



**E -TENDER FOR HIRING OF BIG / MINI BUSES  
FOR  
SBI LIFE INSURANCE COMPANY LIMITED  
CENTRAL PROCESSING CENTRE (CPC)  
SEAWOODS, NAVI MUMBAI**

<b>Last date for submission of E-Tender</b>	<b>:</b>	<b>05.03.2021 up to 3.00 PM</b>
<b>Date for Pre Bid Queries</b>	<b>:</b>	<b>01.03.2021 at 11.00 AM</b>
<b>Date for Eligibility bid opening</b>	<b>:</b>	<b>08.03.2021 at 3.00 PM</b>
<b>Date for Financial bid opening</b>	<b>:</b>	<b>12.03.2021 at 3.00 PM</b>

## TENDER DOCUMENTS

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**NOTICE INVITING TENDER**

SBI Life Insurance Company Limited (CPC) invites e-Tenders from Competent, Authorized Companies / Agencies duly registered with Income Tax (PAN / GST , EPF & ESIC Authorities, for providing buses for pick and drop of staff members of SBI Life, CPC. The potential bidders are required to visit the website [www.sbilife.co.in](http://www.sbilife.co.in) for submission of tender.

## Invitation for Bid

NIT No		<b>RFP/MGNT SER/02 (B)-2020-2021</b>	
NIT Date		24.02.2021	
Description of RFP		<b>e-Tendering for hiring of big / mini buses</b>	
Tender Type		Open	
Number of Covers		Two Bid	
Covers information / Submission of Bids			
Covers No	Cover Type	Description	Document Type
1	Eligibility Criteria	RFP document, Eligibility Bid, EMD, Requirement and Compliance, Bidders information, etc	To be filled online & scanned copies to be uploaded for verification
2	Financial	Financial Bid	To be filled online
Two Bid System : Part 1 : Eligibility Bid, Part 2 : Financial Bid			
The prices should be shown against each item for the purpose – Refer Financial Bid – Annexure II			
In case of any discrepancy in the rates indicated in the Financial bid either in figures or words, the rates in words will be considered for evaluation			
Note:			
a) The Eligibility Criteria should not contain any price information. If the price quoted is submitted in Eligibility Criteria Bid the tender will be rejected at the sole discretion of SBI Life (CPC)			
b) Initially Eligibility Criteria Bids will be opened and evaluated by the SBIL (CPC) Committee. Commercial bids on only Eligibility qualified bidders will be opened later			

**Earnest Money Deposit**

Sr. No	Type of Vehicle	No of Buses	EMD Amount
1	40-seater Bus (AC / Non A/c) of <b>June 2020 or later</b> model for Transportation of Staff Members. Refer Annexure - II	3 Nos	Rs. 50,000/-
2	32-Seater Bus (AC / Non A/c) of <b>June 2020 or later</b> model for Transportation of Staff Members. Refer Annexure – II	3 nos	

Sr. No.	Particulars	Details
1	Pre Bid Meeting Date & Time	01.03.2021 at 11.00 AM
2	Pre Bid Meeting Place and Address	SBI Life Insurance Company Limited Seawoods Grand Central, 7th Level (D-Wing) Tower-2, Plot No.R-1, Sector-40, Seawoods, Navi Mumbai - 400706
3	Place of Submission of Bid	Through online - <a href="https://etender.sbi">https://etender.sbi</a>
4	Submission End Date & Time	05.03.2021 up to 3.00 PM
5	Bid Opening Date, Time & Place	Eligibility Bids - 08.03.2021 at 3.00 PM Financial Bids - 12.03.2021 at 3.00 PM

## OPENING OF TENDER

(i) **Eligibility Criteria Bid** will be opened on the date and time mentioned in the tender notice. The change, if any, shall be displayed SBI Life website: <https://www.sbilife.co.in>

(ii) **Financial Bid:** After opening the Eligibility Bid, based on the documents submitted, if required an inspection will be carried out of buses, facilities, garage etc. of the Bidders to determine the eligibility capability of the Bidders and financial bid will be opened only of short-listed Bidders.

(iii) SBI Life (CPC) reserves the right to accept or reject either in full or in part, any or all tenders, without assigning any reasons whatsoever thereof. SBI Life (CPC) reserves the right to cancel the contract even after acceptance without assigning any reason whatsoever thereof. SBI Life (CPC) is not bound to accept the lowest tender.

(iv) The EMD of unsuccessful Bidders shall be refunded within the reasonable time after final decision on the tender without any interest thereon.

## Standard E-Tender Terms & Conditions

1. The details of tender notification can be downloaded from <https://www.sbilife.co.in> / <https://etender.sbi>

2. Vendors should obtain the USER ID and PASSWORD from <https://etender.sbi>

3. For further details on E-Tender participation, please contact on

Devendra R	Devendra.r@eptl.in	9510812971
Nandan Valera	Nandan.v@eptl.in	9081000427
Fahad Khan	Fahad@eptl.in	9904406300

4. Tenders should be submitted only through E-Tender portal and obtain the Tender acknowledgement copy as a proof of successful submission

5. The details of corrigendum or addendums will be uploaded on <https://www.sbilife.co.in> / <https://etender.sbi>

SBI Life Insurance Company Limited (CPC) reserves the right of reject any or all the tenders without assigning any reason thereof.

The right of acceptance of tender in full or part also reserves with SBI Life Insurance Company Limited (CPC).

Sd/-  
AVP-MS(CPC)

**E-TENDER ACCEPTANCE UNDERTAKING**

**(To be submitted along with the Eligibility Bid Form)**

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

To,

AVP-Management Services

**Tender Ref. No. RFP/MGNT-SER/02(B)-2020-2021 dated: 24/02/2021**

**Name of Services/work:** Hiring of Big / Mini Buses for providing transport services to Staff members of SBI Life, (CPC), Seawoods & Belapur.

Sir,

I / We read the conditions from the tender including general / special conditions and hereby agree to abide by the said conditions. I / We also agree to keep this tender open for acceptance for a period of 90 (Ninety) days from the date of opening. I / We will be liable for forfeiture of my / our "SECURITY DEPOSIT" to SBI Life (CPC), in case I / We could not execute the awarded work and fail to abide by the terms and conditions of the awarded contract. I / We will execute the work as per the rates quoted in the attached schedule for the entire period of contract and are bound to undertake work from the stipulated date on issue of letter of award.

A sum of ₹ ..... /- (Rupees .....only) is forwarded as Earnest Money Deposit in the form of DD / Bank's PO No. \_\_\_\_\_ dated \_\_\_\_\_. The full value of the Earnest Money Deposit shall stand forfeited if, I / We do not commence the work within the specified time after issue of the letter or do not at all execute the work until formal agreement is executed, this acceptance of tender shall constitute as binding contract on me / us.

Signature of Bidders with stamp  
Name  
Address

Date:

Place:

## INSTRUCTIONS TO BIDDERS

Bidders are requested to take note of the following instructions while filling the Tender form for submission of Eligibility Bid and Commercial/financial offer:

### 1. Eligibility Criteria:

Sr. No.	Criteria	Comply Yes / No
i.	The Bidder must have at least 10 (ten) years of experience in providing Bus facilities to Govt Departments / PSU / Pvt Organizations. The Bidder should provide list of Clients (Minimum 3) so SBIL (CPC) can approach the contact person for any feedback.	
ii	The bus operator who has at least 15 Buses registered in their/firm/company name can only participate in the tender.	
iii.	Certificate of Registration	
iv.	Type & Model of Bus <ul style="list-style-type: none"> <li>- 2 x 2-Seater (Seats will be non-reclining but with predetermined proper ergonomical angle and leg room)</li> <li>- Star Bus (Ultra) / Marcopolo Buses or its equivalent brand</li> <li>- Buses to be provided to be of post June 2020 model with luggage carrier above the seat.</li> </ul>	
v	Annual Financial Turnover during last three (3) ending 31 <sup>st</sup> March of 2020 should be at least ₹ 5.00 Crore	

2. The Bidder should have at least (10) Ten years' experience of providing similar transport services and should bear a transport license for such purpose only (for running of contract carriage). The bidder should have necessary license issued by the Competent Authority to run the contract carriage services.

3. The Bidder should read the General & Special Terms and Conditions of SBIL and give their acceptance to that effect.

4. The Bid should be duly filled in all respects. Bid should be complete in all respects and incomplete bids will be summarily rejected. No clarification will be entertained by SBI Life in this regard. The Bidders should duly sign the entire tender documents.

5. Failure to fulfill any of the conditions given above shall render the tender for rejection.

6. SBIL (CPC) does not bind to accept the lowest or any tender and reserves the right of accepting the whole or any part of the RFP and the Bidder shall be bound to accept and perform the same at the rates quoted.

7. The bidder should be competent enough to deal with the contract of the tendered item / services technically and financially and should have adequate man-power (skilled/semi-skilled/unskilled and technical) required for managing the work awarded.

8. The bidder should produce Income Tax Certificate for the last 3 Assessment Years in addition to PAN. The bidder should provide GST No. and other necessary documents as may be required.

9. The offers should be submitted within the stipulated time and delay if any occurred in submission on account of any reason, whatsoever, shall not be condoned and such delayed offers received late shall be liable for rejection.

10. The bidder or his authorized representative will be entitled to participate in the tender opening process to take note of the proceedings of disclosure.

11. SBIL (CPC) reserves the right of cancellation, adding, reducing or deferring the tender in total or partially without assigning any reason thereof and claim in this behalf in any way shall not be tenable for compensation in any respect. In such case the bidder will be refunded with the earnest money deposit without any payment of interest.

12. In case of the acceptance of the tender, the Bidders will have to enter into an agreement / contract.

13. The prices quoted in the tender must be valid for three years

**14. Certified that I have read the above instructions carefully and taken note of them.**

**Signature**

Name of authorized person for bidder with seal

Date:

## **TERMS AND CONDITIONS FOR HIRING OF BIG / MINI BUSES**

(Please read the following instructions carefully and give acceptance for the same at the end)

### **A) SCOPE OF WORK:**

The Bidder will have to provide transport facility through its **own/buses registered on its name as given below.**

(i) Pick up and drop of staff members from destinations (as per schedule) to the office premises to and fro.

(ii) The bus service will be provided **five days in a week** (Monday to Friday). The service may be extended on **Saturdays (in March)** on weekly holidays and govt holidays, if required by SBI Life, and on utilization of such service, the necessary charges will be borne by SBI Life within admissible quoted rate.

(iii) The Buses (AC or Non A/c) to be provided to be of June 2020 **or later** model: For Pick up and drop of staff members of SBIL (CPC). The details of pick and drop points will be communicated to winning Bidders.

### **B) MINIMUM ELIGIBILITY CRITERIA FOR SUBMISSION OF TENDER:**

(i) The Bidder must be the owner of at least 15 AC or Non-AC Big/Mini buses (documentary evidence in the form of RC Book, Insurance Policy, etc. may be submitted). **No subcontracting shall be allowed under any circumstances for any reason whatsoever.**

(ii) The Bidders should have at least 10 years experience in providing similar contract carriage services. The Bidder should have a valid Contract Carriage License to run such services (attested copy of the license should be attached along with the Eligibility bid).

(iii) The Bidder should be able to adhere to the following instructions and guidelines issued by Govt. of Maharashtra, Commerce and Transport Department.

(a) The Bus should bear yellow colour number plate

(b) Bus must have a first aid box and fire extinguisher.

(c) The doors and windows of the bus must be secured with reliable locking system.

(d) The bus must be provided with a cleaner.

### **C) VEHICLES REQUIREMENT**

(i) The present requirement of the buses is for official purposes and to be operated on all days on monthly rental basis for the transportation of the staff members as per the routes mentioned in the Annexure - II and vice-versa.

(ii) The contractor, every time during the tenure of contract shall provide only latest model buses finalized before the award of the contract. The seating capacity of AC or Non-AC big / Mini bus should be as per the Annexure and as per the actual requirement at the discretion of SBIL. The seating arrangement, ergonomic, upkeep, maintenance, cleanliness and décor of the buses at all times while in use should meet the Corporate Standard.

(iii) The contractor shall produce all the buses for physical inspection before SBIL (CPC) Committee Members along with original documents of the vehicles viz. RC books, Insurance policies (Comprehensive), Passenger Permit, Road Permit etc. if asked for, verification prior to deployment on the specified dates. If the Contractor fails to produce the buses / documents for inspection / verification on the specified date, the work order for supply of buses will not be issued in his favour and EMD will be forfeited.

(iv) The buses should be in road-worthy conditions, in all respect, for operation in accordance with Maharashtra RTO rules and regulations. All Registration Certificate, Insurance Certificate, Route Permit, Passenger Permit, Fitness Certificate etc.) should be available in the vehicle with the driver during operation of the vehicle. Responsibility for any lapses in this regard shall be that of contractor.

(vi) The buses should be neat and clean from inside and outside, in perfect mechanical condition. The buses will be inspected periodically for road worthiness and any defect pointed out by SBIL (CPC) Authorities should be rectified immediately and contractor shall provide another vehicles of **2020 or later** model in good condition, as replacement, during the period of repair/servicing.

#### **D) GENERAL TERMS AND CONDITIONS**

(i) The contract entered into will be in force on or after 1st April 2021, (tentative) for a period of three years with a lock in period of 1 year. SBIL (CPC) may, if required, increase or reduce the required number of buses and size (seating capacity) of buses with an advance notice of 30 working days.

(ii) The contractor may discontinue the `services by giving 60 days' notice in writing. The contract can be terminated by SBIL (CPC) by giving one months' notice without assigning any reason thereof.

(iii) The contractor should produce all documents issued by RTO concerned relating to each bus for verification. If buses are not registered in the name of contractor, it will not be accepted.

(iv) The buses should have comprehensive insurance to cover the risk of injury and loss of life of the commuters, drivers, attendant and third parties by law including damages to property belonging to them.

(v) Award of contract to successful Bidders will not entail him/them exclusive right to supply all the buses for which the tender has been submitted by the Bidders. SBIL (CPC) reserves the right to award the job to one or more Bidders or reject any or all the tenders without assigning any reasons.

(vi) Once the buses are fixed on a particular route, shall not be changed in the normal course. However, SBIL (CPC) may direct to change the vehicle (s) on any route if it is found to be not meeting the requirements. The contractor shall make the buses available 15 minutes in advance before their actual arrival and departure timings.

(vii) All repairs including major overhaul and maintenance, servicing and other expenses for the up-keep of the buses, running expenses such as tyres, batteries etc. shall be borne by the contractor. The wages payable to the Driver and helper of the buses shall be the responsibility of the contractor and the same should be as per the minimum wages act.

(viii) The buses shall follow the routes and rallying points as per the details to be provided by SBIL (CPC) and no deviation will be allowed unless it is due to some unforeseen reasons such as traffic jam or diversion of the route by the Traffic Police or Municipal Authorities. However, SBIL (CPC) reserves the right to change the schedule / route at any time.

(ix) The contractor shall not engage buses to carry passengers other than persons authorized by SBIL (CPC), while on SBIL (CPC) duty.

(x) The contractor shall ensure that drivers deployed on the buses are qualified and possess valid professional License (minimum 5 years' experience) issued by appropriate authority and also well-disciplined. They should behave properly with the staff and officials, well conversant with the route/roads of Mumbai / Navi Mumbai and its surroundings and should not report for duty under influence of alcohol or any narcotics, etc. The driver should be more than 35 yrs old & have minimum 5 years experience of bus or heavy vehicle driving.

(xi) The driver shall not change the route of the buses once fixed at any stage at his own or at the instructions of staff members travelling in the bus.

(xii) The contractor shall not sublet, transfer, or assign the contract to any other party.

(xiii) The contractor shall produce the original documents of the buses and drivers under contract for verification as and when called for by SBIL (CPC) authorities.

(xiv) If the contract is terminated on the basis of non-compliance of terms and conditions of the contract, security deposit shall stand forfeited.

(xv) The contractor shall furnish agreement on non-judicial stamp paper of ₹ 600/- accepting all the terms and conditions mentioned in the tender document at the time of award of the contract for supply of buses. Any conditional acceptance of the offer will be liable for immediate termination of the contract without assigning any reason whatsoever. The terms and conditions of this RFP will form a part of an Agreement.

(xvi) SBI Life reserves the right to disqualify the Bidders blacklisted by State/Central Govt. undertakings/Public Sector Units / Pvt Co. or whose contracts have been terminated by SBI Life on account of poor performance, if any such information comes to the knowledge of SBI Life at any stage either during the tendering process or after short listing the bidder.

## **E) COMPLIANCE OF LAWS AND SAFETY RULES**

(i) The contractor shall declare and warrant that they are legally entitled to do the services of providing transport and hold the requisite license and/or permit for the same from the appropriate authorities.

(ii) The contractor shall employ his own drivers, cleaners during the period of contract and shall pay their wages and comply with the statutory provisions and SBIL (CPC) shall not, in any manner, be responsible for the same. The contractor shall make payment of wages to the workers employed by him regularly.

(iii) It will be the sole responsibility of the Contractor to abide by the statutory provisions of the various acts in performance of this contract:

(iv) All payment as may be required for obtaining different permits and license in contractor's line of buses will be obtained by the contractors at their cost.

(v) In order to avoid mishap / accident, contractor shall ensure that only skilled drivers (having driving license to drive passenger buses) with an experience of 5 years in the trade are deployed on buses and they observe all rules / precautions in this regard.

(vi) If the buses are involved in any accident or mishap and as a result thereof any employee/s of SBIL (CPC) suffer any injury or death then the contractor shall be liable to pay compensation or damages as may be assessed by the appropriate authority.

(vii) The Contractor shall be responsible for any damages to the buses or any death or injury to the driver or any of the SBI Life employees travelling in the buses in case of any accident. SBI Life will not enter into any litigation whatsoever under any circumstances

## **F) RESOLUTION OF DISPUTES**

Notwithstanding anything contained, all questions, disputes or differences whatsoever, between the parties to the Contract, arising out of or relating to the operation or interpretation of provision of the contract or matters related thereto, whether during the tenure of the Contract, or its failure or after the completion of the Contract, shall be settled by the SBIL (CPC) authority. The decision of the SBIL (CPC) shall be final and binding on the parties to the Contract.

## **G) COMPLIANCE WITH RTO RULES**

(i) The contractor shall ensure that all the rules pertaining to Motor vehicle Act and any other Act of the state shall be met. In no circumstances SBIL (CPC) shall be involved for any violation of the RTO Rules on the part of the transporter. It will be the sole responsibility of the contractor to abide by all such laws at his own cost.

(ii) The contractor shall ensure that the drivers do not carry any inflammable / contraband material in the buses.

#### **H) ADVERTISEMENT AND BRANDING OF BUSES**

(i) SBIL (CPC) reserves the right to display advertisements of its choice, on the buses and the Contractor shall not have any objection nor shall claim any advertisement revenue thereof.

(ii) The SBIL (CPC) is at liberty to display advertisements of its own subject to prior approval of the Contractor. The statutory charges (RTO, BMC etc) as applicable will be borne by SBI Life on production of valid receipts.

#### **I) SAFETY AND SECURITY**

(i) In order to avoid any Mishap / Accident, contractor shall ensure that only skilled drivers (having driving license to drive passenger buses) with experience of 5 years in the trade are deployed on buses and they observe all rules / precautions in this regard. Contractor shall ensure that drivers do not exceed normal speed limit and shall further ensure that his crew is deployed on duty after adequate rest to avoid accidents due to over fatigue.

(ii) The contractor shall engage the drivers for SBIL (CPC) duty whose character and antecedent verification has been done by the Police Department, possess valid driving license, having thorough knowledge of traffic rules / road safety precautions, aware with the routes of Mumbai / Navi Mumbai and its surroundings.

(iii) The drivers of the buses should follow the traffic rules prominently.

(iv) The contractor shall make his own arrangement for parking the buses after closing the duties. No parking will be allowed in the SBIL (CPC) premises after closing the duties.

(v) The Contractor or his representative shall not divulge to anyone, any confidential information obtained during the course of work.

#### **J) GPS DEVICE WITH RFID (RADIO-FREQUENCY IDENTIFICATION) – VEHICLE TRACKING**

(i) The contractor should install GPS tracking device and should make with the provision of RFID / Digital Mode.

ii. The installation and maintenance charge should be borne by the Bidder / Contractor only.

iii. All deployed vehicles from Bidder / Contractor should have speed governors.

#### **K) PENALTIES**

(i) In case of breakdown, a substitute bus of the same or later model in good condition shall be deployed immediately. If the contractor does not provide a substitute bus within the stipulated time, he shall be liable to pay the charges and expenses that may be incurred by SBIL (CPC) staff, for reaching office by arranging other mode of transport.

(ii) If the contractor is not able to provide the fixed buses of any route (one side) on any day(s) due to maintenance / repairing work or for any other reason, failing which a penalty of ₹ .3,000/- per instance per bus will be imposed and recovered from the bill of the contractor.

(iii) Delays not because of mechanical failure / act of nature:

- 15-30 minutes	:	₹ . 1,000/- per instance
- More than 30 minutes	:	₹ . 2,000/- per instance
- Misbehaviour with Employees	:	₹ . 500/- per instance
- Providing inappropriate driver	:	₹ . 1,000/- per instance
- Driver found drunk / anti social activities during duty	:	₹ . 3,000/- per instance

## **L) SECURITY DEPOSIT**

The selected Bidder / contractor shall submit a security deposit @5% of the total approximate value of contract (of 1 year) either through Demand draft/Pay Order/Banker's Cheque drawn in favour of SBI Life Insurance Company Limited, payable at Mumbai of any scheduled Nationalized Bank / Private Bank at the time of acceptance of work order.

## **M) BILLING AND PAYMENT**

(i) The bill shall be submitted for each calendar month duly completed in all respects by 5th of succeeding month. Receipt of toll charges, if any to be duly submitted along with the bills. The payment to the contractor shall be made by SBIL (CPC) through NEFT / RTGS subject to deduction of TDS, if applicable.

(ii) If the bills are sent back for any correction to the contractor, the date of re-submission of the bill after correction will be considered the date of actual submission of the bill.

(iii) The rates offered in the schedule of rates (Annexure-II) should include all the expenses such as salary payable of drivers/attendants, road tax, passenger permit charges, insurance of buses, parking charges, maintenance charges, etc. Only monthly charges plus toll charges will be paid by SBIL (CPC) for monthly hiring of big /mini buses.

(iv) Request for fuel revision will be entertained and compensated only if the prices of fuel increase beyond 15% from the date of commencement of contract. Any upward revision of fuel prices during the finalization of contract will not be a part of this 15%. Also, in case fuel prices fall below 15% of quoted price, the same benefit will be passed on to SBI Life. Every 15% increase or decrease from subsequent month in fuel prices will lead to a corresponding 5% increase or decrease in quoted prices from subsequent month.

## **N) FORCE MAJEURE**

Force Majeure is herein defined as any cause which is beyond the control of the contractor and the SBIL (CPC), as the case may be, which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affects the performance of the contract, such as Natural Phenomena, including but not limited to floods, droughts, earthquakes and epidemics. Other phenomena including but not limited to hostilities, riots, civil commotion and declared lockout, etc

## ANNEXURE-I

TENDER FOR HIRING OF BIG/MINI BUSES:  
ELIGIBILITY BID

Sr. No	Document Required	Whether Submitted / Uploaded	
		Yes	No
1	Name and Address of the Bidders with Telephone Number / Fax No. / Mobile No.		
2	State of Agency (Registered Co. / Proprietary / Society / Registered under Shops & Establishment Act) with valid Registration Certificate		
3	Number of Employees employed by the bidder/agency		
4	Proof of having at least 15 Non-AC or AC Big / Minibuses as per our requirement (Copy of RC book)		
5	Proof (Registration/ Incorporation document) of legally entitled to carry out the transport services and requisite license and permit issued by appropriate authorities (Minimum 10 years Experience)		
6	Address/Location of the office from where the buses are assigned and monitored to clients - Control Room 24 x 7 / emergency support facility available		
7	Terms and conditions duly signed and stamped on each page enclosed along with Eligibility bid. Original RFP document in two parts separately to be uploaded.		
8	Additional Safety Features installed (Purchase order of bus security system procured in last 3 years)		
9	Annual Financial Turnover during the last three (3) years ending 31 <sup>st</sup> March of 2020 should be at least ₹ 5.00 Crore Copy of Audited P & L statement of last 3 F.Ys		
10	Copy of GST registration certificate & copy of Permanent Account Number (PAN and GST)		
11	Copy of Power of Attorney or authority letter in case of tender is signed by other than owner / partner of company / firm		
12	Any notice/ warning/ mail issued by the current client for poor services		
13	BANK DETAILS: (i) Name of the Bank & Branch (ii) Type of Account (iii) Account No. (iv) MICR No. (v) IFSC code		
14	EMD in the form of DD / PO (Copy of the DD/PO to be uploaded and original instrument to be deposited with SBI Life, Seawoods Office.		
15	The Bidder should provide list of their clients (Minimum 3) with details (Name of the Firm, Contact details, etc)		

Date: \_\_\_\_ / \_\_\_\_ / 2021

Signature  
Name of authorized person for Bidder with seal

**Attachment to Annexure-I**  
**Details of vehicles Owned by the Bidder:**

<b>Sr. No</b>	<b>Type of Vehicle / Model</b>	<b>Seating Capacity</b>	<b>AC / Non AC</b>	<b>Registration of Vehicle</b>

Signature  
Name of authorized person for bidder with seal

***Pls Note: Upload additional sheet if require***

## TENDER FOR HIRING OF BIG / MINI BUSES

## FINANCIAL BID

## A) LOCATION (PICK AND DROP POINTS)

Sr. No.	Bus Name	Routes	For AC Bus	For Non-AC Bus
1	Borivali Bus (32 Seater)	Borivili (E) via JVLR – Powai – Vikroli - Chedda Nagar – Mankhurd – Vashi Seawoods - Belapur and Back		
2	Thane Bus (40 Seater)	Thane (Manpada) – Teen Hath Naka - Mulund (E) – Bhandup Pumping – Airoli - Seawoods – Belapur and Back		
3	Kalyan Bus (40 Seater)	Shivaji Chowk – Adharwadi Circle - Prem Auto – Syndicate – Taloja - Kharghar-Belapur – Seawoods and back		
4	Dombivli Bus (40 Seater)	Thakurli – Ghard Circle – Dombivli Station – Lodha – Shilphata – Mahape – Turbhe-Seawoods – Belapur and Back		
5	Dadar Bus (32 Seater)	Volta, Lalbaug – Dadar TT – Sion Circle - Priyadarshini – Suman Nagar - Diamond Garden – Mankhurd - Seawoods Office - Belapur and Back		
6	Thane Bus (32 Seater)	Seawoods – Turbhe – Rabale - Airoli – Bhandup Pumping – Mulund (E) - Thane (Kalwa bridge) - (one way only)		
<b>TOTAL</b>				

\* The cost quoted to be exclusive of taxes

\* Toll charges will be extra

Please Note:

(a) The bus service will be provided five days in a week (Monday to Friday) for the month April to February of each Financial year.

(b) The bus service may be extended on Saturdays (in March) on weekly holidays and govt holidays, if required by SBI Life, and on utilization of such service. The Bidder is required to take of this and quote accordingly.

(c) SBIL (CPC) have the discretion to reduce / increase the no. of buses at its sole discretion.

(d) Any special route if so implemented at later stage by SBI Life, the quote for additional bus/es will be obtained from winning bidder / contractor at later stage on the same terms and conditions of this RFP