

## 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, and price quotation must be sent in a sealed cover, duly super scribed as "Tender for supply of vehicles with drivers on monthly hire-basis: KHULNA/ RAJSHAHI/SYLHET" to this office on the given date & time on the address given as below.

**TENDER/REQUEST FOR PROPOSAL (RFP) TO BE SUBMITTED  
BETWEEN **31.08.2023** (9:00 AM) and: **07.09.2023** (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 : 03.09.2023 (5:00 PM). Tentative date for opening of tender, evaluation and vendor selection is on 07.09.2023. 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](mailto: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.
- Vehicles might require undertaking intercity travel.
- Vehicle Type should be X Noah or similar. (CNG Vehicles)
- Typical Distance to be covered on a daily basis: ( Higher Limit 25 Kms)
- 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 and along with police verification report and driving licenses of the drivers within 7 days of award.

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
7. Operators will have to provision for GPS tracker inside their vehicle

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 condition, 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 fulfill the qualifying criteria described in the RFP.

## Price Bid Format

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

### **(Price excluding VAT & Tax)**

Name of the Bidder :

Designation of the Bidder :

Company Name :

Business Address :

Mobile No. :

**SCORING MATRIX FOR TENDER FOR TRANSPORT OPERATORS BIDDING FOR SUPPLY OF VEHICLES FOR MIVACS – KHULNA, RAJSHAHI, SYLHET ON MONTHLY HIRE BASIS**

CATEGORY	S C O R E S L A B S			SCORE
MAKE/ MODEL OF VEHICLE 1	YEAR OF MFG 2017-2022 ( 1 0 M A R K S )	YEAR OF MFG 2015-2017 ( 7 M A R K S )	YEAR OF MFG 2010-2015 (5 MARKS)	
MAKE/ MODEL OF VEHICLE 2	YEAR OF MFG 2017-2022 ( 1 0 M A R K S )	YEAR OF MFG 2015-2017 ( 7 M A R K S )	YEAR OF MFG 2010-2015 (5 MARKS)	
MAKE/ MODEL OF VEHICLE 3	YEAR OF MFG 2017-2022 ( 1 0 M A R K S )	YEAR OF MFG 2015-2017 ( 7 M A R K S )	YEAR OF MFG 2010-2015 (5 MARKS)	
E X P E R I E N C E	> 1 0 Y E A R S (10 MARKS)	5 - 1 0 Y E A R S ( 7 M A R K S )	< 5 Y E A R S (5 MARKS)	
ANNUAL TURNOVER	> 5 0 L a c s (10 MARKS)	> 2 5 L a c s ( 7 M A R K S )	< 5 L a c s (5 MARKS)	