

TENDER ID; MLR/_____

TENDER DOCUMENT



**SUPPLY OF 1 No. CASH VAN TO CURRENCY ADMINISTRATION CELL,
SHIVAMOGGA**

SBI COMPOUND BH ROAD SHIVAMOGGA -577201

INSTRUCTIONS TO TENDERERS AND GENERAL CONDITIONS.

EMPLOYER:	State Bank of India Administrative Office - 6, Manjusha Building, Bejai, Mangalore.
Issued to:	M/s.....

STATE BANK OF INDIA
ADMINISTRATIVE OFFICE – 6, MANGALORE

State Bank of India, Administrative Office, Mangalore, invites Tenders from the eligible and interested vendors for following

Details of the tenders are as under;

- | | | |
|---|--|--|
| 1 | Name of the work | Supply of 1 (One) Cash Van to CAC, Shivamogga |
| 2 | Time allowed for Supply of Cash Vans | 15 days from the date of Award of contract |
| 3 | Qualitative requirement of the vehicles | As mentioned in the Annexure |
| 4 | Last date and time of receipt | 10th August 2024 @ 3.00 pm |
| 5 | Mode of tender submission | Bidders shall submit the filled tenders to State Bank of India, Administrative Office, 1 st Floor, Manjusha Building, Bejai, Mangaluru. |
| 6 | Date and time of opening of tenders. (Technical & Price Bid) | 10th August 2024 @3.30 pm |
| 7 | Validity of tenders. | Rates quoted should remain valid for a period of 12 months from the date of opening of price bid. |
| 8 | SBI reserves the right to accept or reject any or all bids without assigning any reasons thereof, even after opening of the bids | |

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

FINANCIAL BID SPECIFICATIONS FOR SUPPLY OF CASH VANS

(Incomplete Bids will be rejected)

The specifications for financial Bid will be as under: -

Sl No	Particulars	Rate per Cash Van (A/C)	Rate per Cash Van (Non A/C)
1	Type of Vehicle (Make & Model)		
2	Monthly Charges for 1500 Kms inclusive of Driver Salary		
3	Charges for Vehicle, per Km beyond 1500 Kms		
4	Overtime Charges for extra hour beyond 10 Hrs per hour, per person		
5	Charges for night halt per person		

Seal & Signature

Date;

The Deputy General Manager (B&O)

**State Bank of India
Administrative Office – 6**

**Manjusha Building,
Bejai Church Road
Mangalore -575004**

Phone : 0824-2210801 /802 /803 /804

TENDER NOTICE

The Deputy General Manager (B&O), State Bank of India, Administrative Office -6 , Manjusha Building , Bejai Church Road Mangalore -575004, hereby invites quotations from eligible vendors for provision of One (1) Cash Vans for use at Currency Administration Cell, Shivamogga for remittance/ pick up of cash from various Branches located in and around Shivamogga District.

a. The specifications of required Cash Vans will be as under: -

The design and specification of secured cash van based on guidelines on the subject by State Bank of India from time to time: -

Make. The cash van shall be a brand-new LCV (Light Commercial Vehicle), with an Engine capacity of not less than 2200 CC, preferably Turbocharged.

Turning radius: Not more than 8 m.

Should be fitted with tubeless tires.

Ground Clearance – Not less than 190 mm.

Vehicle should accommodate minimum 1 + 4 passengers.

Body should be of a sheet metal of minimum 19 Gauge. However, the floor should be of minimum 16 Gauge checkered plate.

Layout. The cash van shall have the compartment for storing cash, physically separated, and locked from the passenger compartment unit.

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 bank staff (cashier/cash assistant+ cash coolie).

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 diameter of 6 inches for use of weapon.

Cash compartment security.

The cash compartment should be inaccessible from outside the van unless operated internally through manual or electronic lock in addition to other locking arrangements on the door. Cash Compartment shall be specifically reinforced with steel.

The entrance of the cash cage should be single and from the left side of the cash van Collapsible grill gate and pad locking arrangement in addition to the door shall be provided. Rear end of the cash van should be completely closed.

Cash box security.

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.

Other security features

The cash van should be provided with a CCTV Surveillance System with 90 days recording facility and four cameras. Cameras to be installed at the front and rear end of the cash van and also inside the passenger cabin and cash cabin. The CCTV monitor shall be placed on the dash board.

A security alarm system with SIM card-based GSM auto-dialler and hooters shall be provided. Panic switches for operating the hooter shall be provided on driver side and co-driver side for both rows of seats.

The Cash Van shall be equipped with Fire Extinguishers, Emergency Lights and Motorized Siren (in addition to the security alarm system with hooters and GSM auto-dialler).

Cash van should be fitted with GPS based vehicle tracking system, so that Chest Manager – in charge can monitor the movement of its cash vans live with geo-fencing mapping with the additional indication of the nearest police station in the corridor for emergency.

b. The rates may quoted as per the latest / current Market rate for fixed 1500 kilometres per month , thereafter per every extra kilometres of Cash Van covered. The rates shall be exclusive of GST, Toll Charges, Driver Bata per day.

c. The initial Contract of the Cash Vans will be for 12 Months starting with effect from _____, with an option for two annual renewals subjected to satisfactory functioning of the Cash Vans.

d. The lowest rates quotation will be considered for allotment of tender.

e. The vendor who is providing the Cash Vans will have Valid GSTIN/PAN/Bank Account.

f. Upon award of Contract, the vendor shall provide proof of ownership of the vehicles. I.e RC Book Copy/ "b" Extract from RTO Office/Valid Insurance Copy etc.

g. The sealed quotation should reach the undersigned on or before _____ @1100 Hrs.

h. For any Clarification, please contact The Branch Manager, CAC, Shivamogga @ 9449575376 from 10.00 AM to 05.00 PM

Deputy General Manager (B&O)

SAMPLE DEED OF AGREEMENT FOR HIRING OF CASH VANS

The agreement made on the _____ day of _____ between _____ (Herein after called First Party) & State Bank of India Currency Administratin Cell, Mangalore represented by Branch Manager , having its office at Port Road Mangalore . (herein after called "Bank")

Wherer as the Bank desirous of utilising the services of _____ (Vendor Agency) and the first party has accepted the allotment of Contract and agreed to provide services as per terms and conditions appended below for the period with effect from _____ to _____

TERMS AND CONDITIONS:

1. Monthly rentals of Rs. _____ inclusive of all expenses like Insurance, Fuel etc per month will be reimbursed plus applicable GST (i.e Rentals+ GST) . The charges are payable for running time of 10 Hours per day. The vehicle is required to be parked in Branch Premises Overnight at risk and responsibility of the Service provider. The ignition keys of the Vehicle will be in the custody of the Branch Manager, CAC overnight. If it is desired for any reason for so ever to park the vehicle at the owner's garage, a maximum distance of 5 KMs either way from the Branch is permissible.
2. The insurance charges for the vehicle and fidelity insurance for the driver shall be borne by the Vendor agency providing the vehicle.
3. Currencies/Cash transported in the Cash Vans will be comprehensively insured by the Bank against Transit Risk
4. The contract will be valid for the period commencing from _____ till _____ And further extension would be as per mutually agreed terms and conditions. However, either party will have the option to repudiate the contract by giving a three months' notice.
5. The agency will provide complete set of KYC documents of the drivers with valid Police Verification report, Copy of Commercial Vehicle Driving License and Copies of Vehicle/ Driver's Insurance policy copies.
6. All repairs/ maintenance and modifications of the vehicle shall be carried out by the vendor agency at their own cost. The vendor agency will provide the Bank with contact numbers of their vehicle servicing point/ office to ensure immediate intervention in case of need.
7. The agency will provide CAC, Mangalore Cash Vans with drivers on regular basis during the period of Contract. In the event of any breakdown of the vehicle/ hindrance in the services, an alternate vehicle will be provided at the cost-of-service provider.
8. All the penalties/ levies imposed by law enforcing agencies will be borne by the Vendor Agency.

9. Claims in respect of monthly rentals will be submitted by the Vendor agency on 1st of every following month. Payment shall be made by the Bank by means of Account Transfer/DD/ Bankers Cheque payable at Shivamogga. TDS will be deducted as applicable.
10. The drivers of the vehicles will be employees of the Vendor agency and the Bank will have no liability towards their salary, EPF, Insurance or any other statutory liability.
11. The Vendor agency shall be responsible for proper behaviour/ conduct of the drivers.
12. Any change of the Drivers of the vehicle shall be informed well in advance to the Authorised official of the Branch. The vendor agency shall be responsible for Stand by driver with fully verified KYC and Police verification of their antecedents. Frequent change of drives is not permissible.
13. The vehicles provided by the Vendor agency shall report to Bank's authorised official at the designated time and place and shall leave only after released by the official.
14. The Bank has the right to utilize the vehicle for any other purpose other than carrying cash. Bank has the right to send the vehicle outside Shivamogga Distt at its own discretion.
15. The Bank reserves the right to demand the service of the vehicles on Sunday/ Holidays and at any time required.
16. The Drivers provided by the vendor agency shall not claim to be the employees of State Bank of India at any point of time.
17. The vendor agency shall not hike in charges on account of hike in fuel or lubricants, during the period of contract.
18. No person/s other than those authorised by the shall be allowed to travel by the said vehicle regardless of whether the vehicle is carrying Cash or not.
19. In case, the Bank is of the opinion that the Services provided by the vendor agency is not satisfactory or the vendor agency commits any breach/ violation of any f the terms and conditions of this contract, then the Bank shall be entitled to withhold or deduct the amount or part thereof the payment due and payable to the Vendor agency, besides, terminating the agreement without any notice.
20. The Cash vans shall be comprehensively insured by the Vendor agency at all the times. The Bank shall insure the Cash in transit.
21. The vendor agency shall cover all its personnel deployed with Bank for personal accident/death while on duty. The Bank at any stage shall not be responsible for any type of civil/ criminal or any claim in in case of any accident or any other crime towards the vendor agency, drivers or third party. The drivers of the vendors agency shall be liable for any damage claim or penalty /punishment in this regard.
22. A proper logbook shall be maintained by the vendor agency in line with the stipulations by the Bank.

23. The vendor agency will provide vehicles on Sundays and Bank Holidays if required. Bata of Rs. _____ per day will be charged by the vendor agency. Outstation allowance of Rs. _____. Duty performed by the drivers above 10 Hrs shall be charged extra by the vendor agency.

24. The monthly rental shall be fixed for running of the cash vans up to 1500 Kms per month or less. If the running of the Cash vans exceeds 1500 Kms, additional charges of Rs. ____ shall be paid by the Bank.