

NOTICE INVITING TENDER

Indian Visa Application Centre (IVAC), Bangladesh operations (managed by State Bank of India, Bangladesh Operations) invite sealed tenders from the reputed transport operators for hiring of vehicles for IVACs – Khulna, Rajshahi & Sylhet.

Requisite Documents

1. Supplier's profile
2. Valid Trade license
3. ETIN
4. Rate Quotation (Monthly) (assuming repair & maintenance cost to be borne by transport operator & fuel, toll charges and parking cost to be borne by IVAC.)
5. Catalogue of Vehicles for offer with date of purchase (Year of Manufacture 2010 or later).
6. Declaration that all necessary licenses, permits and other relevant documents are in possession of the transporter and respective drivers are without any pending payment of fines or without any debarment status.

Sealed Tender may be submitted between 06.12.2022 (9:00 AM) and 13.12.2022 (5:00 PM) at following Address:

**Indian Visa Application Centre, Level-1, South Block,
Jamuna Future Park, Pragati Sarani, Dhaka.**

Pre-Bid meeting Date: 06.12.2022 (5:00 PM) at above mentioned address.

Annexure-I

Indian Visa Application Centre (Managed by State Bank of India, Bangladesh Operations) invites sealed tender from reputed vendors/suppliers for supplying supply of vehicles with drivers on monthly hire-basis.

The Financial bid along with mandatory documents viz. Supplier's profile, Valid Trade license, ETIN, Catalogue of Vehicles for offer (Year of Manufacture 2010 or later). Rate quotation and the afore-stated declaration must be sent in a sealed cover, duly super scribed as "Tender for supply of vehicles with drivers on monthly hire-basis" to this office on the given date & time on the address given as below.

TENDER/REQUEST FOR PROPOSAL (RFP) TO BE SUBMITTED
BETWEEN 06.12.2022 (9:00 AM) and: 13.12.2022 (5:00 PM)

ADDRESSED TO:

DEPUTY CHIEF OPERATING OFFICER (IVAC)
Indian Visa Application Centre, Level-1, South Block,
Jamuna Future Park, Pragati Sarani, Dhaka.

IVAC or State Bank of India will not be liable for any delay arising out of any reason even in case of postal delay, while submitting the Tender application.

A pre-Bid meeting will be conducted at Indian Visa Application Centre, Level-1, South Block, Jamuna Future Park, Pragati Sarani, Dhaka on : 06.12.2022 (5:00 PM). Tentative date for opening of tender, evaluation and vendor selection is on 13.12.2022. IVAC reserves the right to reject any or all the offers without assigning any reasons whatsoever. IVAC will not entertain any further correspondence with the companies who are declared unsuccessful. For further clarification, if any, please contact the following:

Mr. Kingshuk Mitra, Deputy Chief Operating Officer

E-mail dcoo.bd@statebank.com

Tender Form can be downloaded from our official website, i.e.
<https://ivacbd.com>&<https://bd.statebank/notice>

Terms & Conditions

- Bidders are advised to submit monthly rates incl of vehicle repair and maintenance cost. However fuel cost of daily travel and toll and parking expenses to be borne by IVAC.
- All licenses, permits and necessary documents pertaining to all three vehicles and identified drivers to be valid and without any pending penalty or debarment in Bangladesh.
- Vehicles might require undertaking intercity travel.
- Vehicle Type should be X Noah or similar. (CNG Vehicles- Year of Manufacture 2010 or later.)
- Timings: 10 AM- 8: 00 PM daily on all IVAC working days.
- IVAC Weekly Offs: Friday & Saturday.
- Operators will have to furnish original statutory documents pertaining to vehicles (namely Blue Book, Tax Token, Fitness Certificate and Insurance) and along with police

verification report and driving licenses of the drivers within 7 days of award. Failure to do so will entail cancellation of award and award will automatically pass on to next lowest bidder as screened by committee.

The Authority reserves the right to -

1. Explain or clarify the terms of this tender notice in its own way,
2. Bring necessary changes in the notice
3. Increase or decrease the tender quantity
4. Reject the lowest
5. Reject any or all bids
6. Select any bidder deems fit and proper by them

IVAC/State Bank of India can perform all the above things without assigning any reason. The bidder/supplier shall have no right to challenge the decision of the IVAC authority in any court of law or to any arbitrator.

Selection Process:

An internal screening committee will rate the vehicle type, age of vehicles and reputation of transport operator. Only those bidders who will be cleared by the internal screening committee will be evaluated for price bids.

L1 will be selected through least cost method among bidders who will be cleared by the screening committee. However, bidders must fulfil the qualifying criteria described in the RFP.

Price Bid Format

Items	Monthly Rate
Make of Vehicle 1 : Model of Vehicle 1: Vehicle No: (Khulna) Make of Vehicle 2 : Model of Vehicle 2: Vehicle No: (Rajshahi) Make of Vehicle 3 : Model of Vehicle 3: Vehicle No: (Sylhet)	

(Price excluding VAT & Tax)

- Name of the Bidder :
- Designation of the Bidder :
- Company Name :
- Business Address :
- Mobile No. :