



**Reserve Bank of India  
Human Resource Management Department  
Mumbai Regional Office  
Main Building, SBS Road  
Fort, Mumbai**

**Tender for Rate Contract with Car Hiring Agencies/Companies by Reserve Bank of India, Mumbai**

**Tender No. – [RBI/Mumbai/Mumbai/14/20-21/ET/271 dated 5<sup>th</sup> November 2020](#)**

Reserve Bank of India (RBI), Mumbai Regional Office, Mumbai-1 invites E - tenders under Two – Bid system (Technical & Financial Bid) for the empanelment of reputed and capable Car Hiring Agencies/Companies with good track record, for the purpose of hiring cars and buses on need basis by Reserve Bank of India, Mumbai.

The modifications / amendments to the tender are [enclosed](#). The Bidders are requested to submit the bid after taking into account the modifications given in corrigendum.

**Regional Director  
Reserve Bank of India  
Mumbai Regional Office**

## **CORRIGENDUM**

Tender No. – [RBI/Mumbai/Mumbai/14/20-21/ET/271 dated 5<sup>th</sup> November 2020](#)

### **Tender for Rate Contract with Car Hiring Agencies/Companies by Reserve Bank of India, Mumbai**

#### **IX) PART I (Section II) – Clause No.1.16 (x) –Page No.16**

x. The tendering firms/companies should submit Income Tax Return Acknowledgement/ Assessment Order and audited Balance Sheet, Profit and loss account etc. for the last three financial years.

**If the tenderer has not received the income tax return acknowledgment of the last financial year 2019-20, from the income tax office, the tenderer may submit declaration along with the Part-I of the Tender (Technical Bid).**

#### **VII) Part I (Section II) Clause No.1.18 (9) Page No.19**

**Original.** Copy of the PAN, DIN/ TIN and GST Registration, Registration Certificate under valid registration under Maharashtra Shops & Establishment Act, License to run tour and travels etc.

**Read as :** Copy of the PAN, DIN/ **TAN** and GST Registration, Registration Certificate under valid registration under Maharashtra Shops & Establishment Act, License to run tour and travels etc.

#### **III) Section III, 12 (Articles of Agreement) Page No.26**

(1) The drivers deployed should be medically fit with good moral character and reasonable experience of driving and should be well groomed and be able to converse in English and Hindi. They should be able to attend to minor repairs of vehicles en-route, in case of need.

**IV) Section III, 42 (Articles of Agreement) Penalty Clause –Page No.32**

a. For deficiency in services and serious inconvenience caused to the Bank

**Read as :** For deficiency / delay in providing services and serious inconvenience caused to the Bank

**Line deleted** : Any delay will attract penalty as deemed fit by the Bank.

**I) Section IV, 1, Page no. 37 (Scope of work and Terms & Conditions governing Contract)**

1. Providing air-conditioned chauffeur-driven road worthy vehicles, as and when requisitioned (which may be either oral or email/ written instructions) by the Bank / by officials authorized by the Bank. The tenderers are also required to provide car at short notice from the Bank (say within an hour in case of emergency).

**Read as :** Providing air-conditioned chauffeur-driven road worthy vehicles, as and when requisitioned (which may be either oral or email/ written instructions) by the Bank / by officials authorized by the Bank. The tenderers shall **provide required number (which may vary during the COVID-19 period) of buses at the agreed rates.** The tenderers are also required to **provide car / Bus** at short notice from the Bank (say within an hour in case of emergency). **Further, the vehicles must be sanitized and the driver should wear a mask at all the times during the journey and follow COVID-19 safety guidelines. The authorised officer of the Bank may conduct surprise check/inspection of the vehicle for verifying for meeting the sanitisation requirement, in case of any deficiency, the Bank shall have right to impose penalty equal to the bill amount for that trip and appropriate the amount from the dues payable to the tenderer or from the security deposit.**

**II) Section IV, 13, Page no. 39 (Scope of work and Terms & Conditions governing Contract)**

**Added lines** : In the event of failure on the part of contractor, the Bank shall have the right without prejudice to any other remedy, to get the work done through any other alternate agency at the risk and cost of the tenderer/ agency.

**Read as** : The drivers deployed should be medically fit with good moral character, **medical fitness certificate of the drivers deputed to provide services to the Bank shall be submitted annually.** The driver/s deployed should have valid driving license, reasonable experience of driving, should be well groomed and be able to converse in English and Hindi. The driver should be able to attend to minor repairs of vehicles en-route, in case of need.

**V) Section V - Evaluation Criteria modified as under:-Page No.42**

**Read as :**

The tenderers shall furnish information required for Technical Evaluation as per part II, section I of the tender document. The information so given will be evaluated as per the following marks criteria (**Maximum Marks - 100**):

<b>S. No</b>	<b>Particulars</b>	<b>Range</b>	<b>Marks</b>
1	Size of fleet of well-maintained cars (models specified in eligibility criteria)	More than 100 51 to 100 20 to 50	20 (maximum) 15 10
2	Experience in the field of providing vehicles on hire	More than 15 years More than 10 and up to 15 years 5 to 10 years	20 (maximum) 15 10
3	Average age of fleet of minimum 20 vehicles notified for tender	Less than a year 1 to 2 years	20 (maximum) 15

		2 to 3 years	10
4	Average turnover of last 3 financial years	More than Rs.2 crore Rs.1.5 to 2 crore Rs.1 crore to 1.5 crore	<b>15 (maximum)</b> <b>10</b> <b>05</b>
5	Number of current corporate clients	More than 8 6 to 7 3 to 5	<b>15 (maximum)</b> <b>10</b> <b>05</b>
6	<b>Number of A.C. Buses</b>	<b>i) (15 to 25 seaters A.C.Buses) - 5 Nos. + (35 to 45 seaters A.C.Buses) - 3 Nos.</b> <b>ii) (15 to 25 seaters A.C.Buses) - 3 Nos. + (35 to 45 seaters A.C.Buses) – 1 to 2 Nos.</b>	<b>10 (maximum)</b> <b>05</b>

**VI) Section V - Evaluation Criteria –B. Financial Bid Evaluation-Page No.43**

**Original :** 2.1 The lowest rate quoted under each category of vehicles by tenderers who qualify the Technical Evaluation process shall be applicable for all other Technical Evaluation successful tenderers. Only such tenderers among above shall be considered for empanelment who agree in writing to work at the lowest rates offered for each category of vehicle.

**Read as:** 2.1 The lowest rate quoted under each category of vehicles by tenderers who qualify the Technical Evaluation process shall be applicable for all other Technical Evaluation successful tenderers. Only such tenderers among above shall be considered for empanelment who agree in writing to work at the lowest rates offered for each category of vehicle.

**The Bank reserve the rights to source / requisition up to 60% of vehicles under different categories from the tenderer quoting lowest rates under the respective category. The hiring / requisition of vehicles will be subject to**

**satisfactory performance of services by the Vendor and at the sole discretion of the Bank.**

**VIII) PART II (Section II) – Price Bid –Page No.59-60**

Original Specification of Item No.1 to 7 : Dzire/Etios/Amaze/Xcent/Sunny car for local duty

**Read as: Item No. 1 to 7 : Dzire/Etios/Amaze/Xcent car for local duty Car.**

**Sunny deleted and added to Item No.15 to 21**

Original Item No.8 to 14 : Innova/Innova Crysta/Ertiga car for local duty Car

**Read as : Innova/Innova Crysta car for local duty Car**

**Ertiga delected from Item No.8 to 14.**