

AO-5/RBO-5/40595/TAXI HIRING/2025-26

30/07/2025

The Deputy General Manager  
State Bank of India  
Administrative Office,  
Mysore

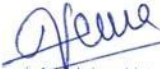
Dear Sir,

**Hiring of taxi by RBO, Mandya**  
**To be used by Home Loan Centre, Mandya for official purpose**  
**Publishing in our website for bidding**

With reference to above, we attach herewith the tender notice for hiring Maruti Swift D'zire car by RBO, Mandya for official use of vehicle by Home Loan Centre, Mandya. We request you to enable the said tender to be uploaded in the site address mentioned therein for further process at our end.

Yours faithfully,

ಸ್ವರೂಪ್ ಬ್ಯಾಂಕ್ ಆಫ್ ಇಂಡಿಯಾ ಪರವಾಗಿ  
कृते स्टेट बैंक ऑफ इंडिया  
For STATE BANK OF INDIA



ಪ್ರಾದೇಶಿಕ ವ್ಯವಹಾರ ಕಛೇರಿ / ಕ್ಷೇತ್ರೀಯ ಪ್ರಬಂಧಕ / Regional Manager  
प्रदेशीय व्यवहार कार्यालय, मांड्या  
क्षेत्रीय व्यवहार कार्यालय, मांड्या  
Regional Business Office, Mandya

STATE BANK OF INDIA

STATE BANK OF INDIA

TENDER NOTICE

TENDER NOTICE

**HIRING OF MARUTI SWIFT DZIRE ALONG WITH DRIVER**

RBO 3, MANDYA

RBO 3, MANDYA

**(FOR HOME LOAN CENTRE, MANDYA)**

CLOSE DATE : 01.08.2025 START DATE : 26.07.2025

State Bank of India invites application in the prescribed format from reputed individuals/firms to hire one new car with driver for official visits by Home Loan Centre, Mandya under Two-Bid System i.e., Technical Bid and Price Bid. Interested individual/firms fulfilling the minimum eligibility criteria may apply in prescribed format which may be downloaded from the Bank's website.

**<https://sbi.co.in/web/sbi-in-the-news/procurement-news>**

Place : Mandya Regional Manager

सुप्रसन्न  
कृते स्टेट बैंक ऑफ इंडिया  
For STATE BANK OF INDIA

क्षेत्रीय प्रबंधक / Regional Manager  
क्षेत्रीय व्यवहार कार्यालय, मंड्या  
Regional Business Office Mandya



**NOTICE INVITING TENDER (NIT)****NOTICE INVITING TENDER (NIT)**

State Bank of India invites application on the prescribed format from reputed individual/firms to hire one June 2025 Model - **Maruti Swift Dzire Hatch Back car (new)** with driver for Regional Office, Mandya for official use of Home Loan Centre, Mandya. Details of tender are given below:

1	Name of work	Hiring of Hatch Back Maruti Swift car with driver for official visits by Home Loan Centre, Mandya.
2	Date of issue of tender documents	26.07.2025 from Bank's website <a href="https://sbi.co.in/web/sbi-in-the-news/procurement-news">https://sbi.co.in/web/sbi-in-the-news/procurement-news</a>
3	Last date and time of receipt of tender	01.08.2025, Time : 18.00 hrs.
4	Address at which the bids are to be submitted	The Regional Manager State Bank of India Regional Business Office 1 <sup>st</sup> Floor, S N Complex B M Road Bandigowda Layout MANDYA - 571 401
5	Date and time of opening of Bids (Technical Bid)	The date of opening of Technical Bid is 02.08.2025 at 16.00 hours
	Any changes will be intimated via letter/mail/ telephone/ SMS. Date and time of opening of financial bid will be announced at the time of opening of Technical bids.	Any changes will be intimated via letter/mail/ telephone/ SMS. Date and time of opening of financial bid will be announced at the time of opening of Technical bids.
6	Place of opening tenders	The Regional Manager State Bank of India Regional Business Office 1 <sup>st</sup> Floor, S N Complex B M Road Bandigowda Layout MANDYA - 571 401
7	Arrangement of vehicle	1 week from date of offer.
In case the date of opening/closing of bids is declared holiday in Karnataka, the bids will be opened/closed on the next working day at the same time. Bank has the right to accept/reject any/all bid without assigning any reasons. The Bank also reserves its right to reject any bid which, in the opinion of the Bank, is too low or unrealistic for effectively carrying out the obligations required under the terms and conditions of the tender.		



**DISCLAIMER**

The information contained in this Tender document or information provided subsequently to Bidder(s) or applicants whether verbally or in documentary form by or on behalf of State Bank of India (Bank), is provided to the Bidder(s) on the terms and conditions set out in this Tender document and all other terms and conditions subject to which such information is provided. The tender invitation is neither an agreement nor an offer and is only an invitation by the Bank to the interested parties for submission of bids. The purpose of this tender invitation is to provide the bidder(s) with information to assist in the formulation of their proposals. This tender invitation does not claim to contain all the information each bidder may require. Each bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this tender document and where necessary obtain independent advice. 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 tender. Bank may in its absolute discretion, but without being under any obligation to do so, whatsoever shall arise from the Tender process until a formal contract is signed and executed by duly authorized officers of the Bank with the selected Bidder.

(Signature with date and seal of the Bidder)

### **ANNEXURE - I**

HIRING OF MARUTI DZIRE CAR ALONG WITH DRIVER AT REGIONAL BUSINESS OFFICE, MANDYA FOR OFFICIAL USE BY HOME LOAN CENTRE, MANDYA.

Dear Sir,

With reference to above, we hereby quote our product and rates in the proforma specified thereat for the captioned work as 'Annex-IV' & Annex-V' in two separate sealed envelopes.

2. We have read and understood all the contents laid down in the Notice for supply of car on hire along with driver to the captioned office and abide by them.

3. We have also noted that in case our Agency does not meet the criteria laid down in this notice in relation to Agency credentials and/or the Cash van proposed by our Agency is not in conformity with the technical specifications stipulated by you in this notice, our bid will be summarily rejected to which we would not entertain any objections, whatsoever.

4. We also understand that SBI reserves the right to reject any or all bids without assigning any reason thereof.

Yours faithfully,

(Signature with date and seal of the Bidder)



## **ANNEXURE - II**

### **TERMS AND CONDITIONS**

#### **1. PREQUALIFICATION FOR AGENCY**

- a. The agency/individual should possess a valid PAN/TAN Number.
- b. The driver should have minimum 2 years experience in Public Sector Banks/Govt. Departments
- c. The make of the Maruti Dzire vehicle should not be earlier than June 2025.
- d. The vehicle should be a LMV with hatch back.
- e. Vehicle should accommodate minimum 1+4 passengers.
- f. Vehicle should have tubeless tyres including spare.
- g. Complete tool kit containing jack and handle and tools to open wheels and minor repairs.
- h. The vehicle should have AC facility
- i. The bank will also be within its rights to use the vehicle beyond contracted working hours on weekly off days/holidays for which, extra payment shall be made.
- j. The owner of the vehicle will arrange for the monthly/periodical servicing/maintenance at his own cost, only on weekly off days/holidays.
- k. The monthly vehicle hiring charges to include the cost of driver, cost of fuel, oil coolant, battery, tubeless tyre and spare parts – all inclusive.
- l. All taxes levies, penalties, challan etc by the law enforcing agencies or Govt. agencies etc. will be at owners cost.
- m. The owner will have to make a standby arrangement for the vehicle and the driver which can be verified at any time, by the Bank's functionaries.
- n. KYC documents of the driver and the owner to be produced to the Bank.
- o. The driver will have to wear proper uniform.
- p. The monthly hiring charges will be paid after deduction of TDS/other Govt. levies/taxed as applicable during payment of invoice.
- q. Entries in log book will have to be authenticated on day to day basis by the concerned official.
- r. Bank may not be able to provide any overnight parking facility. Owner to arrange at his own.
- s. No increase in hiring charges will be considered during the tenure of the contract. Therefore, due calculations should be taken into account for inflation of fuel charges and other expenses.
- t. The agreement will be initially for a period of 3 years, with a clause that in case the Bank is not satisfied with the services extended, it will have the right to terminate the contract by giving one month notice.
- u. The owner has to produce the valid documents of the car hired like tax paid, RC card, insurance, fitness certificate of the vehicle, Driving Licence of driver.

**ANNEXURE III**

**BIDDER's PREQUALIFICATION**

Sl.No.	Particulars	Particulars	Supporting Documents
1.	Name of the firm/Individual		
2.	Well established office in Karnataka	Address	Proof of Address (Photocopy)
3	Supply of car to Banks for last 2 years	Bank  Branch  Period	Photocopy of certificate from Bank(s) for satisfactory supply of car. (last 2 years)
4.	Make of vehicle	Year	Photocopy of RC Card
5.	PAN Number		Photocopy
6.	Valid GST number		Photocopy
7	Earnest Money deposit	DD No.  Bank	Original DD



**ANNEXURE – IV**

**PART 1 (TECHNICAL BID)**

Sl.No.	Particulars	Bidder's response (All fields are necessary)
1	Name of firm/Individual	
2	Address for communication	
3	Phone No. & Mobile No.	
4	PAN No.	
5.	GST No.	
6	Past experience	
7.	Brand of vehicle (RC copy to be attached)	
8	Model of the vehicle with year	
9	Seating capacity	
10	Engine capacity (in cc)	

(Signature with date and seal of the bidder)



**ANNEXURE V**

**PRICE BID**

Sl.No.	Particulars	Rate
1	Monthly charges for fixed Km with air conditioning	
2	Monthly charges for fixed Km with air conditioning	
3	Charges per KM for running above fixed Km in a month with air conditioning.	
4	Charges per KM for running above fixed Km in a month without air conditioning.	
5	Charges per hour for use of the car beyond contracted working hours or on weekly off days/holidays. (This charge is over and above the Km reading.	

NOTE : Rates to be quoted excluding GST (if applicable) will be paid by bank. Any other taxi related to vehicle will be borne by vehicle owner. All above information is compulsory. If same is not fulfilled, price bid will be rejected without any reason.

(Signature with date and seal of the bidder)