicles depending upon the requirement by the bank.
2.	Time allowed for completion	:	As specified in the subsequent pages in the tender document.
3.	Earnest Money Deposit	:	Rupees 5,00,000/- (Five Lacs) by crossed Bank Draft/ Banker's Cheque drawn in favor of Rajasthan Marudhara Gramin Bank payable at Jodhpur. <b>(To be enclosed in sealed envelope as a part of Technical Bid).</b>
4.	Security Deposit	:	<i>The Vendor has to submit 5% of the total contract value of three years for each site in the form of a STDR/FDR in joint A/c of Bank &amp; Contractor as security deposit for the total contract period until and unless the same comes to end by termination, expiry or as decided by RMGB, duly discharged in favor of the Bank or as performance Bank guarantee with the format and clauses as defined by RMGB. The security deposit will be refunded on expiry/termination of the contract as the case may be after adjusting the dues payable by the contractor to the Bank. Work Order will be issued only after receipt of the Security Deposit/Performance Bank Guarantee. In case Vendor fails to perform the contract, Bank shall invoke the Performance Bank Guarantee [PBG] to recover penalty/damages or any other amount due to the Bank /amount recoverable, the right to invoke the BG for any noncompliance of the terms and conditions.</i>



5.	Processing Fee of Tender	:	<b>A non-refundable amount of Rs 3,000/- (Rupees Three Thousand only), Demand Draft of the Tender Fee should be enclosed in the technical Bid. Fee to be deposited on or before - 15.12.2020 on or before 11.00 AM</b>
6.	Last date and time of receipt of Tenders (Technical Bid)	:	<b>15.12.2020 on or before 11.00 AM</b>
7.	Address at which the Tender (Technical Bid) is to be submitted	:	<b><u>Technical Bid</u>: - to be submitted online on website <a href="https://etender.sbi/">https://etender.sbi/</a> and in hard copy at RAJASTHAN MARUDHARA GRAMIN BANK, HEAD OFFICE, TULSI TOWER, 9<sup>th</sup> B ROAD, SARDARPURA, JODHPUR – 342003 Ph: 0291- 2593133/147 <u>Price Bid</u> :- Price Bid to be uploaded online only <u>Website</u>: <a href="https://etender.sbi/">https://etender.sbi/</a></b>
8.	Date and time of opening of Tender (Technical Bid)	:	<b><u>15.12.2020 at 01.00 PM</u></b>
9.	Online Price Bid Submission		<b><u>On a subsequent date which will be communicated to such bidders who qualify in the Technical Bid.</u></b>
10.	Place of opening Tenders	:	<b>RAJASTHAN MARUDHARA GRAMIN BANK, HEAD OFFICE, TULSI TOWER, 9<sup>th</sup> B ROAD, SARDARPURA, JODHPUR - 342003 Ph: 0291- 2593147. Contact person : Vimal Kumar Gupta:7073454537 (for Tender related enquiry)</b>
11.	Defects Liability Period	:	<b>NA</b>
12.	Validity of Offer	:	<b>90 days from the date of opening the Price Bid.</b>
13.	Liquidated Damages	:	<b>As specified in the subsequent pages in the tender document</b>
14.	Note		<i>The vendor has to obtain all necessary approvals/permissions, Liaisoning if any from the appropriate government authorities required for the completion of the above contract at the site mentioned in this tender. The vendor has to comply all the rules and regulations which are necessary for the execution of the contract and shall indemnify the RMGB from all legal and monetary liabilities arising due to the violation of the approvals/permissions, rules and regulations.</i>



15.	Availability of Tender Documents	Tender documents to be downloaded from the Bank's website as under- 1. <a href="http://www.rmgb.in">www.rmgb.in</a> 2. <a href="https://etender.sbi/">https://etender.sbi/</a> 3. <a href="http://www.eprocure.gov.in">www.eprocure.gov.in</a>
16.	For E-Tender related queries	Service provider: e-Procurement Technologies Ltd. Ahmedabad HelpDesk: Landline Numbers: 079 6813 6857/ 6848/ 6842/ 6820/ 6880/ 6837/ 6895 Primary Contact Numbers:- M:- 9081000427/ 09904406300 E-mail ID: <a href="mailto:nandan.v@eptl.in">nandan.v@eptl.in</a> , <a href="mailto:fahad@eptl.in">fahad@eptl.in</a> , <a href="mailto:devendra.r@eptl.in">devendra.r@eptl.in</a> , <a href="mailto:nikhil@eptl.in">nikhil@eptl.in</a>
17.	Last date for requesting clarification (optional)	Up to 12:30 PM on 17/11/2020 All communications regarding points / queries requiring clarifications shall be submitted through email only at email id "fac@rmgb.in"
18.	<b>Pre – bid Meeting at:</b> Accounts Dept., RMGB, Head Office, Tulsi Tower, Sardarpura, Jodhpur	From 3:00 PM to 4:00 PM on 19/11/2020

**Mode of Submission of Tender:** The tender shall be submitted in both physical and online in two cover system in accordance with the procedure detailed herein below. Specified documents shall be sealed in envelopes of appropriate size each of which shall be sealed and Specified documents should be uploaded on Website: <https://etender.sbi/>.

1. First Envelope marked **Cover 1** shall contain Earnest Money Deposit along with Covering Letter and Processing Fee of the Tender Document.
2. Envelope marked **Cover 2** shall be of adequate size and shall contain envelopes marked **Covers 1 & tender document** should be properly sealed & signed. This envelope shall be endorsed on the outside face as under:

**"Providing of fabricated mobile Cash Vans for Rajasthan Marudhara Gramin Bank service area in 15 Districts of Rajasthan on hiring basis"**

The envelope marked Cover 2 containing the tender documents as per instructions mentioned above shall be submitted in the **Head Office of RAJASTHAN MARUDHARA GRAMIN BANK, TULSI TOWER, 9<sup>th</sup> B ROAD, SARDARPURA, JODHPUR – 342003** ON OR BEFORE **15.12.2020 on or before 11.00 AM**

Envelope marked **Cover 1 & Cover 2** containing Earnest Money Deposit along with Covering Letter and Demand Draft of the Processing Fee of Tender Document, tender

Page 4 of 25



document will be opened if the Earnest Money Deposit, Processing Fee of Tender Document is in order, if the tender document is not found as prescribed, the Bid shall be rejected.

1. **CONDITIONAL TENDER OR INCOMPLETE TENDER SHALL BE SUMMARILY REJECTED.**
2. Corrigendum if any will be published on our website [www.rmgb.in](http://www.rmgb.in) and e-Procurement website.
3. **The vendor has to submit the self-attested stability certificate of the whole installation on thereof.**
4. In case of any dispute arising regarding the job contract including the interpretation or the scope or working thereof, the decision of **GENERAL MANAGER, Rajasthan Marudhara Gramin Bank, Jodhpur** shall be final and binding on the contractors.
5. 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. The Tenderer is requested to satisfy himself regarding the availability of water, power, transport and communication facilities, capacities that may be required, the quantity of the materials, 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.
6. The technical bids to hire cash vans will be accepted only, if the same is provided in hard copy at address as mentioned in point no 7 of preceding table & online on the e-Procurement portal i.e. <https://etender.sbi> of the Bank's authorized service provider M/s e-Procurement Technologies Ltd. The Bidder should be willing to participate in e-Procurement and have a valid Class-3 Digital Signature Certificate on the date of submission of Technical and Price Bids. Details of the Bank's authorized e-Procurement service provider are mentioned in point no 15 of preceding table. **Price bid will be accepted online only.**
7. Bids must be submitted online on the e-Procurement Portal of the Bank's authorized service provider (<https://etender.sbi>), not later than the date & time specified in this RFP/tender Document.



8. 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.

9. **EARNEST MONEY DEPOSIT**

- A sum of Rs.5.00 Lacs (Rupees Five Lac only) shall have to be deposited as Earnest Money Deposit (EMD) with the Bank with the offer. The said sum of Rs.5.00 lac shall carry no interest and shall be retained by the bank until finalization of the contract or until work order in favor of the successful bidder is issued.
- EMD in respect of the firms not found eligible technically, shall be returned within one month of opening of the tender. Account Details for Returning Back EMD amount should be provided in Annexure-ZZ.
- EMD of successful bidders shall be forfeited in respect of successful bidders in case of withdrawal from the tendering process.



**MINIMUM ELIGIBILITY CRITERIA FOR QUALIFYING IN TECHNICAL BID: -**

**A. Only those applicants who possess the following eligibility criteria should apply, along with documentary proof.**

1. The Bidder should have past experience in the line of activity i.e. in providing of cash Vans to any nationalized bank/ cooperative societies and must have presently catering their services to Nationalized Banks/Financial Institutions/other reputed institutions. The Bidders must have executed the orders of similar nature and magnitude.

The Certificate to this effect from the organization should be furnished along with the technical bid. Letter of satisfaction is to be provided from the organization where the bidder has provided their services.

2. The Applicant's average Annual Financial Turnover during last 3(three) years ending 31<sup>st</sup> March, 2020 should be at least INR 2 Crore in the same services.  
**A certificate duly authorized by CA should be submitted in this regard.**
3. Company/vendor's shall have service center to cover the RMGB offices/branches in 15 districts of Rajasthan for providing service in time. If the vendor doesn't have the service/ office center in any area, then an undertaking to establish the same within two months from the date of award of the contract is to be furnished by the Vendor.
4. The applicant should possess valid certificates / license necessary for the execution of the said contract from the appropriate State/Central Government authority.
5. The applicant must be in operation for at least three years The bidder should have positive net worth as on 31st March 2020 and should not be a defaulter/NPA at any point of time to any Bank/Financial Institution. (Certificate from CA/CS to be submitted.)
6. The applicant requires furnish their PAN No, GST Number, Registration details of firm with PIN No, TIN No etc. as applicable.
7. The applicant shall have sufficient qualified staff/Engineers/Technicians for maintenance of vehicle on scheduled days. Details shall be submitted.



- B. The vendors should possess the following supporting documents and must submit self-attested photocopies of the following supporting documents in the Technical Bid:**
- a) Tender document and its subsequent corrigendum's if any duly filled in and signed and stamped by the authorized representative in each and every page.
  - b) **EMD of Rupees 5.00 Lakh** in form of DD drawn in favor of RAJASTHAN MARUDHARA GRAMIN BANK payable at Jodhpur **(To be enclosed in sealed envelope as a part of Technical Bid)**. Bid will be rejected if EMD is not submitted or is submitted in any other form until and unless specified by RMGB).
  - c) **A non-refundable amount of Rs 3,000/- (Rupees Three Thousand only) towards tender processing fee to be deposited through Demand Draft in favor of "RAJASTHAN MARUDHARA GRAMIN BANK" payable at Jodhpur, and should be enclosed in the technical Bid.**
  - d) The applicant should submit valid certificates / license necessary for the execution of the said contract from the appropriate State/Central Government authority, if applicable.
  - e) PAN Card in the name of the proprietor/firm/company.
  - f) Goods & Service Tax (GST) registration.
  - g) Board resolution authorizing representative to sign Bid documents.
  - h) Letter for Authorized Signatory on Letter Head.
  - i) Documents evidence e.g., profit and loss statements/Balance sheet etc. representing the applicant's average Annual Financial Turnover during last 3(three) years ending 31<sup>st</sup> March, 2020 with at least INR 2 Crore. **A certificate duly authorized by CA should be submitted in this regard.**
  - j) Details of Staff/Engineer/Technicians engaged by the firm.
  - k) Details of service center/Undertaking to establish the service within two months from the date of the award of the contract to serve the sites under the control of Rajasthan Marudhara Gramin Bank Service Area.
  - l) Income Tax return for last 3(three) years ending 31<sup>st</sup> March 2020.
  - m) Work order & completion/satisfactory certificate from the clients (Proof for the minimum eligibility criteria Sr. No. A (a)
  - n) Document as proof of year of Establishment of the firm with not less than 3(three) years.





## **GENERAL RULES AND INSTRUCTIONS TO THE INTENDING APPLICANTS**

1. RAJASTHAN MARUDHARA GRAMIN BANK (RMGB) invite sealed tender for hiring of fabricated cash van with suitable modifications as detailed in this document, on hire basis for a period of **Three years** for cash remittances between their Branches/Currency Chests/ RBI locations for bank service area in 15 districts of Rajasthan and after three years could be renewed on yearly basis as per requirement of the Bank
2. Bank, tentatively requires 15 Cash vans but reserves to itself the right to increase or reduce the number of vehicles depending upon the requirement by the bank.
3. The hiring of the vehicle will be for a period of Three years' subject to review of the performance every six (6) months. Unsatisfactory performance would render the contract liable for termination.
4. **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 one driver, two arm guards preferably ex-servicemen, one custodian and one loader under various applicable labour laws, road taxes, and any other incidental charges that may arise while operating the vehicles for the bank's purpose.**
5. 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 Performa of the Indemnity bond is made available in this document as Annexure 2.
6. The details of the applicants and their experience shall be furnished in the prescribed "**Application format**" as per Annexure 3. 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.
7. Applications received after the due date and times are liable for rejections. RMGB Bank 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, Rajasthan 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:
2. Vehicle should not be more than 06 Month old at the time of hiring and not more than 05 years old at any point of time.
3. Ground Clearance – Not less than 190 mm.
4. Vehicle should accommodate minimum 1 + 4 passengers (factory built).
5. Vehicle should have four (04) doors for driver/ passengers and one separate door for cash cabin.
6. All doors to have independent locking system from inside and outside.
7. Should have tubeless tyres including Stephaney.
8. Complete tool kit containing jack and handle and tools to open wheels and minor repairs

### 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, Rajasthan State registration and Commercial Goods Carriage permits for commercial activity as required for the Bank.**
7. All the laws applicable to Rajasthan 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 Service provider should install mobile DVR (4-Channel) along with two IR cameras with 90 days recording capability in the vehicle. The Mobile DVR should have the following features: -
  - a) Mobile DVR with a rugged case, designed with advanced anti-shock, anti-vibration and data protection technologies.
  - b) IR Vandal Proof cameras are fitted in the vehicles to withstand attempted vandalism by miscreants
  - c) The MDVR should have GPS for location tracking - vehicle status & locations can be monitored.
  - d) The CCTV system should have the capability of being integrated to a central monitoring software solution over 4G to provide live view of the cameras inside the vehicles.
  - e) The CCTV system should be capable of being integrated with Google Maps to provide latest positions of the vehicle through GPS.
  - f) The CCTV system should be capable of Bi-way communication with drivers and passengers in case of any emergency.
  - g) The monitoring has to be secured and protected through login ID/ Password. Cameras should be positioned to cover the following activities:
    - i. Face of each and every person entering and exiting the Van.
    - ii. The entire view of the inside of van.
    - iii. The driver's cabin covering all activities by driver and other elements.
    - iv. All activities inside the van.

GPRS (Global Positioning Radio System) will be installed in the hired cash van by the vendor at his expense to track the movement of vehicle. The Tracking and follow up action on the movement of cash van will be done by Manager-in-charge. The vendor will provide all assistance to the Branch Manager, Officer-in-charge Currency Chest and Manager-in-charge to remedy shortcomings/deviations observed in the movement of the cash van.

11. The entrance of the cage should be from the rear door where a seat should be provided for the Armed Guard also. A collapsible grill gate should be fixed for locking the boxes inside.
12. Engine immobilizing switches should be provided near the driver and the Armed Guard in the rear.



13. Arrangement for mobile charging.
14. 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.
15. 2 Kg CO<sub>2</sub> type fire extinguisher & other fire safety equipments to be provided opposite to the seat of the Armed Guard in the rear or as per instruction of the Bank.
16. All doors to have glass window pane with regulator.
17. 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.
18. All doors to have strong inter locking facility.
19. Rear door to have strong steps to board the boxes into the cash van.
20. The van shall be equipped with a First Aid kit box having sufficient amount of cotton and Bandages with necessary medicines.
21. All seats shall have a minimum of 6" seat cushion.
22. 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.
23. The drawings showing above requirements to be enclosed for reference along with technical bid by the bidder.
24. The vehicle should be GPS enabled at every point of time and equipped with CCTV.
25. 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.
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 Chest.
7. Driver must wear uniform and ID Card.

**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.

\*\* Besides above, all guidelines issued by Govt. of India and RBI must be adhered to.

**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 Officer (Security), Rajasthan Marudhara Gramin Bank, posted at HO/ 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. Driver, Custodian and Armed guards should be medically fit and not older than 55 Years of age as on last date for submission of filled in tender.
8. All the staff / crew deployed on the cash vans while on duty, should always wear uniform and Identity Cards duly authenticated by the Executive / Officer of the company of the service provider. The staff/crew identified for Bank's purpose should not be changed without prior permission of the Bank. On failure of wearing uniform/Identity Card, a penalty of 1% of the monthly rate per day per head will be imposed for such period of default.
9. 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.
10. 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.
11. Service provider shall not sublet any part of the awarded work to any other person or agency. Service provider will not outsource any of the activities of the tender. All vehicles shall be fully owned and shall stand in the name of service provider and R C Book shall contain an entry certifying the service provider is owner of the van or vehicles. All the Drivers proposed to be deployed shall necessarily be on the payrolls of the service provider. Armed guards shall also be preferably on the payrolls of the service provider. In case the service provider intends to hire the services of Armed guards from a recognized Security Agency, it may do so, after submission of necessary details in this regard and with the prior permission of the Bank. Bank shall give its permission only if the Security Agency from which the guards are proposed to be hired possess or hold valid license and Registration certificate from the Government of Rajasthan.
12. Service provider has to enter into an agreement on requisite stamp paper as per Bank's format, detailing all the contractual terms.
13. On acceptance of the application of the successful bidder the above terms & condition & other, if any, would be entered upon through an agreement.
14. In the event of non-compliance 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.



15. 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.
16. The service provider shall indemnify the bank against all liabilities, claims, costs, expenses, taxes and assessments including penalties, punitive damages, attorney's fees and court costs arising out of the breach of the service provider's obligations under the contract or arising on account of violations of statutory provisions.
17. The hiring shall be based on the following model:
  - i. Charges per month for one Cash Van with displacement equivalent to 2200 cc or more with a driver, two armed guards preferably ex- servicemen, one Loader and one custodian who shall perform a duty for 8 hrs. daily on all working days for 2500 kms.
  - ii. Charges on specific requirement and need for providing a Cash Van for 8 hours per Sunday or any other holiday – Fixed to be Rs 600/- per day
  - iii. Charges on specific requirement and need for outstation Night Halt with crew per night – Fixed to be Rs 750/- per night.
  - iv. Charges per additional km of running Cash Van --Fixed to be Rs 10/- per KM.
  - v. Charges per hour of running Cash Van beyond 8 hrs. -- Fixed to be Rs 400/- Per hour.

Note: The GST should not be included in the costs as this would be paid in addition at prevailing rates on submission of monthly bills.

In case the vehicle is not provided by the service provider for any period during the month, proportionate amount will be deducted from the monthly hire charges. However, one day will be provided for overhauling / servicing of the vehicle every month (preferably to be done on holiday).

18. The kilometers utilized below two thousand for any Cash Van shall be adjusted centrally by Bank. Service provider will be paid for minimum 2500 kilometers per vehicle for full calendar month or proportionate for part thereof. However, Payment for additional kilometers beyond 2500 kms will be calculated on a monthly basis cumulatively for all cash vans operating in the Bank and stated in the consolidated monthly bill.
19. The payment of hire charges shall be after submission of the bills duly verification of the officer in charge of respective Regional Business Office (RBO) of the succeeding month. No advance for hiring shall be paid.
20. Liquidated Damages: The vans or vehicles shall be put in to services mentioned above within a period of 15 days from the date of issue of the work order by the Bank. Any delay in this regard will attract a penalty of 2.5% of the contract value per week subject to maximum of 10% of the contract value. **All new orders will also be complied with, within 30 days after the date of placement of order.** Additional amount as security deposit (over and above normal security deposit) is required to be deposited with the Bank for additional work orders, if any, are issued for the deployment of vans or vehicles in addition to the regular deployment of vans or vehicles.



21. Bank reserves its right to recover penalty by adjusting from Security Deposit or any payments to be made by the Bank to the service provider or any other mode which in the opinion of the bank deems appropriate. Part of the week, for the purpose of this clause shall be treated as the whole week. Bank however, at its discretion but on the request of the service provider may condone the liquidated damages for the delay of less than a week. The decision to further continue/ discontinue the contract with the service provider lies fully with the Bank at its sole discretion.
22. The service provider on receiving a complaint or communication about the failure of any of the vans deployed on duty or any deficiency (CCTV, GPS etc.) in deployed vans for the above service shall take all the necessary measures to make it functional within 12 hrs. of receiving the complaint. On failure of resolving the complaint within 12 hrs, a penalty of 5% of the monthly rate per day will be imposed for such period of default. They may provide suitable alternative vehicle; alternative vehicle will be accepted only up to three days.
23. Deployment of vans or vehicles without accompanying two armed guards will not be accepted on duty. If a van or vehicle on any working day for any reason is put in to service without armed guards provided by the service provider, the service provider or the vendor shall be liable to a penalty of 5% of the monthly rate per day for such period of default.
24. 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.
25. 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.
26. The Price Bid shall be on a fixed rate basis. No upward revision in the rates would be considered on account of subsequent increase in Government Taxes, Customs Duty, Excise Tax, Sales tax, Toll Tax, minimum wages etc. whereas, keeping in view the huge variation in diesel prices the present rate quoted will be deemed to be inclusive of price of diesel as on date of quote. In case there is substantial variation in diesel prices, the same will be reviewed every year and appropriate increase/decrease will be effected at the discretion of Bank to the extent of % age of increase/decrease in diesel price.
27. Control Certificate: To be obtained by the Service Provider within due date as per norms.
28. Fitness Certificate from RTO: To be submitted once in a year.
29. 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.
30. All papers relating to Vehicle/Driver must be up to date.





31. Goods Carriage Certificate: To be obtained by the service provider.
32. Security of Vehicle & Driver: At the risk of Service Provider.
33. Insurance: Insurance will be covered for the vehicle with minimum 1+4 passengers.
34. 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 deducted from the monthly payment.
35. Rent/Rate quoted shall include all types of Charges / Entry Fee / Toll Charge / Repair / Cost of Insurance etc.
36. 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.
37. Applicable TDS shall be deducted from the rent and paid to the Tax authorities. GST as applicable shall be paid to the Tax authorities by cash van owner only as per the bills duly quoting the GST Number.
38. The Bank reserves for itself the right of splitting the scope of work between two service providers. If the exigency warrants bank may at its discretion split the work or service normally in the ratio of 50:50 between L1 and L2 subject to the consent of the L2 to supply vans matching with the price rates quoted by L1. Splitting of work or service are the rights exclusive to the Bank and any decision as to split of the work or service as the Bank may fix is final and conclusive. The Intending service providers in any manner have no right to question the split and fixation of ratio.
39. In case of the successful vendor/ bidder, being a partnership firm with a sole proprietor, the agreement between the Bank and the vendor shall terminate with immediate effect upon the death of its proprietor.  
In case of the vendor being a partnership firm with many partners, if any dispute arises within the firm or its partners, the Bank shall terminate the contract with such firm/ company if such dispute is not resolved within 30 days to the satisfaction of the Bank and **in no case whatsoever, the Bank shall entertain any communication regarding allotment of work/ payment etc. to the disputed partners.** If due to any dispute between the partners, the Bank is made a party to any suit then the vendor/ bidder shall indemnify the Bank and make good for the expenses incurred by the Bank in contesting such suit. The Bank also reserve its right to deduct such expenses from any amount payable by it to the vendor/ bidder etc.
40. **FORCE MAJEURE:** If at any time during the currency of the contract, if either of the parties is unable to perform its part of the obligation by reason war, hostilities, act of god, Public enemy, civil commotion, sabotage, fire, floods, explosions, epidemics etc. then, except a notice of happening of the any such events is given by either party to the



other within 15 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against the other in respect of such non-performance or delay in performance. The whole or any part of the Party's obligations under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist. If force majeure event continues beyond the period of three (3) months, the parties shall hold consultation to resolve the problem satisfactorily.

41. The service provider selected through tender process, based on the information and details contained and submitted in the tender document shall be required to enter into an agreement with bank within 07 days from the date of work order issued by Bank
42. Bank shall be at liberty, in case the service provider becomes/ is declared bankrupt or insolvent or a receiver is appointed for the business or assets of the service provider or compounded with his creditors, or in case an order of winding up is passed for the purpose of amalgamation or reconstruction, or carry on its business under a receiver for the benefit of its creditors, to terminate the contract forthwith upon coming to know of the happening of any or more of the above events by notice in writing to be service provider or to the receiver or liquidator or to any person as the case may be the option of carrying out the contract subject to his providing guarantee for the amount to be specified by the bank.
43. **ARBITRATION:** All disputes or differences between the parties shall be resolved by amicable settlement through negotiations without resorting to legal recourse. In case the parties are unable to settle the disputes or differences amicably, either of the parties may refer the dispute to a sole arbitrator appointed with mutual consent of the parties. The seat of arbitration at Jodhpur and proceedings of arbitration shall be conducted in English. The Award passed by the Arbitrator shall be binding on the parties.
44. **Termination:** the contract shall stand terminate by serving a 30 days' prior notice by the Bank stating its willingness to terminate the contract without assigning any reason thereof.
45. **Tender may be cancelled at the discretion of the Bank without assigning any reason whatsoever.**
46. I/We agree with the above terms and conditions and signed in all pages of this document to this effect.

Place:

Signature of the Bidder

Date:

Name of the Bidder

Address of Bidder with contact Address & mobile numbers:



**CONTRACT AGREEMENT FORMAT**

This agreement made on this \_\_\_\_\_ day of the month of \_\_\_\_ in the year two thousand twenty (2020) BETWEEN, **Rajasthan Marudhara Gramin Bank(RMGB)**, a banking company carrying on its Banking business under the Banking Regulation Act, 1949 and incorporated under the Companies Act, 1956 having its Branches in 15 Districts of Rajasthan with Head office at 9<sup>th</sup> B Road, Sardarpura, Jodhpur-342003, Rajasthan, and carrying on Banking business among other places at, represented by its Senior Manager/Manager Shri \_\_\_\_\_(Hereinafter referred to as **Bank**); of the ONE PART

AND

M/s. \_\_\_\_\_ duly represented by one of its Proprietor/Partner \_\_\_\_\_, aged \_\_\_\_\_ years, S/o Shri \_\_\_\_\_ residing at \_\_\_\_\_ and having their office at ( hereinafter called the **Contractor**) of the OTHER PART.

WHEREAS **the Bank** is desirous of undertaking the ..... and has accepted the tender opened on \_\_\_\_\_ 2020 submitted by **the contractor** & the contractor has agreed to perform as set out and subject to the terms & conditions set forth in the said documents mentioned herein under.

NOW THIS AGREEMENT WITNESSETH as follows:

1. In this agreement words and expression shall have the same meanings as are respectively assigned to them in the conditions of contract hereinafter referred to.
  - a) The following documents not inconsistent with these presents shall be deemed to form and be read and construed as part of this agreement viz.,
  - b) The Tender Document Comprising Notice inviting the tender, general rules & Instruction to tenderers, General Conditions of the Contract, Special conditions, Annexures, Priced schedule of quantities, Tender Drawings.
  - c) Corrigendum to tender document if any.
  - d) Letter from contractor dated ..... in response to the negotiation meeting discussions held on \_\_\_\_\_
  - e) Letter of Acceptance issued to contractor by Bank – letter no. \_\_\_\_ dt. \_\_\_\_\_
  - f) Letters from and to the Contractor, if any, leading to and prior to acceptance letter.
2. In consideration of the payments to be made by the Bank to the Contractor, the Contractor hereby covenants and agrees with the Bank to execute, complete and perform the works in conformity in all respects with the Tender document as mentioned in the aforesaid documents which shall form part of this agreement.

In witness where of, the parties hereinto have set their respective hands and seals the day and year first above written.

For & on behalf of the  
Contractor with seal

for and on behalf of the  
Rajasthan Marudhara Gramin Bank  
with seal



**INDEMNITY BOND FORMAT**

THIS DEED OF INDEMNITY BOND executed at **JODHPUR** on this \_\_ day of \_\_\_\_\_ month of year two thousand and Twenty (**2020**) By M/s \_\_\_\_\_ duly represented by proprietor / one of its partners Sri \_\_\_\_\_, aged \_\_\_\_\_ years, son of Sri \_\_\_\_\_, residing at \_\_\_\_\_

In favor of **Rajasthan Marudhara Gramin Bank (RMGB)**, a banking company carrying on its Banking business under the Banking Regulation Act, 1949 and incorporated under the Companies Act, 1956 having its Head Office at Jodhpur, Rajasthan Whereas I am the authorized partner of M/s \_\_\_\_\_, and had applied for \_\_\_\_\_.

Whereas as my company has become successful in securing the subject contract through competitive tendering and the work of.....has been awarded in our favor by RMGB videtheir letter \_\_\_\_\_.

And whereas for undertaking the \_\_\_\_\_ work, my company has entered into contract agreement with RMGB, Head Office(Jodhpur) on \_\_\_\_\_.

Now this Deed Witnessed that in pursuance of the aforesaid contract agreement dt. \_\_\_\_\_ Me/my company based on the works completed by me/my company in respect of \_\_\_\_\_ And referred to above,

I hereby undertake to indemnify and keep harmless the RMGB & its officials/ staff from any damages, prosecution, other legal suits and claims arising out of any mishaps occurring at any location when my hired vehicle is at service to RMGB Bank, due to faulty performance, faulty maintenance and for violating rules and regulations, any possible damage to any third party and members of public in course of rendering the vehicle hire services work **for which I shall be solely responsible.**

Signature of Contractor with seal



**APPLICATION FORM- HIRING OF CASH VANS****NAME OF THE VEHICLE OFFERED:**Indicate whether it is **FORCE / MAHINDRA/ TATA / OTHER etc.)**

1. Name of the Applicant :  
Address (proof to be given) :  
Telephone No. Office :  
Residence :  
Mobile :  
Fax :  
E-Mail :
2.
  - a) Status of the Firm (Whether company/ Partnership / proprietary):
  - b) Name of the Proprietor/ Partners/Directors (with professional qualifications, if any):
    - I.
    - II.
    - III.
  - c) Year of establishment :
3. Whether registered with Registrar of Companies/ firm. If so, No. & Date:
4. **Registration with Tax Authorities** :
  - a) PAN/GIR NO:
  - b) GST No:  
(Furnish copies)



c) Details of the vehicle offered

1. Name of the Vehicle and features:  
(Type, Make, Year of MFG)
2. Vehicle Registration Number (with Date):
3. Annual Road Tax payment month:
4. Annual Insurance payment month:

5. Turnover of the Company/firm (Please attach copy of audited balance sheet and profit and loss account for three years). If already existing FIRM, otherwise mention NA in all columns

Sl. No.	Year	Turnover
1	2019-20	
2	2018-19	
3	2017-18	
Average		

6. Registration with Government / Public Sector / Banks (PLEASE FURNISH COPIES OF CURRENTLY VALID WORK ORDERS)

NAME OF THE ORGANISATION	NATURE OF WORKS	VALUE OF WORKS	DATE OF REGISTRATION

7. Details of the Drivers who will drive cash van:

SN	Name	Educational Qualification	Age	DL NO & validity	Past History of the Driver	Any other

Copy of the Driving License of drivers to be enclosed.



8. Furnish the names of three responsible clients/ persons to whom the satisfactory services are rendered by the applicant with address and telephone number who will be in a position to certify about the quality as well as past performance of your organization.

NAME OF THE OFFICIAL	ORGANISATION & ADDRESS	CONTACT NUMBERS

9. Number of years of experience.

**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 work listed by me/us in the accompanying sheets/Annexure.
3. I/We agree that the decision of RMGB BANK in selection of hirer will be final and binding to me/us.
4. I/We have read the instructions appended to the Performa and I/we understand that if any false information is detected at a later date the contract can be cancelled at the discretion of the bank.

Place:

Date:

SIGNATURE OF THE APPLICANT

NAME & DESIGNATION

SEAL OF ORGANISATION

**Checklist** (To be filled by Applicants)

- |  |        |
|--|--------|
| 1. Have you signed in all sheets?  | Yes/No |
| 2. Whether Copy of PAN/VAT/Service Tax Registration copy is enclosed?  | Yes/No |
| 3. Whether requisite application fee is paid?  | Yes/No |
| 4. Whether enclosed proof for year of establishment?   | Yes/No |
| 5. Whether proof for average annual financial turnover enclosed?   | Yes/No |
| 6. Whether documentary proof for having rendered satisfactory services is enclosed? If yes, Number of Certificates enclosed. | Yes/No |
| 7. Whether EMD amount paid by DD?  | Yes/No |



# Rajasthan Marudhara Gramin Bank

## TENDER FOR HIRING OF CASH VANS

### FINANCIAL BID

SL NO.	DESCRIPTION	RATE PER CASH VAN PER MONTH in Rupees (Amount in figures)	Rate in Words (In Rupees)
1	Monthly fixed hire charges for providing Cash van with skilled driver, two Armed Guards and one Custodian and one loader as per the terms & conditions and specifications fully described in this document for running 2500 Kms minimum in a calendar month.		
<b>Following Charges are fixed</b>			
1	Charges for running one additional KM for Cash Van over 2500/- Kms		Rs 10 Per KM fixed
2	Charges for running one Cash Van beyond 8 hours for an additional one hour.		Rs 400/- Per Hour
3	Charges for providing one Cash Van for 8 hrs for one Sunday/Holiday.		Rs. 600/- Per Day
4	Charges for outstation Night Halt of cash van with crew		Rs 750/- Per Night

\* Rates quoted shall be exclusive of GST and inclusive of all other taxes, duties, costs incurred.

- Rates are inclusive of all Taxes, levies, Toll charges and duties except Service Tax/GST. Service Tax/GST shall be paid as per actual.
- Vehicles provided to the Bank shall have a valid permit in Rajasthan.
- The Bank reserves the right to review the case of any tenderer whose services are found to be unsatisfactory and even cancel his contract.
- In case of any discrepancy, unit prices quoted in words will be considered.

SIGNATURE OF THE APPLICANT WITH SEAL





**Bank Account Details**

Beneficiary Name	
Account No.	
Bank Name	
Branch Code & Name	
IFSC Code	

Bank is requested to return the EMD amount in above mentioned Bank Account.

**Authorised Signatory**

(Name & Designation, seal of the service provider)

Date: -

Place: -

