



**On-Line Request for Proposal (e-RFP)
For**

“INVITATION OF TENDER OF HIRING OF VEHICLES”

**e-NIT Ref.No.JKB/E&ED/Hiring-Vehicles-ZOJ/2025-1613
Dated : 26-12-2025**

**Issued by:
J&K Bank Ltd.
General & Estates Department
Zonal Office Jammu
Rail Head Complex Jammu Tawi-180015
Email: genjmu@jkbmail.com**



DISCLAIMER

The information contained in this Request for Proposal Document (RFP Document) or subsequently provided to Bidder/s, whether verbally or in documentary form by or on behalf of the J&K Bank or any of their representatives, employees or advisors (collectively referred to as – Bank Representatives), is provided to Bidder(s) on the terms and conditions set out in this RFP Document and any other terms and conditions subject to which such information is provided. This document shall not be transferred, reproduced or otherwise used for purpose other than for which it is specifically issued.

This RFP Document is not an agreement and is not an offer or invitation by the Bank Representatives to any party other than the entities who are qualified to submit their Proposal (Bidders). The purpose of this RFP Document is to provide the Bidder with information to assist the formulation of their Proposal. This RFP Document does not purport to contain all the information each Bidder may require. This RFP Document may not be appropriate for all persons, and it is not possible for the Bank Representatives, their employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP Document.

The Bank, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant or Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form or arising in any way for participation in this bidding process. The Bank also accepts no liability of any nature whether resulting from negligence or otherwise, howsoever caused arising from reliance of any Bidder upon the statements contained in this RFP.

The Bidder is expected to examine all instructions, forms, terms and specifications in the bidding Document. Failure to furnish all information required by the bidding Document or to submit a Bid not substantially responsive to the bidding Document in all respect will be at the Bidder's risk and may result in rejection of the Bid.

The Bank Representatives may in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP Document.

This document comprises of the following:



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A. CHECK LIST

S.No	PARTICULARS	TITLE	SUBMITTED (Y or N)	REMARKS (IF ANY)
1.	Annexure-1	Technical Bid Format		
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3.	Annexure-III	Forwarding Letter		
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5.	-	Pan Registration		
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8.	-	Balance Sheet/ATR		
9.	-	Experience Certificate		
10.	-	Registration Certificate		

Sign & seal of the applicant/Authorized Signatory

Place :-

Date:



A. Notice inviting applications for hiring of Vehicles.

J&K Bank invites tenders from reputed and experienced Taxi/Cab service providers to provide rental taxis to the Bank at J&K (Zonal Office Jammu-Rail Head Complex) for official use .The contract will be for a period of one year extendable by one more year at the discretion of Bank at the same rates. The quantum of requirement of vehicles may increase or decrease during the period of contract. Bid has to be submitted online through <https://jkbank.abcprocure.com/> subject to the following Technical Eligibility Criteria and terms & conditions. The Department may initially hire minimum 13 number of vehicles (Sedan/ SUV) subject to the requirement. The actual requirement may increase or decrease at the time of awarding the contract. The number of vehicles required during the contract period may also be increased or decreased at the same rate and terms & conditions.

BIDDING INFORMATION

Tender Reference Number	JKB/E&ED/Hiring-Vehicles-ZOJ/2025-1613 Dated : 26-12-2025
Purpose	Hiring of Vehicles for Jammu Division (District Jammu, Kathua, Samba, Udhampur, Reasi, Rajouri, Poonch, Ramban, Kishtwar & Doda)
Address for Communication	In charge General Department Zonal Office Jammu Rail Head Complex Jammu
Tender Fee	₹1,500/- (Fifteen Hundred Only) to be deposited through Transfer / NEFT only to below a/c : Account Name: Tender Fee/ Cost Account 16-digit Account No : 9931530300000001 IFSC Code:JAKA0HRDCHQ (0 denotes zero) Bank: The J&K Bank Ltd Branch: Corporate Headquarters MA Road Srinagar J&K – 190001 UTR Number / Tran No. & Date may be uploaded as proof on e-Tendering
EMD	3.25 lac/- to be deposited through Transfer / NEFT only to below A/c: Account Name: Earnest Money Deposit (EMD) 16-digit Account No :9931070690000001 IFSC Code:JAKA0HRDCHQ (0 denotes zero) Bank: The J&K Bank Ltd Branch: Corporate Headquarters MA Road Srinagar J&K – 190001
Bid Document Availability including changes/amendments, if any to be issued	NIT can be downloaded from and submitted on Bank's e-Tendering Services Provider's Portal https://jkbank.abcprocure.com from December 29, 2025, 16.00 Hrs. to January 19 , 2026, 17.00 Hrs.

Pre-bid Queries submission Date and Mode	All Clarifications / Queries shall be raised online only through e-Tendering Portal https://jkbank.abcprocure.com by or before January 05 , 2026 17.00 Hrs.										
Clarifications to pre-bid queries will be provided by the Bank.	All communications regarding points / queries requiring clarifications shall be given online through prescribed e-Tendering Portal on January 05 , 2026										
Last date and time for Bid submission	January 19 , 2026, 17.00 Hrs.										
Bid Validity	60 days										
Validity of Panel	-----										
E mail	genjmu@jkbmail.com										
Website	www.jkbank.com										
For e-Tender related Queries	<p>Service Provider: M/s. E-procurement Technologies Limited (Auction Tiger) , B-705, Wall Street- II, Opp. Orient Club, Ellis Bridge, Near Gujarat College, Ahmedabad- 380006, Gujarat</p> <p>Help Desk:</p> <table border="1"> <thead> <tr> <th>Sr. No</th><th>Name</th></tr> </thead> <tbody> <tr> <td>1</td><td>Sandhya Vekariya – 6352631968</td></tr> <tr> <td>2</td><td>Suraj Gupta – 6352632310</td></tr> <tr> <td>3</td><td>Ijlalaehmad Pathan – 6352631902</td></tr> <tr> <td>4</td><td>Imran Sodagar - 9328931942</td></tr> </tbody> </table>	Sr. No	Name	1	Sandhya Vekariya – 6352631968	2	Suraj Gupta – 6352632310	3	Ijlalaehmad Pathan – 6352631902	4	Imran Sodagar - 9328931942
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Opening of offers:



Technical offers received by the Bank will be opened as per terms and conditions contained in the tender.

Terms and Conditions and various formats for submitting the Tender Offer are described in the tender document.

Bids must be received by the Bank before the last date. Any bid received after the deadline for submission of bids prescribed, will be rejected and returned. The Bank reserves the right to call for fresh quotes at any time during the Bid Validity period, if considered necessary.

Earnest Money Deposit (EMD) must accompany the original Technical Offer as specified in this tender document. Offers received without EMD will be rejected. EMD for the unsuccessful bidders shall be returned back. The tender document fee is not refundable.

The bidder shall furnish Earnest Money Deposit (EMD) of **Rs.3.25 lac** Any Bid not accompanied by EMD for the specified amount will be rejected as Non-Responsive. The EMD of unsuccessful Bidders shall be returned within 4 weeks from the date of Bid Finalization without interest. The EMD of successful bidders will be discharged upon the bidder signing the contract and furnishing the security Deposit as Mentioned in Part D of this Document on Page number 6. No interest is payable on EMD.

The EMD may be forfeited if :

- a) If a bidder withdraws his bid during the period of Bid Validity specified in this RFP; or
- b) If a Bidder makes any Statement or encloses any form which turns out to be false/ incorrect at any time prior to signing of contract; or
- c) If the successful bidder fails to sign the contract or furnish security Deposit for any reason whatsoever, within the specified time period.

If EMD is forfeited for any reasons mentioned above, the concerned bidder may be debarred from participating in the RFPs floated by the Bank in future, as per sole discretion of the Bank.

B. TECHNICAL ELIGIBILITY CRITERIA FOR BIDDERS

The tendering bidder must fulfil the following technical specifications in order to be eligible for technical evaluation of the bid described as under:

1. The Registered Office or Branch Office of the bidder should be located in J&K. An attested copy of the registration certificate of offices in J&K shall be enclosed.
2. The Bidder having an experience of 03 years in supplying taxies to reputed private companies / Public Sector Companies / Banks /Central and State Government Departments shall be preferred.
3. The bidder should submit audited financial statements & Income Tax Return filed for the following financial years: 2020-21, 2021-22, 2022-23, 2023-24. Further, the bidder should also submit audited/provisional financials for FY 2024-25 and GST returns for FY 2024-25. The bidder should have earned net

profit of at least Rs.1.00 lac each in FY 2021-22, 2022-23 and FY 2023-24. Loss making entities will not be considered for selection.

4. The Bidder should have its own Bank Account. Certified copy of the account maintenance for the last two years issued by Bank shall be enclosed.
5. Certified copy of the PAN card and GST shall be attached with the Bid document.
6. The bidder must have fleet of commercial vehicles for hassle free and due performance of contractual obligations under the RFP and such Vehicle should not be more than 05 year old from the date of issuance of this RFP. The Bidder shall submit proof of the same at the time of submitting bid documents providing the necessary details of the Vehicles including registration number of the vehicle. The Bank shall at its sole discretion split the between the two or three bidders in the ratio of 70:30 or 50:30:20, respectively subject to the condition that the other bidders match the L-1."
7. Self-Certificate that the bidder has not been blacklisted by any Central Government Department /Ministries/PSU's/Banks, etc. should be enclosed.
8. Average turnover for the financial years (FY 2022-23, 2023-24 and FY 2024-25) shall have to be around 90 lacs.



C. Earnest Money Deposit (EMD)

The bidder should deposit Earnest Money Deposit (EMD) of **Rs. 3.25 lac/- (Rupees Three Lac Twenty Five Thousand only)** which shall be refundable. All participating bidders have to deposit the EMD at the time of scrutinizing of documents by the Committee constituted for this purpose. The bid without EMD shall be rejected and no correspondence will be entertained on this subject. The EMD of unsuccessful bidders shall be refunded without interest within a period of 4 weeks after the date of Bid Finalization.

D. Security Deposit

The successful bidder will have to deposit a performance security (security deposit) as per format provided by the Bank for an amount of 05% (Five percent) of the value of the contract in the form of a Bank Guarantee which shall remain valid during the life of the contract.

The Security Deposit can be forfeited, wholly or partly, by order of the competent authority in the event of any breach or negligence or non-observance of any condition of contract or for unsatisfactory performance or for non-acceptance of the work order by the bidder.

E. Terms and Conditions

1. The contract will be for a period of one year extendable by one more year at the discretion of Bank and shall commence from the date of signing of the agreement which may be extended for a further period of one year on the same rates. The Bank, however, reserves the right to terminate / curtail the contract at any time after giving one month's notice without assigning any reason thereof.
2. The date of purchase of vehicles provided should not be earlier than July, 2020.
3. Taxies/Cabs to be provided by the bidder should be in perfectly good and sound condition mechanically and suitable for use by Senior Officers of the Bank.
4. The vehicles should be comprehensively insured.
5. The vehicles will have to be fitted / provided with the following additional accessories / utilities: -
 - a) Clean seat covers
 - b) AC
 - c) Quality music system
 - d) Tissue paper box
 - e) Car perfume
 - f) Seat Belts (front Rear)
 - g) Umbrella during rainy season.

6. Bidders should have sufficient numbers of drivers having experience of driving. The bidder should own a fleet of sufficient number of vehicles so as to ensure prompt and smooth service.
7. Only such Taxi/Cab Operators may apply whose Taxies have been duly authorized by the concerned RTO for use as public transport and who have telephone connections available at their Premises / Garage / Stands from where such taxies are to be operated and can be requisitioned by the Bank.
8. The bidder should ensure that the drivers employed by the bidder hold valid driving license, are well trained, well behaved and conversant with traffic rules / regulations and city roads / routes as well as security instructions.
9. Each driver employed by the bidder must have a cell-phone duly activated.
10. Each driver should wear uniform while on duty. Each driver provided to the Bank along with the vehicle should have police verification.
11. Punctuality will have to be ensured and log book shall be maintained by the drivers for this purpose. The driver should not leave the office in the evening without prior permission of the officer to whom the Driver has been attached.
12. No mileage will be allowed for lunch / tea of the driver. Driver should carry his lunch.
13. The list of drivers who would be deployed on duty along with their valid driving license nos. has to be provided to the Bank. No driver should be changed unless the officer to whom the driver reports is apprised and written permission of same has been sought from the Bank.
14. The bidder should inform in advance the bio-data of all drivers who would be deployed on duty with NOC from local police Station.
15. Declaration from the transporter on their letter-head stating that the drivers provided are of Good Character, has police verification, have valid driving license and are aware of the roads of J&K.
16. The bidder should have an adequate number of telephones for contact round the clock and these may be conveyed to this office.
17. The bidder should have a provision to offer cars 24x7.
18. Charges will be paid on the basis of rates quoted per 08 hours (day time) and extra charges per hour to be paid as per quotes received.
19. The rates quoted monthly(8 hours per day time)for Sedan and SUV for Jammu Division and per day rate for Sedan and Suv for Jammu Zone will be finalized

after reverse auction, however the extra charges per hour over and above the monthly duty hours will be negotiated and finalized offline with L1 vendor.

20. The above vehicles are to be hired on the following terms

- a. Monthly basis
- b. Daily basis: Fixed daily rent as and when required by Zonal Office Jammu

21. Fuel shall be provided by the Bank as per official schedule and official Entitlement of Bank Officers.

22. Rates once finalized will be fixed during the period of contract.

23. Any complaint from the users regarding poor upkeep, maintenance, non-availability of above accessories or any of the conditions prescribed for drivers not being met would attract a cut from the bill for that day(s) on pro rata basis @ 25% in the first instance, 50% in the second instance and removal of driver and / or vehicle from the fleet on the third instance.

24. Any overtime arising due to breakdown of vehicle supplied by Bidder shall be on his account and shall not be charged to Bank.

25. A daily record indicating time and mileage for each vehicle shall be maintained by the driver in a log book and the log book shall be submitted to concerned officer in J&K Bank regularly for scrutiny.

26. The time and mileage shall be taken in to account from the reporting time at the appointed place (both at the time of reporting and closing). There will be no dead mileage. In other words to and fro journeys from the taxi stand to the reporting place and releasing place to taxi stand will not be counted for computing the mileage or time.

27. Once the hiring of vehicles commences from a particular bidder, the vehicles and drivers should not be changed. However in case of exceptional circumstances, prior intimation regarding the change of Driver should be provided to the Bank and permission from Bank is also required.

28. The driver provided by the selected bidder should fulfill the following conditions:

- a) Should be in possession of valid driving license issued by RTO.
- b) Should not smoke, chew Pan / Pan masala / Tobacco / alcohol.
- c) Should be conversant with the routes of J&K.
- d) Should not indulge in any activity inimical to security of the officers travelling in his car.

29. The bidder must also ensure that all the necessary documents (Registration Certificate, Insurance papers, PUC certificate etc.) are available with the driver deployed for duty for the Department.
30. The bidder has to submit an acceptance letter indicating type of vehicle and rates and acceptance of all terms and conditions levied therein. The bidder is required to execute a contract before the service is started.
31. In case of breakdown of any vehicle during duty, it shall be the responsibility of the bidder to provide a substitute vehicle, which is of similar make as replacement immediately. All the repairing charges shall be borne by the bidder.
32. The liability of the Bank will be limited to the hiring charges agreed in the contract.
33. Actual parking charges / Toll charges will be payable by the Bank along with the monthly bills, only upon submission of the parking bills / toll receipts etc.
34. The bidder will be responsible for compliance of all statutory provisions related to minimum Wages, etc, in respect of the drivers deployed by it. The tendering bidder will be fully responsible for payment of wages and other dues and compliance of all labour laws, welfare schemes applicable to the drivers deployed by them in the Bank.
35. While the J&K Bank has a regular requirement for hiring taxies, it shall have the right not to utilize the services at all at any time for any period without giving any notice. The drivers engaged shall be the employees of the bidder and will take their remuneration/wages from the bidder. They will have no claim of whatever nature including monetary claim or any other claim or any other benefit from the Bank.
36. In case of breach of any of terms and conditions mentioned above, the Competent Authority will have the right to cancel the work order without assigning any reason thereof, and nothing will be payable by this Department in that event and the Security Deposit in the form of Performance Bank Guarantee/security deposit shall be encashed besides taking other legal action against the bidder.
37. The Bank Guarantee/security deposit can be forfeited by order of the Competent Authority of the Office of the J&K Bank in the event of any breach or negligence or non-observance of any terms / conditions of contract or for unsatisfactory performance or for non-acceptance of the work order. Certificate of satisfactory performance shall be issued for release of bank guarantee. Bank Guarantee shall be valid till the certificate of satisfactory performance/completion is issued by the Bank after the completion of contract period and internal audit of the Bank. Even after the expiry of Bank contract, recovery will be made against any excess Payment made.

38. For all disputes / differences / interpretation etc. whatsoever arising out of or relating to this contract, meaning and operation or effect of this contract of the breach thereof, decision of the Bank shall be final and binding on both parties.
39. Bidder would be presumed to have read and fully understood all the terms and conditions and instructions contained in the tender documents and parts / annexure thereof. No enquiry, verbal or written, shall be entertained in respect of acceptance / rejection of the tender.
40. Inspection of vehicles / drivers shall be carried out from time to time by senior Officer of the Bank or his representative.

F. Terms of Payment

- 1) No payment shall be made in advance
- 2) All payments shall be made on monthly basis against the bill duly supported by duty slips to be signed by user(s) or concerned authorized officer of this office.
- 3) Bank shall be at liberty to withhold any of the payments in full or in part subject to recovery of penalties if any.
- 4) The term 'payment' mentioned in this para includes all types of payment due to the bidder arising on account of this contract excluding Earnest Money and Security deposit governed by the separate clauses of the contract.
- 5) Payments, subject to Tax Deduction at Source (TDS) shall be processed within 20 days of the submission of the complete documents.
- 6) Duly signed bills in triplicate shall be submitted along with the daily log book / duly slips of Taxi / car's usage signed by the officer who used the vehicle. The car registration number should be mentioned on bill. If car registration number found of before July, 2020 appropriate penalty will be deducted from the bill.

G. Other Terms and Conditions

- 1) Alternative vehicles will be provided immediately in case of break-down / accident etc. failing which the taxi will be hired from the open market and the expenses incurred thereon shall be deducted from the monthly bill of the bidder/bidders.
- 2) The tendering process of contract can be terminated at any time without any notice as per the discretion of the Department.

H. Dispute Resolution

In case of any dispute regarding any of the terms of this agreement and the matters related thereto, the decision of the DGM Zonal Head of Zonal Office Jammu of the J&K Bank shall be final and binding on all the parties. All legal Disputes, If any, will be subject to the Jurisdiction of Courts at Jammu.

If the dispute cannot be settled amicably within fourteen (14) days from the date on which either Party has served written notice on the other of the dispute then any party can submit the dispute for arbitration under Arbitration and conciliation Act, 1996 through sole arbitrator to be appointed by the parties.

The place of Arbitration shall be Jammu, India and the language of the arbitration proceedings and that of all the documents and communications between the parties shall be English.

The decision of the arbitrator shall be final and binding upon the parties. The expenses of the arbitrator as determined by the arbitrator shall be borne equally.

I. Force Majeure

Notwithstanding anything contained in the Agreement subsequent signed by the parties, the Parties shall not be liable for any failure to perform any of its obligations under that Agreement if the performance is prevented, hindered or delayed by a Force Majeure event (defined below) and in such case its obligations shall be suspended for so long as the Force Majeure Event continues. Each Party shall promptly inform the other of the existence of a Force Majeure Event and shall consult together to find a mutually acceptable solution. "Force Majeure Event" means any event due to any cause beyond the reasonable control of the Party, including, without limitation, unavailability of any communication system, sabotage, fire, flood, explosion, act of God, civil commotion, strikes or industrial action of any kind, riots, insurrection, war, acts of government, etc".

J.OTHER CLAUSES

1. All costs and expenses incurred by interested bidders in any way associated with the development, preparation, and submission of responses, including but not limited to the attendance at meetings, discussions, demonstrations, etc. and providing any additional information required by J&K bank, will be borne entirely and exclusively by the Bidder
2. The relationship between the bank and successful bidder shall be on principal to principal basis. Any employee deputed by the successful bidder for completion of this assignment shall have no employer-employee relationship



with bank and shall have no claim of whatsoever nature regarding any dispute between such employee and the successful bidder”.

3. Each Bidder having responded to this RFP acknowledges to have read, understood and accepts the selection & evaluation process mentioned in this RFP document. The Bidder ceases to have any option to object against any of these processes at any stage subsequent to submission of its responses to this RFP.
4. The bidder shall not assign or outsource the works undertaken by them under this RFP assignment awarded by the Bank.
5. The successful bidder undertakes to keep the J&K Bank indemnified in case of any loss or damage howsoever arising out of or related to breach of contract, statutory duty or negligence by the successful bidder/ or any of its employees in performance of the contract.

Corrupt and fraudulent practice-

- i. The bidders shall observe the highest standard of ethics during the procurement and execution of such contract and shall not to indulge in any corrupt and fraudulent practice.
 - ii. ‘Corrupt practice’ means the offering, giving, receiving or soliciting of anything of value to influence the action of an official in the procurement process or in contract execution.
 - iii. ‘Fraudulent practice’ means a misrepresentation of facts in order to influence a procurement process or the execution of contract to the detriment of the bank and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Bank of the benefits of free and open competition.
 - iv. The Bank reserves the right to reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
 - v. The Bank reserves the right to declare a bidder ineligible, either indefinitely or for a stated period of time, to be awarded a contract if at any time it becomes known that the firm has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
6. J&K Bank reserves the right to reject any or all the tenders without assigning any reason thereof.
 7. The Bank will be within its rights to ask the bidder to furnish any document at any point of time during technical evaluation and failure on the part of bidder to do so may lead to rejection of his bid.
 8. The bidder is requested to examine all instructions, forms, terms, and specifications in the bid documents carefully. Failure to furnish all the information required as per Bid documents or Submission of the bids not

substantially responsive to the Bid documents in every respect will be at the bidder's risk and may result in rejection of the Bid.

K. SELECTION PROCEDURE

The selection procedure shall be based on two bid system. Technical and Financial bid. The bidder qualifying the technical bid shall be eligible to participate in financial bid. Final selection shall be based on L1 system. There shall be reverse auction to arrive at final price for rates quoted per 08 hours(day time) for monthly basis and per day basis.

However for extra per hour rate beyond 8 hours will be negotiated and finalized offline with L1 vendor only.



ANNEXURE-I

Technical Bid Format

I. Name of Tendering Company/ Bidder / Bidders/Individual:

II. Nature of the concern: _____
(i.e. Sole proprietor or partnership bidder or a company under Company Act 1956)

III. Full Address of Office of the Company/ Bidder / Bidders/:

a. Telephone/Mobile No: _____

b. FAX No (if any): _____

c. E-Mail Address: _____

IV. PAN / GIR No. of the Company/ Bidder / Bidders/Individual:
_____ (Attach attested copy)

V. Photocopy of income tax returns for 2020-21, 2021-22, 2022-23, 2023-24:
_____ (Attach attested copy)

VI. Goods Service Tax (GST) Registration No. : _____ (Attach attested copy).

VII. The Company / Bidder / Bidder should have at least three years of experience in providing services of supplying vehicles to Central/State Govt. organization / PSUs etc. (Attach the attested or original copies of relevant experience documents)

VIII. Details of Earnest Money Paid _____
(Attach Proof)



IX. Whether each page of tender and its annexure have been signed and stamped:
_____. (Yes/No)

X. Bidder's bank, its address and Bank account no:

X. Infrastructure capabilities: Particulars of vehicles available with the Bidder.
(Please attach the attested copies of the proof of the ownership or lease holding/power of attorney (duly notarized) documents of the vehicles and proof of registration of the vehicles as commercial vehicle):

Type of Vehicle	Registration number	Registration date	Make

I/We hereby declare that the information furnished above is true and correct.

Place :

Signature of Bidder/Authorized Signatory
with seal of the bidder

Date :

Name of the Bidder_____



ANNEXURE-II

Financial Bid Format

Sl. No.	Type of vehicle	Estimate No of vehicles for Jammu Division (A)	Fixed Monthly Rate per vehicle (Rate to be quoted in Rs and Exclusive of Taxes) (B)	Grand total (A X B)
1	Sedan for Jammu Division	10		
2	SUV for Jammu Division	3		

***Monthly Rates for Hiring of Vehicles on Fixed Monthly Rates will be finalized after Reverse Auction.**

Sl. No.	Type of vehicle	Extra Hour Rate over and above the duty hours (Rate to be quoted in Rs and Exclusive of Taxes)
1	Sedan for Jammu Division	
2	SUV for Jammu Division	

*** Extra Hour Rate will be negotiated and finalized offline with L1 vendor.**

Sl. No.	Type of vehicle	Fixed Day Rate (Rate to be quoted in Rs and Exclusive of Taxes)
1	Sedan for Jammu Zone	
2	SUV for Jammu Zone	

***Rates for Fixed Day Rate to be quoted on per day basis as and when required.**

***Financial bid should not be uploaded with Technical Bid otherwise bid will be rejected**



ANNEXURE III
Forwarding Letter

(To be submitted on the letter head of the “Service Provider”)

To:

J&K Bank Ltd

Dear Sir,

Your Tender No. -----Dated

This is with reference to your above mentioned tender for Hiring of vehicle at Jammu Division J&K. We have read and understood the terms and conditions of the tender document and we hereby submit our proposal along with the necessary documents. Further, we agree to abide by all the terms and conditions as mentioned in Annexure ---- of the tender document.

Date:...../...../.....

Authorized Signatory:

Name:

Designation:

Phone:

Email:



ANNEXURE-IV
Bid Security Declaration

(On Company/bidder letter head)

To

DGM,
Zonal Head Jammu, J&K Bank,
Rail Head Complex,
Jammu.

Ref No. _____

I/We , irrevocably declare as under:

I/We understand that, as per Clauseof Tender/bid conditions, bids must be supported by an Earnest Money Deposit.

I/We hereby accept that I/We may be disqualified from bidding for any contract with you for a period of Three years from the date of disqualification as may be notified by you (without prejudice to J&K Bank rights to claim damages or any other legal recourse) if,

- a. I am /We are in a breach of any of the obligations under the bid conditions
- b. I/We have withdrawn or unilaterally modified/amended/revised, my/our Bid during the bid validity period specified in the form of Bid or extended period, if any.
- c. On acceptance of our bid by FACT, I/we failed to deposit the prescribed Security Deposit or fails to execute the agreement or fails to commence the execution of the work in accordance with the terms and conditions and within the specified time.

Signature:

Name & designation of the authorized person signing the Bid-Securing Declaration Form:

Duly authorized to sign the bid for and on behalf of: _____
(complete name of Bidder)

Dated on _____ day of _____ month, _____ year



ANNEXURE-V
Bank Guarantee Format

PERFORMANCE SECURITY BOND FORM

1. In consideration of The Jammu & Kashmir Bank Ltd (hereinafter called 'The First Party') having agreed to exempt [hereinafter called 'the said Contractor(s)'] from the demand, under the terms and conditions of an Agreement dated: _____ made between and for (hereinafter called 'the said Agreement'), of security deposit for the due fulfilment by the said Contractor(s) of the terms and conditions contained in the said Agreement for Hiring of Vehicles for Jammu Division, J&K on production of a bank Guarantee for Rs. _____ (Rupees _____ only)
2. We, (hereinafter referred (indicate the name of the bank) to as 'the Bank') at the request of [contractor(s)] do hereby undertake to pay to The Jammu & Kashmir Bank Ltd an amount not exceeding Rs. _____ against any loss or damage caused to or suffered or would be caused to or suffered by the The Jammu & Kashmir Bank Ltd by reason of any breach by the said Contractor(s) of any of the terms or conditions contained in the said Agreement. We (indicate the name of the bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from The Jammu & Kashmir Bank Ltd stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by The Jammu & Kashmir Bank Ltd by reason of breach by the said contractor(s) of any of the terms or conditions contained in the said Agreement or by reason of the contractor(s)' failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____.
3. We undertake to pay to The Jammu & Kashmir Bank Ltd any money so demanded notwithstanding any dispute or disputes raised by the contractor(s)/supplier(s) in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this present being absolute and unequivocal.
The payment so made by us under this bond shall be a valid discharge of our liability for payment thereunder and the contractor(s)/supplier(s) shall have no claim against us for making such payment.
4. We _____ (indicate the name of 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 Jammu & Kashmir Bank Ltd under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till The Jammu & Kashmir Bank Ltd certifies that the terms and conditions of the said Agreement have been fully and properly

carried out by the said contractor(s) and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the _____ we shall be discharged from all liability under this guarantee thereafter.

5. We, _____ (indicate the name of bank) further agree with The Jammu & Kashmir Bank Ltd that The Jammu & Kashmir Bank Ltd shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by The Jammu & Kashmir Bank Ltd against the said Contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor(s) or for any forbearance, act or omission on the part of The Jammu & Kashmir Bank Ltd or any indulgence by The Jammu & Kashmir Bank Ltd to the said Contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
6. This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s)/Supplier(s).
7. We _____ (indicate the name of bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent of The Jammu & Kashmir Bank Ltd in writing.

Date: _____

For: _____



