

REPLY TO PRE BID QUERIES RECEIVED FROM PROSPECTIVE BIDDERS TO RFP FOR PROCUREMENT OF THE SERVICE OF CAR HIRING AGENCIES (RFP/ Tender No. LD/2025-26/01 Dated 04.09.2025)

Sl. No	RFP Page No.	RFP Clause No.	Existing Clause	Query / Suggestions	Remarks
01	9	6.7	Vehicle Inspection report not older than 7 days has to be submitted in this regard.	Kindly clarify whether this requirement is applicable for 100 vehicles or only for 150 vehicles and above.	It will be applicable for the no. of vehicle quoted for Technical Qualification(Appendix T). Vehicle particular downloaded from Vahan site will be required.
02	14	11(a)	Documents mentioned below are to be uploaded on the portal of e-Procurement agency with digital signature of authorized signatory.	Please confirm whether all Appendices and supporting documents are required to be digitally signed.	Digitally Signed or manually stamped & signed documents may be uploaded on e-tendering portal
03	21	12(ii)	Submission of EMD Demand Draft and Pre-Contract Integrity Pact.	Please confirm which original documents are required to be physically submitted, in addition to the above.	Scanned copy of original EMD i.e. Demand Draft/ Bankers Cheque or Bank Guarantee, as the case may be, should be uploaded on portal of e-Procurement agency along with technical bid. Original EMD delivered through registered post/ courier or given in person to the Bank at the address specified in Schedule of Event Sl. No. 1, within the bid submission date and time for the RFP."
04	14	11(a)	Certificate of Local Content (Appendix G) – Not Applicable	Kindly clarify which category of bidders are required to submit Appendix G (Certificate of Local Content), and for whom it is not applicable.	It's Standard term of RFP, however, if not applicable, bidders has to mention.
05	45	Appendix – A	Appendix A requires an undertaking to be given.	Kindly confirm whether supporting documents are also required for the points mentioned in the undertaking. If yes, please specify the format in which these are to be provided.	Please go through the RFP document and arrange accordingly.



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06	52	Appendix – C	Appendix – C	Kindly confirm whether any supporting documents are required to be submitted for the points mentioned. If yes, please share the list of required documents.	Please go through the RFP document and arrange accordingly. i) Car given on Hire by the agency/company-Copy of the vehicle particular downloaded from Vahan Site will be required, ii) For Tie Up arrangement -copies of the existing agreement/certificate from client required, iii) For Workshop or Tie Up arrangement -Undertaking required, iv) in line of this activity- Documentary proof such as Rent a Car Licence etc., v) Constitution of the bidder (Company/Partnership/LLP/ Proprietorship) -Applicable Document related to constitution required, vi) Arrangement of back up vehicle- Declaration from Bidder needed. vii) Banks may ask for presentation during technical bid opening for USP and for other parameters declaration required from Bidders
07	19	11.A.G	A copy of board resolution along with copy of Power of Attorney (POA wherever applicable) showing that the signatory has been duly authorized to sign the Bid document.	Kindly confirm which year's POA is required. Will an older year's POA also be acceptable?	Last board resolution/POA which ever executed by the agency/company has to be submitted
08	50	10	Undertaking requirement for providing Fuel Refilling Facility and 24x7 Helpline Support.	Kindly confirm the requirement of undertaking for providing Fuel Refilling Facility and 24x7 Helpline Support . Kindly confirm whether these points are to be covered under Appendix-P / Appendix-R , or if we are required to submit a separate undertaking for the same	Kindly arrange to submit the undertaking as per applicable appendix mentioned in RFP documents.
09	52	2	Workshop or tie-up arrangements for maintenance of vehicles (distance from workplace).	Kindly clarify which supporting document(s) are required to prove distance from workplace.	Kindly arrange to submit the undertaking as per applicable appendix mentioned in RFP documents.



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10	53	2	Arrangement of back-up vehicle in case of need.	Kindly confirm which supporting document(s) are required to demonstrate availability of back-up vehicles.	Kindly arrange to submit the undertaking as per applicable appendix mentioned in RFP documents.
11	53	3	Approach and Methodology for Proposed Hiring Arrangements (USPs, driver availability, training facilities, safety measures, local route familiarity).	Kindly provide details of the supporting documents required for each of the above points.	Bidders to submit self declaration on letter head for driver availability, training facility, safety measures and local route familiarity and also mentioned USPs of the agency in declaration. If required bank may ask for presentation during technical bid opening
12	49	7	Rights by prospective Bidder/ OEM or disputes among Bidder's board of directors, liquidation, bankruptcy, insolvency cases or cases for debarment/ blacklisting for breach of contract/ fraud/ corrupt practices by any Scheduled Commercial Bank/ Public Sector Undertaking/ State or Central Government or their agencies/ departments or any such similar cases, if any are to be given on Company's letter head.	Kindly confirm: In case we do not have any such cases, are we still required to provide an undertaking for the same?"	This is standard clause of RFP, bidders confirmation required on letter head, if required bank may verify its genuineness.
13	5	50	Instructions for Appendices (A-U).	Kindly confirm whether all Appendices should be prepared on our Company Letterhead, or if a specific SBI format is to be used. Further, should the SBI logo appear at the top of the Appendices, or only our Company Letterhead?	All the appendices shall be submitted on agency/company letter head.
14	54	10	Make and Number of owned cars held in bidder's name as on technical bid submission date	Please clarify whether cars operated under Rent-a-Car should be included in the total number of cars held under Rent-a-Car permit, or should we only count vehicles registered directly in the bidder's name.	Cars operated under Rent-a-car should only be included



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15	123	2	Palce & Registration Authority	kindly confirm which document is required for filling this point	GST REG -06 (See Rule 10(i), to be submitted.
16	71, 72	Appendix F1 & F2	Rent per month +GST	The term "GST – As applicable" means that the vendor shall levy and charge (GST) in accordance with the applicable provisions of GST law on the rental charges and any other amounts payable under the contract. As per bid terms the fuel cost is not included in the monthly rent as a bundled price and will be reimbursed based on actual kilometres run and a fixed mileage hence 12% GST rate will be applicable w.e.f. 22 Sept 2025 based on GST council meeting applicable GST rate will be 18%. A GST rate of 5% applies if the motor vehicle is rented with a driver and fuel is included in the rental price (Bundled Price), subject to restricted ITC.	Will be Applicable as per applicable GST rates during contract period for the type of services offered.
17	16	Part II – Point no 2	The price bid/ commercial quote shall contain only monthly rental charges (including maintenance, Driver's salary as per Central Minimum Wages Act for 12 hours, Insurance and permit renewal) to be charged for each car for both types of the cars (Cars meant for General Manager and Deputy General Manager).	The agency/company is required to pay drivers wages not less than the minimum rates prescribed under the Central Minimum Wages Act throughout the contract period, and it is assumed that the bid price has been quoted considering this statutory requirement. As per the latest Central Government notification effective from 01.04.2025, drivers classified under the Skilled category in Area A are entitled to minimum daily wages of ₹981, comprising Basic ₹637 and VDA ₹344. Payment below these rates is prohibited. Further, overtime (OT) wages are payable at twice the ordinary rate of wages, and OT becomes applicable when daily working hours exceed 9 hours or weekly working hours exceed 48 hours, whichever occurs first. Is the above understanding correct.	We submit that if the allowances for Drivers (night duty/overtime/outstation duty/Sunday/Holiday duty etc)/quoted in RFP are less than applicable rates of Central Minimum Wages Act, in such cases Central Minimum wages Act will supersede the RFP clauses related to Driver Salary and allowances



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18	64	OTHER TERMS OF THE PAYMENT / USE - Sundays/ National Holidays	The RFP mentions ₹500 per day for Sundays/National Holidays.	1. Please clarify if this is in addition to normal driver wages in accordance with central minimum wages act or if it is intended as a flat fixed amount 2. Sunday and national Holiday means Sunday and Bank holiday apply to SBI – does here bank holiday considered as national holiday. 3. Also confirm whether this arrangement is in compliance with the central minimum wages act or whether the bidder will remain responsible to pay as per statutory minimum wages (irrespective of the amount prescribed in the bid document). 4. For Sunday 12 hours duty – SBI will pay of Rs 500 this included OT also , and if same amount to be paid to driver by the company / agency – this is not in accordance with central minimum wages act. Please clarify whether the bidder will remain responsible to pay as per statutory minimum wages (irrespective of the amount prescribed in the bid document)	We submit that if the allowances for Drivers (night duty/overtime/outstation duty/Sunday/Holiday duty etc)quoted in RFP are less than applicable rates of Central Minimum Wages Act,in such cases Central Minimum wages Act will supersede the RFP clauses related to Driver Salary and allowances
19	64	Clause – II For Outstation Duty -	For Outstation duty, only one allowance is payable which can be either Overtime Allowance, Outstation Allowance, Night Duty Allowance or Holiday Duty Allowance	Means for Sunday / Holyday duty Sunday allowance and Overtime Allowance both can be paid. Sunday / Holiday duty SBI will pay Sunday / Holiday allowance Rs 500 per days in addition to this over time as per prescribed rate – Please clarify .	We submit that if the allowances for Drivers (night duty/overtime/outstation duty/Sunday/Holiday duty etc)quoted in RFP are less than applicable rates of Central Minimum Wages Act,in such cases Central Minimum wages Act will supersede the RFP clauses related to Driver Salary and allowances



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20	65	Clause – II OTHER TERMS OF THE PAYMENT / USE Point No 2	Bank will reimburse the extra usage charges only after production of proof for payment of these extra usage charges to the driver.	We request clarification regarding the payment of drivers under the RFP. Specifically, we seek to understand whether the agency is mandatorily required to pay drivers exactly at the rates prescribed in the RFP for night duty, overtime, outstation duty, and Sundays/National Holidays, or whether the agency may settle these payments on mutually agreed terms as per the contract between the agency and the driver. Further, in cases where the prescribed RFP rates are lower than the wages mandated under the Central Minimum Wages Act, we request confirmation on whether the Bank will reimburse drivers at the RFP-prescribed rates or at the statutory minimum wages rate, whichever is higher. We also seek clarification on compliance with the Minimum Wages Act, including overtime provisions: if the RFP rates are below the statutory minimum, will the agency be required to pay drivers in accordance with the Central Minimum Wages Act, even if such payment exceeds the rates specified in the RFP. The RFP specifies Honda City ZX CVT (Petrol) with monthly rental (inclusive of all costs) and fuel reimbursement at 10 km/litre	We submit that if the allowances for Drivers (night duty/overtime/outstation duty/Sunday/Holiday duty etc) quoted in RFP are less than applicable rates of Central Minimum Wages Act, in such cases Central Minimum wages Act will supersede the RFP clauses related to Driver Salary and allowances
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21	64	Clause – OTHER TERMS OF THE PAYMENT / USE - 1	Fuel charges will be reimbursed at 15 Km Per Litre for New Honda City ZX CVT Strong Hybrid and 10 Km Per Litre for Honda City ZX CVT (Petrol).	1. Can the vendor, upgrade and provide a Honda City ZX CVT Strong Hybrid instead of the Petrol variant, subject to no extra cost to the Bank? 2. If yes, please confirm that the monthly rental and fuel reimbursement will still be calculated strictly as per the awarded module for Petrol model for Honda City ZX CVT (Petrol) (10 km/litre benchmark), and not based on the upgraded car	Please abide by the vehicle make and model mentioned in the RFP
22	9	6 Vii	Requirement of valid Rent a Car License	Appendix T the tender reads as Rent a cab license or T permit to be submitted please clarify	We will need valid Rent a Cab license, T permit not required.
23	49	Point 5	2 Tie ups with min 25 cars	We have already services Sbi during 2014-2017 can this contract be considered	Please go through eligibility criteria and other clauses of RFP documents
24	123	Appendix T	The agency/ company should have been in the business of rental of cars for 3 years with a minimum of 100 cars in the name of the company and should have 2 existing tie up arrangement with Corporate. Each tie up should have minimum 25 cars and services during last 3 years as on 31.01.2021.	We have business of car rental for more than 3 years and we have more than 100 cars in our company name. We had tie up arrangements with 2 corporate and provided more than 25 between 2021 to 2023. I am attaching the documents. Kindly let us know if we are eligible as per this clause.	Please go through eligibility criteria mentioned in RFP document and corrigendum available on Banks website, accordingly submit your BID documents. We submit that date mentioned in RFP clause "as on 31.01.2021" has been amended as "31.08.2025" through Corrigendum on 18.09.2025
25	49	Appendix B	Minimum 100 Owned cars RC book Vehicle Information report/ certificate in bidder's name to be submitted.	Clarity reqd whether they have to be in Mumbai / Maharashtra or PAN INDIA acceptable	RFP is for Mumbai Centre only and all these vehicles are required at Mumbai/Navi Mumbai



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26	3	14	The process of price bid would be done through Bank's empaneled service provider M/s e-procurement technologies ltd.,	Need clarity on M/s e- Procurement Technologies Ltd	Details are provided in schedule of event and RFP documents.
27	55	Appendix E	SUB-CONTRACTING - No sub-contracting of any part of the Services by the Service Provider shall be allowed.	Need clarity whether the drivers can be sub contracted through manpower agencies. -salary in their payroll	No sub contracting is allowed,drivers must be on pay roll of empaneled agency.
28			OPERATION MODEL - 365 days , driver working hours - 12 hrs per day	Clarity required whether the working days of drivers to be treated as 26 days x 12 hrs per day of 31 days x 12 hrs per day	Please comply with the Central minimum wages act norms however,please also note that services are required for 365 days-12 hours duty
29	108	125	Pre Contract Integrity pact	Stamp Duty for Pre Contract Integrity pact?	Rs. 500/- stamp duty is applicable for Pre Contract Integrity Pact
30	48	3	Eligibility Criteria	Turnover of Rs. 7.50 cr is per year or for entire contract period	The Bidder must have minimum car hire rental income turnover of Rs. 7.50 Crore during last 3 (Three) of 4 financial year(s) i.e. 2021-22, FY 2022-23, FY 2023-24 and FY 2024-25
31	42	50	RFP Clause	Start ups and MSEs are exempted from EMD. There should be relaxation in eligibility criteria also.	Keeping in view the nature of services required,we submit that relaxation in eligibility criteria is not feasible.



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