



RESERVE BANK OF INDIA
Issue Department, Thiruvananthapuram - 695033

NOTICE

Reserve Bank of India, Thiruvananthapuram invites applications for empanelment from reputed and experienced contractors, licensed under the Kerala Private Security Agencies (Private Security to Cash Transportation Activities) Rules 2020, for supply of fully covered closed cash vans/ closed vehicles with metallic body for transportation of coins to the various currency chests/small coin depots at various places in the state of Kerala, Mahe (UT of Puducherry) and as may be required by Reserve Bank of India with carrier's risk.

The scope of work, eligibility criteria and application proforma are available at the corporate website of the Bank at <https://www.rbi.org.in> Last date for receipt of completed application form is **July 27, 2021**.

Thiruvananthapuram
July 06, 2021

Sd/-
Regional Director
Kerala & Lakshadweep



Empanelment for supply of sufficient number of fully covered closed cash vans/ closed vehicles for transport and delivery of coins.

Table of Contents

S.No	Description
1	Scope of Work
2	Eligibility Criteria
3	Proforma of Application

Transport and delivery of coins by closed cash vans/ closed vehicles_to the currency chests / small coin depots/other offices situated at various places in the state of Kerala and Mahe as may be required by Reserve Bank of India with carrier's risk.

Scope of Work

The tenderer shall supply sufficient number of fully covered container trucks having metallic body of sufficient thickness, preferably bullet / tamper proof with secure tamper proof double locking arrangement, enabled with Global Positioning System (GPS) for the transportation of coins packed in bags from:

- i. RBI, Thiruvananthapuram to currency chests located in the jurisdiction with carrier's risk.
- ii. RBI, Thiruvananthapuram to India Government Mint, Outstation RBI Issue Offices with carrier's risk.

Eligibility Criteria

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

1. Valid license under the Kerala Private Security Agencies (Private Security to Cash Transportation Activities) Rules, 2020 to engage in the business of private security agency in the state of Kerala.
2. Minimum five years of experience in undertaking similar work
3. Minimum average annual turnover of at least 25% of estimated expenditure of the contract during the last three financial years supported by audited financial statements.
4. Positive net worth as per the latest audited balance sheet. The tenderers shall submit solvency certificate duly certified by the bank.
5. Minimum number of 5 fully covered closed vans/ vehicles of minimum 7.5 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).

6. The applicant should ensure that the vehicles provided should be of less than 10 years and must be road worthy, that those have valid permit issued by RTO, that up to- date vehicle tax has been paid, that insurance cover is available, and that the driver of the vehicle has a valid driving license.
7. The applicant shall have Permanent Account Number (PAN) and GSTN number, as applicable to discharge the duties.
8. The characters and antecedents of the drivers and cleaners of the transport vehicles should be verified and certified by the Police and the Transport Operator should provide full details and photographs of drivers and cleaners engaged by them.
9. The applicant shall have an Office/ local representative within Municipal area of the Regional Office of the Bank for execution of contract.
10. The applicant 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.
11. Applicants should be aware of the formalities required for e-tendering and should adhere to the process requirements as stipulated by the agency(MSTC) associated with e-tendering.
12. Earnest Money Deposit (EMD) as fixed by the Bank from time to time will be required to be paid by the applicants at the time of bidding. However, no interest will be paid on the EMD deposited and refunded or retained with the Bank.
13. Exemptions with respect to tender set fees, Earnest Money Deposit, and minimum prior work experience and turnover, if any, will be granted to the applicant registered in MSE (Micro and Small Enterprises) category subject to fulfilling the criteria thereof.
14. The applicant should provide details of services provided at other public/private institutions and turnover/audited balance sheets of last three years, GST registration & IT returns.
15. The decision of the competent authority in all matters shall be final and binding on all applicants.

Enclosures to be submitted with the application

- 1) Proof of Licence issued by competent authority to engage in the business of private security agency in the state of Kerala as per Kerala Private Security Agencies (Private Security to Cash Transportation Activities) Rules, 2020.
- 2) Proof of registered address of the applicant (Telephone Bill, Electricity Bill, Mobile Bill etc.)
- 3) Photocopies of RTO Registration Certificate of Minimum five vehicles.
- 4) Details of services provided at other public/private institutions and client reports on services provided.
- 5) Turnover/audited balance sheets and IT returns of last three years, GST registration & copy of PAN card.
- 6) Passbook/ document in support of bank account details of the applicant and solvency certificate issued by the bank.
- 7) Undertaking stating that the tenderer is not wilful defaulter to any bank/financial institution and there is no criminal case against the company/person.

Applications for empanelment, complete in all respect, should reach Issue Department, RBI Thiruvananthapuram by **04:00 PM on July 27, 2021**

Please note that tendering will be done through E-Tender process as per Central Vigilance Commission guidelines.

Proforma of Application

The Reserve Bank of India, Thiruvananthapuram intends to invite applications from reputed contractors for transport and delivery of coins by closed cash vans/ closed vehicles to the currency chests / small coin depots/other offices situated at various places in the state of Kerala and Mahe.

Intending applicants are required to furnish details about their organisation, experience, competence and evidence of their financial standing as under.

1	Name of the Applicant			
2	Whether the Applicant is a company/ partnership firm/proprietary concern			
3	Registered address of the Transport Operator (Please furnish proof of address like Telephone Bill, Electricity Bill, Mobile Bill etc.) 1) Principal /Main /Head Office 2) Branch/ Local Office			
4	i) Telephone Nos.(Principal/Main/HO) ii) Telephone Nos. (Branch/Local /Liaison Office at Thiruvananthapuram) iii) Mobile No/Nos: iv) Fax No/Nos:			
5	Details of bank account of the Transport Operator			
	Name of the Bank	Name of Branch	Nature of Account	Account No. & IFSC
6	i) Income Tax PAN (Furnish Photo Copy) ii) GSTIN (Furnish Photo Copy)			
7	Name and address of the other institutions where the Transport Operator is presently providing similar services/ has provided similar services			
8	Details of Fully Covered closed cash vans/ closed vehicles held by the Tenderer			

SI No	Registration Number	Make	Model	Capacity	Permit No.	Whether GPS Enabled

9. Details of the institutions with which the tenderer has entered into similar contracts
(Documents / Certificates in support thereof may be enclosed)

Sl. No.	Name of the institution	Address and Telephone Number (submit relevant documents)	Period of Contract	Actual value of the work done in the institution (Rs.)

Declaration:

a) I/We have read and understood the instructions and the terms and conditions contained in the application form. All the information given by me/us are true and correct to the best of my/our knowledge and belief and if any of them is subsequently proved to be wrong/incorrect, the Bank is free to take any penal action it may deem fit.

b) I/we understand that our application is liable for rejection at any stage if any information furnished by me/us is found to be incorrect/wrong and the decision of the RBI in this regard will be final.

Signature of authorized person

Name:

Designation:

Seal:

Date: