ఆంధ్రప్రదేశ్ గ్రామీణ బ్యాంక్
ANDHRA PRADESH GRAMEENA BANK
(Scheduled Bank owned by Government)
Head Office, Raghu Mansion, 4/1, Brodipet, Guntur-522002

Request for Proposal
For
Rate Contract for providing Cash Van Management Services for movement of cash across our Bank Branches & Other Bank Branches of Fifteen Regional Offices of Andhra Pradesh Grameena Bank for a period of Three years

S.NO	DESCRIPTION	DETAILS
1	RFP Reference No.	001/APGB/OPS/RFP/2026, Dated 17.07.2026
2	Brief Description of the RFP	Rate Contract for providing Cash Van Management Services for movement of cash across our Bank Branches & Other Bank Branches of Fifteen Regional Offices of Andhra Pradesh Grameena Bank for a period of Three years.
3	Bank's Address for Communication	The General Manager, (Operations Department), Andhra Pradesh Grameena Bank, Head Office 4th Floor, Door No.5-38-27/28, 5/2 Lane, Opp: HP Petrol Bunk, Brodipet, Guntur – 522002, Andhra Pradesh, Phone: 8331019299 / 9491308317
4	RFP Issuance Date	17.07.2026
5	Last date for Pre Bid Queries	24.07.2026 by 3.00 PM
6	Pre Bid Meeting	27.07.2026
7	Last Date for submission of Bids	07.08.2026 by 05.00 PM
8	Date and Time of Opening of Technical Bids	10.08.2026 at 11.00 AM
9	Date and Time of Opening of Financial Bids	Will be intimated at a later stage.
10	Tender Fees (Not Refundable)	₹ 5,000/- (Rupees Five Thousand only)
11	Earnest Money Deposit (EMD)	₹ 1,25,000/- (Rupees One Lakh Twenty Five Thousand only)

Tender Fee Amount & EMD shall be remitted through NEFT / RTGS / IMPS to the credit of our A/C No. 79991025400017, IFSC Code: UBIN0CG7999 or DD favouring Andhra Pradesh Grameena Bank, Payable at Guntur and the same shall be reached to the above mentioned address before opening of Technical Bid.
This RFP document can be downloaded from Bank's website **https://apgb.bank/tenders or CPP portal**

Issued By:
GENERAL MANAGER,
Operations Department,
Andhra Pradesh Grameena Bank, Head Office
4th Floor, Door No.5-38-27/28, 5/2 Lane, Opp: HP Petrol Bunk,
Brodipet, Guntur – 522002, Andhra Pradesh, Phone: 8331019299/9491308317
e-mail: operations@apgb.bank.in / hod-operations@apgb.bank.in
Website: https://apgb.bank.in

DISCLAIMER

The information contained in this Request for Proposal (RFP) is provided to the Bidder(s) on the terms and conditions set out in this RFP document. The RFP document contains statements derived from information that is believed to be true and reliable at the date obtained but does not purport to provide all of the information that may be necessary or desirable to enable an intending contracting party to determine whether or not to enter into a contract or arrangement with Bank in relation to the provision of services.

This RFP is neither an agreement nor an offer. It is only an invitation by the Bank to the interested and eligible parties for submission of bids. The issue of this RFP does not imply that the Bank is bound to select Bidder/s or to appoint the Selected Bidder/s or Concessionaire/s, as the case may be, for the Project and the Bank reserves the right to reject all or any of the Bidders or all the Bidders or Bids without assigning any reason whatsoever.

The provision of the services is subject to observance of selection process and appropriate documentation being agreed between the Bank and any successful Bidder/s as identified by the Bank, after completion of the selection process as detailed in this document. No contractual obligation whatsoever shall arise from the RFP process unless and until a formal contract is signed and executed by duly authorized officers of Andhra Pradesh Grameena Bank with the Bidder/s. The purpose of this RFP is to provide the Bidder/s with information to assist the formulation of their proposals. This RFP does not claim to contain all the information each Bidder may require. Each Bidder shall conduct their own investigations and analysis and shall check the accuracy, reliability and completeness of the information in this RFP and wherever necessary obtain independent advice. Andhra Pradesh Grameena Bank makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this RFP. Andhra Pradesh Grameena Bank may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP.

The Bank also accepts no liability of any nature whether resulting from negligence or otherwise, how so ever caused arising from the reliance of any Bidder/s upon the statements contained in this RFP.

The Bidder shall bear all the costs associated with or relating to the preparation and submission of Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Bank or any other costs incurred in connection with or relating to the Bid. All such costs and expenses will remain with the Bidder/s and the Bank shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by the Bidder/s in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding process.

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ANNEXURES

NOTICE INVITING TENDER

1. GENERAL:

The Andhra Pradesh Grameena Bank has a network of 1360 branches and 23 Regional Offices located within the state of Andhra Pradesh.

Now, the Andhra Pradesh Grameena Bank with its Head Office located at Guntur, invites the Request for proposal (RFP) for Rate Contract to provide Fifteen Cash Vans, each one to the Fifteen regional offices namely Anantapuramu, Chittoor, Kadapa, Kadiri, Kurnool, Madanapalle, Markapur, Nandyal, Nellore, Ongole, Parvathipuram, Rajampeta, Tirupathi, Visakhapatnam & Vizianagaram provided that every cash van shall have the following.

i. Brand new vehicle, less than 3 year old TATA Yodha double cab (BS6) / Mahindra Bolero Imperio double cab (BS6) model large body with AC facility.
ii. A Light Commercial Vehicle, with an engine capacity of not less than 2200 CC.
iii. Driver – One.
iv. Armed security guards – Two.
v. Live GPS Tracking & Monitoring System.
vi. Multiple CC cameras installed in the vehicle.
vii. 1 KV UPS with SMF batteries for uninterrupted power backup of a minimum of 8 hours.
viii. Shall have a ground clearance of not less than 190 mm.
ix. Seating accommodation for a minimum of One Driver + Four passengers.
x. Include all the specifications framed in the MHA guidelines and shall also meet the specifications whenever changed by the MHA or other Regulatory Authorities from time to time.

The Cash vans will be used for movement of cash between various branches, offices, Currency Chests of our Bank & other Banks and vice versa anywhere for a period of Three years. Each cash van will be allotted to a specific Regional Office. Bids under Two bids concept (Technical Bid and Financial Bid) are invited through CPP Portal. A Firm submitting the proposal in response to this tender shall hereinafter be referred to as Bidder.

2. SCOPE OF THE WORK:

The scope of work involves providing Fifteen dedicated Cash Vans for movement of cash between various branches, offices, Currency Chests of our Bank & other Banks and vice versa. Each cash van will be assigned to 15 our Regional Offices namely Anantapuramu, Chittoor, Kadapa, Kadiri, Kurnool, Madanapalle, Markapur, Nandyal, Nellore, Ongole, Parvathipuram, Rajampeta, Tirupathi, Visakhapatnam & Vizianagaram.

The contract period is Three years, which may be further extended with the mutual agreement.

Financial Bids of the Technically Qualified Bidders will be considered for finalization of L-1 or L-1, L-2 or L-1,L-2,L-3 vendors for entering into Contract under this RFP.

If any Additional dedicated Cash Van requirement is arised within the period of contract, the Bank has the authority to select any one from the selected bidders for the additional Cash Vans by way of mutual understanding at the same rate applicable to the L1 vendor.

3. INTEGRITY PACT (IP):

Venders/bidders/sellers, only those who commit themselves to Integrity Pact (IP) with the Bank, will be considered as competent to participate in the bidding process. In other words, entering into this pact would be the preliminary qualification. IP shall cover all phases of contract i.e., from the stage of Notice Inviting Tenders (NIT) / Request for Proposals (RFP) till the conclusion of the contract i.e., final payment or the duration of warrantee/guarantee. Format of IP is attached as Annexure O for strict compliance.

The Independent External Monitors (IEMs) appointed by the Bank will review independently and objectively, whether and to what extent parties have complied with their obligation under the pact.

4. ELIGIBILITY CRITERIA FOR BIDDERS:

Only those Bidders fulfilling the following criteria shall respond to the RFP. Document/s in support of eligibility criteria are required to be submitted along with the Technical Bid. Offers received from the bidders who do not fulfil any of the following eligibility criteria are liable to be rejected.

a. The service provider should be a proprietorship / partnership / registered firm / company and the Cash Van(s) shall be registered in **Andhra Pradesh** and the firm must be in existence for the last 03 years. (Relevant Documents of registration to be submitted) and shall have authentic PAN and GST distinguished Registration Number etc.

b. **Turn over:** The Bidder must have annual turnover for last three financial years from Indian operations at a minimum of Rs.2.50 Crores for the each financial year. Audited financial statements of last three years i.e., 2023-24, 2024-25, 2025-26 are to be submitted. In case the audited financials for the year 2025-26 is not available, CA Certificate with valid UDIN shall be submitted.

c. The bidder should have operating profit for at least Two years during the consecutive three financial years (2023-24, 2024-25, 2025-26). In case the audited financials for the year 2025-26 is not available, CA Certificate shall be submitted (Copy of the audited balance sheet of the company showing the same shall be submitted).

d. **Experience:** Applicants shall have Minimum Three (3) years' experience in the field of providing cash van services for movement of cash in Branches of Banks / PSU / Govt Organizations / Financial Institutes as on 30.06.2026 and the relevant proof of documents are to be submitted along with the satisfactory letter.

e. **Blacklisting -** The Bidder shall not have been blacklisted at any time by the Central / State Governments/ PSUs / PSBs / Private Banks. In case, in the past, the name of their Company was black listed by any of the Govt. Authority or PSUs / PSBs / Private Banks / Financial institution, the name of the company or organization must have been removed from the said list as on date of submission of the RFP, otherwise the Bid will not be considered. An undertaking to this effect (Annexure – E) shall be submitted in their letter head. Bidder shall be liable for rejection in case of non-submission of the same.

f. If the bidder is serving at present or in previous years, there shall not be any adverse report on their services. In case of any adverse report, the bid is liable to get rejected.

g. The bidder shall not be a member or immediate family of Board of Directors of the Bank. (Self-Declaration on Company‘s Letter Head signed by Authorized Signatory as per the Annexure E is to be submitted).

h. The Bidder shall have at least one of its own office in the state of Andhra Pradesh as on date of RFP and the employees engaged in shall have proper fluency in local language for not causing the inconvenience to the services.

i. The Cash Van with all specifications shall be operational within one month from the date of Purchase Order of the Bank.

j. The cost towards diesel and any other maintenance works shall be borne by the bidder himself.

k. Before submission of the offer, the Bidder shall read all the terms and conditions of the RFP.

Note: The participating bidders are required to submit unambiguous documentary evidences, in support of their meeting the eligibility criteria. The Bidder shall comply with all above mentioned criteria. Non-compliance of any of the criteria will be entitled for rejection of the Bid.
Bank reserves the right to verify / evaluate the claims made by the bidder independently. Any decision of the Bank in this regard shall be final, conclusive and binding upon the bidder/s. The Bank may accept or reject the bid without assigning any reason whatsoever.

5. DETAILS REQUIRED TO BE SUBMITTED:

i. Name of the firm.
ii. Period of Experience in this Business Line (Months).
iii. Particulars of Registration.
iv. PAN or Income Tax Registration Certificates.
v. Goods & Services Tax Registration No.
vi. Proof of Address of the Head Office / Administrative Office of the Bidder with Contact Details (email ID & Phone / Mobile Number).
vii. Proof of address of the Offices / Branches in the state of Andhra Pradesh with Contact Details (email ID & Phone / Mobile Number).
viii. Proof of adequate availability of technical expertise & staff strength including name of persons, address, phone no's, manpower, etc.
ix. Proof of execution of such works in last three consecutive years and present year (copy of work orders to be enclosed) along with satisfactory letter.
x. An undertaking that firm is capable of undertaking cash van services in rural areas where majority of bank's branches are located (Annexure F).
xi. Audited Financial Statement for last three consecutive years (CA Certificate is accepted for FY 2025-26)
xii. All Documents in support of Annexure-B are to be submitted.

***The above details shall be submitted with proof.**

6. TWO BID SYSTEM (Technical & Financial):

A. TECHNICAL BID:

1. The Technical Bid of this RFP shall be submitted only through the physical copy.

2. Tender Fees & Earnest Money Deposit:
The bidder shall make payment of Tender Fees & Earnest Money Deposit separately by way of Demand Draft or NEFT or IMPS as detailed below.

i. Demand Draft: The DD shall be favouring “ANDHRA PRADESH GRAMEENA BANK” payable at GUNTUR.
ii. NEFT / IMPS: Tender Fees amount shall be credited to: Account No: 79991025400017, IFSC Code: UBIN0CG7999.

2. Submission of Document for Technical Bid:
i. The bidder shall submit the all the required documents / documentary evidences for meeting the eligibility criteria & other documents as per the Point No.5 shall be submitted.
ii. The bidder shall submit all the signed Annexures A to Q except Financial BID (Annexure - H).
iii. Power of Attorney/Authorization letter, with the seal of the bidder’s company / firm, in favour of the person signing the RFP documents.
iv. All pages of this RFP, as downloaded from the CPPP Portal / Bank’s Website, duly signed and stamped on each page.

v. The Authorized Signatory has to sign on all pages of printed bid documents, in token of having accepted all the terms and conditions of the Bid.

3. The Technical Bid shall be complete in all respects and include all information sought in the RFP. It shall not contain any price details. The Technical Bid shall clearly establish that all the eligible criteria, Cash Van Services required by the Bank have been met.

4. The Technical Bid along with the Tender Fees, Earnest Money Deposit & the required documents shall reach us / submit to the following address either by registered post or by hand delivery within the stipulated timelines.

To The *General Manager,* *Andhra Pradesh Grameena Bank,* *Operations Department, Head Office,* *4th Floor, D.No: 5-38-27/28, 5/2th Lane, Opp. HP Petrol Bunk, Brodipet,* *GUNTUR - 522002.*

B. <u>FINANCIAL BID :</u>

i. The Bidder shall quote a fixed monthly rental charges for the cash vans, based on a fixed quota of 2,500 km per month. The Bidder shall also provide a per-kilometer rate for any distance travelled beyond this monthly quota. For evaluation of financial bid, the bidder shall quote the monthly rent plus cost of additional KMs assuming that the cash van has travelled 500 KMs over the monthly quota.

   (However, the Bank will pay the fixed monthly rental plus the actual additional kilometers travelled / utilized).

ii. The Financial Bid of the bidder will be opened / considered for opening only when the Technical Bid of the bidder is found to be in order. In the other words, if the bidder is qualified in Technical Bid, the Financial Bid of the bidder will be considered for opening.

iii. All bids shall be submitted **only through** Physical form to respective address, strictly as per terms and conditions of the RFP.

iv. Bidders or their authorized representatives are requested to be present at the time of bid opening. In case a Bidder is absent, it shall be deemed that the Bidder has chosen not to attend, and the Bank will proceed with opening of the bids.

v. Financial Bids are to be submitted along with Technical Bids. The L1 will be selected based on Commercial Evaluation method.

vi. The Bank is having rights & discretionary powers to select one bidder or a set of bidders (more than one bidder), if other bidders agree to match the price of L1 i.e., L2 or L3 for supply of dedicated cash vans at the cost which was offered by L1 and accept all the same terms and conditions as applicable to L1. Allocation of cash vans will be in the ratio of 60:40 between L1 and L2 in case of Two Bidders or 50:30:20 among L1, L2, and L3 in case of Three Bidders respectively.

vii. The bank is having authority & discretionary powers for allocation of the regions among the bidders in the above ratio if more than one bidder is selected.

viii. However, the Bank reserves the right to cancel the bid, if not found according to the proposal made and the bank also reserves the right to accept or reject any tender without assigning any reason/s whatsoever.

7. LANGUAGE OF BID:

The language of the bid response and any communication with the Bank must be in written English only. Supporting documents provided with the RFP response can be in another language so long as it is accompanied by an attested translation in English, in which case, for purpose of evaluation of the bids, the English translation will govern.

8. OPENING OF BIDS:

The Technical Bid will be opened on 10.08.2026 at 11:00 AM in the Operations Department, Head Office, Andhra Pradesh Grameena Bank, Brodipet, Guntur, Andhra Pradesh, in the presence of the Bidders' representatives.

Authorized representatives shall arrive on time with a valid authorization letter (Original in the format prescribed in **Annexure P)** and sign the Tender/RFP Register at the venue.

9. **PRE-BID QUERIES SUBMISSION DATE & TIME**:

9.1.Pre-bid queries shall be submitted in the format prescribed in **Annexure Q**.

9.2.Pre-bid Queries must be sent by email to operations@apgb.bank.in & hod-operations@apgb.bank.in on or before 24.07.2026**, 03:00 PM. The subject line should read: "Pre-Bid Queries for RFP:** 001/APGB/OPS/RFP/2026, dated 17.07.2026".

9.3 Queries received after the deadline will not be considered.

9.4 Consideration of queries will be subject to the approval of the General Manager, Operations Department, Head Office.

9.5 Responses to all valid pre-bid queries will be consolidated and issued as a clarification/ corrigendum, which shall form part of the RFP and be communicated to all bidders.

10. SCRUTINY OF OFFERS:

i. Technical Bids will be considered only from bidders who have submitted the Tender Fee & EMD.

ii. The Bank will scrutinize such bids only to verify their eligibility criteria, completeness and conformity with the requirements and the terms & conditions of this RFP.

iii. The qualified Bidders complying with the above will be selected for further evaluation and their Price Bids will be opened with due intimation by the Bank.

11. SUBMISSION OF BIDS:

Bid (both Technical & Financial) made strictly as per provisions of the tender should be submitted latest by 5.00 PM on 07.08.2026 through physical mode.

Only those bids which qualify the eligibility criteria under technical evaluation, their financial bids will be opened on the date intimated by Bank.

12. AMENDMENT OF RFP:

Prior to the last date for bid-submission, the Bank may, for any reason, whether at its own initiative or in response to clarification(s) sought from the prospective Bidders, modify the RFP contents/ covenants by amendment. Clarification /amendment, if any, will be notified on Bank's website. No individual communication will be made in this respect. In order to provide, Bidders, a reasonable time to take the amendment into account for preparing their bid, the Bank may, at its discretion, extend the last date of submission of bids.

13. AUTHORIZATION TO BID:

- The proposal/ bid being submitted, shall be binding on the Bidder. As such, it is necessary that authorized personnel of the firm or organization sign the bid documents. The designated personnel shall be authorized by a senior official of the organization having authority.
- All pages of the bid shall be initiated by the person or persons signing the bid. Bid form shall be signed in full & official seal affixed.
- Any inter-lineation, erasure or overwriting shall be valid only if they are initiated by the person or persons signing the Bid.
- All such initials shall be supported by a rubber stamp impression of the Bidder's firm. The proposal must be accompanied with an undertaking letter duly signed by the designated personnel providing a bid commitment. The letter shall also indicate the complete name and designation of the designated personnel.

14. BID VALIDITY PERIOD:

Bids shall remain valid for the period of 180 days from the last date for submission of bid i.e., technical bid, prescribed by the Bank. In case the last date of submission of bids is extended, the Bidder shall ensure that validity of bid is reckoned from the modified date for submission. Further extension of the validity of the bid will be decided by the Bank in case of need. The price quoted in Financial Bid will be valid for 180 days from the date of offer.

15. AGREEMENT FOR SERVICE STANDARD:

The selected Bidder/s has the obligation to execute the Service Level agreement (SLA) with the Bank.

The format for the agreement is provided in the Annexure – I of this RFP.

16. PROPOSAL OWNERSHIP:

i. The bidder who has submitted the bid will be eligible for participation in the evaluation process. The bid is not transferable.

ii. The Bid and all supporting documents submitted by the bidder shall become the property of the Bank. By having the responsibility to maintain the application, the Bidder does not acquire implicit access rights to the information or rights to redistribute the information. The Bidder understands that civil, criminal, or administrative penalties may apply for failure to protect information appropriately. Any information considered sensitive by the Bank must be protected by the successful Bidder/s from unauthorized disclosure, modification or access. The Bank‘s decision will be final.

iii. The successful Bidder/s shall not publish or disclose in any manner, without the Bank‘s prior written consent, the details of any security safeguards designed, developed, or implemented by the Bidder/s or existing at any of the Bank location.

18. MODIFICATIONS AND WITHDRAWALS OF BID/S:

Bid cannot be modified or withdrawn by a Bidder after submission. In case any modification required on account of clarifications in Technical bids, such modifications can be done with the prior approval of the bank.

19. CLARIFICATION OF OFFERS:

During the process of scrutiny, evaluation and comparison of offers, the Bank may, at its discretion, seek clarifications from all the bidders/any of the bidders on the offer made by them. The request for such clarifications and the Bidders response will necessarily be in writing and it shall be submitted within the time stipulated by the Bank, failing which the bids are liable for rejection.

20. NO COMMITMENT TO ACCEPT LOWEST OR ANY OFFER:

i. The Bank is not bound to accept the lowest bid or any offer / bid or to assign any reason for non-acceptance. It also reserves its right to reject any or all the offers / Bids without assigning any reason thereof whatsoever.

ii. The Bank has the right & having discretionary powers to select one or more bidder/s for the Cash Van Management Services.

iii. The Bank will not be obliged to meet and have discussions with any bidder and/or to entertain any representations in this regard.

iv. The bidder including those, whose RFP is not accepted shall not be entitled to claim any costs, charges, damages and expenses of and incidental to or incurred by them through or in connection with his submission of RFPs, even though the Bank may opt to modify/withdraw the RFP / Recall the RFP.

21. INCOMPLETE OFFERS WILL BE REJECTED:

The incomplete offers will be rejected without any further reference. Such rejections may take place in case of non-adherence to the format or partial submission of technical & financial information as per the format given in the offer or not furnishing the information sought for.

22. ERASURES OR ALTERATIONS:

Bid / Offer shall be submitted on prescribed format only. The documents downloaded from website have to be duly filled and submitted and no other format shall be used, except for Proformas which shall be submitted in the letter head. Wherever required, particulars can be submitted in annexure but such details shall be clearly mentioned in the respective columns in the original document.

All the documents, enclosures, and correspondence will be the part of contract. Bid / Offer in any other format other than the prescribed in this document shall be liable for rejection.

23. NO ALTERNATIVE OFFERS / BIDS:

The Cash Van shall be a Brand new or Less than 3-year-Old, the make shall be TATA Yodha double cab (BS6) or Mahindra Bolero Imperio Double Cab (BS6) model of large body vehicle with AC and the fabrication shall be as per Annexure C only and any deviations in the specifications mentioned in the RFP will not be accepted and such offers are liable for rejection.

24. EARNEST MONEY DEPOSIT (EMD):

24.1. The bidder shall make payment of Earnest Money Deposit by way of Demand Draft or NEFT or IMPS as detailed below

i. Demand Draft: The DD shall be favouring “ANDHRA PRADESH GRAMEENA BANK” payable at GUNTUR.

ii. NEFT / IMPS: Tender Fees amount shall be credited to: Account No: 79991025400017, IFSC Code: UBIN0CG7999.

24.2. The EMD can also be submitted in the form of fixed deposit receipt with lien noted in favour of Andhra Pradesh Grameena Bank, Head Office, Guntur.

24.3. EMD can also be submitted in the form of Irrevocable Bank Guarantee. The same shall be issued by Scheduled Commercial Bank in India for ₹1,25,000/- with validity for a minimum period of two years from the last date for submission of offer.

24.4. The format for submission of EMD in the form of Bank Guarantee shall be as per Annexure-G.

24.5. The EMD of the Bidders, not qualified under Technical Bid and unsuccessful bidder in the financial bid will be returned.

24.6. The EMD of the successful bidder shall be returned within 7 days after signing of agreement and depositing of the Security Deposit as per terms & conditions of the RFP by the bidder.

24.7. Forfeiting of EMD & Suspending of Bidder in the following instances:

a) If the bidder withdraws or amends the bid during the period of bid validity specified in this document.

b) If the successful bidder fails to execute the agreement and / or fails to furnish Performance Guarantee/ Security Deposit in accordance with the terms of this RFP within 14 days from the date of receipt of the offer letter from the Bank.

c) Additionally, such bidder/s are liable to be suspended from participating future Tenders / Bids of the Bank for a period of 2 years. In case of change in any Govt guidelines related to EMD, then the bidder must adhere the same accordingly.

25. SECURITY DEPOSIT:

a. The successful bidder shall submit Security Deposit / Bank Guarantee to the tune of **5 % of the Tender amount** for a period of 38 Months, within 14 days from the date of receipt of the Bank's work order. If the Security Deposit is not submitted within the stipulated time, Bank reserves rights to cancel the order and forfeit the EMD & suspend the bidder from participating future Tenders / Bids of the Bank for a period of 2 years. The Security Deposit amount shall be rounded upward to the next multiple of One Thousand.

b. The successful bidder shall submit Security Deposit by way of DD drawn on Andhra Pradesh Grameena Bank or Performance Bank Guarantee issued by a Scheduled Bank in India other than Andhra Pradesh Grameena Bank. No interest shall be payable by the Bank on the above security deposit. The format of performance Bank Guarantee is shall be as per **Annexure J.**

c. Security deposit if submitted in the form of Performance Bank Guarantee, the guarantee period should be valid for 38 months from the date of placing the order. The guarantee should also contain a claim period of three months from the last date of validity.

d. The selected bidder shall be responsible for extending the validity date and claim period of the Bank guarantees as and when it is due on account of the extension / renewal of the contract period of this RFP.

e. The Bank will invoke the Bank guarantee before the expiry of validity for breaching of the contract and or if the guarantee is not extended, or if the selected bidder fails to complete his obligations under the contract. The proceeds of the guarantee shall be payable to the Bank or the Bank will forfeit the Security Deposit.

26. PROVISIONS FOR MICRO & SMALL ENTERPRISES (MSEs):

As per Government of India's Public Procurement Policy Act 2012, certain benefits will be given for MSE Units. The details are as under:

- The policy is applicable to MSEs registered with District Industries Centres, Khadi & Village Industries Commission/Board, Coir Board, National Small Industries Corporation (NSIC), Directorate of Handicrafts & Handloom or any other body specified by the Ministry of Micro, Small & Medium Enterprises.
- MSEs that qualify for the opening of the Price Bid and quote within *L1 + 15%* shall be eligible to participate in procurement, provided that they agree to match the L1 price when L1 is quoted by a non-MSE bidder. In such cases, the eligible MSE(s) may be awarded up to 20% of the total Tender/RFP value. If more than one MSE is eligible, this 20% share shall be divided among them in proportion to the Tender/RFP quantity.
- MSEs are also exempted from paying Tender Cost and EMD. For getting the benefits in case of MSE firms, shall submit relevant documents such as valid MSE registration Certificates as per clause 13.1 of Government of India's Public Procurement Policy act 2012.
- It is mandatory to submit **Annexure N** to get the preference under MSEs.

27. ORDER CANCELLATION :

The Bank reserves its right to cancel the entire / part of / unexecuted part of Purchase Order at any time by without assigning any reason.

The Bank shall invoke the Security Deposit/Performance Guarantee given by the bidder towards non-performance / non-compliance of the terms and conditions of the contract.

28. LOCAL SUPPORT :

The bidder shall be capable of meeting the service & support. Service support shall be available in all Service area of Fifteen Regional Offices of our bank and throughout the state of Andhra Pradesh.

29. GENERAL GUIDELINES :

29.1.

a. The Cash-Vans shall be a **Brand new / Less than 3-year-Old TATA Yodha double cab (BS6) / Mahindra Bolero Imperio double cab (BS6) model** large body vehicle and shall have AC facility.
b. The Cash-vans shall be for the exclusive use of this Office and shall not be used by the Service Provider / Vendor for any other purpose.
c. The body of the cash-vans within which cash boxes have to be kept shall have provision for chaining and locking the boxes to the floor, as per the specifications annexed hereto and detailed in Annexure-C. The flooring of the vans shall be solid so as to withstand any break-in / intrusion and also able to sustain the load of the cash boxes.
d. The body of the cash-vans shall have one rear door including grilled shield and four doors in the front side and no other doors shall be permitted on the body of the vans. The said doors when locked shall not have any provision to open from inside but shall have provision only to be opened with a key from the outside.
e. The side windows of the cash-vans shall have wire mesh/grill covers/ anti-riot shields / grills, which could be lifted only from inside and could be used as a 'firing hole' by armed-guards seated inside in case of any emergency.
f. The cash-vans shall be fitted with 'Burglar Alarm' as per the specifications of the Bank with adequate number of switches and should have a powerful siren to alert the public/police in the event of any incidence/emergency.
g. The panic switches for operating the hooter are available with the driver and other occupants.
h. Each cash-van shall be installed with two fire extinguishers at an appropriate place as per the Bank's choice and shall be replaced / refilled every year. The cost shall be borne by the bidder.
i. The cash-vans shall have seating arrangements for four persons excluding the driver.
j. The body of the cash-vans shall be compact enough to move through small lanes and bye-lanes with sufficient space for its armed guards to handle guns conveniently;
k. After completion of body work, clearance certificate shall be obtained from the Bank Security officer at Head Office / Regional Offices. During the contract period, the cash-van is subject to annual check / surprise check at the discretion of the Bank, the Bidder has the obligation to meet / complete the observations at his own cost.
l. The bidder shall provide the First Aid Box with essential medicines & dressing materials.
m. The Cash-van shall have a Spare Wheel & tool kit for usage in case of break down.
n. The Cash-Van shall be equipped with tubeless / puncture resistant tyres.
o. The Bidder shall install the real time GPS tracker at his own cost and share the login credentials to the designated officials of the Bank only for their exclusive use and tracking.
p. The Bidder shall install the Mobile NVR with 4 CC Cameras at his own cost as follows:
    1. Two Number of Cameras with the following specifications shall be installed outside the Cash Van

2MP IP basedIRDome / Bullet Camera	
Parameter	Technical Specification
Image Sensor	1/2.8” Progressive scan CMOS
Resolution	1920 X 1080
Min. Illumination	Colour: 0.005 Lux @ (F1.6, AGC ON),0 Lux With IR
Wide Dynamic	120 dB True WDR
Day & Night	IR Cut Filter with auto switch
Lens Type	Varifocal lens, 2.8 to 12mm motorized @ F1.4

Stream Profile	Triple Stream O First Stream -25 FPS (1920*1080) O Second Stream -25 FPS (640*480) O Third Stream -1 FPS (352*240)
Storage	Built-in memory card slot with minimum of 256 GB memory
Audio Recording	Facility to record audio (optional)
Audio In	Inbuilt / External mic (optional)
IR Range	Up to 40 m
Weatherproof	IP67
Ingress Protection	IK10 (Dome - outer Glass dome based)
Certification	BIS / UL / CE / FCC

2. Two number of Cameras with the following specifications shall be installed inside the cash-van:

The following are the technical parameters for the 2 MP Fixed Bullet with Human Detection Support		
S. No.	**Features**	**Description**
1	Camera Type	2 MP IP IR Dome / Bullet Cam
2	Image Sensor	1/2.9 inch Progressive Scan CMOS
3	Resolution	Min. 2MP (1920*1080)@ 25 fps
4	Video Compression	H.264, H.265
5	Streaming	Min. Three compressed stream (Individually Configurable)
6	Iris Type	Fixed-iris
7	ID/Password	Multi-level user ID/Password
8	Simultaneous Live View	Up to 6 channels
9	Ethernet	1 RJ45 10M/100M self-adaptive Ethernet port
10	Security	Password protection, complicated password, HTTPS encryption, watermark
11	Protocol	TCP/IP, UDP ,ICMP ,IGMP, Multicast, NTP , DDNS, SNMP,QoS, DHCP, IPv4, IPv6, DNS, HTTP, HTTPS, RTSP, SRTP/ RTSPS, Bonjour, NAT, RTCP, UPnP, ONVIF, SSH, SMTP , ARP
12	Lens Type	2.8mm for Dome Cam to provide 100 degree Horizonal view
13	Image Enhancement	BLC, HLC, 3D DNR
14	Image Settings	Rotate mode, saturation, brightness, contrast, sharpness, gain, white balance, adjustable by client software or web browser
15	Illumination	Color: 0.005 Lux @ (1.6 , AGC ON), 0 Lux with light
16	IR Distance	30 mtrs
17	Supplement light Type	Dual light- IR ,White light
18	Privacy Mask	4 Programmable privacy mask
19	Electronic Shutter	1/3 s to 1/100,000 s
20	Wide Dynamic Range	90 dB
21	Day and Night	IR cut filter
22	Operating Temperature	-30 °C to +60 °C Humidity 95% or less (non-condensing)
23	ONVIF	ONVIF (Profile S, Profile T)
24	Housing	IP67

25	Video content Analytics	Motion detection (Support alarm triggering by specified target types (human and vehicle), video tampering alarm, Line crossing, intrusion detection.)
26	Power Source	12 VDC, PoE: 802.3at/af
27	Certification	BIS_ER & STQC

q. The bidder shall provide a surveillance Hard Disk at his own cost with the following specifications. The Hard Disk shall be under the warranty throughout the period of contract.

The following are the technical parameters for 4 TB Surveillance Hard Disk Drive:		
S. No.	Features	Description
1.	HDD	Min 4 TB
2.	Interface	SATA 6 Gb/s
3.	Mean Time Between Failures (MTBF, hours)	2,000,000 hr
4.	Cache (MB)	256
5.	Max Sustained Data Rate, OD Read (MB/s)	235MB/s
6.	Load/Unload Cycles	30000000.00%
7.	Power-On Hours per Year (24×7)	8760
8.	Operating Temperature	5 - 60 °C

r. The CCTV footage shall be retained for a minimum period of 30 days and made available to the bank on demand.

s. The Cash Van shall be provided with a 1 KV UPS with SMF batteries with a power backup not less than 10 hours. The Control unit to be kept in cash compartment. The bidder shall make arrangements for charging the UPS **at his own cost** and **he is responsible** for the working condition of the UPS. The charging of UPS shall be at night times / holidays.

t. The bank shall not be responsible for any challan, loss, damage, or any accident of the Cash Van or to any other Cash Vans or for the injury to the driver or to any other third party/person or persons. The loss or damage or legal expenses on this account shall be borne by the bidder.

u. The contract will be initially for a period of 3 years with an option to extend further period with mutual understanding.

29.2. The acceptance of offer will rest with the Bank which does not bind itself to accept the lowest offer, and reserves to itself the authority to reject any one or all the offers received without assigning any reason. All bids, in which, any of the prescribed conditions are not fulfilled or incomplete in any respect, are liable to be rejected. Bank reserves the right to accept the offers in full or in part and the bidder shall have no claim for revision of rates / other conditions if his bid is accepted in part or full.

29.3.All necessary permits, License etc., from the statutory authorities like RTO, Corporation, Police, Labour Department, RBI etc., are to be obtained at the own cost of the bidder before operating the vehicle. Medical fitness certificates of all the personnel from competent medical officer shall be submitted by the bidder. Police verification / clearance certificates shall also be submitted by the bidder.

Self-attested copies of documents / certificates in support of the foregoing clause shall be submitted along with the bid. Originals of the documents / certificates shall be produced for verification to the Bank authorities at the address given within 5 days from the opening of the Technical bid or as and when required. Failure to comply with any of these conditions may result in rejection of the bid. The Bank reserves the right to verify / evaluate the claims made by the Bidder independently. Any decision of the Bank in this regard shall be final, conclusive and binding upon the bidder. The Bank may accept or reject the bid without assigning any reason whatsoever.

29.4. The Service Provider shall make available the cash-vans to the Bank on all working days. The term working day means all business days wherein the Bank is working.

29.5. The Service Provider shall attend to the repairs etc. of the cash-vans, preferably on Sunday and/or other public holidays when the bank is closed and ensure that the cash vans are available to the Bank invariably on all working days.

29.6. The Service Provider shall provide alternate vehicles as per the Bank's requirements whenever the cash-vans goes out of order or are being repaired and the alternate vehicle shall meet all specifications of the original vehicle. The Bank shall immediately notify the Service Provider of any defects in the working condition of cash vans or such other issue which shall be detrimental to the Bank in future to the Service Provider.

29.7. In case there is breakdown / unavailability of services due to any reasons, the Service Provider is unable to make available the cash van(s) to the Bank for a period exceeding two (2) consecutive working days. The Bank shall deduct proportionate hire charges and expenses for such periods of absence.

i. If, however, the non-availability of the cash van does not exceed two consecutive days, but exceeds eighteen days in a period of twelve months from the effective date of this contract, the Bank shall deduct proportionate hire charges and expenses for such period of absence. For calculating proportionate charges, the number of days in a month will be reckoned as Thirty days. Penalty, if any imposed by the Bank shall be paid by the Service Provider.
ii. A penalty will be levied @ 0.5% of the Monthly rent & up to a maximum amount of 10% per day if non availability of the van services exceeds two days.

29.8. The Service Provider / Bidder shall employ and engage the drivers, who shall have a valid driving license to drive the cash-van, two armed guards and the personnel to lift, load and unload the cash boxes to be carried in the cash-vans, at his own cost & responsibility. The bidder shall ensure that the driver's license has not expired during the period of the contract period. The persons so employed by the Service Provider / Bidder shall always be subject to prior scrutiny by the police authorities of their character and antecedents and they shall always carry with them an identity card issued by the police authorities. Medical fitness certificates of all the personnel from competent medical officer shall be submitted at the time of joining by the Service Provider. Any changes regarding provision of drivers / personnel, it shall be the responsibility of the Service Provider to get the police verification done in respect of the new persons being provided in a stipulated time frame. In the event of the Service Provider's personnel not reporting for work and the Service Provider had failed to provide alternate resource, then the Bank shall be entitled to make proportionate deduction from the fees payable to the Service Provider in addition to the recovery of actual expenses incurred by the Bank. However, the Service Provider shall ensure that his personnel shall be at all times available for the purpose of the cash-vans, except on holidays. The personnel employed by the Service Provider shall do the lifting of the cash boxes from one branch / office to the cash vans and to the branches and vice versa as and when directed by the representative/s of the Bank accompanying the cash vans.

29.9. The bidder / service provider shall at his own expenses arrange for the safety of his workers and employees directly or indirectly employed on the work by the Service Provider or his sub-contractors by way of indemnifying them through suitable insurance cover, the expenses and liabilities of which will be borne by the Service Provider.

29.10. One cell phone along with SIM card and provision for monthly/life time recharge validity shall be provided to the cash van driver and expenses are to be borne by the cash van service provider / bidder. Further the service provider has to indicate telephone numbers of persons to be contacted during operation/emergency. Bank will not bear any such charges.

29.11. The Service Provider shall provide the Bank with the KYC documents along with Police Verification report of driver/s & other staff, proof of residence, pollution certificate, credit history and insurance certificates.

29.12. The Service Provider and its employees / personnel will strictly undertake not to communicate or allowed to be communicate to any person or divulge any information relating to ideas, concepts, techniques, facts and all information whatsoever concerning bank & its affairs to which the said employees have access in course of performance of contract.

29.13. The Service Providers' liability under this RFP in respect of transit of the cash shall commence from the point of time at which the cash is picked up by the Service Provider and end upon its delivery to the Bank/braches of Bank. Notwithstanding anything contained herein, in no way the personnel of the Service Provider will be responsible to count the cash and nor will be responsible for any loss that occurred due to such counting/verification.

29.14. No separate trip allowance or any other allowance shall be payable by the Bank to the driver or personnel of the Service Provider even if they are on outstation duties. The aforesaid hire charges shall be payable at the same rate even if the Service Provider engages another cash-van during the period.
All taxes, levies, penalties, challans by law enforcing agencies / Govt. Agencies shall be paid by the Service Provider. If any amount paid by the bank, the same will be deducted / recovered from the monthly rental payable to the service provider.

29.15. Invoice: Service Provider shall raise the monthly invoice and submit it to the Bank for the services rendered at the applicable rates for payment.

29.16. It is specifically made clear that all the charges and expenses for running the cash-vans including the cost of fuel, lubricants, spares, servicing and maintenance of the cash vans as well as the equipment fitted or fixed or installed in the cash-vans as hereinbefore stated, the salaries and remunerations, bonus, incentives payable to the employees, etc. shall be borne and paid for by the Service Provider / bidder alone and the Bank shall in no way be responsible or liable for the same.

29.17. The Service Provider shall at his costs and expenses insure the cash-vans and its personnels / employees employed in the cash vans as per provisions of any law for the time being and from time to time in force in that regard and insure the persons being provided through suitable insurance cover, the expenses and liabilities of which will be borne by the Service Provider. The Bank will obtain insurance cover for risk of Cash in Transit and Cash in Vault or any such required cover under its Bankers' Indemnity Policy to safeguard the Cash.

29.18. The Service Provider specifically agrees and undertake to indemnify the bank’s demand or expenses or charges as a result of non-compliance or non-performance or non-observance by the Service Provider or its employees of any provisions herein contained or provisions of any law from time to time in force in that behalf. The Service Provider shall be solely responsible for the cash loss / shortage during the transit in the event such loss has arisen due to any act or omission of any act or negligence of the Service Provider.

29.19. The Bank has the right to allocate any region to any bidder if more than one bidder is selected. The Bank can change the allocated region from one vendor to the other vendor at the discretion of the Bank at any point of time.

29.20. The Bank shall be entitled to terminate this contract or part of contract by providing three (3) months' notice in writing to that effect to the Service Provider / Bidder without assigning any reason. In the event of Bank terminating the contract, the Service Provider's right shall be restricted only to receive the hire charges and any such actual costs incurred by him under this contract / agreement. The Service Provider / Bidder shall not be entitled to claim any compensation for the additions / alterations made to the cash vans and any other expenses.

29.21. During the Cash pickup and delivery Operations if the Cash in the custody of the custodians or Cash in Van is seized by any Government Authorities during either the 1) elections period or any 2) Search Operation by Police on any Intelligence/tip or 3) inquiry of any incident, robbery then in such circumstances Service Provider shall not be held responsible for any such seizure by the Government Authorities and under no circumstances the Bank shall be entitled to adjust any such amount against the amount payable to Service Provider and/or shall be entitled to reimbursement of the same to the Bank. Notwithstanding what is stated hereinabove, in the aforesaid event Service

Provider shall 1) immediately on seizure by the Government Authority inform the Bank about the seizure and co-operate with the Bank for recovering such amount from the appropriate Government Authority and 2) produce official proof such as seizure memo/documents. Expenses incurred for recovering the Cash in custody of the Government department shall be borne by the Bank. If any kind of guarantee is stipulated by the Government authority or court for releasing the money, then the same shall be arranged by the Bank at its own cost. In case the Service provider is not able to produce official proof such as seizure memo/documents, the Service Provider shall be liable for any such seizure/confiscation.

29.22. The contractor shall not sub-let/sub-contract any part of work, without prior written consent of the Bank and Tender Cost, EMD, Security Deposit is not refundable.

29.23. Bank reserves the right to terminate the contract at any point of time if at any stage the Bidder is found not meeting the terms and conditions mentioned in the offer.

29.24. All the terms and conditions of the RFP shall be fulfilled.

30. PRICE COMPOSITION:

i. The commercial bid shall be quoted in the commercial bid form only.
ii. The prices shall be firm and not dependant on any variable factors and expressed in Indian Rupees.
iii. The Total cost shall be exclusive of all applicable taxes and duties, GST (CGST/SGST/IGST)
iv. If the cost for any line item is indicated as Zero/Nil/blank, then it will be assumed by the bank that the said item is provided to the bank without any cost.
v. Bank will not pay any Labour charges for transportation, Road Permit, any other items separately. All such costs, if any, shall be absorbed / borne by the bidder.
vi. Any upward/downward change in applicable GST will be to the account of Bank. If any changes from the quoted price, the bidder will produce the respective notification of such changes.
vii. Arithmetical errors will be rectified on the following basis.
    a) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected.
    b) If there is a discrepancy between words and figures, the amount in words will prevail.
    c) If the bidder does not accept the error-correction, its bid will be rejected.

31. TAXES AND DUTIES:

The Bidder shall solely be responsible for all payments (including any statutory payments) to its employees and shall ensure that at no time shall its employees, personnel or agents hold themselves out as employees or agents of the Bank, nor seek to be treated as employees of the Bank for any purpose, including claims of entitlement to fringe benefits provided by the Bank, or for any kind of income or benefits. The Bidder alone shall file all applicable tax returns for all of its personnel assigned hereunder in a manner consistent with its status as an independent contractor of services and the Bidder will make all required payments and deposits of taxes in a timely manner.

Payment of all taxes i.e. GST (CGST/SGST/IGST) will be made at actual, on production of suitable evidence of payment by the Bidder.

The Bidder shall be liable to pay all applicable corporate taxes and income tax that shall be levied according to the laws and regulations applicable from time to time in India.

32. PATENT:

The bidder shall indemnify, protect, compensate and save the Bank against all claims, losses, costs, damages, expenses, action suits and other proceedings, resulting from infringement of any law pertaining to patent, trademarks, copyrights etc. or such other statutory laws during the execution of this contract.

33. PUBLICITY:

Any publicity by the bidder in which the name of the Bank is to be used will be done only with the explicit written permission of the Bank.

34. NEGLIGENCE:

In connection with the contravenes the provisions of General Terms, If the bidder neglects to execute the order with due diligence or expedition or refuses or neglects to comply with any reasonable order given to him in writing by the Bank, in such eventuality, the Bank may after giving notice in writing to the bidder calling upon him to make good the failure, neglect or contravention complained of, within such times as may be deemed reasonable and in default of the said notice, the Bank shall have the right to cancel the Contract holding the bidder liable for the damages that the Bank may sustain in this behalf. Thereafter, the Bank may make good the losses at the risk and cost of the Contractor.

35. RESPONSIBIILTY FOR COMPLETENESS:

- Any supplies and services which might not have been specifically mentioned in this RFP but are necessary for the design, engineering, manufacture, supply and operationalizing, completeness of the order, shall be provided / made available by the service provider as per the time schedule for smooth and efficient operation and maintenance of the van & equipment under Indian condition.
- The Bidder shall be responsible for any discrepancies, errors and omissions in the drawings or other information submitted by him irrespective of whether these have been approved, reviewed or otherwise accepted by the bank or not. The bidder shall take all corrective measures arising out of discrepancies, error and omission in drawings and other information as mentioned above within the time schedule and without extra cost to the bank.

36. FORCE MAJEURE:

The bidder shall not be liable for default or non-performance of the obligations under the contract, if such default or non-performance of the obligations under this contract is caused by any reason or circumstances or occurrences beyond the control of the bidder, i.e. Force Majeure.

For the purpose of this clause, "Force Majeure" shall mean an event beyond the control of the bidder, due to or as a result of or caused by acts of God, wars, insurrections, riots, earth quake and fire, events not foreseeable but does not include any fault or negligence or carelessness on the part of the bidder, resulting in such a situation.

In the event of any such intervening Force Majeure, the Bidder shall notify the Bank in writing of such circumstances and the cause thereof immediately within five calendar days. Unless otherwise directed by the Bank, the Bidder shall continue to perform / render / discharge other obligations as far as they can reasonably be attended / fulfilled and shall seek all reasonable alternative means for performance affected by the Event of Force Majeure.

In such a case, the time for performance shall be extended by a period (s) not less than the duration of such delay. If the duration of delay continues beyond a period of three months, the Bank and the Bidder shall hold consultations with each other in an endeavor to find a solution to the problem.

Under no circumstances, the bidder will be entitled to monthly rental charges, any compensation, damages or extra cost. Notwithstanding above, the decision of the Bank shall be final and binding on the Bidder.

37. RESOLUTION OF DISPUTES:

All disputes and differences of any kind whatsoever, arising out of or in connection with this RFP / Contract or in the discharge of any obligation arising under this RFP (whether during the course of execution of the order or after completion and whether beyond or after termination, abandonment or breach of the Agreement) shall be resolved amicably. In case of failure to resolve the disputes and differences amicably the matter may be referred to a sole arbitrator mutually agreed upon after issue of at least 30 days' notice in writing to the other party clearly setting out there in the specific disputes. In the event of absence of consensus about the single arbitrator, the dispute may be referred to joint arbitrators, one to be nominated by each party and the said arbitrators shall appoint a presiding arbitrator. The provisions of the Indian Arbitration and Conciliation Act, 1996, shall govern the arbitration. In case, the Proposal is not received as required above on or before the said date and time, Bank shall presume that bidder is not interested proceeding with the dispute. The venue of arbitration shall be Guntur, Andhra Pradesh.

38. JURISDICTION:

The Purchase Contract / Annual Maintenance Contract shall be governed by the Laws and Regulations of India for the time being in force and will be subject to the exclusive jurisdiction of the Courts in Guntur, Andhra Pradesh.

General Manager

Operations Department,
Andhra Pradesh Grameena Bank

ANNEXURE – A

Covering letter format

Offer Reference No: Date:

To

The General Manager,
Andhra Pradesh Grameena Bank,
Operations Department, Head Office,
4th Floor, D.No: 5-38-27/28, 5/2th Lane, Opp. HP Petrol Bunk, Brodipet,
Guntur-522002

Madam/Dear Sir,

Ref: RFP No: 001/APGB/OPS/RFP/2026 **dated 17.07.2026)**

Having examined the tender document including all Annexures the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide cash van management services for movement of cash between various branches, offices, Currency Chests of our Bank & other Banks and vice versa. Each cash van will be assigned to 15 our Regional Offices namely Anantapuramu, Chittoor, Kadapa, Kadiri, Kurnool, Madanapalle, Markapur, Nandyal, Nellore, Ongole, Parvathipuram, Rajampeta, Tirupathi, Visakhapatnam & Vizianagaram for a period of three years and in conformity with the said tender in accordance with the schedule of prices indicated in the financial offer and made part of this offer.

We enclose a Demand Draft for ₹5,000/- as Tender Fees and ₹1,25,000/- as EMD in favour of Andhra Pradesh Grameena Bank, if applicable.

We agree to abide by this offer till 180 days from the date for opening of the tender and for such further period as may be requested for by the bank, and agreed to in writing by us. We also agree to keep the Earnest Money Deposit / Bank Guarantee in lieu of EMD during the entire validity period of the RFP. However, if we withdraw our offer within the said validity period, you shall have the right to forfeit the EMD / invoke the Bank Guarantee in lieu of EMD, without reference to us. We agree to abide by and fulfill all the terms and conditions of the tender and in default thereof, to forfeit and pay to you or your successors, or authorized nominees such sums of money as are stipulated in the conditions contained in tender together with the return acceptance for entering into contract for providing cash van services for movement of cash.

We enclose a list of clients in India (giving their full addresses) where the model quoted by us now have been supplied by us and the name and addresses of our Bankers.

We also confirm that we have not been disqualified by any of the Govt. Authority or PSUs / PSBs / Private Banks / Financial institution for providing cash van services for movement of cash.

Our PAN number for Income Tax is ____.

We are registered with the Goods & Service Tax authorities and our Goods & Service Tax Registration Number is ________________________________.

We accept all the Instructions and Terms and Conditions of this RFP.

We understand that the Bank is not bound to accept the lowest or any offer the Bank may receive without assigning any reason whatsoever.

Dated this_____________day of____________2026 Signature. _________________

Signature of the Authorized Signatory with date & seal

ENCLOSED: 1) Bid Cost : DD No.

2) EMD : DD No.

Annexure-B

Particulars of Bidders

S.No	Criteria	Documents Required
B	**Company/Bidder Profile**	
1	Name of the Bidders/Firm Company	
2	Constitution	
3	Date of Establishment/Incorporation	
4	Address Registered Office / Corporate Office	
5	E-mail Address, Website Address, Telephone Number, Mobile number	
6	GST & PAN Registration Number	
7	Address Local Office & Phone Number	
8	Is your annual sales turnover Rs. 2.5 Cr or higher in every year during the last 3 financial years	Audited Balance sheets and Profit & Loss statements of last 3 financial years mentioning the turnover (FY 2023-24, FY 2024-25, FY 2025-26). If not audited FY 2025-26, submit CA's certificate.
9	Are you a profitable organization in India having profit in each of the last 3 financial years	Audited Balance sheets and Profit & Loss statements of last 3 financial years mentioning the Profit (FY 2023-24, FY 2024-25, FY 2025-26). If not audited FY 2025-26, submit CA's certificate.
10	No. of vehicles owned by/attached to the agency	Number of Vehicles, List of Vehicles with Registration Number & Model, Type
11	No. of years of Experience (Enclose documentary proof)	
12	Name of Financial Institution / PSU / Govt. departments to which Cash-Van Services have been rendered in the past three years (documents to be enclosed)	
13	Name of the Financial Institution / PSU / Govt. departments to which Cash-Van Services have been engaged at present (Pl. Enclose Documentary Proof)	
14	Have you ever been blacklisted / barred by any PSU / Private Bank/ NBFC/ Cooperative Bank/ Financial Institution / Govt. departments	A written under taking has to be given by the bidder, as per Annexure - E
15	Letter of undertaking that the firm is capable providing services in rural areas where the majority of Banks's Branches are located.	A written under taking has to be given as per Annexure - F

16	EMD for ₹1,25,000/- & Cost of Bid of ₹5,000/-	DD No. Amt & Payable at Andhra Pradesh Grameena Bank, Guntur (For exemption, MSEs certificate shall be enclosed)
17	Penalty	A penalty will be levied @ 0.5% of the Monthly rent & up to a maximum amount of 10% per day for non-availability of the van services, if exceeds two consecutive days in a month or exceeds eighteen days in a period of twelve months
18	Duration of Agreement	3 Years from the date of providing the cash van
19	Other Conditions (Additional)	Vehicle is to be modified as per the MHA Guidelines & Other Regulatory Authorities and also Security Specification stipulated by the bank from time to time. Toll tax is to be borne by Bank.

DECLARATION

1. All the information furnished by me / us here above is correct to the best of my knowledge and belief.

2. I / We have no objection if enquiries are made about the information provided in the application form / accompanying sheets / annexures.

3. The undersigned understands and agrees that any further relevant information may be requested and agrees to furnish any such information at the request of the Bank.

4. I / We agree that the decision of ANDHRA PRADESH GRAMEENA BANK in selection will be final and binding on me / us.

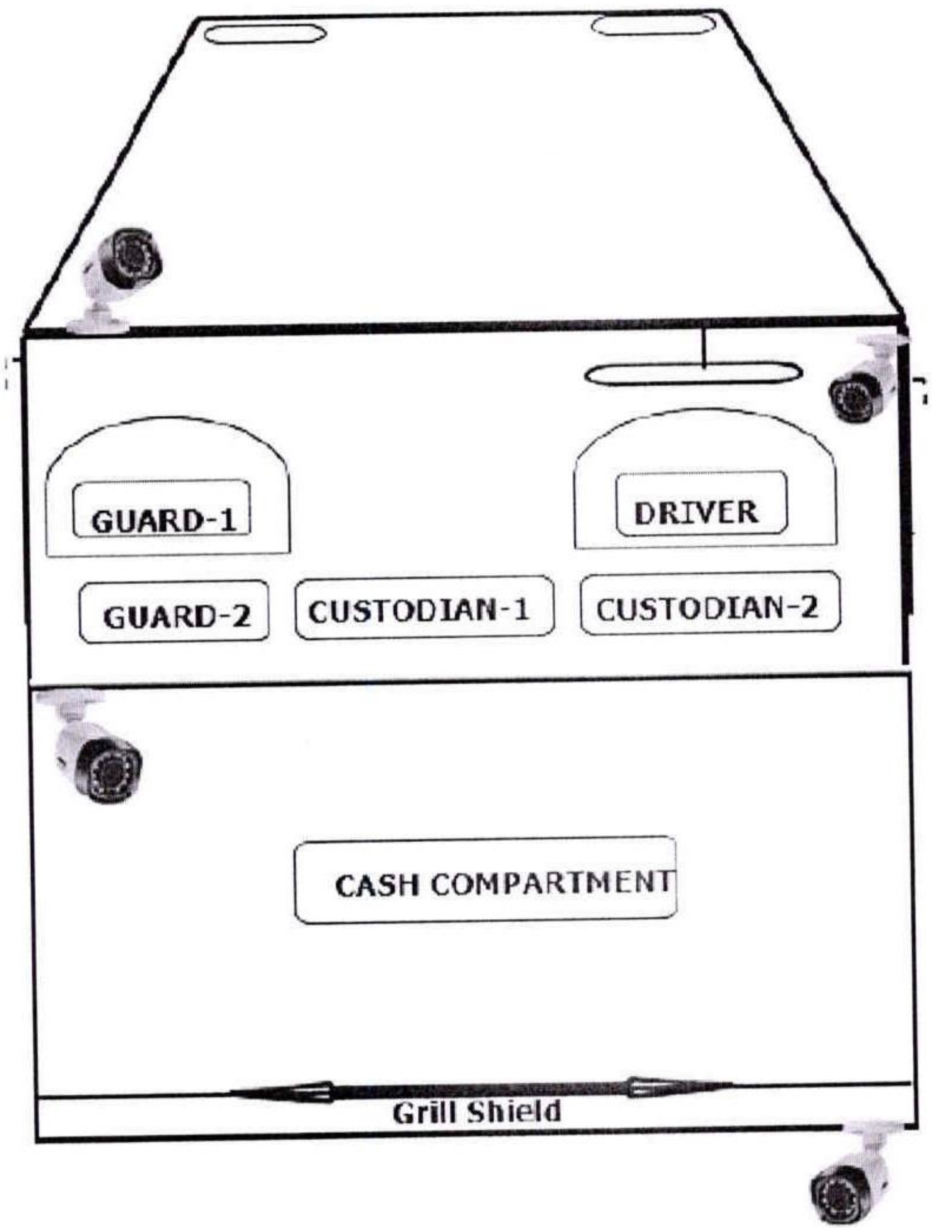
Signature of the Authorized Signatory with date & seal

ANNEXURE – C

Cash van suggested Layout

The cash-vans shall be a Brand new or less than 3-year-Old TATA Yodha double cab (BS6) / Mahindra Bolero Imperio double cab (BS6) model tubeless tyres, large body vehicle with factory fitted A/C facility and the fabrication shall be as follows:

[Cash van layout diagram showing: Guard-1, Driver, Guard-2, Custodian-1, Custodian-2 in the cab section, Cash Compartment and Grill Shield in the rear section, with CC cameras at corners, Hard Disk inside, UPS & Battery inside, Burglar Alarm, Fire Extinguisher, GPS Tracker, etc]



Signature of the Authorized Signatory with date & seal

Annexure – D

Letter of Acceptance

To

The General Manager,
Andhra Pradesh Grameena Bank,
Operations Department, Head Office,
4th Floor, D.No: 5-38-27/28, 5/2th Lane, Opp. HP Petrol Bunk, Brodipet,
Guntur-522002

Madam/Dear Sir,

Sub: Our bid for RFP for supply of Cash Van services to the bank branches of Andhra Pradesh Grameena Bank

With reference to the above subject, having examined and understood the instructions, terms and conditions forming part of the RFP, we hereby enclose our offer for the desired solution as detailed in your above referred RFP.

We further confirm that the offer is in strict conformity with the terms and conditions as mentioned in the RFP and all required information as mentioned is enclosed.

We also confirm that the offer shall remain valid for 180 days from the date of the offer. We hereby undertake that all Cash Vans, security systems, gun licenses, GPS tracking technologies, CCTV System, UPS & Batteries and supporting software supplied will be fully compliant with RBI and MHA guidelines, legally registered, under warranty, properly licensed, and maintained with the latest security upgrades.

We understand that the Bank is not bound to accept the offer either in part or in full and that the Bank has right to reject the RFP in full or in part without assigning any reasons whatsoever. We understand that

a. You are not bound to accept the lowest or any bid received by you and you may reject all or any bid.
b. If our Bid for the above job is accepted, we undertake to enter into and execute at our cost, when called upon by the Bank to do so, a contract in the prescribed form. Unless and until a formal contract is prepared and executed, this bid together with your written acceptance thereof shall constitute a binding contract between us.
c. If our bid is accepted, we are to be responsible for the due performance of the contract.
d. You may accept or entrust the entire work to one Bidder or divide the work to more than one Bidder without assigning any reason or giving any explanation whatsoever.
e. Bidder means the bidder who is decided and declared so after examination of financial bids.

We hereby declare that all the information & Statements made in this RFP are true and accept that any misinterpretation contained in it may lead to our disqualification. We agree to all terms & conditions of the RFP

Yours faithfully,

Date: For ___________________________

Signature_____________________
Name _________________________
Authorized Signatories
(Name & Designation, seal of the firm)

Annexure – E

Undertaking Letter by Bidder

Date:

Place:

To

The General Manager,
Andhra Pradesh Grameena Bank,
Operations Department, Head Office,
4th Floor, D.No: 5-38-27/28, 5/2th Lane, Opp. HP Petrol Bunk, Brodipet,
Guntur-522002

Madam/Dear Sir,

Undertaking (To be submitted by all Bidders' on their letter head)

We _________________________(bidder name), hereby undertake that-

• As on date of submission of tender, we are not blacklisted by the Central Government / any of the State Governments /PSBs / NBFC /Private Bank/ PSUs in India or any Financial Institution in India.

• We also undertake that, we are not involved in any legal case that may affect the solvency / existence of our firm or in any other way that may affect capability to provide / continue the services to Bank.

• We also undertake that, we are neither the member nor the immediate family member of board of the directors of the Bank.

Yours faithfully,
(Authorized Signatory)

Signature of the Authorized Signatory with date & seal

Annexure – F

Undertaking Letter

To

The General Manager,
Andhra Pradesh Grameena Bank,
Operations Department, Head Office,
4th Floor, D.No: 5-38-27/28, 5/2th Lane, Opp. HP Petrol Bunk, Brodipet,
Guntur-522002.

Madam/Dear Sir,

Sub: RFP: No: 001/APGB/OPS/RFP/2026, **dated 17.07.2026**

We hereby declare that our company / firm will undertake the cash van services in rural areas where Andhra Pradesh Grameena Bank branches / Offices / CC are located & proposed for extending the services.

Yours faithfully,
(Authorized Signatory)

Signature of the Authorized Signatory with date & seal

Annexure – G

BANK GUARANTEE FORMAT FOR EARNEST MONEY DEPOSIT

WHEREAS _______________________________ (Name of bidder) (hereinafter called 'the bidder') has submitted its RFP dated ___________________ (Date) for the execution of (Name of Contract) CASH VAN MANAGEMENT SERVICES (hereinafter called 'the RFP') in favour of Andhra Pradesh Grameena Bank hereinafter called the 'Purchaser';

KNOW ALL MEN by these presents that we, _________________ Bank, a body corporate constituted under the Banking Companies (Acquisition & Transfer of Undertakings) Act, 1970 having its Head Office at _____________ amongst others a branch at _________________ (hereinafter called 'the Bank') are bound unto the employer for the sum of Rs _______ (Rupees _____________ only) for which payment well and truly to be made to the said Employer, the Bank binds itself, its successors and assigns by these presents;

THE CONDITIONS of this obligation are:

(a) If the bidder withdraws its BID during the period of RFP validity specified in the RFP; or

(b) If the bidder having been notified of the acceptance of his RFP by the Employer during the period of RFP validity;

- Fails or refuses to execute the Agreement, if required; or
- Fails or refuses to furnish the performance security or security Deposit, in accordance with Terms and Conditions of this RFP.

We undertake to pay to the Bank up to the above amount upon receipt of its first written demand without the Purchaser having to substantiate his demand, provided that in his demand the Purchaser will note that the amount claimed by him is due to him owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

Notwithstanding anything contained herein,

1) our liability under this Bank guarantee shall not exceed Rs _______ (Rupees _____________ only)

2) The bank Guarantee is valid upto ________________________ and

3) We are liable to pay the guaranteed amount or any part thereof under this Bank guarantee only and only if you serve upon us a written claim or demand on or before ___ (mention period of the Guarantee as found under clause (ii) above plus claim period)

Dated _________________ day of ________________________ 20___

SIGNATURE OF THE BANK

Annexure-H

FINANCIAL BID

S No.	I Details	II Rate Quoted in Rs. (Excluding the GST)	III Total cost for three years
1	Consolidated payment including fuel with AC for a minimum of 2500 KMs per month (With respect from Head Quarters to branches) with Annual enhancement @ % quoted	(R) Rate per Month Rs.______________ /- (rupees) With annual enhancement @........%	Rate Increment = i Monthly Rent = R 1st Year (R_1) 2nd Year (R_2) = $R_1 + R_1 * i/100$ 3rd Year (R_3) = $R_2 + R_2 * i/100$ Total Rent for 3 Years T1 = R_1*12+ R_2*12 + R_3*12
2	For additional KM run over and above monthly minimum of 2500 K.M	(K) Rate per month for additional 500 KMs Rs. ___________ @ Rs /- per KM (It is an Assumption of Additional KMs consumed is 500 KMs over the monthly quota of 2500 KMs ###	Rate Increment = i KM Rate = K 1st Year = K1 2nd Year (K2) = K1 + K1 * i/100 3rd Year (K3) = K2 + K2 * i/100 Total Rent for 3 Years: T2 = K1*500*12+ K2*500*12 + K3*500*12
	Bid cost for One Vehicle excluding GST		T3 = T1 + T2
		GST 18%	GST = T3 * 18%
	Bid cost for One Vehicle Including GST		T = T3+ GST

The unused KMs in the monthly quota of 2500 KM will accumulated for future use. If the Cash Van is utilized for more than monthly quota. The Additional KMs will set-off from the unused KMs, the left over KMs will be paid by the Bank.

Total Bid amount to quote:

S.No	Name of the Bidder	Bid amount for one Vehicle including GST (T)	Total bid amount for 15 Vehicleincluding GST (T * 15)
1			

Based on the total bid amount quoted for Fifteen vehicles for three years, L-1 will be determined

1. The cost of the RFP (**Grand Total Cost including GST for 15 Regional Offices)** will be considered for finalizing the bidder/s.
2. Bid evaluation will be based on the Grand Total Cost including GST for 15 Regional Offices.
3. Applicable taxes such as GST will be reimbursed as per actuals. Octroi /Entry Tax, if any, will be reimbursed by the Bank against production of original receipts issued by the concerned authorities.
4. Any deviation in the financial bid, the bid may get rejected.
5. Finalization of the L1 / L1, L2 / L1, L2, L3 bidder/s will be based on the outcome of the Financial evaluation process and the allocation may be in the ratio of 60:40 between L1 and L2, or 50:30:20 among L1, L2, and L3, respectively.

Example for bid cost for one Cash Van:

Assumptions:

1	Monthly Rent - at First Year	₹ 1,00,000.00
2	Extra KMs Rate over the monthly Limit at First Year	₹ 15.00
3	Annual Increase in the Rate	5.00%
4	Extra KMs Run per month assumed	500

S.No.	Particulars			
1	*Cost for the 1st Year:*			
	a. Monthly Rent (Excluding GST)		₹ 1,00,000.00	
	b. Extra KMs Charges	500 * ₹15.00	₹ 7,500.00	
	c. No. of Months		12	
	d. Total Cost in the 1st year (Excluding GST)			**₹ 12,90,000.00**
2	*Cost for the 2nd Year:*			
	a. Monthly Rent (Excluding GST)		₹ 1,05,000.00	
	(Increase @ 5.00% on monthly rent of previous year)			
	b. Extra KMs Charges	500 * ₹15.75	₹ 7,875.00	
	(Increase @ 5.00% on monthly rent of previous year)			
	c. No. of Months		12	
	d. Total Cost in 2nd year (Excluding GST)			**₹ 13,54,500.00**
3	*Cost for the 3rd Year:*			
	a. Monthly Rent (Excluding GST)		₹ 1,10,250.00	
	(Increase @ 5.00% on monthly rent of previous year)			
	b. Extra KMs Charges	500 * ₹16.54	₹ 8,270.00	
	(Increase @ 5.00% on monthly rent of previous year)			
	c. No. of Months		12	
	d. Total Cost in 3rd year (Excluding GST)			**₹ 14,22,240.00**
	Total Cost for the 3 Years (Excluding GST)			***₹ 40,66,740.00***
		GST 18%		***₹ 7,32,013.20***
	Total Cost for 3 Years Including GST			***₹ 47,98,753.20***

Signature of the Authorized signatory with date & seal

ANNEXURE – I

SERVICE LEVEL AGREEMENT

This Agreement ("Agreement") made and executed at (Guntur) on this _____ day of _________, 2026

By and Between

_________________________________ a company incorporated under the Companies Act, 1956 and having its registered office at _______________________________ engaged in business of cash Management services as hereafter called Service Provider" which expression shall, unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns, of the ONE PART:

ANDHRA PRADESH GRAMEENA BANK, a body corporate constituted under the RRB Act, 1976, having its head office at Brodipet, Guntur, Andhra Pradesh, hereinafter called "BANK" which expression shall, unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns, of the SECOND PART.

The Service Provider and Bank under this Agreement are hereinafter individually be referred to as a "Party" and collectively as "Parties".

The word Personnel's mentioned in this agreement refers to employees under the employment of the Service Provider. Bank has no relationship whatsoever of any kind with any of the employees/personnel of the Service Provider.

WHEREAS the Bank has to carry cash remittances to and from various the branches located in the area of its jurisdiction of the Bank Regional Offices Anantapuramu, Chittoor, Kadapa, Kadiri, Kurnool, Madanapalle,Markapur, Nandyal, Nellore, Ongole, Parvathipuram, Rajampeta, Tirupathi, Visakhapatnam & Vizianagaram.

WHEREAS the Bank, therefore, decided to take on hire on contract basis __ number of Cash Vans with adequate security safeguards to carry the Bank's cash to and among the branches of the Bank operating in Anantapuramu, Chittoor, Kadapa, Kadiri, Kurnool, Madanapalle,Markapur, Nandyal, Nellore, Ongole, Parvathipuram, Rajampeta, Tirupathi, Visakhapatnam & Vizianagaram regions.

WHEREAS the Bank, therefore, on the lookout for a suitable Service Provider who would undertake secure transportation of the cash for the Bank in cash vans with all the necessary security safeguards as per the Bank's requirements.

WHEREAS the Service Provider who is engaged in the business of Cash Management and Logistics under the trade name and style of "____________________," has offered to undertake transportation of cash with all the security safeguards as per the Bank's requirements and by complying with all other terms and conditions stipulated from time to time by the Bank in that behalf.

WHEREAS the Service Provider and the Bank now wish to reduce in writing the various terms, conditions, covenants and stipulations mutually agreed upon by and between them, being in fact THESE PRESENTS.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In consideration of the Bank agreeing to pay to the Service Provider the hire-charges and other expenses as hereinafter provided, the Service Provider hereby agrees and undertakes to provide and make available to the Bank 'cash-vans' conforming to the safety measures as herein provided and to transport cash of the Bank to and from various branches located in the area of its jurisdiction in the Regions of Anantapuramu, Chittoor, Kadapa, Kadiri, Kurnool, Madanapalle, Markapur, Nandyal, Nellore, Ongole, Parvathipuram, Rajampeta, Tirupathi, Visakhapatnam & Vizianagaram, as per the day-to-day directions and instructions of the Bank.

2. Each Cash van will be allocated to any of one of the pooling branch of the Region/Regional office and from there the monitoring will be done.

3. The cash-vans to be provided by the Service Provider for providing the Service to the Bank shall always conform to and be equipped with the following minimum security safe-guards at the cost and expenses of the service Provider:

a. The Cash-Vans shall be a **Brand new / Less than 3-year-Old TATA Yodha double cab (BS6) / Mahindra Bolero Imperio double cab (BS6) model** large body vehicle and shall have AC facility.
b. The Cash-vans shall be for the exclusive use of this Office and shall not be used by the Service Provider / Vendor for any other purpose.
c. The body of the cash-vans within which cash boxes have to be kept shall have provision for chaining and locking the boxes to the floor, as per the specifications annexed hereto and detailed in Annexure-C. The flooring of the vans shall be solid so as to withstand any break-in / intrusion and also able to sustain the load of the cash boxes.
d. The body of the cash-vans shall have one rear door including grilled shield and four doors in the front side and no other doors shall be permitted on the body of the vans. The said doors when locked shall not have any provision to open from inside but shall have provision only to be opened with a key from the outside.
e. The side windows of the cash-vans shall have wire mesh/grill covers/ anti-riot shields / grills, which could be lifted only from inside and could be used as a 'firing hole' by armed-guards seated inside in case of any emergency.
f. The cash-vans shall be fitted with 'Burglar Alarm' as per the specifications of the Bank with adequate number of switches and should have a powerful siren to alert the public/police in the event of any incidence/emergency.
g. The panic switches for operating the hooter are available with the driver and other occupants.
h. Each cash-van shall be installed with two fire extinguishers at an appropriate place as per the Bank's choice and shall be replaced / refilled every year. The cost shall be borne by the bidder.
i. The cash-vans shall have seating arrangements for four persons excluding the driver.
j. The body of the cash-vans shall be compact enough to move through small lanes and bye-lanes with sufficient space for its armed guards to handle guns conveniently;
k. After completion of body work, clearance certificate shall be obtained from the Bank Security officer at Head Office / Regional Offices. During the contract period, the cash-van is subject to annual check / surprise check at the discretion of the Bank, the Bidder has the obligation to meet / complete the observations at his own cost.
l. The bidder shall provide the First Aid Box with essential medicines & dressing materials.
m. The Cash-van shall have a Spare Wheel & tool kit for usage in case of break down.
n. The Cash-Van shall be equipped with tubeless / puncture resistant tyres.
o. The Bidder shall install the real time GPS tracker at his own cost and share the login credentials to the designated officials of the Bank only for their exclusive use and tracking.
p. The Bidder shall install the Mobile NVR with 4 CC Cameras at his own cost as follows:
    1. Two Number of Cameras with the following specifications shall be installed outside the Cash Van

2MP IP basedIRDome / Bullet Camera	
Parameter	Technical Specification
Image Sensor	1/2.8” Progressive scan CMOS
Resolution	1920 X 1080
Min. Illumination	Colour: 0.005 Lux @ (F1.6, AGC ON),0 Lux With IR
Wide Dynamic	120 dB True WDR
Day & Night	IR Cut Filter with auto switch
Lens Type	Varifocal lens, 2.8 to 12mm motorized @ F1.4

Stream Profile	Triple Stream O First Stream -25 FPS (1920*1080) O Second Stream -25 FPS (640*480) O Third Stream -1 FPS (352*240)
Storage	Built-in memory card slot with minimum of 256 GB memory
Audio Recording	Facility to record audio (optional)
Audio In	Inbuilt / External mic (optional)
IR Range	Up to 40 m
Weatherproof	IP67
Ingress Protection	IK10 (Dome – outer Glass dome based)
Certification	BIS / UL / CE / FCC

2. Two number of Cameras with the following specifications shall be installed inside the cash-van:

The following are the technical parameters for the 2 MP Fixed Bullet with Human Detection Support		
S. No.	**Features**	**Description**
1	Camera Type	2 MP IP IR Dome / Bullet Cam
2	Image Sensor	1/2.9 inch Progressive Scan CMOS
3	Resolution	Min. 2MP (1920*1080)@ 25 fps
4	Video Compression	H.264, H.265
5	Streaming	Min. Three compressed stream (Individually Configurable)
6	Iris Type	Fixed-iris
7	ID/Password	Multi-level user ID/Password
8	Simultaneous Live View	Up to 6 channels
9	Ethernet	1 RJ45 10M/100M self-adaptive Ethernet port
10	Security	Password protection, complicated password, HTTPS encryption, watermark
11	Protocol	TCP/IP, UDP ,ICMP ,IGMP, Multicast, NTP , DDNS, SNMP,QoS, DHCP, IPv4, IPv6, DNS, HTTP, HTTPS, RTSP, SRTP/ RTSPS, Bonjour, NAT, RTCP, UPnP, ONVIF, SSH, SMTP , ARP
12	Lens Type	2.8mm for Dome Cam to provide 100 degree Horizonal view
13	Image Enhancement	BLC, HLC, 3D DNR
14	Image Settings	Rotate mode, saturation, brightness, contrast, sharpness, gain, white balance, adjustable by client software or web browser
15	Illumination	Color: 0.005 Lux @ (1.6 , AGC ON), 0 Lux with light
16	IR Distance	30 mtrs
17	Supplement light Type	Dual light- IR ,White light
18	Privacy Mask	4 Programmable privacy mask
19	Electronic Shutter	1/3 s to 1/100,000 s
20	Wide Dynamic Range	90 dB
21	Day and Night	IR cut filter
22	Operating Temperature	-30 °C to +60 °C Humidity 95% or less (non-condensing)
23	ONVIF	ONVIF (Profile S, Profile T)
24	Housing	IP67

25	Video content Analytics	Motion detection (Support alarm triggering by specified target types (human and vehicle), video tampering alarm, Line crossing, intrusion detection.)
26	Power Source	12 VDC, PoE: 802.3at/af
27	Certification	BIS_ER & STQC

q. The bidder shall provide a surveillance Hard Disk at his own cost with the following specifications. The Hard Disk shall be under the warranty throughout the period of contract.

The following are the technical parameters for 4 TB Surveillance Hard Disk Drive:		
S. No.	Features	Description
1.	HDD	Min 4 TB
2.	Interface	SATA 6 Gb/s
3.	Mean Time Between Failures (MTBF, hours)	2,000,000 hr
4.	Cache (MB)	256
5.	Max Sustained Data Rate, OD Read (MB/s)	235MB/s
6.	Load/Unload Cycles	30000000.00%
7.	Power-On Hours per Year (24×7)	8760
8.	Operating Temperature	5 - 60 °C

r. The CCTV footage shall be retained for a minimum period of 30 days and made available to the bank on demand.

s. The Cash Van shall be provided with a 1 KV UPS with SMF batteries with a power backup not less than 10 hours. The Control unit to be kept in cash compartment. The bidder shall make arrangements for charging the UPS **at his own cost** and **he is responsible** for the working condition of the UPS. The charging of UPS shall be at night times / holidays.

t. The bank shall not be responsible for any challan, loss, damage, or any accident of the Cash Van or to any other Cash Vans or for the injury to the driver or to any other third party/person or persons. The loss or damage or legal expenses on this account shall be borne by the bidder.

u. The contract will be initially for a period of 3 years with an option to extend further period with mutual understanding.

4. The Service Provider shall make available the cash-vans to the Bank on all working days. The term working day means all business days wherein the Bank is working.

5. The Service Provider shall attend to the repairs etc. of the cash-vans, preferably on Sunday and/or other public holidays when the bank is closed and ensure that the cash vans are available to the Bank invariably on all working days.

6. The Service Provider shall provide alternate vehicles as per the Bank's requirements whenever the cash-vans goes out of order or are being repaired. The Bank shall immediately notify the Service Provider of any defects in the working of cash vans or such other issue which shall be detrimental to the Bank in future to the Service Provider.

7. In case there is breakdown / unavailability of services due to any reasons, the Service Provider is unable to make available the cash van(s) to the Bank for a period exceeding two (2) consecutive working days. The Bank shall deduct proportionate hire charges and expenses for such periods of absence.

i. If, however, the non-availability of the cash van does not exceed two consecutive days, but exceeds eighteen days in a period of twelve months from the effective date of this contract, the Bank shall deduct proportionate hire charges and expenses for such period of absence. For calculating proportionate charges, the number of days in a month will be reckoned as Thirty days. Penalty, if any imposed by the Bank shall be paid by the Service Provider.

ii. A penalty will be levied @ 0.5% of the Monthly rent & up to a maximum amount of 10% per day if non availability of the van services exceeds two days.

8. The Service Provider / Bidder shall employ and engage the drivers, who shall have a valid driving license to drive the cash-van, two armed guards and the personnel to lift, load and unload the cash boxes to be carried in the cash-vans, at his own cost & responsibility. The bidder shall ensure that the driver's license has not expired during the period of the contract period. The persons so employed by the Service Provider / Bidder shall always be subject to prior scrutiny by the police authorities of their character and antecedents and they shall always carry with them an identity card issued by the police authorities. Medical fitness certificates of all the personnel from competent medical officer shall be submitted at the time of joining by the Service Provider. Any changes regarding provision of drivers / personnel, it shall be the responsibility of the Service Provider to get the police verification done in respect of the new persons being provided in a stipulated time frame. In the event of the Service Provider's personnel not reporting for work and the Service Provider had failed to provide alternate resource, then the Bank shall be entitled to make proportionate deduction from the fees payable to the Service Provider in addition to the recovery of actual expenses incurred by the Bank. However, the Service Provider shall ensure that his personnel shall be at all times available for the purpose of the cash-vans, except on holidays. The personnel employed by the Service Provider shall do the lifting of the cash boxes from one branch / office to the cash vans and to the branches and vice versa as and when directed by the representative/s of the Bank accompanying the cash vans.

9. The Service Provider shall provide the Bank with the KYC documents along with Police Verification report of driver/s, proof of residence, pollution certificate, credit history and insurance certificates.

10. The bidder / service provider shall at his own expenses arrange for the safety of his workers and employees directly or indirectly employed on the work by the Service Provider or his sub-contractors by way of indemnifying them through suitable insurance cover, the expenses and liabilities of which will be borne by the Service Provider.

11.One cell phone along with SIM card and provision for monthly/life time recharge validity shall be provided to the cash van driver and expenses are to be borne by the cash van service provider / bidder. Further the service provider has to indicate telephone numbers of persons to be contacted during operation/emergency. Bank will not bear any such charges

12. The Service Provider and its employees/personnel will strictly undertake not to communicate or allowed to be communicate to any person or divulge any information relating to ideas, concepts, techniques, facts and all information whatsoever concerning bank & its affairs to which the said employees have access in course of performance of contract.

13. The Parties agree that that the Service Providers' liability under this Agreement in respect of transit of the cash shall commence from the point of time at which the cash is picked up by the Service Provider and end upon its delivery to the Bank/braches of Bank. Notwithstanding anything contained herein, in no way the personnel of the Service Provider will be responsible to count the cash and nor will be responsible for any loss that occurred due to such counting/verification.

14. Subject to the foregoing terms, conditions, covenants, stipulations, the Bank shall pay to the Service Provider as hire of each cash-van at the rate of ______________________________ as per english calendar month up to and for a total free-run distance (2,500 KM i.r.o. Region / Branch) per English calendar month. Any distance travelled by the cash-van beyond the said free-run limit per English calendar month shall be paid for by the Bank separately at the rate of ______________________ per extra kilometer after deducting any unutilized accumulated mileage. ANY UNUTILISED mileage shall be accumulated for future period.

15.No separate trip allowance or any other allowance shall be payable by the Bank to the driver or personnel of the Service Provider even if they are on outstation duties. The aforesaid hire charges shall be payable at the same rate even if the Service Provider engages another cash-van during the period. The aforesaid hire-charges payable by the Bank to the Service Provider shall be paid by the Bank on or before the 10th day of every succeeding English calendar month. Annual rate of increase on monthly hiring shall be _________ which is also applicable to additional KM rate.

All taxes, levies, penalties, challans by law enforcing agencies / Govt. Agencies shall be at Service Provider costs unless any such penalties or challans are incurred to the Bank and in such event the Bank shall make the necessary payments to the Service Provider.

16. During subsistence of this Agreement, the Service Provider shall insure the Cash-Vans and premium payable upon such insurance shall be paid to the insurance company regularly and in the event of any accident or any other calamities the proceeds under the insurance shall be paid to the Bank.

17.Invoice: Service Provider shall raise the monthly invoice and submit it to the Bank for the services rendered at the applicable rates for payment

18. It is specifically made clear that all the charges and expenses for running the cash-vans including the cost of fuel, lubricants, spares, servicing and maintenance of the cash vans as well as the equipment fitted or fixed or installed in the cash-vans as hereinbefore stated, the salaries and remunerations, bonus, incentives payable to the employees, etc. shall be borne and paid for by the Service Provider alone and the Bank shall in no way be responsible or liable for the same.

19. The Service Provider shall at his costs and expenses insure the cash-vans and its personnels/employees employed in the cash vans as per provisions of any law for the time being and from time to time in force in that regard and insure the persons being provided through suitable insurance cover, the expenses and liabilities of which will be borne by the Service Provider. The Bank will obtain insurance cover for risk of Cash in Transit and Cash in Vault or any such required cover under its Bankers' Indemnity Policy to safeguard the Cash.

20. Payment: Consolidated payment includes fuel with AC for a minimum of 2500 KMs per month

- Service Provider shall raise monthly invoice to the Bank for the services rendered and as per the finalized rates. Bank shall pay the invoice within 30 days from the date of such invoice. The Bank shall raise a dispute if any to the invoice received from the Service Provider within reasonable time 15 days from the date of invoice and in the event no dispute is raised, it shall be deemed as an acceptance of invoice by the Bank.

- The Bank shall clear the invoice at the earliest after submission by the Service Provider in a reasonable time. If the payment is stopped by the Bank without any justification, the Service Provider shall have right to suspend the services after giving written notice in case Bank is in default of payment of Services Fee and/or for any default of its material obligation towards the Service Provider as per the terms of this Agreement and such default is not cured within a period of 30 (thirty) days from date of receipt of written notice to cure the said breach. Any dispute or differences between the Parties shall be resolved amicably. If amicable settlement is not possible, then such disputes and differences shall be resolved through an Arbitrator mutually agreed upon between the Parties.

- RECONCILIATION OF REPORTS /STATEMENTS: The reconciliation of the reports /statements should be followed by the Bank on day to day basis for the services provided by the Service Provider. In case of any error/s or discrepancies found during the verification, the Bank, barring any exceptional circumstances, shall inform the Service Provider within 7 days and maximum within Fifteen days from the time the MIS reports/statements submitted by the Service Provider.

- The Service Provider shall maintain records with prior authentication by the Bank's officials containing following details and submit the same to the Bank duly completed and up to-date by the 5th day of every succeeding English calendar month regularly, in order to enable the Bank to make payment of the charges and expenses as herein provided. The Bank shall not be responsible or liable for any delay caused in payment of the said charges and expenses due to failure of the Service Provider to submit the said record by the due date.

21.The Service Provider specifically agrees and undertake to indemnify the bank's demand or expenses or charges as a result of non-compliance or non-performance or non-observance by the Service Provider or its employees of any provisions herein contained or provisions of any law from time to time in force in that behalf. The Service Provider shall be solely responsible for the cash loss / shortage during the transit in the event such loss has arisen due to any act or omission of any act or negligence of the Service Provider.

22. The Bank has the right to allocate any region to any bidder if more than one bidder is selected. The Bank can change the allocated region from one vendor to the other vendor at the discretion of the Bank at any point of time

23. The Bank shall be entitled to terminate this contract or part of contract by providing three (3) months' notice in writing to that effect to the Service Provider / Bidder without assigning any reason. In the event of Bank terminating the contract, the Service Provider's right shall be restricted only to receive the hire charges and any such actual costs incurred by him under this contract / agreement. The Service Provider / Bidder shall not be entitled to claim any compensation for the additions / alterations made to the cash vans and any other expenses.

24. During the Cash pickup and delivery Operations if the Cash in the custody of the custodians or Cash in Van is seized by any Government Authorities during either the 1) elections period or any 2) Search Operation by Police on any Intelligence/tip or 3) inquiry of any incident, robbery then in such circumstances Service Provider shall not be held responsible for any such seizure by the Government Authorities and under no circumstances the Bank shall be entitled to adjust any such amount against the amount payable to Service Provider and/or shall be entitled to reimbursement of the same to the Bank. Notwithstanding what is stated hereinabove, in the aforesaid event Service Provider shall 1) immediately on seizure by the Government Authority inform the Bank about the seizure and co-operate with the Bank for recovering such amount from the appropriate Government Authority and 2) produce official proof such as seizure memo/documents. Expenses incurred for recovering the Cash in custody of the Government department shall be borne by the Bank. If any kind of guarantee is stipulated by the Government authority or court for releasing the money, then the same shall be arranged by the Bank at its own cost. In case the Service provider is not able to produce official proof such as seizure memo/documents, the Service Provider shall be liable for any such seizure/confiscation.

25. Notwithstanding any other provisions of this Agreement, in no event shall the Parties be liable to the other Party for loss of profits or revenues, indirect, consequential or similar damages arising out of or in connection with the services, materials or assistance provided under this Agreement. Notwithstanding anything contained herein, the liability of the Service Provider under this Agreement shall not be greater than the total amount paid by the Bank for the immediately preceding three months of arising of cause of action by virtue of Services rendered under the Agreement.

26. This Agreement shall be in force for a period of three (3) years w.e.f. _________ unless terminated prior by the bank, with an option for the Bank to extend the Agreement for further period also subject to price change mutually agreed between the Parties.

27.The contractor shall not sub-let/sub-contract any part of work, without prior written consent of the Bank and Tender Cost, EMD, Security Deposit is not refundable

28. All GST related returns should be filed timely and enable us to claim GST-input credit tax at our end. Any loss of input tax credit to the Bank on account of delay/wrong filing of GST returns shall be recovered from you.

29. Bank reserves the right to terminate the contract at any point of time if at any stage the Bidder is found not meeting the terms and conditions mentioned in the offer

30. All the terms and conditions of the RFP shall be fulfilled.

IN WITNESS WHEREOF the parties hereto have hereinto set and subscribed their respective hands on the day and year first here in before written.

Signed, Sealed and Delivered by the said	Signed, Sealed and Delivered by the said ....
Name:	Name:
For ________________________________	For Andhra Pradesh Grameena Bank
In the presence of:	In the presence of...................
Name:	Name:

ANNEXURE – J

SECURITY DEPOSIT FORMAT

BANK GUARANTEE FORMAT FOR SECURITY DEPOSIT

Guarantee No. ....
Amount of Guarantee Rs. ....
Guarantee cover from Dated: ....
To Dated: ....
Last Date for Lodgment of claim: ....

To:
....
....
....
....

In consideration of .... (hereinafter called "Beneficiary") having agreed to exempt- - - - - - - - - - - - - - - Ltd., having its Registered Office situated at .... (hereinafter called the "the obligator(s)") from the demand of security deposit of Rs ________________________ (Rupees ____________________ only) under the terms and conditions of an agreement dated ________ (hereinafter called the "said Agreement") for the due fulfilment by the said obligator of the terms and conditions contained in the said agreement, on production of the Bank Guarantee for Rs ____________________ (Rupees __________________________ only), at the request of the obligator __________ Bank, a body corporate constituted under the Banking Companies (Aquistion & Transfer of Undertakings) Act, 1970 having its Head Office at ________ amongst others a branch at __________________ (hereinafter referred to as "the Bank") has agreed to give following guarantee in favour of the beneficiary for an amount not exceeding Rs.................... (Rupees .... only) against any loss or damage caused to or suffered or would be caused to or suffered by reason of any breach by the said Obligator(s) of any of the terms and conditions contained in the said agreement.

1. We, the Bank to hereby undertake to pay the amount payable under this guarantee without any demur merely on a demand from the beneficiary stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by reason or any breach of the terms and conditions contained in the said agreement or by reason of the obligator's failure to perform the said agreement. Any such demand in writing made on the Bank shall be conclusive as regards the amount due and payable by the Bank under the guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. ....

2. We, the Bank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the beneficiary under or by virtue of the said agreement have been fully paid and its claims satisfied or till the beneficiary certifies that the terms and conditions of the said agreement have been fully discharged this guarantee. Unless a demand for claim under this guarantee is made on us in writing on or before .... we shall be discharged from all liabilities under this guarantee thereafter.

3. We, the Bank further agree that the beneficiary shall have the fullest liberty, without consent and without effecting in any manner or obligations hereunder, to extend time of performance the said obligator(s) from time to time or to postpone for any time any of the powers exercisable by the beneficiary against the said obligator(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved of our liability by reason of any extension being granted to the said obligator(s) for any forbearance, act or omission on the

part of the beneficiary or any indulgence by the beneficiary to the said obligator(s) or by any such matter or thing whatsoever which under the law relating to sureties would not for this provision have effect of so relieving us.

4. We, the Bank lastly undertake not to revoke this guarantee during its currency except with the prior consent of the beneficiary in writing.

5. Notwithstanding anything contained herein:

i. Our liability under this Bank Guarantee shall not exceed Rs. .... (Rupees only)

ii. This Bank Guarantee is valid upto and

iii. We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before (mention period of the guarantee as found under clause (ii) above plus claim period)

Place:
Date: :

Signature of the Authorized Signatory & seal

Annexure - K

Financial Position of Bidder for Last 3 Financial Years

Particulars	2023-24	2024-25	2025-26
Turnover			
Operating Profit			
Net Profit (Profit After Tax)			

Note: Enclose

1. Copies of Audited Balance Sheets and P&L statements along with enclosures for last 3 financial years. In case the audited financials for the year 2025-26 is not available, CA Certificate shall be submitted
2. Copies of Articles of association and Memorandum of Association
3. Copies of certificate of incorporation/certificate of commencement of Business

Place:
Date: :

Signature of the Authorized Signatory & seal

Annexure L

Bid Security Declaration

Undertaking (To be submitted by all Bidders' on their letter head)

To
The General Manager,
Andhra Pradesh Grameena Bank,
Operations Department, Head Office,
4th Floor, D.No: 5-38-27/28, 5/2th Lane, Opp. HP Petrol Bunk, Brodipet,
Guntur-522002

Dear Sir,

Subject: Request for Proposal (RFP) for supply of Cash Van services to the bank branches of Andhra Pradesh Grameena Bank

We _________________________ (bidder name), hereby undertake that we are liable to be suspended from participation in any future tenders of the Bank for 2 years from the date of submission of Bid in case of any of the following:

1. If the bid submitted by us is withdrawn/modified during the period of bid validity.
2. If any statement or any form enclosed by us as part of this Bid turns out to be false / incorrect at any time during the period of prior to signing of Contract.
3. In case of we becoming successful bidder and if:
    a) We fail to execute Contract within the stipulated time.
    b) We fail to meet security deposit amount or to furnish Performance Bank Guarantee within the timelines stipulated in this RFP document.

Yours faithfully,

Date:

For __________________________

Signature _____________________

Name ________________________

Authorized Signatories

(Name & Designation, seal of the firm)

Annexure – M

Know Your Employee (KYE)

To

The General Manager,
Andhra Pradesh Grameena Bank,
Operations Department, Head Office,
4th Floor, D.No: 5-38-27/28, 5/2th Lane, Opp. HP Petrol Bunk, Brodipet,
Guntur-522002.

UNDERTAKING

1. We ______________________ (name of the company) hereby confirm that all the resource deployed/to be deployed on Bank's project for ________________ (Name of the RFP) have undergone KYE (Know Your Employee) process and requisite checks have been performed prior to employment of said employees as per our policy.

2. We further undertake and agree to save defend and keep harmless and indemnified the Bank against all loss, cost, damages , claim penalties expenses, legal liability because of non-compliance of KYE and of misconduct of the employee deployed by us to the Bank.

3. We further agree to submit the required supporting documents which Bank may ask such as police verification report, ID card copy and likewise to Bank before deploying officials in Bank premises for ________________ (Name of the RFP).

Signature of Competent Authority with company seal ________________________

Name of Competent Authority __________________________________

Company / Organization __________________________________

Designation within Company / Organization ______________________________

Date ________________

Name of Authorized Representative __________________________________

Designation of Authorized Representative ______________________________

Signature of Authorized Representative __________________________________

Verified above signature

Signature of Competent Authority ________________________________

Date _________________

Annexure N

Certificate of waiver for MSE Firms

(In Letter head of Chartered Accountant)

Ref. No. RFP No: 001/APGB/OPS/RFP/2026 **dated 17.07.2026** **Date:**

TO WHOMSOEVER IT MAY CONCERN

This is to certify that M/s. _____________________________________ , having registered office at _____________ has made an investment of Rs. __________ in as per Audited Balance Sheet as on ____________. Further we certify that the Company is classified under Micro and Small Enterprise (MSE) as per MSME Act 2006 and subsequent government notifications.

We have checked the books of the accounts of the company and certify that the above information is true and correct.

Chartered Accountant Firm Name

Firm seal
Signature:
Name:
Reg No.

Vid No.

Annexure-O

INTEGRITY PACT FORMAT

(To be submitted along with Bid in ₹200/- non-judicial stamp paper)

Between

[the Procuring Organisation] hereinafter referred to as "The Principal," and __________________ hereinafter referred to as "The Bidder/ Contractor." Preamble The Principal intends to award contract/s for__________________, under laid down organisational procedures, The Principal values full compliance with all relevant laws of the land, rules, regulations, economical use of resources, and fairness / transparency in its relations with its Bidder(s) and / or Contractor(s).

To achieve these goals, the Principal shall appoint Independent External Monitors (IEMs) who shall monitor the tender process and the execution of the contract for compliance with the abovementioned principles.

Section 1 – Commitments of the Principal

1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles: -

a. No employee of the Principal, personally or through family members, shall in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

b. The Principal shall treat all Bidder(s) with equity and reason during the tender process. The Principal shall, in particular, before and during the tender process, provide to all Bidder(s) the same information and shall not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in the tender process or the contract execution.

c. The Principal shall exclude from the process all known persons having conflict of interest.

2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Principal shall inform the Chief Vigilance Officer and in addition shall initiate disciplinary proceedings.

Section 2 – Commitments of the Bidder(s)/ Contractor(s)

1) The Bidder(s)/ Contractor(s) commits themselves to take all measures necessary to prevent corruption. The Bidder(s)/ Contractor(s) commits themselves to observe the following principles during participation in the tender process and the contract execution

a. The Bidder(s)/ Contractor(s) shall not, directly or through any other person or firm, offer, promise, or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which they are not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or the execution of the contract.

b. The Bidder(s)/ Contractor(s) shall not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal, in violation of the Competition Act, 2002 (as amended from time to time). This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the tender process.

c. The Bidder(s)/ Contractor(s) shall not commit any offence under the relevant IPC/PC Act; further, the Bidder(s)/ Contractor(s) shall not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals, and business details, including information contained or transmitted electronically.

d. The Bidder(s)/Contractors(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly, the Bidder(s)/Contractors(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. Further details, as mentioned in the "Guidelines on Indian Agents of Foreign Suppliers," shall be disclosed by the Bidder(s)/Contractor(s). Further, as mentioned in the Guidelines, all the payments made to the Indian agent/representative must be in Indian Rupees only. Copy of the "Guidelines on Indian Agents of Foreign Suppliers" is placed on Annex hereto. 290 Annexure 30: Integrity Pact Format

e. The Bidder(s)/ Contractor(s) shall, when presenting their bid, disclose any and all payments made, is committed to, or intends to make to agents, brokers, or any other intermediaries in connection with the award of the contract.

f. Bidder(s) /Contractor(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision.

2) The Bidder(s)/ Contractor(s) shall not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 - Disqualification from the tender process and exclusion from future contracts

If the Bidder(s)/Contractor(s), before award or during execution, has committed a transgression through a violation of Section 2, above or in any other form such as to put their reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/Contractor(s) from the tender process or take action as per laid down procedure to debar the Bidder(s)/Contractor(s) from participating in the future procurement processes of the Government of India.

Section 4 – Compensation for Damages

1) If the Principal has disqualified the Bidder(s) from the tender process before the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/ Bid Security.

2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages of the Contract value or the amount equivalent to Performance Bank Guarantee.

Section 5 – Previous transgression

1) The Bidder declares that no previous transgressions occurred in the last three years with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprise in India that could justify his exclusion from the tender process.

2) If the Bidder makes an incorrect statement on this subject, the Principal shall act like para 2) of Section 4 above.

Section 6 – Equal treatment of all Bidders / Contractors / Subcontractors

In the case of Sub-contracting, the Principal Contractor shall take responsibility for adopting the Integrity Pact by the Sub-contractor.

a. The Principal shall enter into agreements with identical conditions as this one with all Bidders and Contractors.

b. The Principal shall disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section 7 – Criminal charges against violating Bidder(s) / Contractor(s) / Subcontractor(s)

If the Principal obtains knowledge of the conduct of a Bidder, Contractor, or Subcontractor, or of an employee or a representative or an allied firm of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal shall inform the same to the Chief Vigilance Officer.

Section 8 – Independent External Monitor

1) The Principal shall appoint competent and credible Independent External Monitor(s) for this Pact after approval by the Central Vigilance Commission. The task of the Monitor is to review, independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

2) The Monitor is not subject to instructions by the parties' representatives and performs their functions neutrally and independently. The Monitor would have access to all Contract documents whenever required. It shall be obligatory for them to treat the information and documents of the Bidders/Contractors as confidential. They report to the Management of the Principal.

3) The Bidder(s)/Contractor(s) accepts that the Monitor has the right to access without restriction, all Project documentation of the Principal, including that provided by the Contractor. Upon their request and demonstration of a valid interest, the Contractor shall also grant the Monitor unrestricted and unconditional access to their project documentation. The same applies to Sub contractors.

4) The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/ Contractor(s)/ Sub-contractor(s) with confidentiality. The Monitor has also signed declarations on ‘Non-Disclosure of Confidential Information’ and ‘Absence of Conflict of Interest’case of any conflict of interest arising later, the IEM shall inform the Management of the Principal and recuse themselves from that case. 291 Manual for Procurement of Goods, Second Edition, 2024

5) The Principal shall provide the Monitor with sufficient information about all meetings among the parties related to the Project, provided such meetings could impact the contractual relations between the Principal and the Contractor. The parties offer the Monitor the option to participate in such meetings.

6) As soon as the Monitor notices, or believes to notice, a violation of this agreement, they shall inform the Management of the Principal and request the Management to discontinue or take corrective action or other relevant action. The Monitor can, in this regard, submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action, or tolerate action.

7) The Monitor shall submit a written report to the Management of the Principal, within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposals for correcting problematic situations.

8) If the Monitor has reported to the Management of the Principal a substantiated suspicion of an offence under the relevant IPC/ PC Act, and the Management of the Principal has not, within the reasonable time, taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.

9) The word ‘Monitor’ would include both singular and plural.

Section 9 – Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the contract, and for all other Bidders, 6 months after the contract has been awarded. Any violation of the same would entail disqualifying the bidders and exclusion from future business dealings.

If any claim is made / lodged during this time, the same shall be binding and continue to be valid despite the lapse of this Pact as specified above, unless it is discharged / determined by the Management of the Principal.

Section 10 – Other provisions

1) This agreement is subject to Indian Law. The place of performance and jurisdiction is the place from where the Tender/ Contract is issued.

2) Changes, supplements, and termination notices must be submitted in writing. Side agreements have not been made.

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

4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties shall strive to come to an agreement according to their original intentions.

5) Issues like Warranty / Guarantee, etc., shall be outside the purview of IEMs. 6) In the event of any contradiction between the Integrity Pact and its Annex, the Clause in the Integrity Pact shall prevail.

BUYER
Name of the Officer
Designation
Andhra Pradesh Grameena Bank

BIDDER
CHIEFEXECUTIVEOFFICER/
AUTHORISED SIGNATORY

Stamp

Stamp

Witness
1)

2)

Witness
1)

2)

(*) – Authorized signatory of the company who has also signed and submitted the main bid.

Integrity Pact

The pact essentially envisages an agreement between the prospective bidders and the Bank, committing the persons/officials of both sides, not to resort to any corrupt practices in any aspect/stage of the contract.

Only those bidders, who commit themselves to the above pact with the Bank, shall be considered eligible to participate in the bidding process.

The Bidders shall submit signed contract integrity pact along with conformity to eligibility criteria. Those bids which do not contain the above are liable for rejection.

Foreign Bidders to disclose the name and address of agents and representatives in India and Indian Bidders to disclose their foreign principles or associates.

Bidders to disclose the payments to be made by them to agents/brokers or any other intermediary. Bidders to disclose any transgressions with any other company that may impinge on the anti-corruption principle.

Integrity pact in respect to this contract would be operative from the stage of invitation of the Bids till the final completion of the contract. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.

The Integrity pact agreement submitted by the bidder during the bid submission will automatically form the part of the contract agreement till the conclusion of the contract that is the final payment or the duration of the works order if contracted whichever is later.

Integrity pact shall be signed by the person who is authorized to sign the Bid.

The bidder shall submit the bid/tender along with the “Integrity Pact”, as per Annexure-O on a non-judicial stamp paper of ₹200/- along with the bid/tender document, duly signed on all pages and the details filled in properly. All pages of the Integrity Pact shall be signed by the same signatory who signs the bid document

The signed Integrity Pact should be enclosed with the technical offer of the bid only. Bids received without the signed Integrity Pact and/or without details filled in shall be rejected.

The Name and contact details of the Independent External Monitor (IEM) nominated by the Bank are as under:

1. Shri P R Ravikumar , IRS, (Retd.)

Email ID: p_r_ravikumar@yahoo.com

ANNEXURE – P
Authorization letter format

To
The General Manager,
Andhra Pradesh Grameena Bank,
Operations Department, Head Office,
4th Floor, D.No: 5-38-27/28, 5/2th Lane, Opp. HP Petrol Bunk, Brodipet,
Guntur-522002.

Dear Sir,

Sub: Authorization Letter for Attending Bid Opening **Ref:** 001/APGB/OPS/RFP/2026, *Dated. 17.07.2026.*

With reference to the above RFP for supply of Cash Van Management Services, we hereby authorize **Mr. / Ms. / Mrs. ____________________** to attend the Bid Opening of the said RFP scheduled on __________ at __________, on behalf of our organization.

The specimen signature of the authorized representative is attested below:

Specimen Signature of Representative

Signature of Authorizing Authority: __________________

Signature of Attesting Authority: __________________

Name of Authorizing Authority: __________________

Designation: __________________

Seal of the Organization

ANNEXURE-Q

FORMAT TO SUBMIT PRE-BID QUERIES

To

The General Manager,
Andhra Pradesh Grameena Bank,
Operations Department, Head Office,
4th Floor, D.No: 5-38-27/28, 5/2th Lane, Opp. HP Petrol Bunk, Brodipet,
Guntur-522002

Subject: Providing Cash Van Management Services for movement of Cash as per RFP **Ref. No.:** 001/APGB/OPS/RFP/2026, *Dated. 17.07.2026*

S.No	Annexure	Page No	Clause No	Existing clause	Query/ Suggestion

Note:
1. Pre-Bid queries shall be submitted strictly in the above format to hod-operations@apgb.bank.in / operations@apgb.bank.in, within the time lines specified in the Bid Control Sheet.
2. The e-mail subject line shall be: *"Pre-Bid Queries for Bid Ref. No. RFP:* 001/APGB/OPS/RFP/2026, *Dt. 17.07.2026"*.
3. Queries received after the scheduled date and time will **not** be considered.

Place:
Date: :

Signature of the Authorized Signatory & seal