

TENDER ID	AMR201903009
DATE	06.03.2019



SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD., (SBIIMS),
 (WHOLLY OWNED SUBSIDIARY OF SBI)
 AMARAVATI CIRCLE OFFICE
 INVITES e-TENDERS ON BEHALF OF SBI

THROUGH E-TENDERING PROCESS

FOR

**COURIER SERVICE FOR SBI-AMARAVATI CIRCLE
 BRANCHES/OFFICES IN ANDHRAPRADESH/TELANGANA
 STATES AND UNION TERRITORY OF YANAM**

TWO BID TENDER SYSTEM THROUGH E-TENDERING PROCESS

Note: Bidder should possess valid digital signature for this e-tender

PART-A - TECHNICAL BID FOR QUALIFICATION

PART-B - FINANCIAL/PRICE BID (only those agencies will be opened who qualify in the Technical Bid)

Last date for submission of e-Tender (Both Technical & Price) : 3.00 P.M. (IST) on 19.03.2019

Opening of Technical Bid : 4.00 P.M. (IST) on 19.03.2019

Opening of Price Bid: Will be informed to the qualified bidders through email

**The Vice president,
 SBI Infra Management Solutions Pvt. Ltd.
 Amaravati Circle Office
 2nd Floor, SBI Amaravati LHO Building,
 Gunfoundry, Abids
 Hyderabad – 500 001
 Ph: 040-23387364, 365**

Signature of contractor

PRESS ADVERTISEMENT



**SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD., (SBIIMS),
(WHOLLY OWNED SUBSIDIARY OF SBI)
Amaravati Circle Office
2nd Floor, SBI Amaravati LHO Building, Gunfoundry, Abids,
Hyderabad – 500 001 Ph: 040-23387364, 365**

Notice No.: AMR201903009, Dated: 06.03.2019

COURIER SERVICE FOR SBI-AMARAVATI CIRCLE BRANCHES/OFFICES IN ANDHRAPRADESH /TELANGANA STATES AND UNION TERRITORY OF YANAM

SBIIMS invites e-tenders on behalf of SBI under two bid system from reputed and experienced agencies for providing courier service for SBI-Amaravati Circle Branches/Offices in Andhrapradesh / Telangana states and Union Territory of Yanam

For details please visit website **www.sbi.co.in** under procurement news. Last date of submission of tender is 19.03.2019 by 03.00 P.M. Corrigendum/Amendment, if any would be posted on the website only. Hence, prospective applicants are advised to visit website regularly for above purpose.

The Vice President

NOTICE INVITING TENDER (NIT)

NAME OF WORK: e-TENDER Notice for COURIER SERVICE FOR AMARAVATI CIRCLE BRANCHES/OFFICES IN ANDHRAPRADESH/TELANGANA STATES AND UNION TERRITORY OF YANAM. Online e tenders are invited for the above mentioned work from reputed and experienced agencies

1	Name of the work	E-Tender Notice for PROVIDING COURIER SERVICE FOR AMARAVATI CIRCLE BRANCHES/OFFICES IN ANDHRAPRADESH, TELANGANA STATES AND UNION TERRITORY OF YANAM
2	Cost of Tender Documents	Rs.1500/- to be paid through State Bank Collect ONLY as detailed under; 1) login https://www.onlinesbi.com 2) Select SB Collect from Top Menu, click the check box and "Proceed" 3) Select "All India" in "State of Corporate/Institution" & Select "Commercial Services" in "Type of Corporate/Institution" then "Go" 4) Select " SBI Infra Management Solutions pvt. Ltd" in Commercial Services Name and "Submit" 5) Select "Tender Application Fee" in "Payment Category" and enter the "Tender ID" exactly as given in first page top of this tender(characters in uppercase only). 6) Fill up all fields such as email, GST No., Mobile No, Vendor/Firm Name etc and make payment. 7) Enclose payment receipt having unique reference No. along with EMD.
3	Date & Place where tender forms are available	FROM 06.03.2019 to 19.03.2019 at https://etender.sbi/
4	Time and last date of submission of online eTender	Up to 3.00PM on 19.03.2019
5	Place, Time & Address for submission of e tender/contact person /telephone no/email address.	Up to 3.00 p.m. on 19.03.2019 A) Tender documents at https://etender.sbi/ B) EMD at the Address: SBI Infra Management Solutions Pvt. Ltd. Amaravati Circle Office 2 nd Floor, SBI Amaravati LHO Building, Gunfoundry, Abids, Hyderabad – 500 001 Ph: 040-23387364, 365 e- mail id : headand.sbiims@sbi.co.in (Technical bid hard copies also to be submitted)
6	Date, Time and Place of opening of eTenders(Technical Bid)	On 19.03.2019 at 4:00PM SBI Infra Management Solutions Pvt. Ltd. Amaravati Circle Office 2 nd Floor, SBI Amaravati LHO Building, Gunfoundry, Abids, Hyderabad – 500 001 Ph: 040-23387364, 365 email id : headand.sbiims@sbi.co.in
7	Quantum of Earnest Money Deposit (EMD)	Rs.14000/- (DD-Drawn in favour of Asst. General Manager, BPMM Department, SBI payable at Hyderabad)
8	Quantum of Security Deposit	5% of Annual Contract value by way of DD or by Bank Performance Guarantee including EMD

9	Terms of payment of Bills, if any (specify the minimum value of work for payment of running account bills)	Monthly bills
10	(Penalty clause) Liquidated Damages	Refer terms
11	Validity period of the tender.	90 days from last date for receipt of tender
12	Eligible Taxes	<p>A) Income Tax will be deducted at source as per Govt. Guidelines.</p> <p>B) Reimbursement of GST will be made only on submission of proper GST invoice as per applicable GST provisions/Rules. The contractor should comply with the following;</p> <ul style="list-style-type: none"> • Contractor should have GST Registration Number. • Invoice should specifically/separately disclose the amount of GST levied at applicable rate as per GST provisions/Rules. • 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. • The GST Number of State Bank Of India are For Andhra Pradesh state-37AAACS8577K1ZO For Telangana State -36AAACS8577K1ZQ For Puducherry U.T - 34AAACS8577K1ZU
13	Electronic Payment	Electronic payment shall be preferred. All the contractor must furnish details such as 1) Name of the their bank 2) Name of their branch 3) Account number 4) Name of the account holder as in the bank account 5) IFSC No of the branch 6) PAN number.
14	Agency for arranging e-tender/online bidding	<p>e-procurement technologies Limited, Ahmedabad contact:</p> <p>1.Sujith Nair- 079-68136857- sujith@eptl.in,</p> <p>2. Jaymeet Rathod-079-68136829- jaymeet.rathod@eptl.in,</p> <p>3. Vinayak Khambe – 079-68136835- Vinayak.k@eptl.in</p> <p>4. Pratik Parekh – 079-68136863- pratik.parekh@eptl.in,</p> <p>5.Anshul Juneja- 079-68136840- anshul.juneja@eptl.in</p> <p>6. Mehnaz Bano-079-68136831-mehnaz@eptl.in</p> <p>7.Devang Patel -079-68136859-devang@eptl.in</p> <p>Primary Contact No:- 9081000427</p> <p>Alternate Contact No.:- Mr. Yashrajsinh Rathod:- 079/68136815, yashrajsinh@auctiontiger.net</p> <p>You are requested to contract the agency for further guidance on e tendering.</p>
15	For further clarifications, if any	All technical matters contact Shri.G.J.Moses, Chief Manager Ph: 9985592943

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 on or before the opening date/time.

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

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

The Vice president

NOTICE TO TENDERERS

Subject: Tender for Courier Service

Dear Sir,

SBI Infra Management Solutions P Ltd(SBIIMS), Amaravati Circle Office, Hyderabad invites e-tenders under two-bid system from reputed and experienced agencies for providing Courier Service for SBI Amaravati Circle Branches/Offices In Andhrapradesh/Telangana States And Union Territory Of Yanam.

The tender document containing eligibility criterion, scope of work, terms & conditions and draft agreement can be downloaded from <https://etender.sbi/> or <https://www.sbi.co.in> under procurement news.(Refer NIT For Further Details)

The Competent Authority reserves the rights to cancel any or all the tenders without assigning any reason thereof.

Any further clarification and/or corrigendum (s), if any, shall be communicated through website <https://www.sbi.co.in> under procurement news

Vice President

PART-A - TECHNICAL BID FOR QUALIFICATION

**SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD., (SBIIMS),
(Wholly Owned Subsidiary Of Sbi)
Amaravati Circle Office**

**2nd Floor, SBI Amaravati LHO Building, Gunfoundry, Abids,
Hyderabad – 500 001 Ph: 040-23387364, 365**

**TENDER DOCUMENT FOR COURIER SERVICE FOR SBI-AMARAVATI CIRCLE
BRANCHES/OFFICES IN ANDHRAPRADESH /TELANGANA STATES AND UNION TERRIT-
ORY OF YANAM**

A. Information relating to submission of Bids.

1. Tenders are invited for providing Courier Service as mentioned from the agencies that fulfill the criteria given below.
2. The period of contract under the scope of work shall be for 12 months, which can be further extended by mutual agreement on yearly basis up to 24 months depending on performance of the Bidder and at discretion of SBI.
3. The tender document containing eligibility criterion, scope of work, terms & conditions and draft agreement can be downloaded from <https://etender.sbi/> or <https://www.sbi.co.in> under procurement news.(Refer NIT For Further Details).
4. The interested agencies are required to submit the technical and financial bid electronically before last date and time mentioned in NIT. The technical bids shall be opened on the date and time mentioned in NIT in presence of the bidders or their authorized representatives who choose to remain present.
5. The owner of the firm or this Authorized Signatory should sign all the pages of the tender (Technical bid) scanned and to be uploaded in <https://etender.sbi/>. Hard copies of the Technical bids are to be submitted in the address mentioned in the NIT. In case the Authorized signatory signs the tenders, a copy of the power of attorney/authorization may be enclosed along with tender.
6. A copy of the terms and conditions shall be signed on each page as token of acceptance of terms and conditions.
7. The bidder shall pay Bid Security (EMD) as mentioned in NIT and should be submitted at the office of SBI Infra Management Solutions Pvt. Ltd., Amaravati Circle Office, 2nd Floor, SBI Amaravati LHO Building, Gunfoundry, Abids, Hyderabad – 500 001 on or before the last date. Bids received without Earnest Money deposit (EMD) and document fees (non-refundable) shall stand rejected and thus shall not be considered for evaluation at any stage.
8. The bid security (EMD) shall be returned to the unsuccessful bidders after finalization of contract without any interest.

9. As a guarantee towards due performance and compliance of the contract work, the successful bidder will deposit an amount equal to **5%** of Annual Contract value towards Security Deposit by way of demand draft in favour of **Asst. General Manager, BPMM Department, SBI payable at Hyderabad** drawn on any Nationalized Bank/ Scheduled Bank **or** by Bank Guarantee.

10. The EMD deposited by successful Bidder will be adjusted towards Security deposit as mentioned above. The EMD amount shall be forfeited, if the successful bidder.

a) Fails to furnish the difference amount between Security Deposit and EMD within 15 days after the issue of letter of award of work.

b) Does not comply with other requirements for start of the contract.

11. The bid shall be valid and open for acceptance of the Competent Authority of SBI/SBIIMS for a period of 90 days from the date of opening of the tenders and no request for any variation in quoted rates and/ withdrawal of tender on any ground by successful bidder shall be entertained.

12. To assist in the analysis, evaluation and computation of the bids, the SBIIMS may ask bidders individually for clarification of their bids but no change in the price or substance of the bid offered shall be permitted.

13. In case two or more agencies are found to have quoted the same rates, the SBIIMS shall decide about the Bidder to which the offer shall be granted based on the report on the past performance of the firm, and length of experience etc. The decision of the SBIIMS shall be final.

14. The rate quoted should be exclusive of GST. GST will be paid extra on submission of GST Invoice(refer NIT). There should not be any upward revision of rate other than the statutory tax during the period of contract for which bidder shall produce documentary evidence.

15. SBIIMS reserves the right to accept or reject any or all bids without assigning any reasons. SBIIMS also reserves the right to reject any bid which in its opinion is non responsive or violating any of the conditions/specifications without any liability to any loss whatsoever it may cause to the bidder in the process. The bids received after due date will be rejected.

16. Financial bids of only those agencies will be opened who qualify in the Technical bids.

17. The tender document is not transferable under any circumstances.

18. Any changes wrt this tender will be notified through website <https://www.sbi.co.in> under procurement news

19. All cost incurred in connection with submission of bids like preparation, submissions, any personal visits for seeing the location, submitting the bids personally, subsequent processing etc shall be borne by the bidder. SBIIMS will not be responsible/ liable for the same regardless of the outcome of the tendering process.

B. Eligibility Criteria for Tendering.

1. The Bidder shall have experience of providing **Courier Service** for last 07 years and above ending Feb 2019.
2. Average Annual Financial Turnover during the last 3 years, ending 31st March 2018 should not be less than **Rs.4.20** lakhs. Documentary evidence to be provided duly attested by Competent Authority.
3. **Experience** - should have successfully completed similar work during the last 7 years ending Feb.2019 as under;
 - (a) Three works, each costing(Annual) not less than **Rs.5.60** lakhs **or**
 - (b) Two works, each costing(Annual) not less than **Rs.7.00** lakhs **or**
 - (c) One work costing(Annual) not less than **Rs.11.20** lakhs.

Submit the details of Experience in Annexure-1 & 2 . Documentary evidence to be provided duly attested by Competent Authority.

C. Scope of work

1. The service will consist of collection and delivery of covers/packets containing valuable documents from various branches, Regional Business Offices, Administrative Offices, Central Office establishments of State Bank of India in Andhra Pradesh and LHO(in the state of Telangana) and to our various offices/customers/branches all over Andhrapradesh & Telangana states on all working days or any of the days as intimated to them in advance at timings mutually agreed to between the courier Agency and the concerned offices of the Bank.
2. The delivery of packets collected from any of the said offices of the Bank will be delivered by courier agency to the addressee office/person within 24 to 48 hours from the time of handing over such covers/packets except under circumstances beyond their control.

D. General Terms & Conditions:

The Agency shall be responsible for the following.

1. The courier agency will depute its accredited representative for collection and delivery of packets/letters from/to the designated offices. The representative will have to be provided with a suitable letter or authority/identity card without which he shall not be authorized to collect or deliver the packets. In case, the courier agency proposes to change the accredited representative, it should be notified to the branches well in advance. He will acknowledge receipt of the packets delivered to him on a copy of the accompanying consignment note which will be retained by our offices. For delivery of packets to our offices, one of the consignment note will be handed over to the addressee and their acknowledgement shall be obtained on another copy which will be retained by the agency.
2. It shall be the absolute responsibility of the courier agency, once the packets are delivered to its authorized representative duly sealed/closed to ensure that the contents of the packets are not tampered with in any manner whatsoever and the packets are not misplaced lost or stolen.
3. The courier agency will enter into suitable agreement with the Bank indemnifying it from any loss, damage, charge and expenses as the Bank may be put to or incurred and/or to be incurred by the Bank due to delay, non performance, malperformance, non delivery, tampering or damage to any packets etc. All claims lodged by the Bank in this regard will be settled by the courier agency within a period of one month from the date thereof.
4. The courier agency shall ensure absolute security, safety, secrecy and confidentiality of the documents.
5. The charges of services rendered by the courier agency will be paid as agreed by the respective LHO/AOs/RBOs/CACs/CPPC/SBILDs/LCPCs/SMECC/Branches etc on monthly basis on submission of bills.
6. It shall be the responsibility of the courier agency to promptly respond to SBI calls, Non-tampering documents.
7. The collection shall be at the SBI Office/ Branch premises.

8. Challans of consignment should specify with minimum details as follows :

- a. Consignment No. & date
- b. Nature of packing & weight
- c. Consignor and consignee with Stamp & Signature
- d. Mode of dispatch by Air /surface.
- e. Any other details.

9. a) POD should invariably contain the consignee stamp & signature. Please mention whether any other proof of delivery other than POD is available (with supporting document)

b) Two copies of POD/Booking to be enclosed with the bill (one for Admn. & other copy to be handed over to concerned Deptt.)

c) Facilities to track through website should be available.

10. The Agency shall maintain a register/ document for the letters collected in office/Branch premises.

11. Staff deployed should be trained and they are of good conduct and physically fit for the work.

12. Obtain necessary license, permit, consent, sanction, etc., as may be required or called for from/ by local or any other authority for doing such work. The Agency shall comply at its own cost with all applicable laws, rules and regulations in force from time to time of State or local Govt. as applicable to him or to this contract without any liability and responsibility to SBI/SBIIMS whatsoever it may be.

13. To bear all charges, levies or claims, whatsoever, as may be imposed by the State. Central Government or any local body or authority. To furnish such proof of payment of compliance or the obligations including registration certificates, receipts licenses, clearance certificates etc. as may be required by the SBI from time to time.

14. Responsible for compliance to the provisions of various labour and industrial laws relating to the personnel deployed by Courier Agency for the purpose at premises of SBI office/Branches or for any accident caused to them and the SBI/SBIIMS shall not be liable to bear any expense in this regard. The Agency shall make payment of settlement of its courier bill by the SBI for whatever reason.

15. The Security Deposit shall be released without interest after 3 months of completion of the contract period only after being satisfied of the successful completion of the contract and no liabilities from the Agency.

16. In case of any changes of constitution of the Agency, the rights of SBI should not suffer.

17. All personnel engaged by Agency shall not disclose the information of the letters/parcel to any one. In case the same is proved, the stringent action shall be taken against the Agency.

18. A local representative of Agency shall be In-charge of the entire contract and shall be responsible for the efficient rendering of the services under the contract. While working at the premises of SBI they shall work under directives and guidance of SBI and will be answerable to

SBI. This will, however, not diminish in any way, the Agency's responsibility under contract to SBI

19. A senior level representative of the Agency shall visit SBI premises at least once-a –week and review the service performance of its personnel. During the weekly visit, Agency's representative will also meet the SBI officer dealing with services under the contract for mutual feedback regarding the work performed by his personnel and removal of deficiencies, if any, observed in their working. The day-to-day functioning of the services shall be carried out in consultation with and under direction of SBI

20. The Agency shall not discontinue the service if so desired by the SBI at any time without assigning any reason whatsoever.

21. The personnel deployed by it are disciplined and do not participate in any activity prejudicial to the interest of the SBI / Govt. of India/ any State/or any Union Territory.

22. Good standard of services shall be maintained as indicated.

23. The Agency shall ensure that all personnel deployed for the service is fully loyal-to and assist the SBI during normal periods as well as during strike and other emergencies for the protection of personnel and property both moveable and immovable to the entire satisfaction of the SBI.

24. The SBI shall pay the agreed amount on production of monthly bill. No other charges of any kind shall be payable except as under the contract.

25. Before submission of the bill, the Agency shall ensure that the letters/parcels are properly delivered in good conditions and POD enclosed.

26. No request for making advance payment on any ground shall be entertained.

27. Under no circumstances Agency is entitled to claim any charges over and above the charges prescribed in the terms of this contract.

28. The Income tax as applicable shall be deducted from the bill unless exempted by the Income tax Department.

29. The decision of SBI in regard to interpretation of the Terms & Conditions and the Agreement shall be final and binding on the Agency.

30. An agreement shall be signed with the successful agency as per specimen enclosed.

31. The Authorized Officer/ Committee of SBI shall be the sole authority to decide and judge the quality of the service rendered by the Agency and all other matters and his decision shall be final and binding.

32. At the end of contract period/Termination of the contract, the Agency shall handover the charge to the new service provider (appointed by SBI) with out any hindrance In case of non-compliance of any terms and conditions mentioned herein, the Security Deposit shall be forfeited.

33. Penalty:

For delay in delivery of parcels beyond the time mentioned in Scope Of Works(C) above excluding the Sundays and holidays which fall between the said period and except on account of imposition of curfew either at the originating centre or at the destination the Bank may impose penalty as under if it is not satisfied with the explanation tendered by the courier agency.

- a) Delay of one day (24 hours) – 50% of the charges payable on such delayed consignment(s) will be deducted.
- b) Delay of more than one day – 100% of the charges payable on such delayed consignment(s) will be deducted

The penalty will be recovered by the branches(s)/offices(s) of the Bank against the settlement of its/ their own bills.

34. The courier agency will agree to provide adequate number of blank consignment notes to each office of the Bank with the name and address of that centre duly printed.

35. The agreement entered into by the bank and courier agency shall be binding for a period of one year or till such further period as may be agreed upon between the parties. However the bank may for any reasons discontinue the arrangement and /or terminate the agreement earlier in respect of more or all centres covered by this agreement by issuing one month written notice to the registered office of the courier agency.

36. More centres offices as agreed to may be added from time to time under the same terms and conditions on one month's advance written notice from the Bank to the registered office of the courier agency.

37. The charges/rates as agreed will also be applicable to documents sent from/to central office and/or from/to any other administrative office(s)/branches of SBI, other addresses of interest of the Bank.

38. That the bills for payment at the Bank's approved rates by the courier agency shall be submitted to the concerned branch and all other offices controlled by LHO of the Bank accompanied with the proof on monthly basis.

39. In case of loss of documents, Contractor/Courier service provider will lodge FIR, claim insurance compensation and fulfill every formality as deemed necessary in recovering the documents and making good the loss suffered by the Corporation

40. **Termination:** The contract may be terminated by giving one months notice, in case the agency.

- a. Assigns or sub-contracts any of this service.
- b. Violation/contravention of any of the terms and conditions mentioned herein.
- c. Does not improve the performance of the services in spite of instructions.
- d. Any violation of instructions/agreement of suppression of facts.

On termination of the contract, it shall be the responsibility of the agency to discontinue the services.

41. **Arbitration:** In case of any dispute or differences arising on terms and conditions, the same shall be settled by reference to arbitration by Sole Arbitrator to be appointed by SBI. The provisions of Arbitrator and Conciliation Act, 1996 shall be applicable.

42. **Jurisdiction:** In case of any dispute, the jurisdiction shall be the Court at Hyderabad.

SBI INFRA MANAGEMENT SOLUTIONS P LTD/ STATE BANK OF INDIA

**TENDER DOCUMENT FOR COURIER SERVICE FOR SBI-AMARAVATI CIRCLE
BRANCHES/OFFICES IN ANDHRAPRADESH /TELANGANA STATES AND UNION TERRIT-
ORY OF YANAM**

Details of the Agency:

1	Name of the contractor/Agency/Firm.	
2	Address(Business/Administrative offices)	
	Phone No.	
	a) Land Line with STD code.	
	b) Name and Mobile no of Contact Person	
	c) website address for tracking the documents	
	d)Email- ID	
3	Year of Establishment	
4	Constitution of the firm whether company/ Firm/ Proprietary etc	
5	Name of the Director/ Partners/ Proprietor	
6	Whether Registered with Registrar of the Companies/Registrar of firms. If so, mention number and date	
7	Domestic Network	
	a) No. of Service station/locations/point/ Branches/offices in the state of Andhra Pradesh(Enclose list)	
	b) No. of locations serviced outside Andhra Pradesh (Enclose list)	
	c) No. of Vehicle Deployed	
	d) No. of pickup/delivery staff(proof to be enclosed) Undertaking of the bidder conforming the availability of the adequate manpower with requisite experience for deployment to be enclosed	

Signature of contractor

8	Name and address of Bankers with particulars of credit limits if any	
9	GST Registration details (enclose copy)	
10	PAN number Please attach copy of last three years income tax return	
11	Trade Licence No. (enclose copy)	
12	Undertaking of the bidder conforming having Office space in all state capital and District capitals of AP and important centers	
13	Set-up of your Organization, a) indicate details of manpower, available for performing this service: b) Is the establishment registered with the Government; Please give details with document/evidence. c) Do you have any licence. Please provide details & attach a copy.	
14	Power of Attorney/Authorization for signing the bid documents	
15	Annual Financial turnover for the last 3 years 2015-16 2016-17 2017-18 Please attach audited financial statements	
16	Please submit an undertaking that no case is pending with the police against the Proprietor/firm/partner or the company (Bidder). Indicate any conviction in the past against the company/firm/partner	
17	Technology under pinning	
18	Delivery Schedule	
19	EMD DD details a)Amount(Rs.)	

Signature of contractor

	b)DD/Banker's Cheque No. c)Name of Bank d)Date	
20	Application/Tender Fee paid details a)Amount(Rs.) b)Reference No	
21	Declaration regarding near relatives working in the Bank	

Important financial Parameters (audited balance sheets, with trading, profit and loss for the past three years to be enclosed)

	2015-16	2016-17	2017-18
Capital			
Gross profit			
Net Profit			
Current Ratio			
Sales			
Turnover			
Dividend			

Average no. of covers/consignments handled in Andhra Pradesh state during

	2016-17	2017-18	2018-19
Per Day			
Per Week			
Per Month			

Note

1. If the place is not sufficient for furnishing the relevant information, use separate sheets

Declaration by the bidder:

I hereby confirm that all information, particulars, copies of certificates & testimonials submitted are correct and genuine. I am, therefore, liable to face appropriate actions as deemed fit by the SBI/SBIIMS in the event of any of the information, particulars, copies of certificates and testimonials are not found correct and genuine. This is to certify that I/We before signing this tender have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them

Signature with seal

Place:

Name:

Date:

Note: Enclose certified Xerox copies of all relevant documents in support of the information furnished above

Signature of contractor

ANNEXURE-1

**EXPERIENCE IN THE WORK OF COURIER SERVICE(PARTICULARS OF EXPERIENCE)-
ATTACH PROOF**

S.N	Name of organization with complete address and telephone numbers to whom service provided	From	To	Contracted Amount, Rs. Per Month	Reason for termination

Please attach evidence like copy of award letter and completion certificate given by the client.

Signature of contractor

ANNEXURE-2

WORKS ON HAND

S.N	Name of organization with complete address and telephone numbers to whom service provided	From	To	Contracted Amount, Rs. Per Month	Remarks

Signature of contractor