

**REQUEST FOR PROPOSAL FOR HIRING OF CASH VANS SERVICE WITH STAFF  
FOR UCO BANK BRANCHES IN STATE OF MADHYA PRADESH**

**Ref No. ZOBP/SEC/2025-26/17 dated 28.07.2025**

UCO Bank invites application on the prescribed format from reputed individual/firm to hire customise cash vans with driver, armed guard and cash loader for cash remittance activities at Bhopal and Gwalior centre. Interested individual/firm fulfilling the minimum eligibility criteria may apply in prescribed format, which may be obtained from UCO Bank Zonal Office Bhopal or can be downloaded from the Bank's official website <https://www.ucobank.com/English/TenderNotices.aspx>

**IMPORTANT DATES**

DATE OF ISSUE OF TENDER	: 28.07.2025
LAST DATE FOR SUBMISSION OF TENDER	: 18.08.2025 BY 6:00PM
DATE OF OPENING OF TENDER	: 19.08.2025 BY 12:30PM

**DISCLAIMER**

While the document has been prepared in good faith, no representation or warranty, express or implied, is or will be made, and no responsibility or liability will be accepted by UCO BANK or any of its employees, in relation to the accuracy or completeness of this document and any liability thereof expressly disclaimed. Bank may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this tender document. The RFP is not an offer by UCO BANK, but an invitation for bidder's responses. No contractual obligation on behalf of UCO BANK, whatsoever, shall arise from the offer process unless and until a formal contract is signed and executed by duly authorized officials of UCO BANK and the selected Bidder.

The information provided by the bidders in response to this RFP Document will become the property of the Bank and will not be returned. The Bank reserves the right to amend, rescind or reissue this RFP Document and all amendments will be advised to the bidders and such amendments will be binding on them. The Bank also reserves its right to accept or reject any or all the responses to this RFP Document without assigning any reason whatsoever.

Date: 28.07.2025  
Place: Bhopal

--sd--  
(Zonal Manager)  
ZO Bhopal, UCO Bank

**NOTICE INVITING TENDER (NIT) FOR HIRING OF CASH VAN(S)**

UCO Bank, intends to outsource the service of cash van for remittance of cash to and fro between our various branches, offices and currency chests located in various districts of Madhya Pradesh and falls under the AOR of Bhopal Zone and Gwalior Zone.

Sealed offers/tenders under two-bid system (i.e. Technical Bid and Price Bid) are invited from authorized and reputed individual/firm having experience of at least of 5 years of similar work and willing to work with UCO Bank Zonal Office Bhopal for a **period of 2 years** (extendable, If the bank desires based on satisfactory service offered on same terms & condition maximum of 2 more years).

Agencies offering CASH-VAN services in Madhya Pradesh and interested to provide **Four (04) TATA YODHA/ MAHINDRA BOLERO/ TATA XENON OR EQUIVALENT** commercial vehicles or other reputed make utility vehicle (modifiable as per Bank's requirement) along with dedicated driver, armed guard and cash loader for cash remittance between currency chest located **at Bhopal and Gwalior** and branches across following 37 districts of Madhya Pradesh, namely Anuppur, Balaghat, Betul, Bhopal, Chindwara, Dindori, Harda, Jabalpur, Mandla, Narmadapuram, Narsinghpur, Raisen, Rajgarh, Sagar, Sehore, Seoni, Vidisha, Ashok Nagar, Bhind, Chhatarpur, Damoh, Datia, Guna, Gwalior, Katni, Morena, Niwari, Panna, Rewa, Satna, Shahdol, Sheopur, Shivpuri, Sidhi, Singrauli, Tikamgarh, Umaria and on monthly rental basis. The Cash-Van shall be attached to respective Currency Chests or nodal branch/ desired location as per Bank's discretion.

**Important Dates & General Details of the Tender are tabulated below:**

1	Name of Work	Hiring of customized Cash Van with Driver, Armed Guard and Cash loader for UCO bank branches under Bhopal Zone.
2	Earnest Money Deposit (EMD)	<b>Rs. 20,000/- (Rupees Twenty Thousand only)</b> in the form of Demand Draft issued by any Nationalized/Scheduled Bank drawn in favour of <b>"UCO Bank Zonal Office Bhopal"</b> payable at Bhopal which shall be returned (non-interest payable) after successful completion of the tender.
3	Tender Processing Fee (Non-refundable)	<b>Rs. 1000/- (Rupees One Thousand only)</b> in the form of Demand Draft issued by any Nationalized/Scheduled Bank drawn in favour of <b>"UCO Bank Zonal Office Bhopal"</b> payable at Bhopal.
4	Security Deposit	In form of Bank Guarantee equivalent to offered/final 03 months charges/ rent of cash van with staff in favour of UCO Bank Zonal Office Bhopal, within 7 days of date of award of contract.
4	Date of Issue of Tender	<b>28.07.2025</b>
5	Last Date of Submission	<b>18.08.2025 till 06.00 PM</b>
6	Address for submission of Bid	UCO Bank, Security Department Zonal Office, 1 <sup>st</sup> Floor, Plot No. 22, Jail Road, Arera Hills, Bhopal-462 027, Phone: 0755-4046020& 4046016
7	Date and time of opening of Bids	<b>Technical Bid:</b> 19.08.2025 at 12:30 PM <b>Price Bid:</b> Will be intimated to successful bidders 01 day prior to the opening ( <b>price bid of only technically qualified bidders will be opened</b> )
8	Place of opening tenders	UCO Bank Zonal Office, UCO Bank Bldg, 1 <sup>st</sup> Floor, Plot No: 22, Jail Road, Arera Hills, Bhopal-462 027
9	Validity of offer	Minimum 3 (Three) months from last date of submission

---

**GENERAL DETAILS**

1. Prospective service providers can download the RFP and other documents from the Bank's website or can collect the same from UCO Bank Zonal Office Bhopal. Proposal submitted shall accompany the Demand Draft of Rs.1000/- (Rs. One thousand only) against the RFP/Tender Processing Fee, along with the Technical Bid.
2. No brokers/ intermediaries shall be entertained. The qualitative requirements & specifications etc are placed Annexure I to this letter.
3. No employee of the Bank is allowed to work as a contractor for a period of two years of his retirement from Bank service, without the prior permission of the Bank. The contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the Bank as aforesaid before submission of the tender or engagement in the contractor's service.
4. The intending offerers fulfilling the QR & specifications and directives of Reserve Bank of India in this regard, they may submit their offer in two separate sealed envelopes, **Technical Bid and Financial Bid** (strictly in the format enclosed) so as to reach us latest on 14.08.2025 by 6:00 PM. The envelope shall be marked as **"TECHNICAL BID / FINANCIAL BID FOR OUTSOURCING OF CASH VANS, ZONAL OFFICE UCO BANK BHOPAL"** on its top and forwarded to the address mentioned below.
5. **No reimbursement of cost** of any type on any account will be paid to persons or entities submitting their bid.
6. The Bank reserves the right to reject any/ all offers partially or in full without assigning any reason thereof.
7. Contact Person and address for Correspondence:

**Zonal Security Officer or General Administration Officer**  
UCO Bank Zonal Office  
UCO Bank Bldg, 1st Floor  
Plot No: 22, Jail Road,  
Arera Hills, Bhopal - 462027  
Phone: 0755-4046016, 4046020 & +91-8670165439  
E-mail: [zobhopal.sec@ucobank.co.in](mailto:zobhopal.sec@ucobank.co.in)

---

**GENERAL INSTRUCTION TO OFFERER/ TERMS & CONDITIONS**

---

1. The intending offerers have to submit their offers in TWO SEPARATE SEALED ENVELOPES:
  - a) **TECHNICAL BID.** The first envelope to be super scribed as "Technical Bid" should contain application for hiring of Cash-Vans as **Annexure – II** and Demand Draft of EMD amount and Tender costs separately. The Following documents are also to be furnished:
    - (i) Complete Tender Document signed and sealed by the bidder as an indication of read and understood.
    - (ii) Documentary proof of all eligibility criterion mentioned in **Annexure – I.**
  - b) **FINANCIAL BID.** The second separate sealed envelope to be super scribed as "Financial Bid" should contain only Financial Quotation as per **Annexure – IV.** The Price Bid shall contain all relevant rates and charges and the rates shall be quoted in Indian Rupees only.
2. These two envelopes "Technical Bid" & "Financial Bid" along with duly completed document in the prescribed format accompanying all supporting documents shall be sealed in a big envelope/cover and superscribed as "Offer for hiring of Cash-Vans" and shall be submitted to UCO Bank Zonal Office Bhopal on or before last date.
3. Technical eligibility will be based strictly on the parameters mentioned in Mandatory Eligibility Criteria (MEC); information given by the bidder in support of their eligibility must be supported by documentary proof. After opening of the Technical Bid, the Bank will have the right to seek additional documents/clarifications in case of inconsistencies found in the technical bid. Non-response/ambiguous responses to such clarifications or non-submission of additional supporting documents as sought will result in disqualification of the bidder. Offerers should note that financial aspects of the offer should not be disclosed in any way, in the technical bid and such technical bids consisting financial aspects are liable for rejection.
4. **EARNEST MONEY DEPOSIT.** Earnest Money Deposit of Rs. 20,000/- (Rupees twenty thousand only), in the form of a demand draft issued by a scheduled commercial Bank favoring UCO Bank Zonal Office Bhopal, payable at Bhopal must be submitted along with the technical bid. Offers not accompanied with Earnest Money Deposit will not be accepted. This amount will be forfeited if, having been selected by the Bank for the job and the offerer refuses to accept work order or having accepted the work order, fails to carry out his obligations mentioned therein. Bank Guarantee in lieu of Earnest Money Deposit will not be accepted. No interest will be payable on the Earnest Money Deposit. The Earnest Money Deposit will be refunded to the unsuccessful offerer post execution of agreement with the successful bidder. The Earnest money paid by the successful offerer will be released after depositing the Security Deposit.

As per guidelines issued by Govt of India on exemption from EMD, eligible offerers will be exempted from EMD however, in lieu of EMD they have to provide **an undertaking** of depositing EMD amount to bank without any inhibition on being asked by the bank when found faulting at any stage of tender process.
5. **VALIDITY PERIOD OF THE OFFER/BID.** The offer must be valid for a period of minimum 90 days from the last date of submission of the tenders.
6. **NO ERASURES OR ALTERATIONS.** Technical & Price Bids must be complete in all respect. The corrections or alterations, if any, shall be authenticated. In the case of the corrections/ alteration are not properly authenticated, the offer will be liable to be rejected.
7. **NO PRICE VARIATIONS.** The Financial offer shall be on a fixed price basis. No upward

revision in the price would be considered on account of subsequent increases in Government taxes, Customs duty, Excise Tax, Sales Tax, etc. However, if there is any reduction on account of Government levies / taxes, during the offer validity period, the same shall be passed on to the Bank. i. e. reduced from the billing amount. The price finalized shall remain valid for a period of two years from the date of such finalization and the Bank shall not review the price under any circumstances.

8. **AGREEMENT BETWEEN THE SERVICE PROVIDER AND THE BANK.** The successful offerer shall execute an Agreement with respective Branch/currency chest on Rs. 500/- non-judicial Stamp Paper as per Terms & Conditions as per **Annexure-V**. It is understood that the Service Provider, who are willing to offer their Cash Van services in response to this RFP have read all the terms and conditions and have agreed to all the Terms & Conditions without any modifications.

9. **EVALUATION PROCESS.** Offers (Tenders) will be evaluated in the following stages:

a) **Stage I.** Incomplete Offers, i.e., offers not accompanied by the mandatory documentary proof of eligibility, EMD, RFP Forms and Tender Processing Fee shall be rejected.

b) **Stage II.** Offers will be evaluated against the stipulated minimum eligibility criteria purely based on valid proof/ documents submitted by the Service Provider as per Annexure-I. Offers not complying with the eligibility criteria will be rejected. Scoring of marks will be based on number of nationalized Bank served and number of Cash Vans per Bank for last five years (PSU Bank preferred), Supervision infrastructure, DGR empanelment and other pre-qualification criterion prescribed in the Terms and Conditions of the RFP.

c) **Stage III.** Short-listing of supplier(s) based on satisfactory feedback from reference sites.

d) **Stage IV.** Comparison of the Price bids of the short listed (Technically eligible) firm(s) as per Price bid format enclosed at Annexure-IV.

The financial bids of all the technically qualified firms/agencies/bidders will be opened for financial evaluation. The work will be awarded to the L- 1 agency. In case the financial bids of more than one agency is same as L-1, then the work will be awarded to the agency which gets the more positives in technical evaluation and feedback from reference sites. The performance including the discipline of armed guards and drivers, cash van crew and supervision by the agency will be observed for 3 months and if found not up to the desired satisfaction, the Bank will have the sole right to terminate contract and go for L-2 (similarly L-3, L-4).

10. **NO COMMITMENT TO ACCEPT LOWEST OR ANY TENDER.** The Bank shall be under no obligation to accept the lowest or any other offer received in response to this tender and shall be entitled to reject any or all offers without assigning any reasons whatsoever.

11. **SPLITTING OF ORDER.** The Bank reserves its right for splitting (not mandatory) the number of cash vans between the two or more service providers. The splitting of the order will be based on area of operation, provided the L-2 rate quoting service provider agrees to match the prices quoted by L-1 bidder and agrees for all the terms and conditions. In case L-2 service provider is not willing to match L-1 price, Bank may call L-3, L-4 service providers etc.

12. **ORDER CANCELLATION.** If the service provider fails to deliver the cash vans services within the stipulated time schedule or the extended date communicated by the Bank, it will be a breach of contract. The Bank reserves its right to cancel the order in the event of delay in delivery/commissioning of the cash vans.

13. **PAYMENT TERMS.** The terms of payment are as under:

a) No advance payment against work order.

b) 100 % Payment will be released by the respective branch/ currency chest of the Bank on monthly bills forwarded after completion of first month of the services of the cash vans.

14. **GUARANTEES.** The cash van delivered to the Bank shall be preferably new, including all components of security equipment such as security alarms, CCTV, fire extinguishers, CCTV and the media for communication. The service provider shall also guarantee that the antecedents of all staff (armed guards, drivers and loaders) deployed on the cash vans have been verified by the police authorities.

15. **WARRANTY.** Service providers shall be fully responsible for the manufacturer's warranty in respect of proper design, quality and workmanship of all equipment, accessories, etc. of the cash vans provided along with the crew. The service provider shall maintain the cash van at no additional charge to the Bank.

17. **INSURANCE.** On award of contract, the service provider shall be fully responsible for comprehensive insuring the cash against all risks including theft, arson and accident at his own cost. The service provider shall also take appropriate life/ accidental insurance coverage for the driver, loader and armed guard deployed on the cash-vans and bank will not have any liability towards damage of the vehicle/ injury or accidental death of the cash van staff. Service provider shall also take and service the policy of fidelity insurance cover for Rs 4.00 Crore (minimum), as cover against any loss on account of any action by the staff of the agency. A copy of all the insurance policies including the Fidelity insurance must be submitted prior to the award of the contract.

18. **BANK GUARANTEE FOR SECURITY DEPOSIT.** Successful bidders shall submit a Bank Guarantee for Security Deposit equivalent to 03-month charges/wages GST inclusive quoted in price bid along with the unconditional letter of acceptance within working 7 days of award of work order. The Bank Guarantee shall be for the full period of agreement from the date of signing the agreement by the successful bidder, obtained from any Public/ Private Sector Bank, excluding UCO Bank. The bidder is responsible for and obliged to conduct all the contracted activities in accordance with the contract using state-of-the-art methods and economic principles and exercising all means available to achieve the performance specified in the Contract. If the supplier fails to submit the Bank Guarantee along with the unconditional letter of acceptance within the stipulated period, the Bank reserves the right to invoke the Bank Guarantee for the Security Deposit and cancel the purchase contract.

19. **LIQUIDATED DAMAGE.** The Bank reserves its right to recover the damages through any mode such as by recovering from the amounts payable for the services rendered or invoking the Bank Guarantee or any other assets of the bidder lying with the Bank. **Damages for non-fulfilment of the terms of the contract will be calculated per day per van at double the rate payable by the Bank. Example: Any day(s)/ part of a day PSA fails to provide Cash Van or any engaged staff, the bank will remit the cash under own arrangement then double the pro rata charges (one day charges = monthly charges/ 24 days) will be debited from PSA's bill of that month.**

**Such recovery will be up to a maximum of 10% of the contract value beyond which the contract is liable to be terminated at the sole discretion of the Bank.** The Bank shall also seek further damages from the service provider for disruption in the services. Any such recovery or liquidated damages shall not in any way relieve the Successful bidder from any of its obligations to complete the works / service(s) or from any other obligations and liabilities under the Contract/Agreement/Purchase Order. Bank reserves the right to condone the delay, if it is not attributable to the Successful bidder.



20. **CONFIDENTIALITY AND SECRECY.** All tangible and intangible information obtained, developed or disclosed by the bidder including all documents, data, papers, statements, any business/ customer information, trade secrets and process of the Bank relating to its business practices in connection with the performance of said services under this RFP or otherwise, is deemed by the Bank and shall be considered to be confidential and proprietary information ("Confidential Information"). The Service Provider shall ensure that the Confidential Information shall not be used or permitted to be used in any manner except for the purpose of performance under this RFP and the Service Provider shall not disclose or part with the Confidential Information to unauthorized person(s). The Service Provider shall ensure that the Confidential Information is safeguarded and shall take all the necessary action to protect it against misuse, loss, destruction, alterations or deletions thereof. The Service Provider shall ensure that their employees/agents/supervisors are bound by similar obligation to maintain secrecy in respect of Confidential Information. In the event of any breach or threatened breach of this clause by the Service Provider and/or its employees/ agents/ sub-contractors, the Service Provider shall be liable to pay damages as may be quantified by the Bank. In the event of any breach or threatened breach of this section by Service Provider/its employees/agents/sub-contractors, monetary damages may not be an adequate remedy; therefore, the Bank shall be entitled to injunctive relief to restrain the Service Provider/its employees/agents/sub-contractors from any such breach, threatened or actual. The provision under this para shall survive even after the expiry or termination of this agreement. On the expiry or termination of this Agreement, Service Provider shall handover or cause to be handed over all the Confidential Information, assets, documents, instruments and/or properties of or relating to the Bank and all other related materials in possession of Service Provider to an authorised official of the Bank.

21. **INDEMNITY.** The selected bidder shall fully indemnify and hold harmless the Bank against any penalty imposed by RBI for any reason connected with the services rendered by the selected bidder, liability, losses, claims, costs including attorney's cost, expenses accruing, incurred or suffered by the Bank directly or indirectly arising on account of any act, commission or omission, negligence, fraud, forgery, dishonesty, misconduct or violation of any of the terms and conditions of this RFP by the selected bidder/ its employees/ agents/ subcontractors of any robbery, theft, extortion, misappropriation, accident when any assets or properties or documents or instruments are or deemed to be in the custody of the selected bidder. The selected bidder shall be liable to pay the amount to the Bank as determined by the Bank under this provision on demand and the Bank shall be entitled to adjust the amounts so determined to be due from the selected bidder against the future payments due by the Bank to the selected bidder. The selected bidder shall fully indemnify and hold harmless the Bank against IPR, confidentiality and labour law violations. Infringement of any patent trademarks copyrights etc. or such other statutory infringements in respect of all components provided to fulfil the scope of this project. The selected Bidder shall further indemnify the Bank against any loss or damage arising out of loss of data, claims of infringement of third- party copyright, patents, or other intellectual property, and third-party claims on the Bank. The selected bidder shall in no event enter into a settlement, compromise or makes any statement (including failure to take appropriate steps) that may be detrimental to the Bank's (and/or its customers, users and service providers) rights, interest and reputation.

22. **TERMINATION OF CONTRACT.** If the Termination is on account of failure of the Service provider to perform the obligations under this RFP contract, the Bank shall have the right to invoke the Performance Bank Guarantee(s) given by the selected bidder.

23. The Bank shall have a right to terminate this Agreement at any time without assigning any reasons thereto, by giving not less than 30 days prior written notice of the intention to

do so, to the Successful Bidder. The Bank will be entitled to terminate this Contract, without any cost to the Bank and recover expenditure incurred by Bank, on the happening of any one or more of the following events by giving 30 days' notice in writing to the Service Provider:

- a) The selected bidder commits a breach of any of the terms and conditions of the bid.
- b) The service provider goes into liquidation voluntarily or otherwise.
- c) Failure of the bidder to accept the contract and furnish the Performance Bank Guarantee within 20 days from receipt of purchase order.
- d) If the progress regarding the execution of the order accepted by the selected bidder is found to be unsatisfactory or if delay is observed in execution of the contract, the Bank reserves the right to get the contract executed by another party of its choice by giving one month's notice for the same. In such an event, the selected bidder is bound to make good the additional expenditure, which the Bank may have to incur in executing the contract.
- e) Non-satisfactory performance of the selected bidder during implementation and operation.
- f) An act of omission by the Bidder, its employees, its agents, or employees of the consortium in the performance of the services provided by this contract.
- g) Material discrepancies in the Services noticed in the implementation of the work. The Bank reserves the right to procure the same or similar product from the alternate sources at the risk, cost and responsibility of the selected bidder.
- h) The average availability in 3 (three) consecutive months of all together is less than 90%.
- i) Selected bidder or its employees are found to be indulging in frauds.
- j) The Bank suffers a financial and/or reputation loss on account of any activity of the service provider.
- k) In the event of any default by the Service Provider or performance of any of the said services under this RFP contract by the Service Provider, is not acceptable being in contravention of any laws as may be applicable from time to time or industry practice, under the circumstances which would amount to objectionable service.
- l) If the Service Provider fails to perform the said services under this RFP contract or to observe any of its obligations or there happens to be breaches of all or any of the terms of this Agreement.
- m) If a petition for insolvency is filed against the Service Provider and such petition is not dismissed within Ninety (90) days after filing and/or if the Service Provider makes an arrangement for the benefit of its creditors or, if the Court Receiver is appointed as receiver of all/any of Service Provider's properties.
- n) If in the opinion of the Bank, the interests of the Bank are jeopardized in any manner whatsoever. (It is hereby agreed and understood by both the parties that the provisions of this clause shall not limit or restrict nor shall they preclude the Bank from pursuing such further and other legal actions, against the Service Provider for any breach or non-compliance of the terms of this Agreement.



**ANNEXURE – I****TECHNICAL BID: MANDATORY ELIGIBILITY CRITERIA**

1. **Eligibility Criteria for Bidder/ Service Provider.** For empanelment or short listing of Service Provider referred as PSA (Private Security Agency), the following criteria shall be considered. For this purpose, the service provider shall submit documentary proof along with the offer. The service provider not conforming to any of these parameters will not qualify for the further tender process and will be considered technically disqualified.

a) The PSA shall be in position to provide tailor made cash vans fitted with collapsible grill gate, alarm system, real time GPS tracker along with driver, armed guard and loader.

b) The PSA shall be either registered company or registered partnership or proprietary firm, reputed for providing Cash Van services and holding valid PASARA Licenses under Private Security Agency Regulation & Act 2005. The proof of incorporation is to be submitted.

c) The PSA shall have well established office(s) in Madhya Pradesh.

d) The PSA shall have experience in providing security services and specializing in providing Cash Vans for at least last 05 years as on 01 Apr 2025 and should provide satisfactory performance certificates from various end user/ clients served in past 2 years only.

e) The PSA shall have executed similar work in Central/ State Government Department/ Central Autonomous Body/ Central Public Sector Undertaking/ Public Sector bank/ Banks in past five years. Work order, completion certificate or copies of agreement from the clients are to be enclosed with the technical bid as proof of experience.

f) The PSA shall provide a copy of registration of GST & PAN/TAN.

g) The PSA shall have a valid certificate under EPF & Misc. Provisions of Act 1952. Service Provider shall have Registration under Shops & Establishments Act. Service Provider shall have a valid certificate from ESI Corporation.

h) The PSA shall be registered with the Govt. under the contract Labour Act (Regulation & Abolition) 1970. PSA shall have documents proving compliance of Minimum Wages Act 1948 and other Labour laws and rules.

i) The PSA shall be a profit-making firm and having average annual turnover of minimum of Rs. 20 crores for the past three years. The copy of audited Balance sheet, P&L account shall be submitted along with tender.

j) The PSA Should have a fleet of minimum 100 CCV as on last date of submission of tender.

k) The PSA should not be black-listed/ barred by any Central/ State Government Department/ Central Autonomous Body/ Central Public Sector Undertaking/ Public Sector bank/ Banks etc. and the Applicant shall have to furnish undertaking for the same. Undertaking in this regard is to be submitted to Bank by Bidder (on stamp paper of Rs.50/-), as below,

**"I hereby declare that, if such a violation comes to the notice of the Bank, then I/we shall be barred for bidding in UCO BANK in future forever. Also, if such violation comes to the notice of the Bank after date of start of work, the Bank shall be at liberty to take suitable action at its own discretion."**

- l) The PSA shall fulfill all the conditions dictated by RBI & subsequent judicial or regulatory directions thereof.
- m) The PSA shall have a credible supervisory infrastructure, manpower and expertise to provide the services. They should have network for provision of maintenance of customized cash vans, also for follow up with law enforcing agencies. Ability to undertake all remittance related work for all branches throughout the zone.
- n) The PSA shall furnish three References and on request by the Bank the References shall testify about the performance of the Service Provider to the Bank's satisfaction
- o) DGR empanelment/ sponsorship and relevant documents shall be provided for authenticity in case of DGR registered firms.
- p) ISO Certification.
- q) The PSA should comply with all the laws applicable to Union, State and local laws, ordinance, regulations and codes

2. **Technical Specifications for Customized Cash Van (CCV).** The PSA undertakes that the CCV would be based on Tata Yodha/ Mahindra Bolero camper/ Tata Xenon or equivalent commercial vehicle and modified suitably in terms of the Directions of RBI Letter no. RBI/297-18/152 DCM (Plg) No.3563/10.25.07/2017-18 dated 6<sup>th</sup> April 2018 to meet bank's requirement. The PSA must further confirm that points contained in this part would be/ have been incorporated during customization of the vehicle at owner cost.

- a) The vehicle provided by PSA would be preferred on brand new chassis and in case of old vehicle, it should be road worthy, not more than 02 years old and should have run less than 50000 Kms.
- b) Vehicle must have company fitted AC duly complied with BS VI vehicle norms and registered with the Transport authority as CCV. CCV would have all legal formalities completed to Motor Vehicles act and pollution norms.
- c) CCV shall have separate passengers and cash compartments.
- d) CCV shall have Engine capacity of not less than 2200 CC. Each CCV would have tubeless tyres and a spare tubeless tyre. Spare tyre (Stepney) would be provided with easy access and one toolkit would be available with each vehicle. Stepney would not be carried in the cash compartment. The toolkit would contain sufficient spares of fan belts, spare bulbs, emergency safety triangles/cones, jack & handle and tools to carry out minor repairs.
- e) Vehicle must accommodate minimum 1+4 passengers (factory built) and CCV insurance coverage would also cover minimum 1+4 passengers.
- f) 20-gauge Cold Rolled Close Annealed (CRCA) sheets for all sides & roof top for paneling would be used. In the interiors, insulation would be provided in the form of thermo cool provided between interior and exterior paneling.
- g) All windows and wind screen would have wire mesh protection. No window to be provided on sides of cash box area. Each window mesh would have a rectangular port hole of width 6 inches for use of weapon. Front wind screen to have 1" square thick wire meshes in two partitions to cover wind shield from stone pelting. The hinges of all the doors are to be such that these are not visible externally.

h) In case the standards/ specifications of CCV depreciate below the level as expected and mentioned in annexure, then penalty of Rs. 1000/- can be imposed on PSA for each day delay in removing such depreciations/ defaults.

i) Cash van would have CCTV, GPS, Standalone Security Alarm, Fire Extinguishers as per guidelines and specifications given herein. Periodic servicing of all the electronics equipment and refilling of Fire Extinguishers are to be carried out. Cash van would be provided with a mobile phone. The instrument, installation charges & monthly expenditure would be borne by the PSA. One secretly located fuel lock would also be fixed in the vehicle. CCV must have air conditioning facility. The air conditioning vents would be extended to the rear compartment where Armed Guard will be seating.

j) CCV would have minimum three doors, two in front (for driver & passengers) and one at the rear (for cash & guard). All doors and windows to have glass with regulator and strong iron wire mesh of 1" square having 5" to 6" firing slot. The wind shield also would have wire mesh. All doors would have double locks i.e. one from inside and other from outside. The rear door to have internal (in built) and aldrop with pad lock arrangement. Combination lock or OTP operated lock in cash area will be additional bonus. The CCV would have 03 compartments namely front (Driver cabin), middle (Cash cabin) and Rear (Armed guard cabin) as illustrated below: -

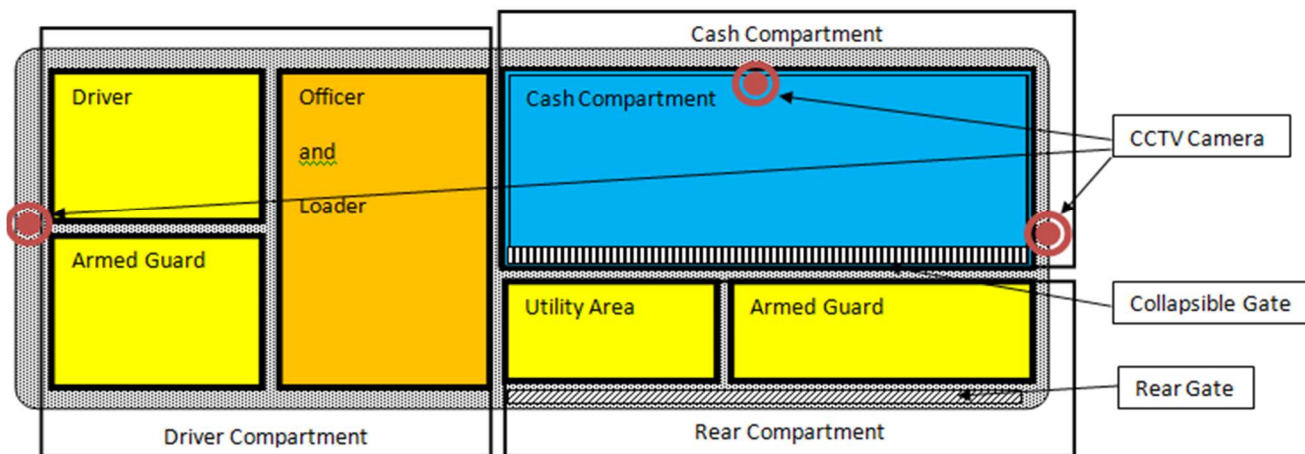
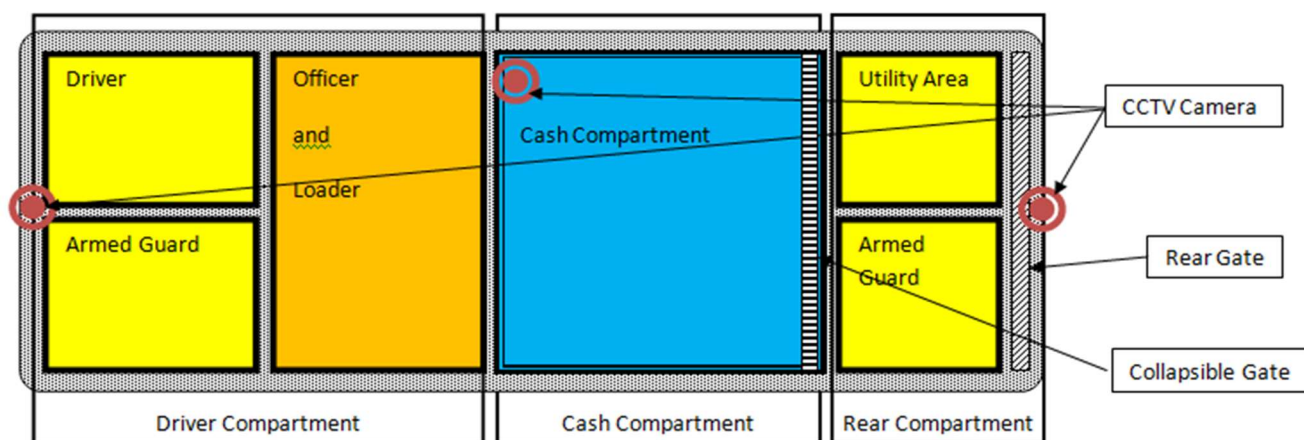
(i) Driver Compartment. It should have seating capacity of at least four persons (excluding driver). There shall be two rows of seats in the driver's cabin (factory built), front row for driver & armed guard and the rear row for two/ three persons to sit. All seats shall have a minimum of 6" seat cushion with washable seat covers. The door windows in the driver compartment must have movable glass panes with welded mesh grills (1 Sq Inch) outside. The doors would have facility for locking & opening from both sides. At least one roof light to be provided in the driver cabin. Two to three fans to be provided for the Driver's compartment to cater for AC failure. The hinges of all the doors are to be such that these are not visible externally. Engine immobilizing switches would be provided near the driver and one with armed Guard in the rear cabin. Provision for mobile charging and one portable Fire Extinguisher ABC type of 2 Kg (IS: 15683) to be provided in Driver Compartment.

(ii) Cash Compartment. The cash hold compartment would be sufficiently strengthened by providing additional 3.15 mm metal sheet on the all six sides. It would be separated with Driver compartment with a welded metal grill of one-inch steel bars duly supported by metal sheet of 3.15 mm thickness from both sides covering three-fourth from bottom. It should have sufficient space to keep at least 4-6 large size steel boxes and two hooks for chaining the boxes. The entrance of the cash compartment could be from the rear compartment. Cash compartment would have collapsible gate and rolling shutter with looking provision from the rear compartment with double locking facility.

Minimum of four chains to be provided for securing the cash boxes, one end of each chain would be welded with the body of the vehicle. The chains provided would be of adequate thickness, size & sufficient length so as to enable locking of at least 4-6 boxes. At least two roof lights to be provided. No windows would be provided in Cash compartment but a meshed opening in rolling shutter to communicate between rear guard and front guard/driver shall be there.

(iii) Rear Compartment. The rear compartment would have minimum one seat for the guard while two are preferable. It would have sufficient head room, space & visibility for

guards to move their guns and fire in case of need. The rear door would have facility to lock from inside & outside both. There would be two windows appropriately placed. All the windows would have welded mesh grills. The windows would have window panes, which may be sliding in nature as in normal vehicles. At least one roof lights and one fan to be provided in the rear compartment. At least one water bottle bracket and one first Aid Medical Box shall be provided. The tool box can be kept in the rear compartment. One portable Fire Extinguisher of CO2 type (IS 15683) to be fixed in the rear compartment opposite to the guard. The cash compartment and rear compartment are to be separated by a collapsible/ grill gate and rolling shutter. Rear door shall have thick/ strong metal door with provision of one internal lock and 02 pad lock. Rear compartment shall have appropriate stairs (if required) to load the boxes in to the cash van.



(h) **Security Accessories.** The PSA further agrees that CCV will have following security arrangement:

(i) **Alarm System.** CCV will have a brand-new Security Alarm system with inbuilt battery integrated with 03 Panic buttons located with driver, remittance party and one at easily accessible location in cash compartment/ rear compartment. The system would have two hooters in addition to the built-in hooter. One hooter would be provided inside the bonnet (along with vehicle horn) and one in the rear compartment (near the window facing outside) of the vehicle. The system should be tamper proof.

(ii) Global Positioning System (GPS). GPS facility with username and password is to be provided for each cash van with "SOS" facility activated. Online tracking facility with/without SMS alerts to be provided. It would be able to generate online reports and periodical reports, presenting location point to point and total distance. It would preferably have the function to switch off the vehicle remotely via SMS. The recurring monthly expenditure on GPS facility is to be borne by the PSA. GPS machine has to be brand new. GPS tracking software will be made available and installed at each currency chest and zonal office and possibly at police station if required. Geo-fencing capability would be there and marked as per the area of the operation of the CCV.

(iii) CCTV. Cash Vans must be provided with the CCTV system with 30 days recording facility and provision of minimum of 4 cameras. CCTV system should be installed in the cash van in such a way that it provides maximum coverage and also ensure safety of the system. Depending upon the size of the cash van, 3 CCTV cameras may be installed so as to cover inside the cash compartment (where cash is stored), rear of the vehicle and front of the vehicle. DVR/NVR & Monitor should be so located inside the driver cabin that it is hidden from the public view but at the same time there is convenience of handling/ viewing the screen by the bank staff/ guard. All wire must be concealed or put in conduit pipes (preferably aluminum) fitted with the body of the vehicle. The power supply to the system should be provided from the vehicle itself. The CCTV system is very fast evolving equipment with a very high degree of the obsolescence; hence, fixing the specifications would be detrimental to the Bank interests. However, CCTV system should satisfy following minimum:

- DVR/NVR: 04 Channel HD DVR with Monitor, 2 SATA, Hikvision or Dahua make
- Minimum acceptable recording storage: 30 days.
- USB support – minimum 2 ports.
- Recording Mode – Real time, Manual, Scheduled & other standard
- Motion Detection with Alarm for all modes.
- HDD: Seagate/WD/Toshiba make with FIFO (First in First Out) auto over write facility.
- Camera: Colour IR Dome/ Bullet Cameras 3 MP with inbuilt self-illuminating LEDs of minimum of 20 mtrs range.
- AVI content Playback, copy and print facility.
- Pre & Post Recording Facility.
- Video Loss Message on Screen.
- Date & Time Stamping.
- Language support: - English is MUST.
- Vibration Proof and suitable for vehicle mounting.

The specifications mentioned above are minimum standards expected as approved by the Bank. It is advisable to review these specifications, periodically.

### 3. The PSA shall further agree that:

a) CCV would have essential features of an efficient vehicle requiring minimum maintenance and providing maximum driving and riding comforts. All seats must have adequate lumber and thigh support. It would conform to local laws stipulated by transport department and other Government bodies including pollution norms. The Bank will not provide any sort of fuel/maintenance/renewal charges/road tax/insurance premium/periodic pollution checking, if any related to provided vehicle and staff. In case of Disturbed/High Risk areas, semi bullet proof vehicles (if required) may be provided.

b) The PSA shall provide to the Bank, the CCV's owner KYC documents with Police report and PAN/ TAN No. beside the duly verified copies of following documents: -

यूको बैंक, सुरक्षा विभाग, अंचल कार्यालय, यूको बैंक बिल्डिंग, प्रथम तल, अरेरा हिल्स, प्लॉट नं. 22, जेल रोड, भोपाल 462027 (म.प्र.)

UCO Bank, Security Dept, Zonal Office, UCO Bank Bldg, 1<sup>st</sup> Floor, Plot No: 22, Jail Road, Arera Hills, Bhopal-462 027,

Phone: 0755-4046016, 4046001 & 462020, E-mail: zobhopal.sec@ucobank.co.in



- Police Verification Report(s) of the driver (s).
- Registration of the vehicle (s).
- Proof of residence of the driver(s).
- Pollution Control Certificate(s) of vehicle.
- Insurance of the vehicle(s) / driver(s).
- Driving license of the driver(s).
- Fitness certificate of the vehicle (Every Year).

c) CCV will have necessary endorsement of RTO for modification/seating capacity is needed in the RC book. The CCV will have RTO passing, Madhya Pradesh State registration and Commercial Goods Carriage permits for commercial activity as required for the Bank.

d) Driver and armed guard antecedents must be verified by the police and should be personally introduced by the Service provider to the Branch Manager and along with his driving license, Antecedents and latest police verification. The CCV staff will have to wear proper uniform & Identity Card provided by the PSA.

e) In absence of Bank's loader Cash Van Driver will lift the Cash Box for Branch for which he shall be paid suitably by Bank.

f) In case of any break down of the vehicle, the PSA has to get the same repaired immediately at his own cost or alternate vehicle should be arranged. However, if the alternate arrangement is done by the bank, necessary charges will be deducted from the monthly rental charges payable. In such cases, the cash van must be made functional within 24 hrs of the complaint, else a penalty of 5% of the monthly bill additional would be applied on each passing 24 hrs.

g) The service provider must get all the modifications carried out and security fittings installed as specified in the document. The vehicles will be deployed only after security Officer confirms and accepts the modifications / installations. Modification clearance certificate for Cash-Van from the respective RTO of the District of registration of vehicle must be available with the driver of the Vehicle along with other mandatory documents at all times. The bidder shall use the Cash-Vans exclusively for the Bank's service and shall not be involved in any other assignment during the tenure of contract.

h) Quality of security personnel. The security personnel to be deployed by the PSA should have the following minimum qualification:

- Should be an Ex-Serviceman of age not more than 60 Years.
- Should possess sound health and good physique (Medical/Fitness certificate to be furnished before deployment).
- Should have undergone police verification.
- Should have valid Gun License for the entire state (MP).

In case of change of CCV staff, the PSA would inform the Branch a minimum seven days (in case of permanent change) and one day (in case of exigency in advance with the following documents:

- Copy of valid Gun License.
- Copy of Police verification.
- Copy of Identity Card issued by Company



- Covering letter from company carrying intimation of change of Guard.
- i) Quality of Driver & Loader. The driver deployed by the PSA:
  - Should be of age not more than 60 Years.
  - Should possess sound health and good physique (Medical/Fitness certificate to be furnished before deployment).
  - Should have undergone police verification.
  - Should have appropriate and valid driving license (for driver).
- j) The vehicle with driver and guard will be made available to the concerned branch from 9 AM to 7 PM. The Bank will also be within its right to use the vehicle beyond contracted working hours or on weekly off days/ holidays etc., for which, the extra payment shall be made for extra utilization above monthly contract.
- k) The PSA will arrange for the monthly / periodical servicing / maintenance, at his own cost, only on weekly off days / holidays.
- l) The vehicle will be used for 2000/3000 km in a month; however, the Bank will have every right to use the vehicle beyond set km in a month on extra charges. In case the vehicle is used for less than set km in a month, the lesser consumption will be rolled over to next months. Such surplus kms on account on lesser use in a month will be permitted to be consumed anytime in next 6 months. Thereafter, this leverage will lapse automatically.
- m) A proper Log Book is to be maintained by the driver and all entries in Log Book(s) have to be authenticated on daily basis by Branch Manager/ authorized staff of the concerned CC/ Branch.
- n) The monthly vehicle hiring charges to include the cost/wages of the driver, cost/wages of one armed guard, cost of fuel, oil, coolant, battery, tubeless tyre and spare – parts etc. i.e. all inclusive. The owner will be required to submit monthly bill by 3<sup>rd</sup> of succeeding month. The monthly hiring charges will be paid by the Bank's after deduction of TDS/ other Govt. Levies/ taxes at the prescribed rates on production of related invoice within 10 days.
- o) All taxes levies, penalties, challan etc. by the law enforcing agencies or Govt. Agencies etc will be at owner's cost. The toll tax/charges will be paid extra only on production of toll invoice/ bill at the time of monthly payment. The installation and recurring expenditure on security accessories (refer Para 2g) shall be borne by the PSA and no extra payment shall be paid by the Bank.
- p) Bank may not be able to provide any overnight parking facility, PSA to arrange for the same at his own cost.
- q) The Agreement will be initially for a period with 02 years, with a clause that in case the Bank's not satisfied with the services extended, it will have the right to terminate the contract by giving one month notice. 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 or other expenses.
- r) GST, if any, will be reimbursed on actual basis on production of related invoice.
- s) The CCV are to be provided within 15 days of receiving the work order from the Bank, otherwise, the tender/order will be cancelled and security Deposit/ EMD will stand forfeited.

**ANNEXURE-II***(Application/ Letter to the Bank on the service provider's letterhead)*

To,

**The Zonal Manager**

UCO Bank Zonal Office Bhopal

Plot no 22, Jail Road, Arera Hills

Bhopal (M.P.) – 462023

**Sub: Expression of interest in your notice inviting tender (NIT) for Hiring of Cash Van dated 28.07.2025**

Dear Sir,

With reference to the NIT, having examined and understood the instructions, terms and conditions forming part of the NIT, we hereby enclose our offer for the supply of the cash vans as detailed in your above referred NIT.

We confirm that we have not been disqualified by any PSU Bank for the services of cash vans outsourced to them. We further confirm that the offer is in conformity with the terms and conditions as mentioned in the NIT.

We also confirm that the offer shall remain valid for 90 days from the last date of submission of the tender.

We hereby undertake that the cash vans to be deployed to the Bank will be a new / mechanically fit road worthy vehicle having all security equipment & components fitted and will be as per the design and specification provided by the Bank as given in Annexure-VII. Vehicles will have necessary RTO passing certificates.

We understand that the Bank is not bound to accept the offer either in part or in full and that the Bank has right to reject the offer in full or in part without assigning any reasons whatsoever.

We enclose herewith a Demand Draft/Pay Order for Rs .....  
(Rupees..... only) favoring UCO Bank Zonal Office Bhopal payable at Bhopal, towards Earnest Money Deposit, details of the same are given as under:

Demand Draft No.:

Date of Demand Draft:

Name of Issuing Bank &amp; Branch:

Yours Faithfully,

**Date:****Place:****Authorized Signatories**

(Name, Designation &amp; Seal of the service provider]

**ANNEXURE – III****PSA/ BIDDER'S PROFILE**

S. No.	Parameters	Response
1	Name of the Service Provider (SP)	
2	Status of the firm (Submit proof) Whether Pvt. Ltd. company / Public Ltd. company/ Partnership / proprietary Firm	
3	Year of Establishment/ Incorporation in India	
4	Whether registered with the Registrar of Companies/ Registrar of Firms in India. If so, mention number and date and enclose Registration Certificate copy.	
5	Names of the Partners/Directors	
6	Addresses of Firm/Company: a) Head Office b) Local Office in Madhya Pradesh	
7	Authorized Contact person: a) Name and Designation b) Telephone number/Mobile No c) E-mail ID	
8	Website Address, if any	
9	Name and Address of the Principal Banker	
10	Permanent Account Number (PAN)	
11	Turnover from cash transportation in Financial Years (In lakhs) a) 2021-22 b) 2022-23 c) 2023-24	
12	GST Registration No.	
13	DGR Registration details & validity	
14	No. of Banks/ Govt. organizations to whom Cash Van Service(s) is(are) being provided at present  Name(s) and address/es of such organizations with contact details of their key persons and no. of cash van provided (list to be appended)	
15	Core areas of activities of Service Provider (SP) and into of Cash Vans services since when	
16	No. offices State-wise and addresses thereof	

17	No. of Cash-Vans presently in use	
18	Make/ model of the vehicles (List to be appended)	
19	Age of the oldest vehicle	
20	Whether all Cash-Van related activities are computerized and end of day reports are sent to the clients every day	

**Declaration:**

1. I/We have read the instructions and terms conditions given in the notice Inviting Tender for providing Cash-Vans services to the Bank. I/ We understand that any decision to be taken by the Bank will be on the basis of the information furnished/ declarations made by us in the RFP. Should the information given by us in this document prove to be false / incorrect at any time afterwards, contract awarded to us will be liable for termination without any prior notice. I/ We shall be solely responsible for the consequences and decision of the Bank will be binding on me/ us.
2. I/We understand and agree that the decision of the Bank in short-listing / selection of the Service Provider(s) will be final and binding on me/ us.
3. I/We declare that no material fact with regard to operations of cash movement services has been suppressed / withheld by us and I/we have no objection in the Bank making independent inquiries with the Banks/clients for whom we are presently providing cash movement services.

SIGNATURE

Date:

Place:

**Authorized Signatories**

(Name, Designation &amp; Seal of the service provider)

**ANNEXURE-IV****FINANCIAL BID FOR CUSTOMIZED CASH VAN AND CREW**

S.No.	Item Description	Charges/Rates excluding GST for	
		2000 Kms & 200 Hours Monthly	3000 Kms & 200 Hours Monthly
1	One customized cash van with driver only		
2	One customized cash van with driver and one armed guard		
3	Cost of extra running kilometers i.e. beyond 2000 Kms & 3000 Kms (200 km will be the unit for arriving at the competitive price)		
4	Charges for extra working hour beyond monthly cumulative of 200 Hours		
5	Monthly wages for one loader/cash peon for monthly cumulative of 200 Hours		
6	Charges of additional armed guard on per day basis (8-9 hours)		
7	Night halt charges /per person		
8	Any Other Charges		

(Note: Rates to be quoted excluding GST. GST, if applicable, will be paid extra by bank)

1. The charges must be quoted in eligible **WORDS & FIGURES BOTH**. In case of any discrepancy, the charges quoted in words will be considered.
2. Validity of offer is three months.
3. Comparison of bid will be on the basis of charges components mentioned in above table at point 1, 2, 3 & 5.
4. No additional charges will be paid by the bank for miscellaneous things like customization & maintenance of vehicle, recurring expenditure on security items, travelling allowance etc.
5. No hike will be given on any of the charges quoted during the contract period.

SIGNATURE

Date:  
Place:

**Authorized Signatories**  
(Name, Designation & Seal of the service provider)

**ANNEXURE V****MODEL FORMAT OF AGREEMENT FOR HIRING OF CUSTOMISED CASH VANS**

(To be stamped with twice the duty of an Agreement (Agreement + Indemnity))

**AGREEMENT**

This agreement is made at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_

**BETWEEN**

UCO Bank, a body Corporate constituted under the Banking Companies (Acquisition & Transfer of Undertakings) Act, 1970, having its Head Office at 10, BTM Sarani (Brabourne Road), Kolkata-700 001 and inter-alia, Zonal/Branch Office at \_\_\_\_\_ (hereinafter called the "First Party" which term shall, wherever the context so permits, mean and include its successors and assigns) of the First Part;

**AND**

M/s. \_\_\_\_\_ a Proprietorship concern/Partnership Firm/Private/Public Limited Company/Private Security Agency (PSA) having its Office/Registered Office at \_\_\_\_\_ (hereinafter referred to as the PSA which expression shall, wherever the context so permits, mean and include its successors and assigns) of the Second Part;

**Whereas**

- a) The Bank is engaged in the business of banking and is desirous of strengthening its cash remittance services between its various Branch Offices, Currency Chests as well as its clients;
- b) The PSA is engaged and experienced in the business of assisting Banks and others in such cash remittance and wishes to offer its services to the Bank.

**IT IS NOW AGREED BETWEEN THE PARTIES HERETO AS FOLLOWS:****1. Period of the Agreement.**

This agreement shall come into effect from \_\_\_\_\_ and continue to be in force for a period of 24 months upto \_\_\_\_\_ and inclusive of \_\_\_\_\_ or its sooner determination in terms hereof.

**2. The service.**

The PSA agrees to provide to the Bank its Customised Cash Vans (CCVs) with drivers and with staff for cash remittance as may be requested and authorized by the Bank to PSA from time to time in the manner and on the terms and conditions hereinafter set out and the Bank agrees, on the basis of the representations and undertakings made by the PSA as stated hereinafter, to avail the service from the PSA. The service of cash vans will be provided for 8 hours daily subject to maximum 200 hrs. per month. The kilometerage per vehicle will be 2000/3000 KM per month on daily cumulative basis. Services provided in excess of these limits will be charged extra as per rates agreed between the Bank and PSA.

**3. The PSA's representations, Undertakings and Covenants.**

3.1 The PSA represents that it will comply with all legal requirements and obtain such licences, approvals and consents, if any, prescribed/required under any law/rules/regulations, and keep them valid.



3.2 The PSA represents that it is adequately equipped, in terms of infrastructure, manpower and expertise to provide the Service and undertakes to provide the service all the time during the period of this agreement.

3.3 The PSA agrees that the personnel including its owner(s), director(s), partner(s) employee(s) engaged by the PSA in relation to the Service will be the sole responsibility of the PSA as to their costs and consequences arising out of their engagement or conduct. It is understood that the Bank shall not be liable to pay any remuneration or compensation to the PSA or any of the personnel (including its owner(s), director(s), partner(s), employee(s) and any representative(s) engaged by the PSA in relation to the service except the fee payable to the PSA.

3.4 The PSA shall ensure that:-

- i. The CCVs shall be placed at the time and place appointed by the First Party fully equipped and fit to perform duties. Timings and place will be laid down in the approval letter.
- ii. The driver of the CCV and the guards will be properly verified by the local police. They should carry tamper proof photo identity cards issued by the PSA and wear prescribed uniform. A copy of the police verification report will be provided to the bank in respect of all drivers and guards provided by the PSA.
- iii. Only the type of vehicle listed as at para 8.1 (i) below shall be provided. There shall be no variation.
- iv. At no point of time during the prescribed duty hours, drivers and guards will leave their place of duty. The PSA shall arrange to send a relief/substitute wherever the regular driver(s)/guard(s) is (are) absent or on leave. The relief/substitute shall also be a person duly verified by the police.
- v. The PSA shall provide a "Checking Register" with each CCV site for the purpose of checking carried out by the PSA and First Party authorities.

3.5 The PSA shall:-

- i) Maintain up-to-date record of all drivers/ guards as per Shops & Establishment Act and will discharge all obligations under various Labour Laws viz. EPF Act, ESI Act, Gratuity, Bonus Act, Workmen's Compensation Act, Contract Labour (Regulation & Abolition Act) etc. or under any other State/Union Legislation in respect of drivers/guards engaged by the PSA.
- ii) Take full responsibility of all acts of commission and/or omissions by their drivers/guards or any injury or mishap caused during the course of transport or during rendering the service and will meet all liabilities arising out of such situations.
- iii) Change the driver/guard immediately on instructions from the First Party if the performance of a particular driver/guard is not acceptable or found physically/medically unfit and decision of the First Party shall be final in this regard.
- iv) **Be absolutely responsible for the payment of salary, all other statutory obligations for drivers/guards (or their dependents), on account of salary/wages, bonus, arrears, employment/termination benefit compensation or other claim whatsoever under Workmen's Compensation Act or any other law and the First Party has no connection in relation to such matters.**
- v) In case of any mishap/injury sustained by the driver/guard of whatsoever nature (Minor/major/fatal including death during the course of their duty) the responsibility of granting compensation, if any, on that count will be that of the PSA and not of the First Party.
- vi) If for any reason, compensations, costs etc., are paid by the First Party, the same shall be reimbursed by the PSA to First Party without any demur, with interest at the rate 15% p a.

vii) In the event of theft, robbery, dacoity or pilferage of the First Party's property or materials, the PSA shall actively assist the First Party for the investigation of the case and if negligence/collusion of drivers/guards is established, such loss due to theft etc. is to be made good by the PSA. PSA agrees to indemnify such loss, irrespective of the fact that such risk might have been insured.

viii) In case of any property loss/injury to any one of First Party staff due to negligence of the PSA driver/guard or due to dereliction of duty or in-attentiveness or negligence of the driver/guard, all liabilities arising out of such incident will be fully met by the PSA. PSA agrees to indemnify the loss.

ix) Furnish the names and permanent and local addresses of the drivers and security guards being posted for the above purpose from time to time along with their latest photographs, thumb impression and signatures.

x) Furnish the proof of having paid the wages, provident fund contributions and other legal liabilities to the driver(s) and security guard(s) engaged by them, within one week of the disbursement of wages to them. If proof is not tendered, the First Party may not reimburse the payment due to the PSA.

**4. CCV provided by the PSA should meet the following criteria :-**

- 4.1 Comprehensive insurance of CCV against all risks must be available. Vehicle must be roadworthy.
- 4.2 It should not be more than 5 years old on the date of commencement/renewal of the agreement.
- 4.3 Adequate space for keeping currency with two guards with weapons to sit in the back portion.
- 4.4 Vehicle should contain adequate fuel and be available at minimum notice as per timings laid down by the bank.
- 4.5 All glass panes and wind screen should be covered with iron grill or wire mesh.
- 4.6 All doors should have double locks i.e. one from inside and other from outside.
- 4.7 Alarm system with siren should be fitted with activation points with guard, driver and rear cabin.
- 4.8 It should have adequate arrangements of chaining of cash boxes to the body of the vehicle.
- 4.9 Cash Van should have a fire extinguisher and a first aid box.
- 4.10 Cash Van should be provided with a functional cellular/mobile phone.
- 4.11 CCV should have a secure partition between driver cabin and cash box area.
- 4.12 CCV should have adequate portholes for observation and use of weapons by guards.
- 4.13 CCV should have anti theft/ burglary central locking system for side and rear doors (as in case of cars).
- 4.14 Easy maneuverability in narrow lanes and congested areas, where applicable.
- 4.15 All essential features of an efficient vehicle requiring minimum maintenance and providing maximum driving and riding comfort.
- 4.16 Should conform to local laws stipulated by transport department and other government bodies as well as pollution norms.

**5. Relationship.**

It is agreed and understood by the parties that neither the PSA nor any employee of the personnel engaged by the PSA for the purpose of the service (including its owner(s), director(s), partner(s), employee(s) and representative(s) shall have employee employer relationship with the Bank.

**6. The PSA's Indemnity and Assurance.**

6.1 The PSA hereby expressly agrees to indemnify the Bank and keep the Bank indemnified against all loss, liability or obligation arising out of its conduct or that of any of the personnel including its owner(s), director(s), partner(s), employee(s) and representative(s) in connection with the service and this agreement.

6.2 The PSA further agrees to provide an interest free Security Deposit equivalent to one month's charges per cash van. Their deposit shall be returned on termination of this agreement.

6.3 The PSA shall take and service the policy of fidelity insurance in respect of drivers and guards provided and comprehensive/3rd party insurance for CCV as its own cost and furnish a copy to the Bank.

**7. In case on any day/during any period the PSA fails to provide CCV or the guard, the bank will remit the cash under own arrangements, and double the pro rata charges will be debited from PSA's bill every month.**

**8. The Bank's Covenants.**

8.1 The Bank shall in consideration of the services, pay to the PSA charges through Managers Cheque on monthly basis as indicated below.

- i) Type of Vehicle \_\_\_\_\_
- ii) Number of vehicles \_\_\_\_\_
- iii) Meterage to be covered per month \_\_\_\_\_ KM

8.2 Charges to be paid would be Rs. \_\_\_\_\_ per month upto \_\_\_\_\_ KM duty per month. Additional charges will be @ Rs. \_\_\_\_\_ per K.M. The duty hours would be 200 hours per month on cumulative basis. Additional charges for duty hours beyond 200 hrs. would be @ Rs. \_\_\_\_\_ per hour.

8.3 The charges payable are all inclusive and no other expenses would be reimbursed to the PSA. Rates include all taxes, levies, cell phone charges, fuel charges, insurance premium, salaries/wages etc. to be paid to the Govt. or any other bodies or drivers or guards provided with CCV.

8.4 The Bank shall not be liable to pay to the PSA any amount (whether by way of compensation, remuneration, reimbursement or otherwise) other than the fee as aforesaid, in relation to the service.

8.5 The distance will be calculated from Nodal Branch office/Currency Chest or the Initial Reporting Point to place of work only. Distance covered from PSA's depot or overnight parking place to the Initial reporting Point will not be included. Similarly, any meterage spent for repairs etc. or any other work not assigned by the Controlling/Designated Officer of the Bank will be EXCLUDED. A proper log book will be maintained for each CCV. Each page will be initialed by the driver of the PSA and designated officer of BO DAILY. Monthly summary will be signed by the Branch Incumbent and Authorised Officer of the PSA and presented to the Paying authority along with the Monthly Bill.

8.6 No extra meterage or additional working hours (i.e. beyond 200 hrs. per month) is permitted except with the prior and written sanction of the Branch Incumbent. Delays on account of breakdowns due to external events such as accidents, road blocks, unusual traffic jams or work assigned by the vendor will be EXCLUDED while working out the total hours done. Time of reporting and time of dispersal will be recorded daily and initialed by the Designated Official of the BO for cash remittance.

8.7 Payment will be made by the Bank within 10 working days of the presentation of the Bill. There will be no enhancement in rates/charges during the validity period of the present agreement. No other charges shall be payable to the PSA, except the agreed amount.

**9. Non Exclusive Agreement.**

It is expressly agreed and understood between the parties hereto that this agreement is on non exclusive basis and the PSA does not have any exclusive right to provide the said services set out herein to the Bank and that the Bank is free to engage as many companies/firms, whether similar or otherwise, to provide such services and enter into agreements with any other person, Firm, Company, Organisation, as may be deemed fit by the Bank. The PSA shall also be at liberty to secure assignments from any other body Corporate or Bank.

**10. Publicity.**

The PSA, its employees, representatives etc. shall not use the name, trademark and/or logo of the bank in any sales or marketing publication or advertisement or in any other manner.

**11. Miscellaneous.**

11.1 The Bank may amend this agreement by giving a notice of one month of such amendment to the PSA, on the address first stated above.

11.2 The Bank shall have a right to terminate this agreement any time without assigning any reason whatsoever. On such termination, the First Party will have right to get service from other Agencies or make such alternate arrangements, as it deem fit, without any let or hindrance and if termination is caused due to any default or non-performance or unsatisfactory performance of PSA. PSA shall be liable to pay damages being the extra cost to be incurred by the First Party. PSA shall reimburse the amount claimed by the First Party immediately after demand.

11.3 This agreement shall stand terminated in the event of:

- i) Any of the PSA representations and undertakings being or becoming incorrect or untrue.
- ii) Breach by the PSA to observe any of the terms and conditions contained herein or under any of the letters of request and authorization issued by the Bank in pursuance hereof or under any other agreement entered by the PSA or any of its personnel (including its owner(s), director(s), partner(s), employee(s) and representative(s) and
- iii) Insolvency or bankruptcy of the PSA or any of its personnel including its owner(s), director(s), partner(s), employee(s) and representative(s).

11.4 The PSA shall not assign the rights or obligations hereunder, unless permitted by the Bank.

11.5 The Bank may assign its rights and obligations hereunder in its sole discretion.

11.6 i) Any notice , demand or other communication required or permitted to be given or made hereunder shall be in writing and shall be well and sufficiently given or make if sent by registered A D at the address and to the authorized person at following address:

Name & Address of PSA

-----  
-----  
-----

Name & Address of Bank

-----  
-----  
-----

यूको बैंक



UCO BANK

सम्मान आपके विश्वास का

Honours your trust

ii) This Agreement shall be governed by and shall be construed in accordance with Indian Laws. Any legal action or proceeding out of this Agreement shall be brought under the jurisdiction of the courts and tribunals of -----

IN WITNESS WHEREOF the parties hereto have executed these presents the day and year first hereinabove written.

**For the Bank**

**For the PSA**

For UCO Bank  
(First Party)  
Name:  
Designation:  
Date:

For & on behalf of M/s. \_\_\_\_\_  
(Second Party)  
Name:  
Designation:  
Date: