



Prathama UP Gramin Bank
(sponsored by : Punjab National Bank)
Ram Ganga Vihar Phase -II Ind Moradabad
FI Department
e-mail: fi@prathamaupbank.com
website: www.prathamaupbank.com

Head Office:
Phone: 0591-2492088

RFP Notice No. PUPGB/HOFID/DEMO-Mobile Van/2024/01

Request for Proposal Document

Mobile Van for demonstration of Baking Technology in Rural
areas of the Bank





Prathama UP Gramin Bank
(sponsored by : Punjab National Bank)
Ram Ganga Vihar Phase -Ind Moradabad
FI Department
e-mail: fi@prathamaupbank.com
website: www.prathamaupbank.com

Head Office:
Phone: 0591-2492088

ADVERTISEMENT

बैंक द्वारा अपनी शाखाओं के अन्तर्गत आने वाले ग्रामीण क्षेत्रों में बैंकिंग तकनीकों के प्रचार-प्रसार हेतु अपनी 05 मोबाइल वैन को OPEX मॉडल पर चलाने के इच्छुक वेंडरों से सीलड निविदाएँ आमंत्रित की जा रही है। टेंडर की समस्त जानकारी/नियम व शर्तें/ टेंडर परिपत्र, बैंक की वेबसाइट www.prathamaupbank.com से प्राप्त की जा सकती है। बैंक द्वारा टेंडर प्राप्त करने की अंतिम तिथि दिनांक 04/09/2024 अपराहन 02.00 बजे तक है। टेंडर दिनांक 04/09/2024 को सायं 04.00 बजे उपस्थित वेंडरों के समक्ष खोले जायेंगे। टेंडर से सम्बंधित किसी भी जानकारी हेतु ई-मेल आई.डी fi@prathamaupbank.com पर संपर्क करें।

महाप्रबन्धक





Prathama UP Gramin Bank
(sponsored by : Punjab National Bank)
Ram Ganga Vihar Phase -II Ind Moradabad
FI Department
e-mail: fi@prathamaupbank.com
website: www.prathamaupbank.com

Head Office:
Phone: 0591-2492088

IMPORTANT DATES

S.No.	Description	Schedule
1	Date of uploading of Request for Proposal Document on Bank's website.	Request for Proposal Documents can be downloaded from the Bank's website http://www.prathamaupbank.com/ starting from 20 th August, 2024. The request for proposal document cost needs to be deposited along with the Proposal as directed in this document.
2	Last date of submission of Bid	At 14:00 hrs on 04 th September 2024 at the Office of The General Manager, Prathama U.P. Gramin Bank, Ram Ganga Vihar, Phase-II, Moradabad, U.P. (244001)
3	Date of opening of the Bids	At 16:00 hrs on 04 th September 2024 at Head Office (FI Department) of Prathama U.P. Gramin Bank, Ram Ganga Vihar, Phase-II, Moradabad, U.P. (244001)

The Bank reserves the right to amend the date due to unforeseen circumstances. All such changes will be duly notified on the website of the Bank.





Prathama UP Gramin Bank
(sponsored by : Punjab National Bank)
Ram Ganga Vihar Phase -II Ind Moradabad
FI Department
e-mail: fi@prathamaupbank.com
website: www.prathamaupbank.com

Head Office:
Phone: 0591-2492088

CONTENTS

S.No.	Description	Annexure
1.	Notice for Inviting Tender	A
2.	Scope of Work/ Work Specification	B
3.	Submission of Bids	C
4.	Pre-qualifying requirements	D
5.	Rates for operating demonstration vans (Rates per van per month)	E





Prathama UP Gramin Bank
(sponsored by : Punjab National Bank)
Ram Ganga Vihar Phase -II Ind Moradabad
FI Department
e-mail: fi@prathamaupbank.com
website: www.prathamaupbank.com

Head Office:
Phone: 0591-2492088

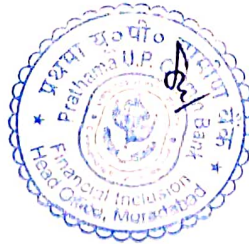
Annexure-“A”

NOTICE INVITING TENDER (NIT) FOR

Mobile Van for demonstration of Baking Technology in Rural areas of the Bank

KEY INFORMATION

Particulars	Details
Scope of Work	Operation of 05 Force Motors vans on monthly basis. Details of operating cost (fuel, incidental, parking), service & maintenance cost and driver charges etc.
Tender evaluation criteria	As per Annexure-C
Last date of receipt of the tender	04/09/2024 by 02.00 P.M.
Date of opening of the tender	04/09/2024 by 04.00 P.M.
Address for submitting th tender	Prathama U.P. Gramin Bank, Ram Ganga Vihar, Phase-II, Moradabad, U.P. (244001)
Earnest Money Deposit	Rs. 10,000/- (Ten Thousand Rupess only) in the form of account payee Demand Draft/ fixed Deposit receipt, bankers cheque in favor Prathama U.P. Gramin Bank, Moradabad
Cost of Tender	Nil





Annexure-“B”

SCOPE OF WORK AND WORKS SPECIFICATIONS

1. The vendor/ bidder should have reasonable experience in providing services of customized vans with drivers (advertisement/publicity vans, Demonstration vans, cash vans etc.
2. GST registration would be essential. The rates will be taken without GST and GST will be charged extra at applicable rates (i.e. Rates + GST). In case the quotation is silent on GST, it will be assumed that the rates are without GST and GST will be applicable over it.
3. The tenure of contract will be one/two year which may be renewed for further one year on the same term and conditions if both the parties are mutually agreeable to it.
4. Economically, it will be viable to get all the vans operated by single operator/ service provider for all the 20 districts of our Bank. As such, quotation have been invited to operator all the 05 vans.
5. Driver cum Caretaker will be provided by the vender/service provider who shall remain on the payroll of the service provider. It will be the responsibility of the Service Operator/ vendor to comply with the rules and regulations of the labour laws and or any other related laws in the matter.
6. Bank Authorities will decide about the working days and working hours and operating areas at their own discretion and the service provider will have no objection/ say in the matter.
7. Service provider will be required to provide **security money of Rs. One lakh, per vehicle, in form of discharged FDR in favour of Prathama U.P. Gramin Bank.** The same will remain under custody of the Bank till the expiry of contract.
8. The tender requirement is for operating 05 (Five) customized Demonstration Vans 'on monthly basis, which includes details of operating cost (fuel, incidental, parking) timely service and maintenance cost and driver charges, including fuel cost of generator to be used only for running the gadgets provided in the Van, etc.'
9. The service provider shall provide unhindered services of 1 driver (valid driving license holder) cum caretaker per vehicle. In case of leave (or absence for any reason) of regular Driver, alternative arrangements will be provided by the service provider. Also, as fuel charges are directly related to running kilometers of van, it would be logical to fix minimum kilometers (say 1000 km) per month to enable vandors to do their costing on fuel. For any excess running beyond 1000 kms. If any, fuel charges/rates may be quoted per kilometers to meet the cost of fuel.
10. Bank reserves the right to further negotiable the prices quoted by final bidder, if deemed that rates mentioned are not justified as per present market scenario.





Prathama UP Gramin Bank
(sponsored by : Punjab National Bank)
Ram Ganga Vihar Phase -IInd Moradabad
FI Department
e-mail: fi@prathamaupbank.com
website: www.prathamaupbank.com

Head Office:
Phone: 0591-2492022

Annexure-“C”

Submission of Bids

Any bid received by Bank after the deadline for submission of bids prescribed by Bank will be rejected and/or returned unopened to the bidder. No plea in this case would be entertained on account of any reason, including postal delay. Incomplete or conditional or telegraphic Tender (s) received after the due date and time shall not be entertained.





Annexure-“D”

PRE-QUALIFYING REQUIREMENT

Eligibility Criteria

Technical Criteria

- A. The Bidder participating in the tender should have an at least 02 (Two) years' of experience in vehicle operations.
- B. The firm should have GST registration number.

Financial Criteria

- A. Bidder shall have minimum average annual turnover of Rs. 25 lakh during last two financial years.
- B. Bidder should be an entity having positive net Worth of minimum Rs. 5 Lac in its last financial statement.

S.No.	Requirement	Essential/ Desirable	Details (To be filled in by the Contractor)
1	Name of the bidder/ Firm with registration no. of the Firm, if any	Essential	
2	Contact Details (For day to day liasoning): a) Name of Contact Person b) Address of Contact person c) Landline & Mobile Numbers d) E-mail Address	Essential	
3	EMD in the standard form enclosed for Rs. 10,000/ (Rupees Ten thousand only)	Essential	
4	Details of Firm; Company/ Partnership firm/individual (please enclose)	Essential	
5	Financial Statement/ CA Statement for Turnover and net worth	Essential	
6	Copies of certification (ISO etc, if any)	Essential	
7	Details of PAN Card (to be attached) of Firm	Essential	
8	PAN No. (of Proprietor, partner, authorized person)	Essential	
9	Letter of Satisfactory work from two or more organizations of which the tendered has worked/ copy of work order issued by such organizations	Essential	
10	GST Registration No.	Essential	





Prathama UP Gramin Bank
(sponsored by : Punjab National Bank)
Ram Ganga Vihar Phase -II Ind Moradabad
FI Department
e-mail: fi@prathamaupbank.com
website: www.prathamaupbank.com

Head Office:
Phone: 0591-2492088

Annexure-“E”

Rates for operating demonstration vans of Prathama U.P. Gramin Bank (Rates per van per month)			
S.No.	Particular	Initial Rates	Final Rates
1	Driver's Monthly Wage		
2	Fuel Charges		
3	Monthly Maintenance Charges		
4	Incidental/ parking charges or any other charge		
5	Vendor's Administration Charges		
6	(*for excess Km. beyond 1000 km per month, charges@.....per km to be paid by Bank)		
7	Total (excluding GST)		
	GST@.....		
	Grand Total		

Name:-

(Proprietor/Director/Authorized officer)

Mobile:-

