



## NOTICE INVITING TENDER

**e-Tender No.: RBI/Kolkata Regional Office/Issue/1/25-26/ET/854 [Supply of sufficient number of fully covered metallic container trucks / vehicles for transportation of coins packed in bags (with carrier's risk) and/or banknotes packed in boxes.]**

Reserve Bank of India, Kolkata invites e-Tender for "**Supply of sufficient number of fully covered metallic container trucks / vehicles for transportation of coins packed in bags (with carrier's risk) and/or banknotes packed in boxes.**". The e-Tender along with the detailed tender notice is available at MSTC Limited site <https://www.mstcecommerce.com/eprocn/> and the website of the Bank at <https://www.rbi.org.in>.

2. All interested bidders must register themselves with MSTC through the above referred website to participate in the e-Tendering process.
3. The schedule for the e-Tendering process is as under:

<b>e-Tender Schedule</b>	<b>Scheduled date</b>
Date of NIT available to parties to download	From 18.01.2026 to 08.02.2026
Date of starting of e-Tendering (Bid Start Date)	09.02.2026 from 10:00 hrs
Date of Pre-Bid Meeting	09.02.2026 at 11:00 hrs
Last date of Submission of Integrity Pact (IP) Physical Copy	19.02.2026 before 12:00 Hrs
Last date of submission of EMD through NEFT/ BG	19.02.2026 at 13:00 hrs
Last date of submission of e-Tender (Bid Close Date)	19.02.2026 up to 13:00 hrs
Date and time of opening of Part-I (Technical Bid)	19.02.2026 at 15:00 hrs
Date and time of opening of Part-II (Price Bid)	Will be intimated separately

4. The Bank reserves the right to accept or reject any or all e-Tenders without assigning any reasons thereof.

**Note:** All the tenderers may please note that any amendments/corrigendum to the e-Tender, if issued in future, will only be notified on the RBI and MSTC Website as given above and will not be published in the newspaper.

Place: Kolkata

Date: January 18, 2026

Regional Director



**भारतीय रिजर्व बैंक / Reserve Bank of India  
निर्गम विभाग / Issue Department  
कोलकाता / Kolkata**

**E-tender for Supply of sufficient number of fully covered metallic  
container trucks / vehicles for transportation of coins packed in bags (with  
carrier's risk) and/or banknotes packed in boxes.**

**E-TENDER No. RBI/Kolkata Regional Office/Issue/1/25-26/ET/854**

**(Part I)**

**(Techno-commercial Bid)**

Name of Tenderer : \_\_\_\_\_

Address : \_\_\_\_\_

## **DISCLAIMER**

Reserve Bank of India (hereinafter referred to as "the Bank"), Issue Department, Kolkata, has prepared this document to give background information on the Contract to the interested parties. While Reserve Bank of India has taken due care in the preparation of the information contained herein and believe it to be in order, neither Reserve Bank of India nor any of its authorities or agencies nor any of their respective officers, employees, agents or advisors give any warranty or make any representations, express or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.

The purpose of this document is to provide interested parties with information of work. This Bidding Document may not be appropriate for all persons, and it is not possible for neither the Bank nor any of its authorities or agencies nor any of their respective officers, employees, agents or advisors to consider the particular needs of each party who reads or uses this document. The assumptions, assessments, statements and information contained in this document may not be complete, accurate, adequate or correct. Each Tenderer should therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this Tendering Document and obtain independent advice from appropriate sources.

The Bank or its employees make no representation or warranty and shall have no liability to any person including any Tenderer under any law, statute rules or regulations or tort, principles of restitutions or unjust enrichment or otherwise for any loss, damages, cost or expenses which may arise from or be incurred or suffered on account of anything contained in this document or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the bid and any assessment, assumption or information contained therein or deemed to form the part of this document.

The information is not intended to be exhaustive. Interested parties are required to make their own inquiries and respondents will be required to confirm in writing that they have done so and they do not rely only on the information provided by Reserve

Bank of India in submitting the e- tender. The information is provided on the basis that it is non – binding on Reserve Bank of India or any of its authorities or agencies or any of their respective officers, employees, agents or advisors.

This is an open tender. Those bidder/vendors who fulfil eligibility criteria as indicated in this document and submit the details as directed therein are eligible to participate.

The Bank does not bind itself to accept the lowest or any tender and reserves the right to accept or reject any or all the tenders either in whole or in part without assigning any reasons whatsoever. The Bank also reserves the right to not proceed with tender or to change the configuration of the tender, to alter the schedule of tender reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the matter further with any party/bidder expressing interest.

The Bank may at its discretion, assign one or more, or all items of work to the successful tenderer, for which rates are called for. The agreement / contract for supply of secure metallic containers is in the nature of a rate contract. The Bank neither promises nor assures any specific quantity of job under the contract. The Bank will, under no circumstances be liable to reveal the criteria adopted for the selection of the Contractor to anybody. No advice of any change in rate or conditions after the opening of the tender will be entertained. The rates quoted shall be deemed to be for the finished work and shall be firm and binding without any escalation whatsoever.

No reimbursement of cost of any type shall be paid to persons or entities expressing interest.

In case of any discrepancies in the notice issued in Hindi, Bengali and English, the particulars mentioned in the English version will prevail.

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### Schedule of Tender (SOT)

a.	E-Tender No	<b>[Supply of sufficient number of fully covered metallic container trucks / vehicles for transportation of coins packed in bags (with carrier's risk) and/or banknotes packed in boxes]</b>
b.	Mode of Tender	e-Procurement System (Online Part I - Techno-Commercial Bid and Part II – Price Bid through <a href="http://www.mstcecommerce.com/eprochome/rbi">www.mstcecommerce.com/eprochome/rbi</a> )
c.	Estimated cost	₹ 26.04 Crore only (Rs. Twenty-Six Crore Four lakh only) over two years. The actual cost may vary depending on the requirement.
d.	Date of NIT available to parties to download at <a href="http://www.mstcecommerce.com/eprochome/rbi">www.mstcecommerce.com/eprochome/rbi</a>	From 18.01.2026 to 08.02.2026
e.	Last date of availability of tender for viewing	08.02.2026
f.	Pre-bid meeting with the eligible bidders	09.02.2026 at 11:00 hrs, 4th Floor, Issue Department, RBI Kolkata
g.	Earnest Money Deposit	2% of the total estimated cost of work i.e. ₹ 52.08 Lakh only (Rs. Fifty-Two Lakh Eight Thousand only) through (1) NEFT to A/c No. 186003001, bearing the name – RBI Kolkata and IFSC - RBIS0KLPA01 ('0' in the code represents ZERO)

		<p>or</p> <p>(2) Bank Guarantee issued by a scheduled bank.</p> <p>(3) Last date for receipt of EMD is on or before 13:00 hrs on 19.02.2026. No interest shall be paid on this deposit.</p>
h.	Last date and time of submission of physical copy of signed Integrity Pact	The original hard copy (either physically or via post*) of the Integrity Pact needs to be submitted to Bank on or before 12 P.M. of February 19, 2026
i.	Transaction Fee (To be paid and submitted separately by the vendors to MSTC vide MSTC E- Payment Gateway for participating in the E-Tender)	To be paid through MSTC Payment Gateway/ NEFT/ RTGS in favour of MSTC Limited or as advised by M/s MSTC Ltd.
j.	Last date for submission of tender (Part-I and Part- II) by the eligible bidders	19.02.2026 at 13:00 hrs
k.	Date & time of opening of Part-I (Techno-Commercial bid)	19.02.2026 at 15:00 hrs
l.	Date & time of opening of Part-II (Price Bid)	Will be intimated to the eligible bidders.
m.	Email query, if any, may be sent to	<ol style="list-style-type: none"> <li>1. <a href="mailto:ankurhandique@rbi.org.in">ankurhandique@rbi.org.in</a></li> <li>2. <a href="mailto:sukanyahazarika@rbi.org.in">sukanyahazarika@rbi.org.in</a></li> <li>3. <a href="mailto:rpdhamanaskar@rbi.org.in">rpdhamanaskar@rbi.org.in</a></li> <li>4. <a href="mailto:ashwinwalke@rbi.org.in">ashwinwalke@rbi.org.in</a></li> </ol>

n. Address for Communication	Issue Department, 4th Floor, Main Office building, Reserve Bank of India Kolkata Regional Office 15, NS Road, Kolkata-700001
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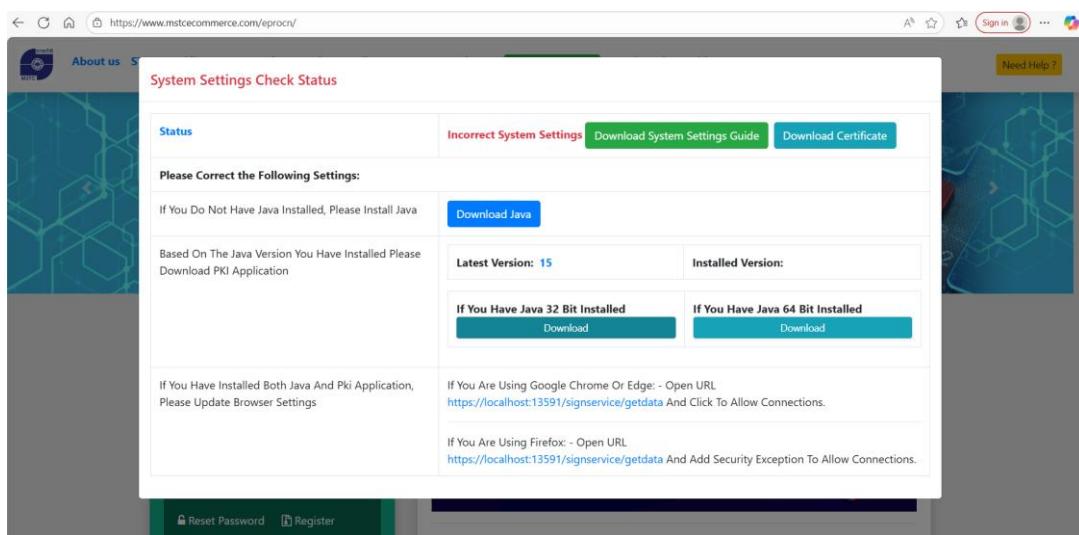
- a. In the event of any date indicated above being declared a Holiday, the next working day shall become operative for the respective purpose mentioned herein. Tender document can be downloaded from [www.mstcecommerce.com](http://www.mstcecommerce.com) and [www.rbi.org.in](http://www.rbi.org.in).
- b. The bidder is expected to examine all instructions, Forms, Terms and Conditions in the Tender document. Failure to furnish all information required by the Tender document or submission of a tender not substantially responsive to the Tender document in every respect will be at the bidder's risk and may result in rejection of his bid.
- c. The bidder shall not make or cause to be made any alteration, erasure or obliteration to the text of the Tender document.

## E-Tendering Procedure

### System Requirements: -

- i) The detailed manual is available in the link [MSTC E-Commerce](https://www.mstcecommerce.com/eprocn) (<https://www.mstcecommerce.com/eprocn>) > System Settings -> Download Guide/Edge Setting (for edge browsers) for configuring the system to participate in e-tender.
- ii) For more details, vendor may refer For more details, vendor may refer to the Vendor Guide and FAQ available at [MSTC E-Commerce](https://www.mstcecommerce.com/eprocn) (<https://www.mstcecommerce.com/eprocn>)

1.



### Registration: -

2.

- i. The process involves vendor's registration with MSTC e-procurement portal which is free of cost. Only after registration, the vendor(s) can submit his/their bids electronically.
- ii. Vendors are required to register themselves online with [www.mstcecommerce.com](http://www.mstcecommerce.com) → e-Procurement → PSU / Govt. Depts. → Click On RBI → Register as Vendor Filling up details and creating own user id and password → Submit.
- iii. Vendors will receive a system generated mail confirming their registration in their e-mail which has been provided during filling the registration form.

	<p><b>Transaction Fees</b></p> <p>3. i) The vendors shall pay the transaction fee using “Transaction Fee Payment” Link under “My Menu” in the vendor login.</p> <p>ii) The vendors have to select the particular tender from the event dropdown box.</p> <p>iii) The vendor shall have the facility of making the payment either through NEFT or Online Payment.</p> <p>iv) On selecting NEFT, the vendor shall generate a challan by filling up a form. The vendor shall remit the transaction fee amount as per the details printed on the challan without making change in the same.</p> <p>v) On selecting Online Payment, the vendor shall have the provision &amp; for making payment using its Credit/ Debit Card/ Net Banking.</p> <p>vi) Once the payment gets credited to MSTC’s designated bank account, the transaction fee shall be auto authorized and the vendor shall be receiving a system generated mail. The transaction fee is non-refundable. A vendor will not have the access to online e-tender without making the payment towards transaction fee.</p> <p>NOTE – Bidder(s) are advised to remit the transaction fee well in advance before the closing time of the event so as to give themselves sufficient time to submit the bid.</p>
4.	<p><b>Bidding in e-tender:</b></p> <p>i) Bidder(s) need to submit necessary EMD to be eligible to bid online in the e-tender. No interest will be paid on EMD.</p> <p>ii) Only those bidder(s) who have submitted the above fees can submit their Techno Commercial Bids and Price Bid through internet in MSTC website <a href="http://www.mstcecommerce.com">www.mstcecommerce.com</a> → e-procurement → PSU /Govt. Depts. → RBI Vendor Login → My menu → Auction Floor Manager → live event → Selection of the live event → Techno Commercial Bid.</p> <p>iii) The bidder should allow to run an application namely ‘enApple’ by accepting the risk and clicking on run. This exercise has to be done twice immediately after clicking on the Techno-Commercial bid. If this application does not run then the bidder will not be able to save/submit his bid.</p> <p>iv) After filling the Techno-Commercial Bid, bidder should click ‘save’ for recording their Techno-Commercial bid. Once the same is done, the Price Bid link becomes active and the same has to be filled up and then bidder should click on “save” to record their price bid. Then once both the Techno-Commercial bid &amp; price bid has been saved, the bidder can click on the “Submit” button to register their bid.</p> <p>NOTE: - The Techno-Commercial Bid &amp; Price bid cannot be revised once the “Final Submission” button has been clicked by the bidder.</p>

5.	<p><b>Opening of Bids</b></p> <p>(A) Part I Techno-Commercial bid will be opened electronically on specified date and time as given in the Notice Inviting Tender (NIT). Bidder(s) can witness electronic opening of bid.</p> <p>(B) Part II Price bid will be opened electronically of only those bidder(s) whose Part I Techno Commercial Bid is found to be Techno-Commercially acceptable by RBI. Such bidder(s) will be intimated date of opening of Part II Price bid, through valid e-mail confirmed by them.</p> <p>Note: As there would generally be no negotiations hence tenderers are advised to submit their most competitive prices while submitting the price bid. However, in case the lowest rate appears to be reasonable taking into account the prevailing market conditions, the order may be awarded to the lowest bidder and if the rate is still considered high, action as per prevailing instruction/guideline shall be taken.</p>															
6.	<p><b>Contact Details (MSTC) for further enquiries/assistance:</b></p> <p>HO Central Help Desk: (For vendors)- Phone Number :07969066600  <a href="mailto:helpdeskho@mstcindia.in">helpdeskho@mstcindia.in</a> (Please mention "HO Helpdesk" as subject while sending emails)</p> <p>Availability: 9:30 AM to 5:00 PM on all working days for all Technical issues e-Tenders, System settings etc.</p> <p>Shri. Sabyasachi Mukherjee - 7278030407  Email id: <a href="mailto:smukherjee@mstcindia.co.in">smukherjee@mstcindia.co.in</a></p> <p>Shri. Kranti Kumar– 9174009882 Email id: <a href="mailto:kkkumar@mstcindia.co.in">kkumar@mstcindia.co.in</a></p> <p>MSTC Help Line:9499054101/2/3/4.  Email id : <a href="mailto:helpdesk@mstcindia.co.in">helpdesk@mstcindia.co.in</a></p> <p><b>Contact Persons: RBI, Issue Department, Kolkata Regional Office:</b></p> <table border="1"> <thead> <tr> <th data-bbox="214 1567 849 1612">Name and Designation</th><th data-bbox="849 1567 1293 1612">Email ID</th><th data-bbox="1293 1567 1512 1612">Mobile</th></tr> </thead> <tbody> <tr> <td data-bbox="214 1612 849 1664">Shri Ankur Handique, AGM</td><td data-bbox="849 1612 1293 1664"><a href="mailto:ankurhandique@rbi.org.in">ankurhandique@rbi.org.in</a></td><td data-bbox="1293 1612 1512 1664">7086159321</td></tr> <tr> <td data-bbox="214 1664 849 1715">Ms. Sukanya Hazarika, Manager</td><td data-bbox="849 1664 1293 1715"><a href="mailto:sukanyahazarika@rbi.org.in">sukanyahazarika@rbi.org.in</a></td><td data-bbox="1293 1664 1512 1715">8088644453</td></tr> <tr> <td data-bbox="214 1715 849 1843">Shri Rohit Dhamanaskar Assistant Manager</td><td data-bbox="849 1715 1293 1843"><a href="mailto:rpdhamanaskar@rbi.org.in">rpdhamanaskar@rbi.org.in</a></td><td data-bbox="1293 1715 1512 1843">9664555224</td></tr> <tr> <td data-bbox="214 1843 849 1918">Shri Ashwin Walke, Assistant Manager</td><td data-bbox="849 1843 1293 1918"><a href="mailto:ashwinwalke@rbi.org.in">ashwinwalke@rbi.org.in</a></td><td data-bbox="1293 1843 1512 1918">8275837038</td></tr> </tbody> </table>	Name and Designation	Email ID	Mobile	Shri Ankur Handique, AGM	<a href="mailto:ankurhandique@rbi.org.in">ankurhandique@rbi.org.in</a>	7086159321	Ms. Sukanya Hazarika, Manager	<a href="mailto:sukanyahazarika@rbi.org.in">sukanyahazarika@rbi.org.in</a>	8088644453	Shri Rohit Dhamanaskar Assistant Manager	<a href="mailto:rpdhamanaskar@rbi.org.in">rpdhamanaskar@rbi.org.in</a>	9664555224	Shri Ashwin Walke, Assistant Manager	<a href="mailto:ashwinwalke@rbi.org.in">ashwinwalke@rbi.org.in</a>	8275837038
Name and Designation	Email ID	Mobile														
Shri Ankur Handique, AGM	<a href="mailto:ankurhandique@rbi.org.in">ankurhandique@rbi.org.in</a>	7086159321														
Ms. Sukanya Hazarika, Manager	<a href="mailto:sukanyahazarika@rbi.org.in">sukanyahazarika@rbi.org.in</a>	8088644453														
Shri Rohit Dhamanaskar Assistant Manager	<a href="mailto:rpdhamanaskar@rbi.org.in">rpdhamanaskar@rbi.org.in</a>	9664555224														
Shri Ashwin Walke, Assistant Manager	<a href="mailto:ashwinwalke@rbi.org.in">ashwinwalke@rbi.org.in</a>	8275837038														

## **Important Instructions on e-tendering**

1. Bidders are requested to read the terms & conditions of this tender before participating in the tendering process.
2. The price bid and the commercial bid has to be submitted on-line at <https://www.mstcecommerce.com/eprochome/rbi>.
3. The Vendor should possess Class III signing type digital certificate. Vendors are to make their own arrangement for bidding from a personal computer connected with Internet. MSTC/RBI is not responsible for making such arrangement.
4. Transaction fee is non-refundable. A vendor will not have the access to online e-tender without making the payment towards transaction fee.
5. Bidders are requested to read the vendor guide available at <https://www.mstcecommerce.com/eprochome/rbi> to familiarize them with the system before bidding.
6. All notices and correspondence to the bidder(s) shall be sent by e-mail only during the process till finalization of tender by RBI. Hence the bidders are required to ensure that their corporate e-mail I.D. provided is valid and updated at the stage of registration of vendor with MSTC (i.e. Service Provider). Bidders are also requested to ensure validity of their DSC (Digital Signature Certificate).
7. No separate intimation in respect of corrigendum to this NIT (if any) will be sent to tenderer(s) who have downloaded the documents from web site. Please see Website [www.mstcecommerce.com/eprochome/rbi](https://www.mstcecommerce.com/eprochome/rbi) of MSTC Ltd.
8. E-tender cannot be accessed after the due date and time mentioned in NIT.
9. In all cases, bidder should use their own ID and Password along with Digital Signature at the time of submission of their bid.
10. It is mandatory that all the bids are submitted with digital signature certificate otherwise the same will not be accepted by the system.
11. The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.
12. All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.
13. Vendors are instructed to use attach documents link in bidding floor to upload documents in document library. Multiple documents can be uploaded. Maximum size of single document for upload is 5 MB. For further assistance please follow instructions of vendor guide.
14. The bidders must upload all the documents required as per terms of the NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.

15. RBI reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.
16. No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender.
17. After submitting online bid, the bidder cannot access the tender, once it has been submitted.
18. The online tender should be submitted strictly as per the terms and conditions and procedures laid down in the website [www.mstcecommerce.com/eprochome/rbi](http://www.mstcecommerce.com/eprochome/rbi) of MSTC Ltd.
19. The bid will be evaluated based on the filled-in technical & commercial formats.
20. The documents uploaded by bidder(s) will be scrutinized. In case any of the information furnished by the bidder is found to be false during scrutiny, EMD of defaulting bidder(s) will be forfeited. Punitive action including suspension and banning of business can also be taken against defaulting bidders.

## **INTEGRITY PACT**

RBI has adopted Integrity Pact as per the guidelines of Central Vigilance Commission and this bid will be covered under an Integrity Pact. The vendors are required to sign the Integrity Pact document and submit the same to the RBI along with the bids.

- i. All bidders need to sign the Integrity Pact before the bids are opened by the Bank. Bids without the signed Integrity Pact are liable to be rejected.
- ii. Bidders are requested to sign the Integrity pact as per the relevant **Annex V** and the original hard copy (either physically or via post\*) of the same needs to be submitted to Bank on or before 12 P.M. of February 19, 2026.

The Integrity Pact envisages, the appointment of Independent External Monitor (IEM) who would independently review the extent to which the two parties to the contract (the bidder and the Bank) have complied with their obligations under the Integrity Pact. As approved by the Central Vigilance Commission, Shri Nageshwar Rao Koripalli, IRS (Retd.) and Shri Pramod Shripad Phalnikar, IPS (Retd.) have been appointed as Independent External Monitors (IEMs) in RBI from April 01, 2024, for a period of three years. Either of them may act as IEM for this e-Tender process. The bidder may contact them at [knageshwarrao@gmail.com](mailto:knageshwarrao@gmail.com) / [pramodphalnikar@gmail.com](mailto:pramodphalnikar@gmail.com) respectively.

Note: For submission of signed integrity pact via post, the bidder should send the same to the following address on or before 12 P.M. of February 19, 2026:

To  
General Manager,  
Issue Department,  
4th Floor, Main Office building,  
Reserve Bank of India  
Kolkata Regional Office  
15, NS Road, Kolkata-700001

**Section I**  
**Format of Tender**

Place \_\_\_\_\_

Date \_\_\_\_\_

To  
Regional Director  
Reserve Bank of India,  
15, Netaji Subhas Road  
Kolkata - 700001

Dear Sir,

**E-Tender for Supply of sufficient number of fully covered metallic container trucks / vehicles for transportation of coins packed in bags (with carrier's risk) and/or banknotes packed in boxes.**

I/We have carefully read and examined the Notice Inviting Tender, Terms and conditions and all other content specified in the Tender and having acquired the requisite information relating thereto as affecting the tender, we hereby offer to provide for Supply of sufficient number of fully covered metallic container trucks / vehicles for transportation of coins packed in bags (with carrier's risk) and/or banknotes packed in boxes on contract basis. I/We hereby offer to execute the works and services in the Memorandum for the time specified in accordance with the scope of work, specifications and instructions in writing referred to in Terms and Conditions of the contract and instructions to the tenderers and other important conditions and with such other materials as are provided for, and in all other respects, in accordance with such conditions so far as they may be applicable.

**MEMORANDUM**

<b>Sr N o.</b>	<b>Particulars</b>	<b>Details of Tender</b>
1	Description of works	Supply of sufficient number of fully covered metallic container trucks / vehicles for transportation of coins

		packed in bags (with carrier's risk) and/or banknotes packed in boxes
2	Contract Period	April 1, 2026 to March 31, 2028
3	Estimated cost / expenditure which may be incurred by RBI Kolkata during the contract period	₹ 26.04 Crore only (Rs. Twenty-Six Crore Four lakh only) over two years.  The amount is indicative only and RBI Kolkata is not under any obligation to incur expenditure equal to or exceeding the estimated cost/ expenditure mentioned in this memorandum.
4	Earnest Money Deposit (EMD)	2% of the total estimated cost of work i.e.  ₹ 52.08 Lakh only (Rs. Fifty-Two Lakh Eight Thousand only)
5	Mode of payment	NEFT or Bank Guarantee from a scheduled bank
6	Extension of the contract	The contract may be extended by RBI Kolkata at its discretion for a further period of one year subject to satisfactory performance, with/without any variations in terms and conditions of the original contract agreement.

2. I/We also agree that our tender will remain valid for acceptance by the Bank for 90 days from the date of opening of the tender and this period of validity can be extended for such period as may be mutually agreed upon between the Bank and me/us in writing. I/We also agree to keep the earnest money valid during the entire period of validity of tender.

3. If this tender is accepted, I/we hereby agree to abide by and fulfil all the terms and conditions of the tender and in default thereof, to forfeit and pay to you or your successor, or assignees or nominees in Office such sums of money as are stipulated in the conditions contained in the tender together with the written acceptance of the tender.

4. I/We hereby declare that I/We shall treat the tender documents and other records connected with the work as secret/confidential documents and shall not communicate information/derived therefrom to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the Reserve Bank of India.

5. I/We understand that you reserve the right to accept or reject any or all the tender either in full or in part without assigning any reason thereof.

Dated this ..... day of ..... 2026.

For and on behalf of M/s \_\_\_\_\_

(Signature with seal)

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

Place \_\_\_\_\_ Date \_\_\_\_\_

(Certified true copy of the Power of Attorney of the above signatory should be enclosed).

Witnesses

(1) Signature with name \_\_\_\_\_ Address and date \_\_\_\_\_

(2) Signature with name \_\_\_\_\_ Address and date \_\_\_\_\_

## **Section II**

### **General Terms and Conditions**

#### **(A) Documents Comprising Tender/ Bid**

##### **Part I: (Techno-Commercial Bid)**

- i) Pre-contract Integrity Pact duly signed on a bond paper of ₹100/-
- ii) Form of Tender/Bid
- iii) Documentary evidence of payment of Earnest Money Deposit (EMD)
- iv) Duly completed Checklist (As per Schedule A)
- v) Annex-III
- vi) Duly Filled-in and signed tender document consisting of Section I to Section IV
- vii) Dully filled-in Schedule A to schedule F.
- viii) Copies of original Registration certificate documents defining the constitution or legal status, place of registration, and principal place of business; written power of attorney of the signatory of the Bid to commit the Bidder. Appropriate business licenses/ registrations:
  - a) GST registration certificate
  - b) PAN
  - c) Copies of EPF, ESI, Labour license
  - d) Copy of valid license under the Private Security Agencies (Regulation) Act, 2005 or the similar Act/ Rules promulgated by State in which the service is performed (in case of Security Service)
- ix) Total monetary value of Services performed for each of the last five years.
- x) Copies of work orders and experience in Services of a similar nature and size for each of the last three years, and details of Services under way or contractually committed; and names and address of clients who may be contacted for further information on those contracts.
- xi) Evidence of adequacy of working capital for this Contract (access to line(s) of credit and availability of other financial resources).
- xii) Audited financial Statements for the last three years (Copies of the Profit and Loss(P/L) statements along with Balance Sheet for the concerned period).

- xiii) Bank Account details.
- xiv) Authority to seek references from the Bidder's bankers.
- xv) Information regarding any litigation, current or during the last five years, in which the Bidder is involved, the parties concerned, and disputed amount and
- xvi) Proposals for subcontracting components of the Services (if any) amounting to more than 10 (ten) percent of the Contract Price.

### **Part II: (Price Bid): Duly filled-in and submitted in mstc ecommerce website**

#### **(B) Clarifications and Pre-bid meeting**

- i) If the bidders have any doubt as to the meaning of any portion of the general conditions, or the special conditions or the scope of the work or any other matter concerning the tender, she/he shall in good time, before the scheduled date of Pre-bid meeting, put forth the particulars thereof and submit them to the RBI, in writing, addressed to the Tender Inviting Authority, in order that such doubts may be clarified authoritatively during Pre-bid meeting and shall be conveyed to all the bidders in due course. Once a tender is submitted, the matter will be decided according to tender conditions in the absence of such authentic pre-clarification.
- ii) In order to explain the scope of work, other details and to clarify any issues/ queries raised by the bidders, a Pre-bid meeting shall be arranged on the date, time and venue specified in the Schedule of Tender (SOT). The bidders are advised to peruse the tender and visit the site and submit any matter requiring clarification to the RBI latest by 5:00 PM on the previous working day of the date fixed for pre-bid meeting. In case the bidder wishes to include any condition while tendering for the work, he will have to submit the same before the pre-bid meeting to enable the RBI to examine/ consider the same. All the bidders are advised to attend the Pre-bid meeting in their own interest. Any tender received with any deviation/ Condition is liable for rejection. No further doubts/clarifications shall be entertained after the pre-bid meeting.

#### **(C) Amendment to Tender document**

- i) At any time prior to the deadline for the submission of tender/ Bids, RBI may, for any reason, whether at its own initiative or in response to a clarification or query raised by a prospective Bidder, modify any part of the tender document by an amendment.
- ii) The amendments would be made available on the website of RBI and MSTC website.
- iii) The Bidders, are strongly advised to regularly visit the website [www.rbi.org.in](http://www.rbi.org.in) to ensure

that they are aware of the amendments, if any. The addendum (s)/ corrigendum, if any, issued will form part of the contract document.

iv) In order to afford prospective Bidders reasonable time for preparing their Bids after taking into account such amendments, the RBI may, at its sole discretion, extend the deadline for submission of Bids.

#### **(D) Preparation of bid and Cost of bidding**

The bidder must obtain for himself on his own responsibility and at his own expenses all the information which may be necessary for the purpose of making a tender and for entering into a contract and may inspect the site of the work and acquaint herself/himself with all local conditions, nature of the work and all matters pertaining thereto.

#### **(E) Earnest Money Deposit (EMD)**

- i) An EMD of 2% of the total estimated cost of work as specified in the tender shall be collected in advance from all the bidders.
- ii) The bidders are required to submit documentary evidence of Earnest Money Deposit (EMD)/ Bid Security for an amount as specified in SOT along with the tender (Part –I).
- iii) EMD has to be submitted through NEFT or through a Bank Guarantee from a scheduled bank.
- iv) A tender, which is not accompanied by EMD, will not be considered. The Earnest Money will be refunded to the unsuccessful bidder(s) without any interest if her/his tender is not accepted.
- v) Under no circumstances, EMD will be accepted in the form of fixed deposit receipt of Bank or Insurance Guarantee or cheque or other.
- vi) No relaxation shall be granted to any firm (including Micro and Small enterprises) for submission of Security Deposit and Earnest Money Deposit (EMD). Any bid received without EMD shall be deemed as non-bonafide and shall be rejected.

#### **(F) Performance Bank Guarantee in lieu of Security Deposit**

- i) The Security Deposit of ₹25,00,00,000/- (Rupees Twenty-Five Crore only) to be paid by the successful tenderer in the form of Performance Bank Guarantee along with his tender valid for the entire contract period within 10 days after the issue of notification of award by RBI, shall be held by the Reserve Bank of India as a security deposit for the execution and due fulfillment of the Contract. No interest shall be paid on the said deposit.

## **(G) Signing of Bid, Power of Attorney**

- i) Each of the tender documents should be signed by the person or persons submitting the tender in token of his/their acquainted himself/themselves with the General Conditions of Contract, Specifications and other terms and conditions etc. as laid down.
- ii) Bidders shall submit, along with Part-I of the tender, a power of attorney, on a stamp paper of appropriate value and duly notarized, in favour of the person signing the Bid documents authorizing him to sign the Bid documents, make corrections/ modifications thereto and interacting with Reserve Bank of India and act as the contact person. The proforma of the power of attorney shall be in the form annexed hereto.

## **(H) Modification / substitution / Withdrawal of Bids**

- i) No modification or substitution of the submitted Bid shall be allowed after the due date and time of submission of the tender.
- ii) A Bidder may withdraw its submitted Bid, provided that written notice of the withdrawal is received by RBI before the last date for submission of Bids. In case a Bidder wants to resubmit his Bid, he shall submit within the due date a fresh Bid following all the applicable conditions.
- iii) Only a single copy of the withdrawal notice shall be prepared, and each page of the notice shall be signed and stamped by the authorized signatory. The notice shall be duly marked "WITHDRAWAL".

## **(I) Bid Due Date**

Reserve Bank of India may, in exceptional circumstances, and at its sole discretion, can extend the Bid due date.

## **(J) Opening of Bids**

- i) The uploaded tender Part I, EMD, technical details, etc., called Part I of the tender, will be opened on the time and date, as specified in SOT, at office, by the tender inviting authority or her/his authorized representative in the presence of authorized representatives of the bidders who choose to be present.
- ii) The price bid, containing the duly filled-in tender-Part II, of those bidders, who are found qualified after scrutiny of Part I of the tender documents, only will be opened in presence of the authorized representatives of the qualified bidders on a subsequent date which will be intimated to all the qualified bidders.

## **(K) Acceptance of Tender and Award of Work**

- i) On receipt of intimation from the RBI of the acceptance of her/his/their tender, the successful bidder shall be bound to execute/perform the contract and within a week thereof, the successful bidder shall sign an agreement in accordance with the draft articles of agreement. In the event the Bidder fails to perform work after acceptance of tender, the bidder shall be liable to be debarred/disqualified for five years from participating in any tender or executing any work in the Bank.
- ii) The cost of required stamp paper for execution of the agreement shall be borne by the successful bidder.

## **(L) Bank's right to accept or reject any or all the bids**

Notwithstanding anything mentioned above, RBI reserves the right to accept or reject any Bid at any time prior to award of Contract without thereby incurring any liability to the affected Bidder or Bidders. RBI shall not assign any reason for rejection of any or all Bids.

## **(M) Provision of Rule 144 (xi) of the GFR 2017:**

Compliance with the Rule 144 (xi) of GFR 2017 inserted vide Office Memorandum (OM) F.No.6/18/2019-PPD dated July 23, 2020 issued by Public Procurement Division, Department of Expenditure, Ministry of Finance, Government of India, the Public Procurement Orders issued in furtherance thereto, and their subsequent revisions shall be mandatory. In this regard, Bidder shall submit a copy of Undertaking / Declaration / Certificate on their letter head duly sealed and signed by the authorized signatory in the format given at Annexure – III. If the Undertaking / Declaration/ Certificate submitted by the bidder is found to be false, his/her/its tender / work order will be immediately terminated, and legal action in accordance with law including forfeiting of Earnest Money Deposit / Performance Bank Guarantee / Security Deposit may be initiated and the Bank may also debar the bidder from participating in the tenders invited by the Bank in future.

The tenderer has to declare whether his/her relative/s are employed in the Bank and if so in what position. If no relative is employed in the Bank the tenderer should give a declaration to that effect.

I/We hereby declare that I/we have read and understood the above instructions.

Place:

Date:

Signature of bidder (with seal)

## **Chapter III**

### **Scope of Work**

The bidder shall supply minimum twenty-five (25) number of fully covered metallic container trucks/ vehicles of height not more than 10.5 feet, having metallic body of sufficient thickness, preferably bullet / tamper proof with secure tamper proof double locking arrangement, enabled with Global Positioning System (GPS), CCTV enabled for passenger and cargo compartment, wireless mobile communication system along with Hooter and Fire extinguisher for the following activities:

**i. Transportation of coins packed in bags with carrier's risk:**

- a. RBI, Kolkata or India Government Mint, Kolkata to currency chests located in the jurisdiction of RBI, Kolkata with carrier's risk;
- b. RBI, Kolkata or India Government Mint, Kolkata to Outstation RBI Issue Offices or outstation currency chests or to any other place specified by RBI, Kolkata with carrier's risk

**ii. Transportation of banknotes packed in boxes:**

- a. Railway station / Airports / Presses /any place or any Issue Office of RBI to RBI, Kolkata,
- b. RBI, Kolkata to the currency chests located under its jurisdiction or to any other place specified by RBI, Kolkata and;
- c. Currency chests located in the jurisdiction of the RBI, Kolkata to RBI, Kolkata or to any other place specified by RBI, Kolkata

Remittance may be sent to/received from more than one destination at a time.

**Eligibility:**

The tenderers must be experienced, resourceful, financially sound and licensed entity (company/partnership/proprietary firm, etc.) and fulfilling the following conditions:

- i. The bidder must have at least three years' experience (ending month of March prior to bid opening) of similar type of services (Similar Services means services for transportation and handling of cash/valuables (coins/ banknotes)) to Central/ State Government/ PSUs/ Nationalised Banks/ Reputed organisations. Services rendered with list of such Central/ State/ PSUs/ Nationalised Banks with duration of service shall be furnished.
- ii. The bidder must have successfully executed/completed similar services (similar work means each similar completed work executed under a single tender/ contract), over the last three years i.e., the current financial year and the last three financial years:

- a. Three similar completed services with each costing not less than the amount equal to 40% (forty per cent) of the estimated cost; or
- b. Two similar completed services with each costing not less than the amount equal to 50% (fifty per cent) of the estimated cost; or
- c. One similar completed service costing not less than the amount equal to 80% (eighty per cent) of the estimated cost

iii. Minimum average annual turnover of at least **30% of estimated cost** of the contract during the last three financial years, ending 31st March of the previous financial year, supported by audited financial statements.

iv. The bidder shall have Positive net worth as per the latest audited balance sheet (as on March 31, 2025). The bidders shall submit solvency certificate issued by their banker (a scheduled bank) confirming financial solvency up to the value of the contract.

v. Minimum Twenty-five (25) number of fully covered metallic container trucks/ vehicles having metallic body of sufficient thickness, preferably bullet / tamper proof with secure tamper proof double locking arrangement, enabled with Global Positioning System (GPS), CCTV enabled for passenger and cargo compartment, wireless mobile communication system along with Hooter and Fire extinguisher. The contractor has to transport and deliver coins/ Banknotes in metallic containers to the currency chests/small coin depots/Indian Government Mints/ other offices of RBI/ other places as specified by RBI, Kolkata, at the rates proposed by him. The transportation of coins shall be executed without the same being accompanied by Bank's Staff and State Police Escort and at his own risk. The coin remittance should be accompanied by armed guards to be provided for by the contractor. The transportation of banknotes shall be executed with the accompaniment of Bank staff (Potdar) and State Police escort, both arranged and coordinated by the Bank.

vi. The tenderer shall have Permanent Account Number (PAN) and GSTN number, as applicable to discharge the duties.

vii. In case of successful award of the contract, the tenderer shall have an Office/ local representative within Municipal area of the Regional Office of the Bank for execution of contract.

ix. The tenderer shall maintain an account with any of the scheduled commercial banks. The name of the bank and nature of account maintained should be furnished to the Bank.

**Note: The tenderers shall submit documentary evidences in support of their claims of possessing the required qualification/ eligibility.**

**Commencement / Renewal:**

- i. On receipt of intimation from the Bank of the acceptance of tender(s), the successful tenderer(s) shall be bound to execute and implement the contract. The successful tenderer(s) shall sign an agreement with the Bank within a week in accordance with the conditions in tender document and the schedule of rates.
- ii. The contract shall be valid for two years (i.e. April 01, 2026 – March 31, 2028) at a time which can be extended by the Bank at its opinion for a further period of one year, with / without any variation in the terms and conditions, subject to satisfactory performance of the contractual terms and conditions. Thereafter fresh bidding for the new tender for the said service may be undertaken.
- iii. When the period of the contract is about to expire, the matter of extension of the contract may be considered by the Bank. Three months before the expiry of the existing contract, the contractor shall provide in writing to the Bank, whether she/he is willing to renew the contract for a further period on the existing terms and conditions.
- iv. In case the new contract for the year beginning April 01, 2028 is not finalized due to any reason, the contractor may be required by the General Manager, Issue Department to work on the same terms and conditions for a further period of up to three months from the date of expiry of the Agreement.

**Earneст Money Deposit:**

An EMD of 2% of the total estimated cost of work as specified in the tender shall be collected in advance from all bidders.

**Performance Bank Guarantee:**

- i. The tenderer(s) shall furnish to the Bank an irrevocable Performance Bank Guarantee (PBG) from a scheduled commercial bank for a sum of at least **₹25,00,00,000/- (Rs. Twenty-Five Crore Only)** in favour of the Bank representing the value of treasure being transported. It shall be obtained within 10 days after the issue of notification of award by RBI, from the contractor valid for the entire period of currency of contract for due fulfilment of the

contractual obligations by the contractor. Submission of PBG shall be ensured as stipulated in the tender. In case of delays in submission in unavoidable circumstances, charges for the delay in submission of PBG shall be recovered from the bills of contractor at Bank Rate. No interest shall be payable on the amount of the PBG.

ii. The Performance Bank Guarantee (PBG) shall be for the due performance of the contract for the entire contract period also against any loss or damage caused to or suffered or would be caused to or suffered by the Bank. If the contract is renewed, the contractor will arrange to provide extended Bank Guarantee accordingly.

iii. The Bank reserves the right to increase the amount of Bank Guarantee depending upon the amount of remittance and the contractor shall provide Bank Guarantee of additional amount.

iv. The Bank Guarantee 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 any agencies concerned or contractors' employees.

**Duties of the contractor:**

It shall remain the contractor's responsibility to successfully execute the contract till the completion of validity period. In case contractor fails to deliver the assigned work, her/his PBG shall be invoked. The contractor has also to indemnify the Bank from any type of loss due to any negligence on their part and for which the Bank is not responsible.

**a) Duties of the contractor for transportation of coins packed in bags:**

i. The contractor shall, at all times during the contract period, within 12 hours from the receipt of written or verbal requisition to that effect from the General Manager / Deputy General Manager, Reserve Bank of India, Issue Department, Kolkata or any of his/ her subordinate officer(s), supply adequate number of vehicles for transportation of coins packed in bags. Such requisition may be delivered to the contractor by means of telephone or mobile phone or e-mail or fax, etc. The requisition notice may be cancelled by the Bank by issuing another notice, orally or in writing not less than three hours before the time fixed for transport of coin bags. In such case the Bank shall not make any payment to the contractor by way of remuneration compensation etc.

ii. In urgent cases, certified by the General Manager/DGM-in-charge, Issue Department of the Bank, requisition with three hours' notice in lieu of twelve hours' notice, may be made by the

Bank and shall be complied with accordingly by the contractor.

- iii. The notice so given shall be complied with, even if it requires working beyond ordinary business hours or on a day/ days declared as Public Holiday/s under the Negotiable Instruments Act, 1881 including Saturday and Sunday or any other extant statute / provision applicable in this respect.
- iv. The contractor shall not, in any circumstances, transport goods or any other item pertaining/belonging to any other person in the vehicles carrying the consignment of the Bank.
- v. The coin bags will be handed over to the contractor at his/her own risk, he must provide necessary security arrangements for them. The contractor may arrange for insurance of the coins at his/her own cost in consultation with the Bank.
- vi. The contractor shall be required to obtain necessary route permits and pay all relevant taxes on his/her own.
- vii. The contractor shall not assign the contract onwards. He/ She shall not sublet any portion of the contract except with the prior written consent of the Bank. In case of breach of this condition, the Bank may rescind the contract.
- viii. In case of any breakdown of vehicle, the contractor shall be able to provide services of crane/stand-by/ alternate vehicle of similar specifications within 10 hours so that the remittance of the treasure is not delayed.
- ix. The contractor shall ensure that the vehicles are having valid permission issued by RTO concerned, Registration papers, PUC certificate, Fitness Certificate, tax paid up to date, Insurance cover, etc. to the vehicles and the drivers of the vehicles have valid driving license. The contractor will indemnify and keep indemnified the Bank against any loss, costs, charges and expenses incurred or suffered by the Bank on account of lack of said permit, license, certificates, etc.
- x. The Bank shall have the right to inspect or arrange inspection of the vehicles deployed by the contractor for the work at any time and declare any vehicle/ equipment unsafe and ask for its immediate withdrawal from the operation. The contractor shall ensure prompt/ immediate compliance of the same.
- xi. The work of the Bank should be carried out in a proper, careful, expeditious and efficient manner. The complete works/activities should be carried out without causing any damage to the coin bags, Bank's employees or officers, Bank's property, goods etc. and general public or any other person present in the premises of the Bank. The contractor shall be required to work in close co- ordination with the contractor who will supply labourers/

mazdoors.

- xii. The vehicles supplied by the contractor shall be of less than 10 years old and must be roadworthy and in good condition. These vehicles shall either be owned or leased by the contractors. In case of leased vehicles, the lease of vehicles shall not expire during the contract.
- xiii. The contractor shall make good and reimburse to the Bank any loss or damage sustained by reason of accident, fire, theft, robbery, looting of the treasure, in transit or by any defective vehicle or from any incompetence, negligence of the employees of contractor.
- xiv. The contractor shall submit periodic maintenance records of the vehicles to Bank. The contractor has to ensure that all the vehicles are equipped with necessary safety equipment including fire extinguisher, first aid kit and minimum three torch lights for use of the driver/cleaner etc.
- xv. The contractor should have communication network for tracking the movement of vehicles at any point of time. GPS link should be provided for continuous tracking of truck.
- xvi. The metallic container trucks/closed vehicles provided by the Contractor shall have high resolution CCTV coverage of both passenger and cargo compartment. CCTV coverage and its storage should be in a manner that there is adequate coverage on both the compartments and treasure. The recording of same should be retrievable for any test/ investigation. The final decision, as to whether the container trucks meet the said requirements or not, will be that of the Bank.
- xvii. Loading/ unloading of the Coin Bags into/from the contractor's metallic containers will be done by the contractor at his cost at the destination currency chest(s)/ other office(s) of the Bank or other places specified by the Bank.
- xviii. Loading/ unloading at the Bank or its other offices will normally be done during the office hours of the Bank.
- xix. The contractor shall arrange to deliver the Coin Bags to the destination currency chest/s/SCDs/IG Mints/other Issue Offices/ any other place specified by the Bank normally during the working hours of branches. However, in view of the security aspect, the coin bags will be delivered immediately after arrival of the metallic container at the chest branch/ office(s).
- xx. The vehicle carrying the treasure shall be parked at the nearest Police Station at sunset and travelling during night hours should not be undertaken.
- xxi. The contractor shall obtain a receipt from the destination currency chest(s) or any other place specified by the Bank in prescribed format, for having delivered the coins and submit the

same to the Bank for settlement of the bill.

xxii. The contractor will ensure that all persons employed by him/her, for the purposes for the rendering the services required by the Bank, are insured with Government of India recognized insurance companies, for which no extra payment will be made by the Bank. The contractor shall be responsible for any injury or damages to any persons, animals or any other things.

**b) Duties of the contractor for transportation of Banknotes packed in boxes:**

- i. The contractor shall, at all times during the contract period, within 12 hours from the receipt of written or verbal requisition to that effect from the General Manager / Deputy General Manager, Reserve Bank of India, Issue Department, Kolkata or any of his/ her subordinate officer(s) / staff, supply adequate number of vehicles for transportation of currency notes packed in boxes. Such requisition may be delivered to the contractor by means of telephone or mobile phone or e-mail or fax, etc. The requisition notice may be cancelled by the Bank by issuing another notice, orally or in writing not less than three hours before the time fixed for transport of note boxes. In such case the Bank shall not make any payment to the contractor by way of remuneration compensation etc.
- ii. In urgent cases, certified by the General Manager/DGM-in-charge, Issue Department of the Bank, requisition with three hours' notice in lieu of twelve hours' notice, may be made by the Bank and shall be complied with accordingly by the contractor.
- iii. The notice so given shall be complied with, even if it requires working beyond ordinary business hours or on a day/ days declared as Public Holiday/s under the Negotiable Instruments Act, 1881 including Saturday and Sunday or any other extant statute / provision applicable in this respect.
- iv. The contractor shall not, in any circumstances, transport goods or any other item pertaining/belonging to any other person in the vehicles carrying the consignment of the Bank.
- v. The container trucks carrying remittances may be required to halt en-route after sunset in the nearest Police Station or District Police Head Quarters or any other place directed by the Police Authorities or by the Bank.
- vi. The contractor shall be required to obtain necessary route permits and pay all relevant taxes on his/her own.
- vii. The contractor shall not assign the contract onwards. He/She shall not sublet any portion of the contract except with the prior written consent of the Bank. In case of breach of this condition, the Bank may rescind the contract.

viii.In case of any breakdown of vehicle, the contractor shall be able to provide services of crane, stand-by/ alternate vehicle of similar specifications within 10 hours so that the remittance of the treasure is not delayed.

ix.The contractor shall ensure that the vehicles are having valid permission issued by RTO concerned, Registration papers, PUC certificate, Fitness Certificate, tax paid up to date, Insurance cover, etc. to the vehicles and the drivers of the vehicles have valid driving license. The contractor will indemnify and keep indemnified the Bank against any loss, costs, charges and expenses incurred or suffered by the Bank on account of lack of said permit, license, certificates, etc.

x.The Bank shall have the right to inspect or arrange inspection of the vehicles deployed by the contractor for the work at any time and declare any vehicle/ equipment unsafe and ask for its immediate withdrawal from the operation. The contractor shall ensure prompt/ immediate compliance of the same.

xi.The work of the Bank should be carried out in a proper, careful, expeditious and efficient manner. The complete works/activities should be carried out without causing any damage to the note boxes, Bank's employees or officers, Bank's property, goods etc. and general public or any other person present in the premises of the Bank. The tenderer shall be required to work in close co-ordination with the contractor who will supply labourers/ mazdoors.

xii.The vehicles supplied by the contractor shall be of less than 10 years old and must be roadworthy and in good condition. These vehicles shall either be owned or leased by the contractors. In case of leased vehicles, the lease of vehicles shall not expire during the contract.

xiii.The contractor shall make good and reimburse to the Bank any loss or damage sustained by reason of accident, fire, theft, robbery, looting of the treasure, in transit or by any defective vehicle or from any incompetence, negligence of the employees of contractor or by any insufficiency in the number of labourers.

xiv.The contractor shall equip the metallic container as well as escort vehicles with a fire extinguisher, first aid and minimum three torch lights for the use of the driver/ cleaner etc.

xv.The contractor shall submit periodic maintenance records of the vehicles to the Bank. The contractor has to ensure that all the vehicles are equipped with necessary safety equipment including fire extinguisher.

xvi.The contractor should have communication network for tracking the movement of vehicles at any point of time. GPS link should be provided for continuous tracking of truck.

xvii. The metallic container trucks/closed vehicles provided by the Contractor shall be equipped with wireless mobile communication system along with a hooter.

xviii. The metallic container trucks/closed vehicles provided by the Contractor shall have high resolution CCTV coverage of both passenger and cargo compartment. Communication should be maintained with the escort party commander (police) and the representative (Potdar). CCTV coverage and its storage should be in a manner that there is adequate coverage on both the compartments and treasure. The recording of same should be retrievable for any test/ investigation. The final decision, as to whether the container trucks meet the said requirements or not, will be that of the Bank.

xix. Loading unloading at the Bank will normally be done during the office hours of the Bank.

xx. The contractor shall arrange to deliver the treasure boxes to the destination currency chest(s) or to any other place specified by the Bank normally during the working hours of branches. However, in view of the security aspect, the boxes will be delivered immediately after arrival of the container at the chest branch.

xxi. The contractor shall obtain a receipt from the destination currency chest(s) or any other place specified by the Bank in prescribed format, for having delivered the notes and submit the same to the Bank for settlement of the bill.

xxii. The contractor will ensure that all persons employed by him/her, for the purposes for the rendering the services required by the Bank, are insured with Government of India recognized insurance companies, for which no extra payment will be made by the Bank. The contractor shall be responsible for any injury or damages to any persons, animals or any other things.

#### **Payment and Taxes:**

The payment will be made on monthly basis after the submission of bills for each consignment complete in all respects.

- i. The contractor shall be paid charges for services rendered at the rates mentioned in the Schedule to this Agreement. The said charges offered are fixed and cannot be enhanced on any ground for the entire contract period and no additional charges shall be claimed by the contractor.
- ii. The contract price shall be all inclusive consisting of fixed and operating charges and based on the Scope of Work, vehicle being supplied and also include inter alia, Driver's including other workmen's salary/uniform/food/allowances etc., Employees' State Insurance

Corporation (ESIC) payment, Employee Provident Fund (EPF) payment, Bonus payment, Gratuity, insurance & overtime wages, if any, taxes (excluding GST) & levies, parking charges, toll gate fees & all other charges.

iii. The Bank reserves the right to recover/enforce recovery of any overpayments detected after payment as a result of post-payment audit or technical examination or by any other means.

iv. All compensations or other sums of money payable by the contractor to the Bank under the terms of the contract shall be deducted from dues payable or becoming payable to the contractor. PBG may be invoked as last resort.

v. In the event of any dispute as to whether any liability has arisen hereunder, the decision of the Regional Director/ Officer-in-Charge, Reserve Bank of India, Kolkata shall be final and binding to on both parties and in the event of such liabilities being found to have arisen, the decision of the Regional Director/ Officer-i-Charge as to the amount of damage or loss sustained shall likewise be final and binding.

vi. Both the parties agree to pay taxes which are applicable to either of the parties from time to time. As per Indian laws, taxes as applicable will be deducted at source.

#### **Disqualification / Termination/ Penalty:**

i. Any canvassing by or on behalf of the tenderer or to bring political or other outside influence with regard to their selection shall lead to disqualification from the tender process. In such case, the tender of the tenderer shall be liable for rejection in addition to being blacklisted for a period of minimum one year extendable to three (3) years. If such instances go undetected during the selection process but are detected subsequently, such disqualification will take place with immediate effect.

ii. The contract may be terminated by either of the two parties for any reason, giving to the other party three months' notice in writing of such termination.

iii. In event of any delay by the contractor in complying with any requisition issued by the Bank for supply of vehicles or any breach of instructions of the contract, considered by the General Manager/DGM-in-Charge, Issue Department, Reserve Bank of India, Kolkata to be grave enough to attract penalty, the aforesaid General Manager/ DGM- in-Charge in consultation with Regional Director/ Officer-in-Charge may impose a fine not exceeding Rs.

10,000 (Rupees ten thousand only) per violation on the contractor.

iv. In case of frequent or continued delay or in case of any breach by the Contractor of any of the provisions of this agreement, the Bank may terminate the contract with immediate effect by giving intimation in writing by the General Manager / Deputy General Manager-in-charge, Issue Department with the approval of the Regional Director/ Officer-in-Charge on behalf of the Reserve Bank of India whether any penalty as herein before provided for such delay or breach has been imposed or not.

v. Continuation of the contract shall be primarily depending upon the performance of the contractor. In case the performance is found to be unsatisfactory at any point of time, the contract shall be terminated by giving three months' notice in writing.

vi. If the Contractor failed to provide services for more than 3 occasions continuously, then the Bank has right to terminate the Contract with/ without giving any notice whatever may be the reason. In such case the transporter has no power to claim compensation.

vii. In all cases where the contractor has been levied a cumulative penalty of five percent of the total contract value, the extension beyond the initial period of two years may not be considered.

#### **Compliance with Statutes:**

The contractor shall abide by all relevant laws in force in the country and state(s) concerned. The contractor shall indemnify the Bank from all types of legal implications due to any negligence on their part and for which the Bank is not responsible.

i. The bidder must ensure adherence to various statutory provisions relating to labour, taxation, workmen safety, child and women labour, employment reservations etc. The bidder must be registered under appropriate authorities i.e., must be registered with GST authorities/Income Tax/ PAN/ EPF/ESI authorities/ Indian Registration Act 1908/ Labour license etc.

ii. The contractor shall abide by the provisions of the Motor Vehicle Acts and the rules of the states in force in the states concerned.

iii. The contractor shall make all applicable statutory payments like Minimum Wages, Employee Provident Fund (EPF), Employees' State Insurance Corporation (ESIC), payment of Gratuity under Payment of Gratuity Act, 1972 to their deployed Workmen as per the

notification published by Central Govt. / State Govt. whichever is higher from time to time, besides paying all other statutory payments.

iv. The workmen should be paid the minimum wages under the Minimum Wages Act, 1948 & rules made thereunder. Besides, the workmen should be given Employees Provident Fund as per EPF Act, 1952, Bonus and / or dividends as per Payment of Bonus Act, 1965 and ESI under ESI Act, as applicable. In the absence of ESI, the contractor should undertake the liability under the coverage of Insurance such as Workmen's Compensation Insurance under Workmen's Compensation Act, 1923. The total premium shall be borne by the contractor. The contractor shall have a valid EPF Account for making EPF Contribution for its workmen. In case of any complaint regarding non-compliance of any statutory payments; the same shall be deducted from the bill without prejudice to the Bank's right to cancel the contract.

v. The Contractor shall maintain all records and legal documents updated as per prevailing statute and have to produce before the management / statutory authorities as and when asked for.

vi. The contractor shall submit the salary disbursement statements against the signature of its employees assigned for the Bank's work for verification by the Bank on quarterly basis. If payment is made in cash, it should be in presence of the Bank's official under his signature. Alternatively, employees' bank account may be credited and bank statements indicating payment may be submitted.

vii. The Principal Employer i.e. the Bank shall not be responsible for providing any employment benefits to the contract labour/workers/employees. In the event of the Bank as the Principal Employer being required/called upon to pay any amount to the contract labour/workers/employees engaged by the contractor due to lapse or default on his part in discharging his obligation in terms of any law in force, such amount would be recoverable by the Bank from the contractor as debt due to the Bank by the contractor.

viii. The contractor shall be solely responsible for full compliance of the provisions of the Sexual Harassment at workplace (Prevention, Prohibition and Redressal) Act, 2013 by any mazdoor or other persons deployed by him for execution of the contract. In case of any complaint of sexual harassment against its employees/ labour within the premises of Reserve Bank of India, the complaint will be filed before the Internal Complaints Committee

constituted by the contractor and he shall ensure taking proper action under the Act in respect to the said complaint. The contractor shall be responsible for educating its employees about prevention of sexual harassment at work place and related issues.

ix. Any complaint of sexual harassment from any aggrieved employee of the Contractor against any employee of the Bank shall be taken cognizance of by the Regional Complaints Committee constituted by the Bank.

x. The Contractor shall be responsible for any monetary compensation that may need to be paid in case the incident involves the employees of the Contractor, for instance any monetary relief to the Bank's employee, if sexual violence by the employee of the Contractor is proved.

#### **Non-Disclosure Clause:**

The Contractor shall not disclose directly or indirectly any information, materials and details of the Bank's infrastructure/systems/equipment etc., which may come to the possession or knowledge of the contractor during the course of discharging its contractual obligation in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligation under it or comply with applicable laws. The contractor shall not publish, permit to be published, or disclose any particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the employer. The contractor shall indemnify the Bank for any loss suffered by the Bank as a result of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of the contractor and the Bank shall be entitled to claim damages and pursue legal remedies. The Contractor shall take all appropriate actions with respect to its employees to ensure the obligation of non-disclosure of confidential information under this agreement is fully satisfied. The contractor's obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this agreement for whatever reasons.

#### **Workmen Safety and Insurance:**

- i. The contractor shall alone be fully responsible for safety and security and insurance or life insurance of their personnel who is working on the operation and maintenance works.
- ii. The contractor shall take out and maintain, at their own cost but on terms and conditions

approved by the Bank, insurance against the risks, and for the coverage, as shall be specified in the contract.

iii. The contractor shall provide and ensure sufficient protection gears like safety shoes, hand gloves etc. are being used by their workers while carrying out works.

iv. The Bank shall not be liable for any compensation in case of any fatal injury/death caused to or by any manpower while performing/discharging their duties/ for inspection or otherwise.

v. The quoted rates shall not be less than the minimum wage fixed/notified by the State Government - where the service is performed and shall include all statutory obligations.

vi. The contractor shall be liable for all kinds of dues payable in respect of all personnel provided under the contract and Bank shall not be liable for any dues for availing the services of the personnel.

vii. The contractor shall ensure that persons to be deployed are not alcoholic, drug addict and not indulge in any activity prejudicial to the interest of the Bank. The contractor shall ensure to get the police verification for all the manpower deployed by them and the contractor should ensure that the manpower deputed should bear good moral character.

#### **Dispute Resolution Mechanism & Arbitration:**

i. If a dispute of any kind arises between the Bank and the contractor/ counterparty in connection with or arising out of the contract or the execution of the works, the parties must attempt to resolve it amicably by way of mutual discussions, in good faith, within a period of 30 days from the date on which any party gives the other party a notice to negotiate /engage in amicable discussions.

ii. If an amicable settlement is not forthcoming within the aforesaid period, then the dispute shall then be referred to and finally resolved through arbitration or conciliation as per the Arbitration and Conciliation Act 1996, as amended from time to time. The award passed by the arbitrator shall be binding on the parties and shall apply to the contract.

#### **Submission of Pre-contract Integrity Pact**

Bidders must execute the Integrity Pact (IP) with the Reserve Bank of India. Only bidders who sign the IP will be eligible to participate. It may be noted that the IP is required to be submitted by them as per format given in Annex V of this tender on Rs 100/- bond paper and the same shall form integral part of the contract and will be valid for the tenure of the contract and extension of the contract, if any, thereafter. RBI has appointed following

Independent External Monitor (IEM) in the tendering process:

Shri Nageshwar Rao Koripalli, IRS (Retd.) Email: knageshwarrao@gmail.com

Shri Pramod Shripad Phalnikar, IPS (Retd.) Email: pramodphalnikar@gmail.com

\*Please note that entering into this Pre-Contract Integrity pact would be preliminary qualification and submission of this pact is mandatory along with Part- I of the tender. If any Tender Bids is found to be submitted without duly signed Integrity Pact by the contractor on Rs 100/- bond paper, its tender bid will be rejected and the tenderer will stand disqualified.

**Scrutiny/ Evaluation of Tenders:**

- i. The tenders comprising two parts will be submitted by the tenderers. **Part I** comprising **scope of work and commercial conditions** to be submitted electronically through online bidding portal comprising of:
  - a. Earnest Deposit Money in the form of NEFT or Bank Guarantee for ₹ 52.08 Lakh only /- (Rs. Fifty Two Lakh Eight Thousand only). No interest shall be paid on this deposit.
  - b. Power of Attorney/ authorization with the seal of the company/ firm in the name of the person signing the tender documents
  - c. Documentary evidences and documents required to be submitted under the tender.
  - d. Undertaking stating that the tenderer is not willful defaulter to any bank/financial institution and there is no criminal case pending/contemplated against the company/person.
  - e. **Masked Indicative Price Bid listing all the components as per Price break up Schedule without indicating any prices.**
  - f. Any other information the tenderer wishes to furnish.
- ii. Part II comprising **Price Bid** of the tender to be submitted electronically comprising of prices in Indian Rupees only with detailed break-up of price (format for the breakup is given) both in figures and words. No other enclosure is permitted in Part II. Change of terms and conditions and deviations, if any, found in Part II of the tender will not be considered and will be treated as null and void. The rates quoted shall be deemed to be for the finished work and shall be firm and binding without any escalation whatsoever. The rates quoted should be inclusive of all taxes (excluding GST), cess or duties, other levies applicable, if any.
- iii. Part I of the tender shall be opened in the presence of tenderers or their authorized representatives, who choose to be present.
- iv. The tenders will first be scrutinized to determine whether they are complete and meet the

essential and important requirements, conditions etc. as prescribed in the tender document, the tenders that do not meet the basic requirements, are liable to be treated as unresponsive and ignored.

v. Price bid (Part II) of only such of those tenderers who are found eligible after scrutiny of their Part I of the tenders will be opened on subsequent working day or any other future date informed by the Bank.

vi. The Bank will award the contract to the tenderer(s) whose Bid has been determined to be substantially responsive to the conditions mentioned in tender document and who has/have offered the Bid Price reasonable to the estimated considering the values of all the component of the contract for arriving L1.

vii. Tenders will be evaluated on the basis of the terms & conditions already incorporated in the tender document, based on which tenders have been received and the terms, conditions etc. mentioned by the tenderers in their tenders. No new condition will be brought in while scrutinizing and evaluating the tenders.

viii. Keeping in view the sensitivity of the work, the Bank shall be at liberty not to accept the lowest bid or any tender and shall reserve the right to reject any or all the tenders at any stage of the tendering process, either in whole or in part, without assigning any reason.

viii. The work may be distributed based on kilometers covered during the year. The division of work will be as under:

a. In the event of there being more than one L1 bidder, the entire work may be equally distributed (50:50), (33.3:33.3:33.3) etc. among the L1 bidders.

b. Otherwise, the entire work may be split between L1 and L2 in the ratio of 60:40 (approx.) subject to the L2 bidder agreeing to accept the rates offered and accepted by L1 bidder. This is without any prejudice to the supply capacity of L1 bidder and is only meant to reduce complete reliance on one contractor.

c. In case L2 bidder is not agreeable to match L1 rate then L3, L4 etc. bidder in that order shall be given opportunity to match L1 rate for awarding the balance 40% of work

d. If L2, L3, L4 etc, are not agreeable to match the offered rate of L1, then the balance estimated work (40%) may also be awarded to L1 bidder.



**SECTION - IV**  
**TENDER FORM**

i.	Name of the Tenderer			
ii.	Whether the tenderer is a/an individual/company/partnership firm/Limited Liability Partnership (LLP)/Proprietary concern)			
iii.	Date of Birth in case of individual / proprietorship			
iv.	Date of formation/incorporation of Partnership/LLP/Company. (Furnish self-attested documentary evidence like Memorandum / Articles of Association, Partnership Deed etc.)			
v.	Name (s) of the Proprietor/Partners/Directors of the organization (Furnish self-attested copies of the documents)			
vi.	Address (Furnish proof of address such as Telephone bill, electricity bill, mobile bills, etc.)			
vii.	Telephone/Mobile number	Office	Residence	Mobile
viii.	Email			
ix.	PAN Number			
x.	GSTIN with documentary evidence			
xi.	Brief description of business			
xii.	Website, if any			

xiii.	Name and contact details (mobile no. and email id) of the authorized person who will execute the contract	
xiv.	Whether holding National Permit – If yes, submit self-attested copy of documentary evidence	
xv.	Annual Turnover in Rs. Lakh during last three financial years in similar business: (submit self-attested copies of audited financial statements for last three years)	2024-2025: (Assessment Year 2025-2026) 2023-2024: (Assessment Year 2024-2025) 2022-2023: (Assessment Year 2023-2024)

### 1. Bank Account Details

1.	Name of the Bank	
2.	Bank Branch Address, IFSC code	
3.	Type of bank account & Account Number	
4.	Details of defaults, if any	

### 2. Details of EMD

Amount Rs. \_\_\_\_\_ NEFT UTR No. \_\_\_\_\_

Date \_\_\_\_\_

Issued by Name of bank branch/address \_\_\_\_\_

Date of Submission of EMD to RBI along with Annex - 1: \_\_\_\_\_

3. Are the characters and antecedents of the labourers/supervisors and other employees verified and certified by the police? - Yes / No
  
4. (a) Whether the tenderer has ever been blacklisted by RBI or State / Central Government Department? - Yes / No  
(If the firm or its director/s have been debarred from applying or blacklisted by RBI or convicted by any criminal court, they need not apply).  
(b) Whether any proceeding against the firm or its director/s are pending in any court? -Yes / No  
If Yes, then give details (A separate sheet may be attached)

I agree to the terms and conditions as stipulated in the tender document by RBI, Kolkata.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

Name (\_\_\_\_\_  
)

(with rubber stamp/seal of the firm/ company)

**Details to be filled in by Tenderer (to be filled, signed and uploaded on the portal of MSTC**

Ltd.)

**Schedule A**

**Check List of Documents to be uploaded**

<b>Sr. No.</b>	<b>Description</b>	<b>Bidder's Confirmation</b>
1.	Duly signed Tender Part-I (Section I to IV) and Part-II	
2.	Duly filled Schedule A, B, C, D, E & F	
3.	Documentary evidence of EMD paid	
4.	Self-attested photocopy of PAN (mandatory) and TAN (if applicable)	
5.	Self-attested photocopy of GST registration	
6.	Bank statement/self-attested photocopy of front page of passbook	
7.	Power of Attorney	
8.	Annex-III	
9.	Whether any of the applicant's relative/s is/are employed in the Reserve Bank of India?	Yes/No
10.	Audited Financial Statements of last 3 years	
11.	Client Certificates	
12.	Solvency certificate duly certified by the bank showing Positive net worth as per the latest audited balance sheet.	
13.	Relevant documents pertaining to the constitution of the firm with the details of the proprietor/ partners/ Directors, as the case may be.	

14.	Copy of certification of incorporation / certification of registration of the company.	
15.	Undertaking stating that the tenderer is not willful defaulter to any bank/financial institution and there is no criminal case against the company/person.	
16.	Details of Office/local representative within Metropolitan area of the Kolkata with relevant documents.	
17.	Bank Statements for the last one year.	
18.	Copy of cancelled cheque of the Banker.	
19.	Copy of License No (under section 12(1) of the Contract Labour (Regulation and Abolition Act, 1970.	
20.	Copy of pre-contract Integrity Pact (Annex V)	

Place:

Date:

Signature of bidder (with seal)

**Note: All the above documents should be submitted/uploaded by the Tenderer along with the Technical Bid while submitting the Bids through E-Tender portal. In case of non- submission of any of the above documents by the tenderer, the tender will be treated as disqualified in Part-I at the sole discretion of the Bank.**

**Schedule B**  
**Organizational Details**

Name of the tenderer				
Whether individual proprietorship, partnership or limited company				
Date of formation of partnership / Ltd. Company				
Postal Address	Local Address		Permanent / Regd. Office Address	
Pin code				
Telephone No. (with STD code)	Office	Residence	Fax	Mobile
E-mail				

Place:

Date:

Signature of bidder (with seal)

**Schedule C**  
**Registration Details**

<b>Sl. No.</b>	<b>Type of registration</b>	<b>Registration No.</b>	<b>Date of Registration</b>
1	Income Tax – PAN		
2	Income Tax – TAN (for TDS)		
3	GST Number		
4	Shops and Commercial Establishments Act		
5	PF/EPF		
6	Any other type of registration		
7	Whether the provisions of contract Labour (Regulation & Abolition) Act, 1970, Contract Labour (Regulation & Abolition*) Central Rules, 1971 and any other legal provisions are applicable to your firm?		
8	Whether you are holding a Licence under Section 12(1) of Contract Labour (R&A) Act 1970/71, if so, the details of licence number, etc. may be furnished. (A copy of the license to be attached)		
9	ESIC Registration details		

I/We hereby declare that I/we have read and understood the above conditions.

Place:

Date:

Signature of bidder (with seal)

## Schedule D

(a) Details of Closed metal body containers/ fully covered closed cash vans/ closed vehicles/ Closed metal body containers owned by the Tenderer

(Please enclose photo copy of RC books and latest receipt of payment of Road Tax with Authorities as well as copies of fitness certificate of vehicles)

\* - Wireless Mobile Communication System

(b) Metallic Containers of other parties available to the contractor along with their letter of assurance or agreement, if any.

\* - Wireless Mobile Communication System

Place:

Date:

Signature of bidder (with seal)

**Schedule E**  
**List of Clients**  
**(For whom similar work was undertaken in the last 5 years)**

<b>Sr No</b>	<b>Details</b>	<b>Client (1)</b>	<b>Client (2)</b>	<b>Client (3)</b>
1.	Name			
2.	Address			
3.	Email Id			
4.	Contact No			
5.	Brief details of the work			
6.	Date of award of contract			
7.	Certificate from Client			

Place:

Date:

Signature of bidder (with seal)

**Schedule F**  
**Details of Banker(s)**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Details</b>
1.	Address	
2.	Contact Person	
3.	Email Id	
4.	Telephone Number	
5.	Fax Number	

Place:

Date:

Signature of bidder (with seal)

**NEFT Details for effecting e-payments**

Name of the Institution: Reserve Bank of India, Kolkata Address (in full): 15, Netaji Subhas Road, RBI Kolkata

1	Name of the Account Holder (as appearing in the Bank Account)	Reserve Bank of India, Kolkata
2	Account Number	186003001
3	Type of Account (Savings, Current etc.)	Current
4	PAN Number	AAIFR5286M
5	Name of the Bank	RBI, Kolkata
6	Name of the Branch	RBI, Kolkata
7	Address of the Bank	RBI, Kolkata
8	NEFT/IFS Code	RBIS0KLPA01 (0 in the code represents ZERO)
9	Name of the Account	RBI, NEFT, Inward Received
10	GSTIN	19AAIFR5286M1ZD
11	Narration which may be used while initiating the payment	IDKOL Tender for Container

**Annex-II**

**POWER OF ATTORNEY FOR AUTHORIZED SIGNATORY**

(On Non-Judicial Stamp Paper of appropriate value)

To,  
Regional Director  
Reserve Bank of India  
Issue Department  
Kolkata Regional Office  
Kolkata-700001

Dear Sir

**Name of Work: Supply of sufficient number of fully covered metallic container trucks / vehicles for transportation of coins packed in bags (with carrier's risk) and/or banknotes packed in boxes**

We.....(Name of the Bidder and address of their registered office) do hereby constitute, appoint and authorize Mr. / Ms.

.....(Name and residential address of Power of Attorney holder) who is presently employed with us and holding  
the position of

..... as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our bid for the captioned Project, including signing and submission of all documents and providing information / responses to the Reserve Bank of India (RBI), representing us in all matters before RBI, and generally dealing with RBI in all matters in connection with our proposal for the said Project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

Signature of Mr./ Ms.....is attested below:

Signature/(s) of the Bidder Name/(s)

Stamp/Seal of the Bidder

Note: Power of Attorney should be properly stamped and notarized Power of Attorney furnished by Contractor shall be irrevocable.

**Proforma of Undertaking / Declaration / Certificate by the Bidder regarding  
country sharing land border with India**

(To be submitted by the bidders on their letter head duly sealed and signed by the authorized signatory)

**To**

**Regional Director**

**Reserve Bank of India**

**Kolkata**

**Name of Work: Supply of sufficient number of fully covered metallic container trucks / vehicles for transportation of coins packed in bags (with carrier's risk) and/or banknotes packed in boxes**

I/We \_\_\_\_\_ (Name and address, including country of location of bidder) have read and understood the contents of the Office Memorandum (OM) F.No. 6/18/2019-PPD dated July 23, 2020 and its subsequent orders / revision issued by Public Procurement Division, Department of Expenditure, Ministry of Finance, Government of India regarding the restrictions on procurement from a bidder of a country which shares a land border with India.

2. I/We certify that \_\_\_\_\_ (Name of the bidder)

- i. Is not from a country sharing land border with India, or
- ii. Is from a country sharing land border with India and has been registered with the Competent Authority, the certificate of which is enclosed, or
- iii. Is from a country sharing land border with India where Government of India has extended lines of credit, or
- iv. Is from a country sharing land border with India where Government of India is engaged in development projects.

*(strikeout whichever of the above is not applicable)*

3. I/ We further certify that (Name of the bidder) fulfils all requirements in this regard and is eligible to be considered under the provision of the above referred Office Memorandum and

its subsequent orders / revision. I/We also undertake that even in case of contracts where we are permitted by the Bank/RBI to sub-contract I/We (Name of the bidder) will not sub-contract any work to a contractor from country(ies) sharing land border with India, unless such contractor fulfils all the requirements contained in the above referred office memorandum/ order.

4. I/We know and understand that, if this Undertaking / Declaration / Certification / Certificate submitted by us is found to be false, the Bank shall be free to reject / terminate our tender / Work Order and that the Bank shall also be free to initiate any legal action in accordance with law including forfeiting of Earnest Money Deposit / Performance Bank Guarantee / Security Deposit and / or debarring us from participating in tenders invited by the Bank in future.

Signature and name of the authorised signatory of the Bidder with stamp

Date:

Place:

Draft agreement for Supply of sufficient number of fully covered metallic container trucks / vehicles for transportation of coins packed in bags (with carrier's risk) and/or banknotes packed in boxes from 01.04.2026 to 31.03.2028

**(to be finalized at the time of signing)**

The agreement made at Kolkata on this \_\_\_\_\_ day of \_\_\_\_\_ 2026 and shall be effective from the 1st day of April 2026 between Reserve Bank of India, a body corporate established under the Reserve Bank of India Act, 1934 and having its Office at 15, Netaji Subhas Road, Kolkata - 700001 (hereinafter referred to as "the Reserve Bank of India" / "the Bank") acting through its General Manager/ Deputy General Manager-in-Charge, Issue Department, Reserve Bank of India (hereinafter referred to as "Deputy General Manager/The General Manager") which expression shall include his successors in office) of the ONE PART,

AND

---

- , hereinafter referred to as the "the contractor", which expression shall include his legal heirs, representatives, successors) of the OTHER PART. Whereas the contractor has quoted rates for the transport and delivery of coins/ Banknotes in metallic containers to the currency chests/small coin depots situated in West Bengal, Sikkim or any other State/ UT in India, Indian Government Mint Kolkata and other issue offices. However,

For Coins:

without the same being accompanied by Bank's Staff and State Police Escort, and at the contractor's own risk in terms of transportation of coin bags/sacks.

For Banknotes:

with the same being accompanied by Bank's Staff and State Police Escort for transportation of noteboxes.

And, whereas, the Regional Director/CGM-i-C, Kolkata has accepted such rates and it has been agreed by and between the parties to enter into this agreement.

**NOW IT IS MUTUALLY AGREED AND DECLARED AS FOLLOWS:**

1.

i. This AGREEMENT is effective and valid for a period of two years from April 01, 2026, to March 31, 2028. The agreement may be extended/renewed by the Bank

at its sole discretion, for a further period of one year with / without any variation in the terms and conditions, subject to satisfactory performance of the contractual terms and conditions.

- ii. When the period of the contract is about to expire, the matter of extension of the contract may be considered by the Bank. Three months before the expiry of the existing contract, the contractor shall provide in writing to the Bank, whether he/she is willing to renew the contract for a further period on the existing terms and conditions.
- iii. In case the new contract for the year beginning from April 1, 2028 is not finalized due to any reason, the contractor may be required to work on the same terms and conditions for a further period of up to three months from the date of expiry of this Agreement.
- iv. This agreement/ contract is in the nature of a rate contract. The Bank neither promises nor assures any specific quantity of job under the contract.

2.

- i. For remittance of banknotes/ coins, the contractor shall make available as and when required by the Bank minimum number of 25 fully covered metallic closed container trucks/ vans/ vehicles of minimum 3 MT capacity having metallic body of sufficient thickness, preferably bullet / tamper proof with secure tamper proof double locking arrangement, enabled with Global Positioning System (GPS), CCTV and hooter. Copy of Registration Certificate and Fitness Certificate issued by RTO should be made available. The contractor shall undertake an obligation to transport and deliver the following:
  - a. Coins in metallic containers to the currency chests/small coin depots/Indian Government Mints/ other Issue Offices / inter-state currency chests/ other places specified by RBI, Kolkata, at the rates proposed by the contractor and without the same being accompanied by Bank's Staff and State Police Escort and at his own risk. The coin remittance should be accompanied by armed guards to be provided for by the contractor.
  - b. Banknotes in metallic containers having minimum storing capacity of 30 note boxes of average size being approximately 63x33x72 cm weighing approx.120 kgs at the rates proposed by the contractor and with the accompaniment of Bank staff (Potdar) and State Police Escort, both arranged and coordinated by the Bank.
- ii. The contractor shall furnish an irrevocable Performance Bank Guarantee (PBG) from

a scheduled commercial bank, for a minimum sum of ₹25,00,00,000/- (Rupees Twenty-Five Crore Only), in favor of the Bank. This guarantee shall cover the value of coins transported under the contractor's risk and the due fulfillment of all contractual obligations related to transportation of banknotes. The PBG must remain valid for the entire contract period of two years, eliminating the need for repeated submissions during the term.

- iii. The Performance Bank Guarantee (PBG) shall be for the due performance of the contract for the entire contract period and also against any loss or damage caused to or would be caused to or suffered by the Bank. If the contract is renewed; the contractor will arrange to provide extended Bank Guarantee accordingly.
- iv. The Bank reserves the right to increase the amount of Bank Guarantee depending upon the amount of remittance and the contractor shall provide Bank Guarantee of additional amount.
- v. The Bank Guarantee shall be liable to be invoked for recovery of the full amount or part thereof depending upon the extent of loss or damage suffered by the Bank as determined by the General Manager, Issue Department, Reserve Bank of India, Kolkata, with the approval of the Regional Director/ Officer-in-Charge, Reserve Bank of India, Kolkata.
- vi. The Bank Guarantee 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 any agencies concerned or contractors' employees.

### **3. Duties of the contractor**

It shall remain the contractor's responsibility to successfully execute the contract till the completion of validity period. In case contractor fails to deliver the assigned work, her/his PBG shall be invoked. The contractor has also to indemnify the Bank from any type of loss due to any negligence on their part and for which the Bank is not responsible.

#### **a) Duties of the contractor for transportation of coins packed in bags:**

- i. The contractor shall, at all times during the contract period, within 12 hours from the receipt of written or verbal requisition to that effect from the General Manager / Deputy General Manager, Reserve Bank of India, Issue Department, Kolkata or any of his/ her subordinate officer(s), supply adequate number of vehicles for transportation of coins packed in bags. Such requisition may be delivered to the contractor by means of telephone or mobile phone or e-mail or fax, etc. The requisition notice may be cancelled by the Bank by issuing another notice, orally or in writing not less than three

hours before the time fixed for transport of coin bags. In such case the Bank shall not make any payment to the contractor by way of remuneration compensation etc.

- ii. In urgent cases, certified by the General Manager/DGM-in-charge, Issue Department of the Bank, requisition with three hours' notice in lieu of twelve hours' notice, may be made by the Bank and shall be complied with accordingly by the contractor.
- iii. The notice so given shall be complied with, even if it requires working beyond ordinary business hours or on a day / days declared as Public Holiday/s under the Negotiable Instruments Act, 1881 including Saturday and Sunday or any other extant statute / provision applicable in this respect.
- iv. The contractor shall not, in any circumstances, transport goods or any other item pertaining/belonging to any other person in the vehicles carrying the consignment of the Bank.
- v. The coin bags will be handed over to the contractor at his/her own risk, he must provide necessary security arrangements for them. The contractor may arrange for insurance of the coins at his/her own cost in consultation with the Bank.
- vi. The contractor shall be required to obtain necessary route permits and pay all relevant taxes on his/her own.
- vii. The contractor shall not assign the contract onwards. He/ She shall not sublet any portion of the contract except with the prior written consent of the Bank. In case of breach of this condition, the Bank may rescind the contract.
- viii. In case of any breakdown of vehicle, the contractor shall be able to provide services of crane/stand-by/ alternate vehicle of similar specifications within 10 hours so that the remittance of the treasure is not delayed.
- ix. The contractor shall ensure that the vehicles are having valid permission issued by RTO concerned, Registration papers, PUC certificate, Fitness Certificate, tax paid up to date, Insurance cover, etc. to the vehicles and the drivers of the vehicles have valid driving license. The contractor will indemnify and keep indemnified the Bank against any loss, costs, charges and expenses incurred or suffered by the Bank on account of lack of said permit, license, certificates, etc.
- x. The Bank shall have the right to inspect or arrange inspection of the vehicles deployed by the contractor for the work at any time and declare any vehicle/ equipment unsafe and ask for its immediate withdrawal from the operation. The contractor shall ensure prompt/ immediate compliance of the same.
- xi. The work of the Bank should be carried out in a proper, careful, expeditious and efficient

manner. The complete works/activities should be carried out without causing any damage to the coin bags, Bank's employees or officers, Bank's property, goods etc. and general public or any other person present in the premises of the Bank. The contractor shall be required to work in close co-ordination with the contractor who will supply labourers/ mazdoors.

- xii. The vehicles supplied by the contractor shall be of less than 10 years old and must be roadworthy and in good condition. These vehicles shall either be owned or leased by the contractors. In case of leased vehicles, the lease of vehicles shall not expire during the contract.
- xiii. The contractor shall make good and reimburse to the Bank any loss or damage sustained by reason of accident, fire, theft, robbery, looting of the treasure, in transit or by any defective vehicle or from any incompetence, negligence of the employees of contractor.
- xiv. The contractor shall submit periodic maintenance records of the vehicles to Bank. The contractor has to ensure that all the vehicles are equipped with necessary safety equipment including fire extinguisher, first aid kit and minimum three torch lights for use of the driver/cleaner etc.
- xv. The contractor should have communication network for tracking the movement of vehicles at any point of time. GPS should be provided for continuous tracking of truck.
- xvi. The metallic container trucks/closed vehicles provided by the Contractor shall have high resolution CCTV coverage of both passenger and cargo compartment. CCTV coverage and its storage should be in a manner that there is adequate coverage on both the compartments and treasure. The recording of same should be retrievable for any test/ investigation. The final decision, as to whether the container trucks meet the said requirements or not, will be that of the Bank.
- xvii. Loading/ unloading of the Coin Bags into/from the contractor's containers will be done by the contractor at his cost at the destination currency chest(s)/ other office(s) of the Bank or other places specified by the Bank.
- xviii. Loading/ unloading at the Bank or its other offices will normally be done during the office hours of the Bank.
- xix. The contractor shall arrange to deliver the Coin Bags to the destination currency chest/s/SCDs/IG Mints/other Issue Offices normally during the working hours of branches. However, in view of the security aspect, the coin bags will be delivered immediately after arrival of the container at the chest branch/ office(s).

- xx. The vehicle carrying the treasure shall be parked at the nearest Police Station at sunset and travelling during night hours should not be undertaken.
- xi. The contractor shall obtain a receipt from the destination currency chest(s) in prescribed format, for having delivered the coins and submit the same to the Bank for settlement of the bill.
- xxii. The contractor will ensure that all persons employed by him/her, for the purposes for the rendering the services required by the Bank, are insured with Government of India recognized insurance companies, for which no extra payment will be made by the Bank. The contractor shall be responsible for any injury or damages to any persons, animals or any other things.
- xxiii. For transportation of coins, only closed metallic containers with height less than 10.5 feet will be used by the contractor.

**b) Duties of the contractor for transportation of banknotes packed in boxes:**

- i. The contractor shall, at all times during the contract period, within 12 hours from the receipt of written or verbal requisition to that effect from the General Manager / Deputy General Manager, Reserve Bank of India, Issue Department, Kolkata or any of his/ her subordinate officer(s) / staff, supply adequate number of vehicles for transportation of currency notes packed in boxes. Such requisition may be delivered to the contractor by means of telephone or mobile phone or e-mail or fax, etc. The requisition notice may be cancelled by the Bank by issuing another notice, orally or in writing not less than three hours before the time fixed for transport of note boxes. In such case the Bank shall not make any payment to the contractor by way of remuneration compensation etc.
- ii. In urgent cases, certified by the General Manager/DGM-in-charge, Issue Department of the Bank, requisition with three hours' notice in lieu of twelve hours' notice, may be made by the Bank and shall be complied with accordingly by the contractor.
- iii. The notice so given shall be complied with, even if it requires working beyond ordinary business hours or on a day / days declared as Public Holiday/s under the Negotiable Instruments Act, 1881 including Saturday and Sunday or any other extant statute / provision applicable in this respect.
- iv. The contractor shall not, in any circumstances, transport goods or any other item pertaining/belonging to any other person in the vehicles carrying the consignment of the Bank.
- v. The metallic container trucks carrying remittances may be required to halt en-route

after sunset in the nearest Police Station or District Police Head Quarters or any other place directed by the Police Authorities or by the Bank.

- vi. The contractor shall be required to obtain necessary route permits and pay all relevant taxes on his/her own.
- vii. The contractor shall not assign the contract onwards. He/She shall not sublet any portion of the contract except with the prior written consent of the Bank. In case of breach of this condition, the Bank may rescind the contract.
- viii. In case of any breakdown of vehicle, the contractor shall be able to provide services of crane, stand-by/ alternate vehicle of similar specifications within 10 hours so that the remittance of the treasure is not delayed.
- ix. The contractor shall ensure that the vehicles are having valid permission issued by RTO concerned, Registration papers, PUC certificate, Fitness Certificate, tax paid up to date, Insurance cover, etc. to the vehicles and the drivers of the vehicles have valid driving license. The contractor will indemnify and keep indemnified the Bank against any loss, costs, charges and expenses incurred or suffered by the Bank on account of lack of said permit, license, certificates, etc.
- x. The Bank shall have the right to inspect or arrange inspection of the vehicles deployed by the contractor for the work at any time and declare any vehicle/ equipment unsafe and ask for its immediate withdrawal from the operation. The contractor shall ensure prompt/ immediate compliance of the same.
- xi. The work of the Bank should be carried out in a proper, careful, expeditious and efficient manner. The complete works/activities should be carried out without causing any damage to the note boxes, Bank's employees or officers, Bank's property, goods etc. and general public or any other person present in the premises of the Bank. The tenderer shall be required to work in close co-ordination with the contractor who will supply labourers/ mazdoors.
- xii. The vehicles supplied by the contractor shall be of less than 10 years old and must be roadworthy and in good condition. These vehicles shall either be owned or leased by the contractors. In case of leased vehicles, the lease of vehicles shall not expire during the contract.
- xiii. The contractor shall make good and reimburse to the Bank any loss or damage sustained by reason of accident, fire, theft, robbery, looting of the treasure, in transit or by any defective vehicle or from any incompetence, negligence of the employees of contractor or by any insufficiency in the number of labourers.

- xiv. The contractor shall equip the metallic container as well as escort vehicles with a fire extinguisher, first aid and minimum three torch lights for the use of the driver/ cleaner etc.
- xv. The contractor shall submit periodic maintenance records of the vehicles to the Bank. The contractor has to ensure that all the vehicles are equipped with necessary safety equipment including fire extinguisher.
- xvi. The contractor should have communication network for tracking the movement of vehicles at any point of time. GPS Should be provided for continuous tracking of truck.
- xvii. The metallic container trucks/closed vehicles provided by the Contractor shall be equipped with wireless mobile communication system along with a hooter.
- xviii. The metallic container trucks/closed vehicles provided by the Contractor shall have high resolution CCTV coverage of both passenger and cargo compartment. Communication should be maintained with the escort party commander (police) and the representative (Potdar). CCTV coverage and its storage should be in a manner that there is adequate coverage on both the compartments and treasure. The recording of same should be retrievable for any test/ investigation. The final decision, as to whether the container trucks meet the said requirements or not, will be that of the Bank.
- xix. Loading unloading at the Bank will normally be done during the office hours of the Bank.
- xx. The contractor shall arrange to deliver the treasure boxes to the destination currency chest(s)/ any other place specified by RBI, Kolkata normally during the working hours of branches. However, in view of the security aspect, the boxes will be delivered immediately after arrival of the container at the chest branch.
- xi. The contractor shall obtain a receipt from the destination currency chest(s) / any other place specified by RBI, Kolkata in prescribed format, for having delivered the notes and submit the same to the Bank for settlement of the bill.
- xxii. The contractor will ensure that all persons employed by him/her, for the purposes for the rendering the services required by the Bank, are insured with Government of India recognized insurance companies, for which no extra payment will be made by the Bank. The contractor shall be responsible for any injury or damages to any persons, animals or any other things.
- xxiii. For transportation of notes, only closed metallic containers with height less than 10.5 feet will be used by the contractor.

#### 4. **Payment and Taxes:**

- i. The payment will be made on monthly basis after the submission of bills for each consignment complete in all respects.
- ii. The contractor shall be paid charges for services rendered at the rates mentioned in the Schedule to this Agreement. The said charges offered are fixed and cannot be enhanced on any ground for the entire contract period and no additional charges shall be claimed by the contractor.
- iii. The contract price shall be all inclusive consisting of fixed & operating charges and based on the scope of Work, vehicle being supplied and also include interalia, Drivers including other workmen's salary/uniform/food/allowances etc, Employees' State Insurance Corporation (ESIC) payment, Employee Provident Fund (EPF) payment, Bonus payment, Gratuity, insurance & overtime wages, if any, taxes (excluding GST) & levies, parking charges, toll gate fees & all other charges.
- iv. The Bank reserves the right to recover/enforce recovery of any overpayments detected after payment as a result of post-payment audit or technical examination or by any other means.
- v. All compensations or other sums of money payable by the contractor to the Bank under the terms of the contract shall be deducted from Performance Bank Guarantee furnished by the contractor or other dues payable or becoming payable to the contractor. PBG may be invoked as the last resort.
- vi. In the event of any dispute as to whether any liability has arisen hereunder, the decision of the Regional Director/ Officer-in-Charge, Reserve Bank of India, Kolkata shall be final and binding upon both parties and in the event of such liabilities being found to have arisen, the decision of the Regional Director/ Officer-in-Charge as to the amount of damage or loss sustained shall likewise be final and binding.

5. The contractor shall make good and reimburse to the Bank any loss or damage sustained by reason of any theft, robbery, looting of the treasure in transit or by any defective container or by reason of any act of dishonesty or fraudulent conduct on their part or on the part of labourers engaged by them.

## **6. Termination/ Penalty:**

- i. The contract may be terminated by either of the two parties for any reason, giving to the other party three months' notice in writing of such termination.
- ii. In event of any delay by the contractor in complying with any requisition issued by the Bank for supply of vehicles or any breach of instructions of the contract, considered

by the General Manager/ DGM-in-Charge, Issue Department, Reserve Bank of India, Kolkata to be grave enough to attract penalty, the aforesaid General Manager/DGM-in-Charge in consultation with Regional Director/ Officer-in-Charge may impose a fine not exceeding Rs. 10,000/- (Rupees Ten thousand only) per violation on the contractor.

- iii. In case of frequent or continued delay or in case of any breach by the Contractor of any of the provisions of this agreement, the Bank may terminate the contract with immediate effect by giving intimation in writing by the General Manager / Deputy General Manager-in-charge, Issue Department with the approval of the Regional Director/ CGM-i-C on behalf of the Reserve Bank of India whether any penalty as herein before provided for such delay or breach has been imposed or not.
- iv. Continuation of the contract shall be primarily depending upon the performance of the contractor. In case the performance is found to be unsatisfactory at any point of time, the contract shall be terminated by giving three months' notice in writing.
- v. If the Contractor fails to provide services for more than 3 occasions continuously, then the Bank has right to terminate the Contract with/without giving any notice whatever may be the reason. In this case the transporter has no power to claim compensation.
- vi. In all cases where the contractor has been levied a cumulative penalty of five percent of the total contract value, the extension beyond the initial period of two years may not be considered.

7.

- i. The contractor shall be required to obtain a licence, if applicable, from the Office of the Assistant Labour Commissioner, Government of India, Kolkata as provided under section 12(1) of the Contract Labour (Regulation and Abolition) Act, 1970 read with section 21 Contract Labour (Regulation and Abolition) Central Rules, 1971 and also comply with the other requirements of the above Act. If license is not applicable, then the contractor will be required to make available an affidavit, mentioning the details of number of labourers employed by them.
- ii. If the contractor does not obtain a license as contemplated under section 12(1) of the Contract Labour (Regulation and Abolition) Act, 1970 read with section 21 Contract Labour (Regulation and Abolition) Central Rules, 1971 or any other law as applicable, failing which he alone would be responsible for actions/ proceedings ensuring thereto. The bank shall not be held responsible for acts, commissions or omissions of the contractor and shall in no way be made liable to the labourers by the contractor.

- iii. The contractor shall indemnify and keep indemnified the Bank against all losses and claims, damages or compensation for breach of any provisions of the Payment of Wages Act, 1936, Minimum Wages Act, 1948, Contract Labour (Regulation and Abolition) Act, 1970 or any other labour law/ statute in force in this regard. The contractor only shall be responsible for liabilities, if any, in this regard. Bank should not be responsible for any dispute arising out of less or no payment to labourers.
- iv. The contractor will be held responsible and liable for payment of salaries, statutory minimum wages and other legal dues to the persons who are employed by him/ her for the purposes of rendering the services required by the Bank under this tender. Payment should be made through normal banking channel. Written records for having made these payments will be submitted to the Bank as and when asked for its verification. Bank should not be responsible for any dispute arising out of less or no payment to laborers

8. In addition, he/they have to provide essential amenities like drinking water, first aid facility etc. to its employees as per Contract Labour Act 1970. The agency/ contractor has to give affidavit on Non Judicial Stamp Paper of applicable value before the award of the work that he undertakes to actually pay wages to all the labourer of all descriptions to be engaged by him for completion of that particular job/work at the rate which is not less than the one prescribed under minimum wages under Contract Labour (Regulation and Abolition Act) 1970 and also keep the Principal Employer indemnified against all the actions that may be initiated against the Principal Employer by the Statutory Authorities for his failure to pay such wages and provide the essential amenities.

9.

- i. The contractor should ensure that he deploys only adult, well trained and competent persons who are physically & medically fit and are not suffering from any chronic or contagious diseases, for carrying out the works.
- ii. The contractor will be responsible and liable for the payment of wages and all other dues which they are entitled to receive under the various labour laws and other statutory provisions. Payment to every workman should be done through the banking channels only. The contractor shall maintain a register of attendance, register of wages which will be asked by Bank for verification from time to time.
- iii. The contractor will ensure that all persons employed by him/her, for the purposes for rendering the services required by the Bank, are insured with Government of India recognized insurance companies, for which no extra payment will be made by the Bank.

The contractor shall be responsible for any injury or damages to any persons, animals or any other things.

- iv. The contractor should provide character certificate of labourers issued by the police authorities and by their earlier employers, if any, along with their complete names, permanent and local addresses and recent passport size photographs to the Bank.
- 10. The amount of damage or loss sustained, and any fines imposed may be deducted from time to time from any of the sums payable to the contractor and/or recovered from him.
- 11. If at any time the General Manager/DGM, Issue Department, finds that through the default of the contractor owing to insufficiency, or delay or failure or other defects in the supply of fully covered closed cash vans/ closed vehicles, the treasure cannot be dispatched in due time, it shall be open to the General Manager, Issue Department to cancel the requisition and reject all the containers supplied on the occasion and get the work done in any other manner, making the contractor liable for any extra charge involved therein, irrespective of whether a fine is imposed or not.

## **12. Compliance with Statutes:**

The contractor shall abide by all relevant laws in force in the country and state(s) concerned. The contractor shall indemnify the Bank from all types of legal implications due to any negligence on their part and for which the Bank is not responsible.

- i. The bidder must ensure adherence to various statutory provisions relating to labour, taxation, workmen safety, child and women labour, employment reservations etc. The bidder must be registered under appropriate authorities i.e., must be registered with GST authorities/Income Tax/ PAN/ EPF/ESI authorities/ Indian Registration Act 1908/ Labour license etc.
- ii. The contractor shall abide by the provisions of the Motor Vehicle Acts and the rules of the states in force in the states concerned.
- iii. The contractor shall make all applicable statutory payments like Minimum Wages, Employee Provident Fund (EPF), Employees' State Insurance Corporation (ESIC), payment of Gratuity under Payment of Gratuity Act, 1972 to their deployed Workmen as per the notification published by Central Govt. / State Govt. whichever is higher from time to time, besides paying all other statutory payments.
- iv. The workmen should be paid the minimum wages under the Minimum Wages Act, 1948 & rules made thereunder. Besides, the workmen should be given Employees Provident Fund as per EPF Act, 1952, Bonus and / or dividends as per Payment of

Bonus Act, 1965 and ESI under ESI Act, as applicable. In the absence of ESI, the contractor should undertake the liability under the coverage of Insurance such as Workmen's Compensation Insurance under Workmen's Compensation Act, 1923. The total premium shall be borne by the contractor. The contractor shall have a valid EPF Account for making EPF Contribution for its workmen. In case of any complaint regarding non-compliance of any statutory payments; the same shall be deducted from the Bill/ Bank Guarantee (PBG) without prejudice to the Bank's right to cancel the contract.

- v. The Contractor shall maintain all records and legal documents updated as per prevailing statute and have to produce before the management / statutory authorities as and when asked for.
- vi. The contractor shall submit the salary disbursement statements against the signature of its employees assigned for the Bank's work for verification by the Bank on quarterly basis. If payment is made in cash, it should be in presence of the Bank's official under his signature. Alternatively, employees' bank account may be credited and bank statements indicating payment may be submitted.
- vii. The Principal Employer i.e. the Bank shall not be responsible for providing any employment benefits to the contract labour/workers/employees. In the event of the Bank as the Principal Employer being required/called upon to pay any amount to the contract labour/workers/employees engaged by the contractor due to lapse or default on his part in discharging his obligation in terms of any law in force, such amount would be recoverable by the Bank from the contractor as debt due to the Bank by the contractor.
- viii. The contractor shall be solely responsible for full compliance of the provision of the Sexual Harassment at workplace (Prevention, Prohibition and Redressal) Act, 2013 by any mazdoor or other persons deployed by him for execution of the contract. In case of any complaint of sexual harassment against its employees/labour within the premises of Reserve Bank of India, the complaint will be filed before the Internal Complaints Committee constituted by the contractor and he/ she shall ensure taking proper action under the Act in respect to the said complaint. The contractor shall be responsible for educating its employees about prevention of sexual harassment at workplace and related issues.
- ix. Any complaint of sexual harassment from any aggrieved employee of the Contractor against any employee of the Bank shall be taken cognizance of by the Regional

Complaints Committee constituted by the Bank.

- x. The Contractor shall be responsible for any monetary compensation that may need to be paid in case the incident involves the employees of the Contractor, for instance any monetary relief to the Bank's employee, if sexual violence by the employee of the Contractor is proved.

#### **13. Non-Disclosure Clause:**

The Contractor shall not disclose directly or indirectly any information, material and details of the Bank's infrastructure/systems/equipment etc., which may come to the possession or knowledge of the contractor during the course of discharging contractual obligation in connection with this agreement, to any third party and shall at all times hold the same in strictest confidence. The contractor shall treat the details of the contract as private and confidential, except to the extent necessary to carry out the obligation under it or to comply with applicable laws. The contractor shall not publish, permit to be published, or disclose any particulars of the works in any trade or technical paper or elsewhere without the previous written consent of the Bank. The contractor shall indemnify the Bank for any loss suffered by the Bank as a result of disclosure of any confidential information. Failure to observe the above shall be treated as breach of contract on the part of the Contractor and the Bank shall be entitled to claim damages and pursue legal remedies. The Contractor shall take all appropriate actions with respect to its employees to ensure the obligation of non-disclosure of confidential information under this agreement is fully satisfied. The Contractor's obligations with respect to non-disclosure and confidentiality will survive the expiry or termination of this agreement for whatever reasons.

#### **14. Workmen Safety and Insurance:**

- i. The contractor shall alone be fully responsible for safety and security and insurance or life insurance of their personnel who is working on the operation and maintenance works.
- ii. The Contractor shall make suitable arrangement for taking Comprehensive All Risk Insurance cover for men and materials during the operation of the contract, against risks including but not limited to the personal injuries to the labourers engaged by him or to any third party, any loss or damage to the property of the bank or any third party. He / she shall ensure that the insurance cover is always kept alive during the currency of this agreement. The General Manager, Issue Department shall have the right to call upon the contractor to furnish the insurance policies so purchased and verify, examine or scrutinize the same to satisfy himself about the adequacy of the insurance cover taken

by the contractor. If the General Manager, Issue Department determines that the insurance cover is not sufficient (in amount) or does not cover all the risks to which employees / mazdoors are exposed having regard to the risk involved in the work of the contract employees, the contractor shall purchase insurance cover for additional amount as well as for the risks not covered in the existing insurance policy to make up for the insufficiency so determined by the General Manager, Issue Department failing which the Bank may purchase insurance for the additional amount and / or additional risks. The Bank shall recover expenses incurred in this regard by the Bank from the contractor.

- iii. The contractor shall provide and ensure sufficient protection gears like safety shoes, hand gloves etc. are being used by their workers while carrying out works.
- iv. The Bank shall not be liable for any compensation in case of any fatal injury/death caused to or by any manpower while performing/discharging their duties/ for inspection or otherwise
- v. The quoted rates shall not be less than the minimum wage fixed/notified by the State Government - where the service is performed and shall include all statutory obligations.
- vi. The contractor shall be liable for all kinds of dues payable in respect of all personnel provided under the contract and the Bank shall not be liable for any dues for availing the services of the personnel.
- vii. The contractor shall ensure that persons to be deployed are not alcoholic, drug addict and not indulge in any activity prejudicial to the interest of the Bank. The contractor shall ensure to get the police verification for all the manpower deployed by them and the contractor should ensure that the manpower deputed should bear good moral character.

#### **15. Dispute Resolution Mechanism & Arbitration:**

- i. If a dispute of any kind arises between the Bank and the contractor/ counterparty in connection with or arising out of the contract or the execution of the works, the parties must attempt to resolve it amicably by way of mutual discussions, in good faith, within a period of 30 days from the date on which any party gives the other party a notice to negotiate /engage in amicable discussions.
- ii. If an amicable settlement is not forthcoming within the aforesaid period, then the dispute shall then be referred to and finally resolved through arbitration or conciliation as per the Arbitration and Conciliation Act 1996, as amended from time to time. The award passed by the arbitrator shall be binding on the parties and shall apply to the contract.
- iii. All disputes arising out of or in any way connected with this contract shall be deemed to have arisen at Kolkata and only Courts in Kolkata shall have jurisdiction to determine

the same.

**16. Integrity Pact (IP):**

The Integrity Pact executed between the Principal and the Tenderer(s)/ Contractor(s) dated \_\_\_\_\_, is hereby incorporated into this contract and deemed part of it. All obligations under the IP shall be binding from the invitation of bids until contract execution.

17. This agreement shall be executed in duplicate; the original shall be kept with the Bank and the duplicate by the contractor. The Stamp Duty payable on the original shall be borne and paid by the contractor.

18. The clauses in this agreement have to be read in conjunction with the tender document and the contractor shall not be absolved from any liability's duties, merely because a specific mention has not been made in this agreement.

19. The Bank will issue a letter to the Police authorities requesting them to permit the contractor's vehicles to enter the city limits during restricted hours (day time). The contractor will have to obtain required permission from Police authorities.

20. Both the parties agree to pay taxes which are applicable to either of the parties from time to time. As per Indian laws, taxes as applicable will be deducted at source and a certificate for the same will be issued to the contractor.

21. The vendor/contractor will adhere to the relevant provisions of IS policy of the Bank.

22. No amendment to this agreement shall be effective unless it is in writing and signed by duly authorized representatives of both parties.

23. The provisions of this agreement and the rates shown in the enclosed schedule are effective from April 01, 2026.

IN WITNESS WHEREOF the parties have signed these presents and have caused their common seal to be affixed to these presents and to a duplicate hereof, the day and year first HEREINABOVE written.

FOR CONTRACTOR

Signature

Name:

Witnesses:

1.

FOR RESERVE BANK OF INDIA,  
KOLKATA

Signature

Name & Designation:

Witnesses:

1.

(Signature and Name)

(Signature and Name)

2.

2.

(Signature and Name)

(Signature and Name)

**INTEGRITY PACT**  
**(on Rs.100 bond paper)**

This Agreement (hereinafter called the Integrity Pact) is made on this \_\_\_\_\_ Day of \_\_\_\_\_ Month, 2026,

Between

Reserve Bank of India (RBI), established on April 1, 1935, in accordance with the provisions of the Reserve Bank of India Act, 1934 having its Regional Office at 15, N.S. Road, Kolkata - 700001 (hereinafter called the "BUYER", which expression shall mean and include, unless the context otherwise requires, his successors in office and assigns) of the First Part

And

M/s. \_\_\_\_\_ represented by Mr. / Mrs. \_\_\_\_\_, Chief Executive Officer / Authorized Representative (hereinafter called the "BIDDER" which expression shall mean and include, unless the context otherwise requires, his successors and permitted assigns) of the Second Part.

WHEREAS the BUYER proposes to procure transportation services involving the provision of metallic closed containers for transportation of coins (with carrier's risk) and banknotes; and the BIDDER/SELLER is willing to offer/has offered to supply sufficient number of metallic closed containers for transportation of coins and banknotes. The BUYER needs to adhere with all relevant laws of land, rules, regulations, economic use of resources and of fairness in its relations with the BIDDER.

WHEREAS the BIDDER is a Private Company / Public Company/ Partnership / LLP / LLC, constituted in accordance with the relevant law in the matter and the BUYER is a statutory body performing its functions under the Reserve Bank of India Act, 1934 and other relevant legislations.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence / prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:

Enabling the BUYER to obtain the desired services at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and

Enabling BIDDERS to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the BUYER will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:

### **1. Commitments of the Buyer**

- 1.1 The BUYER undertakes that no official of the BUYER, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either for themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the contract.
- 1.2 The BUYER will, during the pre-contract stage, treat all BIDDERS alike, and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERS.
- 1.3 All the officials of the BUYER will report to the appropriate authority any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.

2. In case any such preceding misconduct on the part of such official(s) is reported by the BIDDER to the BUYER with full and verifiable facts and the same is *prima facie* found to be correct by the BUYER, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the BUYER and such a person shall be debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the BUYER the proceedings under the contract would not be stalled.

### **3. Commitments of BIDDERS**

The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:

3.1 The BIDDER will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.

3.2 The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract or any other contract with the Government for showing or forbearing to show favour or disfavour to any person in relation to the contract or any other contract with the Government.

3.3 BIDDERS shall disclose the name and address of agents and representatives and Indian BIDDERs shall disclose their foreign principals or associates.

3.4 BIDDERs shall disclose the payments to be made by them to agents / brokers or any other intermediary, in connection with this bid / contract.

3.5 The BIDDER further confirms and declares to the BUYER that the BIDDER has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the BUYER or any of its functionaries, whether officially or unofficially to the award of the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual firm, company in respect of any such intercession, facilitation or recommendation.

3.6 The BIDDER, either while presenting the bid or during negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to officials of the BUYER or their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.

3.7 The BIDDER will not collude with other parties interested in the contract to impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.

3.8 The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.

3.9 The BIDDER shall not use improperly, for purposes of competition or personal gain, or pass on to others, any information provided by the BUYER as part of the business relationship, regarding plans, technical proposals, and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.

3.10 The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.

3.11 The BIDDER shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.

3.12 If the BIDDER or any employee of the BIDDER or any person acting on behalf of the BIDDER, either directly or indirectly, is a relative of any of the officers of the BUYER, or alternatively, if any relative of an officer of the BUYER has financial interest/s take in the BIDDER's firm, the same shall be closed by the BIDDER at the time of filing of bid. The term 'relative' for this purpose would be as defined in Section 6 of the Companies Act 1956.

3.13 The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee of the BUYER.

4. In the event of any dispute between the BUYER and the BIDDER where Integrity Pact is applicable, in case, both the parties are agreeable, they may try to settle dispute through mediation before the panel of Independent External Monitors (IEMs) in a time bound manner. The BUYER shall not approach the Courts while representing the matters to IEMs and shall await their decision in the matter. In case, the dispute remains unresolved even after mediation by the panel of IEMs, the Bank may take further action as per the terms & conditions of the contract. The fees/expenses on dispute resolution shall be equally shared by both the parties i.e the BUYER and the BIDDER.

#### **4. Previous Transgression**

4.1 The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact, with any other company in any country in respect

of any corrupt practices envisaged hereunder or with any Public Sector Enterprise in India or any Government Department in India that could justify BIDDER's exclusion from the bid process. The BIDDER shall also report the pending transgression(s) for which cognizance was taken even before the said period of three years.

4.2 The BIDDER agrees that if it makes incorrect statement on this subject, BIDDER can be disqualified from the bid process or the contract, if already awarded, can be terminated for such reason.

## **5. Earnest Money**

While submitting the bid, the BIDDER shall submit an amount of ₹ 52.08 Lakh only (Rs. Fifty-Two Lakh Eight Thousand only) as Earnest Money/ Security Deposit, with the BUYER through any of the following instruments:

- i. NEFT to the following account:
  - a. Name of the account: RBI, NEFT, Inward Received
  - b. Account No: 186003001
  - c. IFSC: RBIS0KLPA01 (0 in the code represents ZERO)
- ii. A confirmed Bank Guarantee issued by an Indian Nationalised Bank promising payment of the guaranteed sum to the BUYER on demand within three working days without any demur whatsoever and without seeking any reasons whatsoever. The demand for payment by the BUYER shall be treated as conclusive proof of payment.
- iii. Bank Draft or a Pay Order in favour of Reserve Bank of India, Kolkata.

## **6. Sanctions for Violations**

6.1 Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle the buyer to take all or any of the following actions wherever required:

- i. To immediately call off the pre contract negotiations without assigning any reason or giving any compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.
- ii. The Earnest Money Deposit (in pre-contract stage) and/or Security Deposit / Performance Bank Guarantee (after the contract is signed) shall stand forfeited either fully or partially, as decided by the BUYER and the BUYER shall not be required to assign any reason,

therefore.

- iii. To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER.
- iv. To recover all sums already paid by the BUYER with interest thereon at 1% higher than the prevailing Base Rate of a Scheduled Commercial Bank, while in case of a BIDDER from a country other than India with interest thereon at 1% higher than the LIBOR. If any outstanding payment is due to the BIDDER from the BUYER in connection with any other contract for any other services, such outstanding payment could also be utilized to recover the aforesaid sum and interest.
- v. To encash the Security / Performance Bank Guarantee, if furnished by the BIDDER, in order to recover the payments, already made by the BUYER, along with interest.
- vi. To cancel all or any other Contracts with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the BUYER resulting from such cancellation / rescission and the BUYER shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.
- vii. To debar the BIDDER from participating in future bidding processes of RBI for a minimum period of five years, which may be further extended at the discretion of the BUYER.
- viii. To recover all sums paid in violation of this Pact by BIDDER(s) to any middleman or Agent or Broker with a view to securing the contract.
- ix. In cases where irrevocable Letters of Credit have been received in respect of any contract signed by the BUYER with the BIDDER, the same shall not be opened.
- x. Forfeiture of Performance Bank Guarantee in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this Pact.

6.2 The BUYER will be entitled to take all or any of the actions mentioned in Section 6.1 (i) to (x) of this Pact also on the Commission by the BIDDER or anyone employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of an offence as defined in Chapter IX of the Indian Penal code, 1860 or Prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.

6.3 The decision of the BUYER to the effect that a breach of the provisions of this Pact has been committed by the BIDDER shall be final and conclusive on the BIDDER. However, the BIDDER

can approach the Independent Monitor(s) appointed for the purposes of this Pact.

## **7. Fall Clause**

The BIDDER undertakes that it has not supplied / is not supplying similar product/ services or sub-services in similar quantity, at a price lower than that offered in the present bid in respect of any other Ministry / Department of the Government of India or PSU or PSB and if it is found at any stage that similar product / services or sub- services was supplied by the BIDDER to any other Ministry / Department of the Government of India or a PSU or PSB at a lower price, then that very price, with due allowance for elapsed time, will be applicable to the present case and the difference in the cost would be refunded by the BIDDER to the BUYER, if the contract has already been concluded.

## **8. Independent External Monitors (IEMs)**

8.1 The BUYER has appointed Independent External Monitors (hereinafter referred to as IEMs) for this Pact in consultation with the Central Vigilance Commission viz., Shri Nageshwar Rao Koripalli, IRS (Retd.) 38, The Trails, Manikonda, R.R. District, Hyderabad - 500 089 (Email - knageshwarrao@gmail.com) and Shri Pramod Shripad Phalnikar, IPS (Retd.) A-2,602 Phase - I, Aditya Shagun, CHS, NDA-Pashan Road, Bavdhan, Pune, Maharashtra - 411 021 (Email - pramodphalnikar@gmail.com)

8.2 The task of the IEMs shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.

8.3 The IEMs shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently.

8.4 Both the parties accept that the IEMs have the right to access all the documents relating to the procurement, including minutes of meetings.

8.5 As soon as the IEMs notices, or has reason to believe, a violation of this Pact, he will so inform the Authority designated by the BUYER.

8.6 The BIDDER(s) accepts that the IEMs have the right to access without restriction to all Procurement documentation of the BUYER including that provided by the BIDDER. The BIDDER will also grant the IEMs, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The IEMs shall be under contractual obligation to treat the information and documents of the BIDDER/Subcontractor(s) with confidentiality.

8.7 The BUYER will provide to the IEMs sufficient information about all meetings among the parties related to the Procurement provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the IEMs the option to participate in such meetings.

8.8 The IEMs will submit a written report to the designated Authority of BUYER within 8 to 10 weeks from the date of reference or intimation to him by the BUYER / BIDDER and, should the occasion arise, submit proposals for correcting problematic situations.

## **9. Facilitation of Investigation**

In case of any allegation of violation of any provisions of this Pact or payment of commission, the BUYER or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER and the BIDDER shall provide necessary information and documents in English and shall extend all possible help for the purpose of such examination.

## **10. Law and Place of Jurisdiction**

This Pact is subject to Indian Law. The place of performance and jurisdiction is the seat of the BUYER, i.e. Kolkata.

## **11. Other provisions**

11.1 Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

11.2 If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

## **12. Other Legal Actions**

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceedings.

## **13. Validity**

13.1 The validity of this Integrity Pact shall be from date of its signing and extend up to 12 months after the last payment under the contract to the successful bidder as part of the overall contract whichever is later. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months

from the date of the signing of the contract.

13.2 Should one or several provisions of this Pact turn out to be invalid; the remainder of this Pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.

The Tenderer(s)/ Contractor(s) confirm that they have read and executed the Integrity Pact. They understand that:

- (a) Violation of Integrity Pact terms will lead to bid rejection or contract termination;
- (b) They will not approach courts while matters are pending with the Independent External Monitor (IEM);
- (c) The Bank's Vigilance Department has jurisdiction over Integrity Pact related disputes.

All obligations under the Integrity Pact shall be binding from the invitation of bids until contract execution.

**14.** The parties hereby sign this Integrity Pact at Kolkata on \_\_\_\_\_

BUYER

Reserve Bank of India (Legal Entity)

BIDDER

Name of the Officer:

Name of Authorised Signatory:

Designation:

Designation:

Department:

Witness:  
1.

2.

Witness:  
1.

2.

**Proforma for Bank guarantee in lieu of Earnest Money Deposit**

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

This deed of guarantee made this \_\_\_\_\_ day of \_\_\_\_\_ two thousand \_\_\_\_\_ between \_\_\_\_\_ (Name of Banker) having its registered office at \_\_\_\_\_ (place) and one of its local offices at \_\_\_\_\_ (hereinafter referred to as the Surety), and Reserve Bank of India, a Corporation constituted by the Reserve Bank of India Act, 1934, having its Central Office at Central Office Building, Shahid Bhagat Singh Road, Mumbai-400 001 INDIA (hereinafter referred to as the Bank).

WHEREAS \_\_\_\_\_ (Tenderer's name hereinafter referred to as 'Tenderer') a Company registered under \_\_\_\_\_ and having its registered office at \_\_\_\_\_ is bound to deposit with the Bank by way of earnest money INR \_\_\_\_\_ (INR \_\_\_\_\_ only) in connection with the Tender of sufficient number of adult and able-bodied labourers for handling of coin bags and note boxes for the Bank and terms and conditions enclosed therein.

WHEREAS the tenderer as per clause No. \_\_\_\_\_ Section II of Instructions to tenderers and special conditions has agreed to furnish a Bank Guarantee valid up to \_\_\_\_\_ instead of deposit of earnest money in cash.

NOW THIS WITNESSETH:

1. That the Surety in consideration of the above Tender made by the Tenderer to the Bank hereby undertakes to guarantee payment on demand without demur to the Bank the said amount of INR

\_\_\_\_\_ only within one week from the date of receipt of the demand from the Bank on presentation of this deed of guarantee, which the Tenderer is bound to deposit with the Bank by way of earnest money in connection with his Tender.

2. This guarantee shall not be affected by any infirmity or irregularity on the part of the Tenderer or by the dissolution or any change in the constitution of the Bank, Tenderer or the Surety.

3. The Bank shall be eligible to make any claim under this guarantee if the Tenderer after

submitting his Tender, rescinds from his offer or modifies the terms and conditions thereof in a manner not acceptable to the Bank or expresses his unwillingness to accept the order after the Bank has decided to place order with the Tenderer for the above cited work for Bank's main office premises, at Kolkata Office. The Banks' decision in this regard shall be final and binding.

4. The Surety shall not and cannot revoke this guarantee during its currency except with previous consent of the Bank in writing.

5. Notwithstanding anything contained in the foregoing, the Surety's liability under the guarantee is restricted to INR \_\_\_\_\_ only.

6. This guarantee shall remain in force and effective up to \_\_\_\_\_ and shall expire and become ineffective on intimation thereof being given to the Surety by the Bank in which event this guarantee shall stand discharged.

7. The Surety will make the payment pursuant to the demand notice issued by the Bank, notwithstanding any dispute that may exist or arise between the Tenderer and the Bank or any other person.

8. Any forbearance, act or omission on the part of the Bank in enforcing any of the conditions of the said tender or showing of any indulgence by the Bank to the tenderer shall not discharge the Surety in any way and the obligations of the Surety under this guarantee shall be discharged only on the intimation thereof being given to the Surety by the Bank.

9. Notwithstanding anything contained hereinabove, unless a demand or claim under this guarantee is made on the Surety in writing on or before \_\_\_\_\_, the Surety shall be discharged from all liabilities under guarantee thereafter.

10. The Surety has the power to issue this guarantee under its Memorandum and Articles of Association and the person who is hereby executing this deed has the necessary powers to do so under the Power of Attorney granted to him by the Surety.

SIGNED AND DELIVERED For and on behalf of above named Bank.

For and on behalf of (Banker's Name and Seal) Branch Manager (Banker's Branch Manager)



**भारतीय रिजर्व बैंक / Reserve Bank of India  
निर्गम विभाग / Issue Department  
कोलकाता / Kolkata**

**E-tender for Supply of sufficient number of fully covered metallic container trucks  
/ vehicles for transportation of coins packed in bags (with carrier's risk) and/or  
banknotes packed in boxes**

**E-TENDER No.**

(Part II)

(Price Bid)

Name of Tenderer: \_\_\_\_\_

Address: \_\_\_\_\_

**PART-II: Price Bid (Forming part of the tender form) Transport Charges  
(Inclusive of all taxes but exclusive of GST)**

**RATE OF TRANSPORT CHARGES for Coin Bags/ sacks and Note boxes**

Sl. No.	Item of works	TRANSPORT CHARGES FOR		
		3-ton Container	6-ton Container	9-ton Container
1	For transportation of coin bags/ sacks for 1-25 Kms. from RBI, Kolkata/IG Mint Alipore to Howrah / Shalimar / Sealdah/ Santragachi/Kolkata Stn. / Kidderpore dock/NSCB Airport/Currency Chests/RBI Offices etc. & vice versa, one way only <b>(Minimum Charges)</b>			
	Weightage	0.0015	0.002	0.038
2	For transportation of coin bags/ sacks for 26 Kms. and above from RBI, Kolkata/IG Mint Alipore to Howrah / Shalimar / Sealdah/ Santragachi/Kolkata Railway Stn. / Kidderpore dock/NSCB Airport/Currency Chests/other RBI Offices etc. & vice versa, one way only <b>(Rate per km)</b>	(Rate per KM)	(Rate per KM)	(Rate per KM)
	Weightage	0.0185	0.043	0.89
3	For transportation of coin bags/ sacks from IG Mint, Alipore to RBI, Main Office Premises & vice versa, one way only <b>(Fixed charges)</b>			

	Weightage	0.00012	0.00015	0.0005
4	For transportation of note boxes/Steel Trunks for 1-25 Kms. from RBI, Kolkata/Presses etc to Currency Chest /other RBI offices/any other destination etc and vice versa, one way only  <b>(Minimum Charges)</b>			
	Weightage	0.0003	0.00016	0.00022
5	For transportation of note boxes/Steel Trunks for 26 Kms and above from RBI, Kolkata/Presses to any other destination i.e. Currency Chest/other RBI offices etc, one way only	<b>(Rate per KM)</b>	<b>(Rate per KM)</b>	<b>(Rate per KM)</b>
	Weightage	0.0011	0.000845	0.00242
6	To and Fro charges if the transporter brings soiled notes/coins/boxes/sacks etc. on return journey (RBI office to receiving chests & back subject to minimum charge covering a distance of 50 Kms).	<b>(Rate per KM)</b>	<b>(Rate per KM)</b>	<b>(Rate per KM)</b>
	Weightage	0.00036	0.00036	0.000465

**Note:**

- (a) The contractors are advised not to quote 'ZERO' amount in respect of above items.
- (b) The rates should be inclusive of all taxes but exclusive of GST.
- (c) For banknotes packed in boxes, rates are to be quoted for 3 tons (holding upto 30 wooden boxes), 6 tons (holding 31-55 wooden boxes), 9 tons (holding 56-75 wooden boxes).

(d) For coins packed in bags, rates are to be quoted to hold coins bags (in terms of weight) in 3 tons, 6 tons and 9 tons metallic containers.

(e) Sl.No.2 and 5 is subject to minimum charges covering a distance of 25 Kms.

(f) Distance as per Motoring Guide of India will be accepted at the time of settlement of bills.

(g) Weight estimates – per note box/ per coin bag

- i. Filled note boxes(Wooden) - From 80 to 130 Kgs. (approx.)
- ii. Filled note boxes(Steel Trunk) - From 80 to 150 Kgs.(approx.)
- iii. Coin Bags – From 9 to 18 Kg per bag (approx.)

(h) A container booked primarily for a specific purpose, may be utilised, situation demanding, for another purpose on the same day. In that case, the distance covered may be clubbed together.

I agree to the terms and conditions stipulated in the tender document by RBI, Kolkata.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

Name (\_\_\_\_\_)

(with rubber stamp/seal of the firm/ company)

Place:

Date:

Signature of bidder (with seal)

## Section V

### Prohibited Practices/ Situations leading to disqualification / rejection of tenders

1. The Bank requires that tenderers, suppliers, Contractors interested in having business relationship with the Bank, observe the highest standard of ethics during the period of contract / engagement. In pursuance of this policy, the Bank:
  - (a) defines, for the purposes of this provision, the terms set forth below as Prohibited Practices:
    - i. “corrupt practice” means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
    - ii. “fraudulent practice” means any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
    - iii. “coercive practice” means impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party; and
    - iv. “collusive practice” means an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party;
  - (b) will reject a proposal for award if it determines that the tenderer recommended for award has engaged in prohibited practices in competing for the tender.
  - (c) may declare a tenderer ineligible, either indefinitely or for a stated period of time, if, at any time, the Bank determines that the tenderer has engaged in prohibited practices in competing for, or in executing the contract;
  - (d) will reject a proposal for award if it determines that the tenderer recommended for award has engaged in prohibited practices in competing for the tender.
  - (e) may declare a tenderer ineligible, either indefinitely or for a stated period of time, if, at any time, the Bank determines that the tenderer has engaged in prohibited practices in competing for, or in executing the contract;

2. Any canvassing by or on behalf of the Tenderer or to bring political or other outside influence with regard to their selection shall lead to disqualification from the process. Such Tenderer/s shall be blacklisted for next three years. If such instances go undetected during the selection process but are detected subsequently, such disqualification will take place with retrospective effect.
3. Incomplete forms, or bids received in any format other than the prescribed one or without proper documentary evidence etc. will be outrightly and summarily rejected by the Bank.
4. This is an e-tender. Tenders received by post, fax or email or any manner other than specified shall not be accepted and shall be summarily rejected. No correspondence will be entertained on this matter.
5. Tenders received without or lesser than the prescribed EMD / processing fee shall be summarily rejected.
6. Tenders received after the due date and time shall be summarily rejected.
7. Conditional tenders shall be straightway rejected, and no additional clause will be entertained.
8. No tender may be modified subsequent to the last date of submission of tender. No tender may be withdrawn in the interval between the last date for submission of tender and the expiry of the tender validity period specified by the tenderer in the tender. Withdrawal of the tender during the interval shall result in forfeiture of the EMD.
9. Alternative Proposals / Time for Completion shall not be permitted.
10. The Tenderer shall not have a conflict of interest. All Tenderers found to have a conflict of interest as mentioned below shall be disqualified.
11. Tenderers in two different applications have controlling shareholders in common.
12. Tenderers (including their personnel) that have a business and family relationship with such members of the RBI staff who are directly or indirectly involved in the tender will not be awarded the contract.

13. In the event of the successful tenderer(s) refusing to sign the agreement and execute the contract or rescinds the contract or in any manner causes disruption of service, at any time during its validity, the EMD/SD lying with the Bank shall be forfeited/revoked and the tenderer shall be blacklisted from participating in any tender in future