

NABFINS LIMITED

No.3072, 14th cross, K.R Road, BSK 2nd Stage
Bengaluru 560070

Telephone: 080-26970500

Fax: 080-26970504

Email: admin@nabfins.org

Notice Inviting Tender (NIT) for

Tender No:NABFINS/25-26/005

Date:01/07/2025

Request for Quotation (RFQ) for Courier Services to NABFINS Ltd

NAME OF THE BIDDER: _____ ADDRESS: _____

CALENDAR OF EVENTS

- i) Tender document will be available from 1st July 2025 [accessible from NABFINS website (www.nabfins.org.)]
- ii) Pre Bid meeting 15.30 hrs. on 10 July 2025
- iii) Due date and time for submission of tender: 21st July 2025 16:00 HRS
- iv) Opening of tender (Technical Bid) 22nd July 2025, 16:00 Hrs

NOTICE INVITING TENDER

Ref No. NABFINS/2025-26/005

01ST July 2025

To,

M/s

Dear Sir/Madam,

Tender for Hiring of courier service agency for NABFINS Head Office, Bengaluru-560070

NABFINS Limited, [NABFINS] is a subsidiary of National Bank for Agriculture and Rural Development (Bank) with equity participation from NABARD, Government of Karnataka, Canara Bank, Union Bank of India, Bank of Baroda, Dhanalakshmi Bank and Federal Bank. It is a non-deposit taking NBFC-MFI registered with the Reserve Bank of India and is operating across India.

NABFINS Limited invites sealed tender for Hiring of courier service agency for Head Office Building located at #3072, 14th Cross, K. R. Road, Banashankari 2nd Stage, Bengaluru - 560 070, Karnataka, India under Two-Bid system from reputed agencies. . Tender document can be downloaded from NABFINS website: "www.nabfins.org". Only sealed cover tenders will be accepted which either would be deposited in the box kept in the office of NABFINS Limited, #3072, 14th Cross, K. R. Road, Banashankari 2nd Stage, Bengaluru-560070, Karnataka, for the said purpose or may be sent to this office by registered post/speed post. The tender deposited/received in any other mode like fax, e-mail, courier etc. will not be accepted.

Last date for submission/receipt of tender(s) is 21ST July 2025 till 16:00 Hrs. and will be opened by the Tender / Local Purchase Committee in the presence of tenderers or their authorized representatives who wish to be present on the next day at 16.00 Hrs. in the Office of **NABFINS Limited**, # 3072, 14th Cross, K. R. Road, Banashankari 2nd Stage, Bengaluru - 560 070, Karnataka,. In case, any holiday on the day of opening, the tenders will be opened on the next working day at the same time but the tender box will be sealed on same day and time, as scheduled above. The tenders received after the above said scheduled date and time will not be considered.

sd/-

Ipsa A

Deputy General Manager,

Instructions to Bidders

Notice Inviting Tender (NIT) for Courier Services

Sealed quotations are invited from reputed courier service providers for handling the dispatch and delivery of official documents/parcels for NABFINS, and the detailed scope of work is mentioned below:-

Scope of Work:

1. The requirement is for Courier services to various destinations within India from , Bangalore office..
2. Timely delivery across local, regional, and national destinations.
3. Tracking facility and proof of delivery (POD) for each consignment.
4. The Authorized representative of Courier agency will collect parcels/letters/consignments from NABFINS LTD, No.3072 14th Cross K.R.Road Banashankari 2nd Stage Bengaluru 560070 on all working days at 4.00PM.
5. The agency should collect documents/parcels on all working days and on holidays if there are some urgent requirements. If required, in emergency, the agency will be available at all times for collecting the letters.
6. The agency will maintain a register mentioning date, name of addressee, address of the consignor, weight of the consignment and the consignment number etc.
7. The authorized representative of Courier agency will be required to furnish receipt of the parcels/letters collected.
8. The Courier agency will return the undelivered parcels/letters within two weeks.
9. The courier agency will ensure that all the parcels/letters are delivered to the recipient to whom it is meant for and in no case is delivered to anybody other than the recipient.
10. The Courier agency will furnish proof of delivery of parcels/letters every week after getting signature of the recipient, his/her name and telephone number. The Representatives of Courier Service / franchisee will write the name and telephone number of the recipients themselves.
11. The courier agency shall submit their bills, on a monthly basis, at NABFINS LTD, No.3072 14th Cross K.R.Road Banashankari 2nd Stage Bengaluru 560070 along with date wise collection.
12. The courier agency shall have an effective on-line tracking system and shall implement the same to know the status of each document. The Agency should maintain the record of minimum one year from the date of collection and delivery of packets/parcels.

13. Vendor shall deliver the packages strictly as per delivery schedule mentioned at para 3 of the Terms and Conditions.

TERMS AND CONDITIONS

1. Pre-qualification Criteria:

1.1. The service provider should have a minimum turnover of Rs.20.00 lacs per annum in the last three years. No exemption from turnover criterion will be provided in any case.

1.2. The bidder should not be blacklisted / terminated by any Government organization / agency for unsatisfactory past performance, corrupt, fraudulent or any other unethical business practices shall not be eligible. (Declaration on letterhead to be attached).

1.3. The tenderer has to further give a self-declaration that they have not defaulted on any statutory payments, not blacklisted with any organization, fully completed their commitments with the earlier / current works awarded.

1.4. At least one of the contracts should be with Govt. Dep't/ PSB's/PSU's.

1.5. The Service provider being a Company / Partnership / Proprietor concern should hold necessary licenses for establishment of the agency (necessary proof to be attached).

1.6. The service provider should have a valid PAN/TIN and should have a valid GST number (necessary proof to be attached).

1.7. The service provider should have been in the field of courier service business for the past 3 years. (Necessary proof like Work Order, Satisfactory Completion Certificate etc. to be attached).

1.8. The service provider should have online consignment tracking facility available in its official website.

1.9. The service provider should be well equipped to pick up any number of documents to be presented / handed over in one consignment.

1.10. Bidders should have operational/ Network office in Bangalore. Documentary evidence to be submitted in the bid itself else the bid could be summarily rejected.

2. Period of contract: 03 years from the date of commencement and may likely to be extended for two more year upon satisfactory performance and as per mutually agreed terms & conditions at that time

3. Daily pick up/Delivery system at the Doorstep should be in place.

4. The service provider shall arrange for the services as per the Scope of Work enclosed. He/she shall adhere to the given time schedule and work to be performed as mentioned in the Scope of Work.

5. The service provider shall bear all costs and expenses and stamp duty in respect of all Agreements that may be entered into with the Bank to give effect to this arrangement.

6. The service provider shall alone bear all taxes, rates, charges, levies or claims whatsoever as may be imposed or levied by the State/Central Government(s) or any local body or authority for and in connection with the rendering services. However, GST applicable shall be reimbursed to the Agency/ firm on submission GST invoice.

7. The service provider will be obligated to meet the said authorized officer once in a month for assessing and monitoring the quality of services rendered. The service provider shall comply with such observations/feedback made and furnished by the Bank for improvement of the services by him/her. However, the continuance of the contract shall be subject to review of the performance from time to time and in case the performance is not found to be satisfactory by the Bank for any period under such review, the Bank at its discretion, reserves its right to terminate these presents under due notice of 3 months to the service provider without incurring any further liability, therefore.

8. The agreement shall come into force and be effective for a period of 2 years. After completion of 2 years, contract period may likely to be extended for one more year upon satisfactory performance and as per mutually agreed terms and conditions at that time.

9. The service provider undertakes, accepts and admits absolute and complete responsibility for the service conditions, claims, damages and other compensation's of the personnel enrolled by him and will be liable for and unequivocally assume responsibility for due compliance with all the requirements of all statutory obligations, duties and liabilities (including insurance) and to pay all such claims, costs, damages, expenses, fines penalties and compensation which may arise out of any claim, suit or prosecution for contravention thereof. The service provider shall indemnify and keep the Bank indemnified from and against all such claims, demands, costs, charges, fines, or penalties and compensation's etc. if any as aforesaid.

10. The Bank further reserves right to delete or reduce any item or sanction of the bills before effecting payment in case any complaints regarding quality of services, inefficient service, nonadherence to agreed delivery timelines without assigning any reason whatsoever and no claim will be entertained in this regard.

11. All questions relating to the performance of the obligations under this agreement and to the quality of the services and all the disputes and differences which shall arise either during or after the agreement period or other matters arising out of or relating to this agreement or payment to be made in pursuance thereof shall be referred to the Bank, whose decision shall be final, conclusive and binding on the service provider.

12. All the taxes which the Bank may be liable to deduct or called upon to so deduct, during the currency of the arrangement which are liable to be payable by the service provider under the law but not so paid, shall be set-off against the bills raised by the service provider and paid to the respective government departments or authorities as may be required under law and the service provider shall have no claim against the Bank in respect of any or all such payments.

13. Any changes in the staff at your Regional Office should be brought to the notice of Deputy General Manager, Admin Department, NABFINS Head Office, Bengaluru.

14. The service provider shall not assign or sublet the benefits of this contract to any person or entity and in the event of any violation or breach thereof, the Bank may at its discretion but without prejudice to its other rights and remedies terminate this contract.

15. a) The service provider shall be responsible for any loss due to theft/pilferage and/or damage to the Bank's property, when such damage is, in the opinion of the Bank, i.e. the said authorized officer, caused due to negligence, carelessness or any fault on the part of the service provider or his workmen/employees engaged for the services and the quantum of loss arrived at by the said authorized officer is final and binding on the vendor and such losses shall be recovered by the Bank from the charges payable to the vendor and from Security Deposit. The service provider shall ensure that the 'character and antecedents of the personnel engaged by him are duly verified before such engagement:

b) If during the currency of the Contract, any Statute, rules / Govt. notification prohibits employment of Contract Labour for the services envisaged under this Agreement or otherwise, the contract shall come to an end forthwith and no compensation shall be payable to the service provider or his workmen/employees.

c) Any indulgence, forbearance or waiver, granted or shown or made on the part of the Bank will not prejudice its rights under the contract.

16. The agreement for courier services may be terminated by Courier Agency by giving three months' notice to the Bank expressly informing the intention to terminate the contract. Under no circumstances, agreement can be terminated without notice. In the event courier agency terminates the contract or stops rendering service without any notice, the security deposit of the agency shall be forfeited by the Bank. Bank may terminate the contract by giving three months' notice to the Courier Agency, without assigning any reasons. However, in the event the contract is being terminated for deficiency in service on the part of the courier service and continuing the contract with courier agency likely to jeopardize the interests of the Bank, the contract may be terminated forthwith without notice. In the event of Bank terminating the contract, Bank shall not be liable for any payment / cost / compensation etc. to the courier agency.

17. PAYMENT TERMS

i. The Courier agency will raise bills on completion of each calendar month. The Proof of Delivery (PODs) will be preserved and maintained by courier agency and should be submitted along with the monthly bill. Payment will be made within 30 days after scrutinizing and verifying the same.

ii. All bills will be made in the name of NABFINS Head Office, Bengaluru.

iii. In case of untimely or non-delivery of parcels/letters etc. or damage to the parcels/letter, NABFINS Head Office, Bengaluru. reserves the right to deduct the amount from the monthly billing of the Courier Service

iv. No advance payment will be made for any kind of services.

18. LIQUIDATED DAMAGES

The timely and accurate delivery of the letters/articles/packages/ documents etc. with utmost promptness is the essence of this tender. Extensions of the time limit of the delivery of the packets/articles/ documents beyond the agreed delivery schedule will not be given except in exceptional circumstances. In case of delay in delivery beyond the agreed delivery schedule, penalty at the rate of 5% of the freight value for that consignment or part thereof, subject to maximum 25% of total Freight Value of delivery rate will be imposed. Quantum of liquidated damages assessed and levied by NABFINS Head Office, Bengaluru. shall be final

and not challengeable by the Agency. The Agency shall exercise due care and caution while transporting the consignments to avoid any damage or loss at any stage. The Agency shall be responsible for the safety of the consignment in their custody. NABFINS Head Office, Bengaluru. shall be at liberty to recover all the damages or any payable amount from the Agency's monthly bills, if the Agency fails in taking care of the consignment in its custody.

19. Penalty clause:

If at any time, it is found that the bidder has suppressed or misrepresented any material fact or made a statement which is factually incorrect or bidder does not comply with the terms and conditions of tender document or work order, NABFINS Head Office, Bengaluru may reject the bid or cancel the contract with immediate effect. Additionally, the other penalties that could also be effected, if required:

a) An amount of Rs. 500/- (Rs. Five Hundred only) excluding the cost of parcel / packet if not delivered in time on first occasion.

b) An amount of Rs. 1000/- (Rs. One thousand only) excluding the cost of packet / courier if not delivered in time on second occasion.

c) Same amount as penalties as in "a)" & "b)" above, if the packets are not handled properly / damaged / pilfered.

20. INDEMNITY

The Courier agency hereby covenants and agrees to indemnify and shall at all times keep indemnified NABFINS Head Office, Bengaluru. against any loss or damage that the NABFINS Head Office, Bengaluru may sustain as a result of the failure or neglect of the Bidders to faithfully carry out its obligations under this agreement or negligence, carelessness, inefficiency, fraud, mischief and misappropriation or any other type of misconduct of the Agency or its employees, agents, representatives and further to pay for all losses, damages, costs, charges and expenses which NABFINS Head Office, Bengaluru. may reasonably incur or suffer, and to indemnify and keep indemnified NABFINS Head Office, Bengaluru in all respects.

21. FORCE MAJEURE

Neither party shall be liable for delay in performance or for non-performance caused by war, acts of terrorism, fire, acts of God, flood, earthquake and such similar causes. The party affected shall immediately inform the other party, indicating the expected duration and extent of such contingency and shall promptly take reasonable action to settle such contingencies so that the performance of obligations under this order can be resumed as quickly as possible. In case the Force Majeure persists for a period exceeding 15 (fifteen) days, Bank shall be entitled to terminate the Order. If the Order or a part thereof is terminated by the Bank, due to Force Majeure, such termination shall be without prejudice to Bank's rights, which may have accrued up to the date of termination.

22. ARBITRATION

i. In the event of any dispute difference, claims and demands arising between NABFINS Head Office, Bangalore and the agency in any matter arising in relation or connection or pursuant or touching to the meaning, operation, effect or interpretation of this tender /

agreement directly or indirectly, the matter shall be referred to the General Manager, NABFINS Head Office, Bengaluru who may himself act as sole arbitrator. The decision / award of the General Manager, NABFINS Head Office, Bengaluru shall be final and binding on the parties. Cost of Arbitration will be shared equally by the parties.

ii. The place of the arbitration shall be at Bangalore.

iii. The Arbitration proceeding shall be governed by the Arbitration and Conciliation Act of 1996 as amended from time to time.

iv. The proceedings of arbitration shall be in English language.

23. JURISDICTION

In respect of any dispute arising between NABFINS Head Office, Bangalore and the agency in any matter covered /referred to in this tender / contract or arising directly or indirectly there from or connected or concerned with the said tender, the courts at Lucknow, Uttar Pradesh shall only have the exclusive jurisdiction over this tender.

24. The tenderer should have their operational offices / network in Bangalore and the proof of same shall be submitted in the tender..

25. The rates finalized by the NABFINS Head Office, Bengaluru for courier services could be utilized by the other branches / offices of NABFINS. The tenderer shall take up additional courier works of those offices of NABFINS, whenever advised in writing.

26. The Tender Invitation Document has been prepared for the purpose of Hiring of courier service agency for NABFINS Head Office. The Tender document comprises of:

- (a) Tender form for providing security services([Annexure-I](#))
- (b) Declaration ([Annexure-II](#))
- (c) Technical evaluation compliance sheet([Annexure-III](#))
- (d) Technical bid evaluation Matrix ([Annexure-IV](#))
- (e) Proforma of Integrity Pact ([Annexure-V](#))
- (f) Agency's Past Services Proforma([Annexure-VI](#))
- (g) Proforma of price bid([Annexure-VII](#))

Tender Form

Annexure I

Format for Inputs/Information to be provided by the Bidder

Sr. No.	Input	Information/ Inputs to be filled by the Bidder (if required, separate sheets may be enclosed)
1	Name and address of the agency, telephone number, fax, mobile number, email address, Contact person (proof of office in Bangalore to be submitted)	
2	Type of organization (Whether proprietorship, partnership, private limited, limited company etc.)	
3	Necessary licenses for establishment of the agency (attach copy of licenses if any)	
4	Name and address of the directors / proprietor / partners / Official with designation authorized to make commitment to the Bank	
5	Year of formation of the company / experience as courier agency	
6	Minimum experience of three years in rendering courier services to reputed clients including Govt. dept. / PSBs / PSUs (attach necessary proof)	
7	Details of registration / membership / trade license	
	Registering authority	
	Registration No. & Date	
8	GST No (attach copy of GST registration certificate)	
9	PAN Number (attach copy of PAN)	
10	Total number of employees of the firm	
11	Web tracking facility for tracing Consignments	Yes / No
12	Income tax return for the last three financial years	
13	Minimum turnover of Rs.20.00 lacs per annum in the last Three years (Necessary proof such as Audited Balance Sheet, C.A. Certificate etc. to be attached)	Yes / No
14	Service tax number / certificate / DVAT etc. (Attach a copy of the Registration Certificate / letter)	
15	Change of the firm name at any time. If so, when and reason thereof	
16	Whether agency debarred / black-listed by any Govt. / Semi-Govt. / Public Sector organization (Declaration on letterhead to be attached)	Yes / No
17	Dispute, if any	

18	Bank Account Details (attach copy of Cancelled cheque)	Name of Account: Account Number: IFSC Code: Bank & Branch Name:

All copies of documents should be attested by authorized signatory.

DECLARATION

I hereby certify that all the information furnished above is true to my knowledge. I have no objection to NABFINS verifying any or all the information furnished in this document with the concerned authorities, if necessary.

I also certify that; I have understood all the terms and conditions indicated in the tender document and hereby accept the same completely.

Signature of the authorized signatory of the agency.

Official seal / stamp

Date:

Place:

For any clarification, please contact:

[Contact Person Name]

[Designation]

[Phone/Email]

Authorized Signatory

[Name]

[Designation]

[Seal of the Organization]

Annexure III

TECHNICAL EVALUATION COMPLIANCE SHEET

Pre-Qualification criteria (Attach documentary proof on company's letter head with sign & stamp for qualifying in the technical bid)

Sr. No.	Details/Documents Required	Complied / Yes or No
1	Company Profile [Company Name, Address, Contact Nos, Name & Address of the Proprietor/ Partners / Directors (with Mobile numbers) or other responsible/ concerned Contact person(s)]	
2	Company Registration Document of concerned Government Authority	
3	Full-fledged office / Branch office address in Bangalore	
4	Average Annual Turnover (for 2 years) of the bidder should be at least Rs.20 lakhs Income Tax Return for last 3 years or annual turnover for last 3 years duly certified by CA to be submitted	
5	No. of similar contracts in PSUs / Large Corporates / Central /State Government Offices (Min. 3 contract copies to be attached)	
6	Details of dedicated customer support (Helpline Number, Email id, etc.)	
7	Details of available tracking system for tracking the consignment.	

Annexure- IV

Technical Bid Evaluation Matrix

SL No	Particulars	Qualification Criteria	Marks
1	Coverage of operational areas	All the states and union territories of India	20
		All the states and union territories wherein NABFINS Limited has its operations	15
		Covers only 75% of states wherein NABFINS Limited has its operations	10
2	Over all work experience Evidence: Purchase order/Invoice/Contract copy dated not more than 03 years old	Greater than 5 years	25
		Between 3 to 5 years	20
		Less than 3 years	10
3	Annual turnover	Greater than 20 Lakh Per annum	25
		Between 10 to 15 Lakh Per annum	20
		Less than 10 Lakh Per annum	10
4	Experience in Banking, Financial Services and Insurance (BFSI) domain Evidence: Purchase order/Invoice/Contract copy of clients in the BFSI domain	Greater than 5 years	30
		Between 3 to 5 years	20
		Less than 3 years	10

Maximum marks 100

- Bidders should score at least the minimum score of 75 marks or more will be declared technically qualified. In case none of the participating bidders qualify on evaluation criteria by reaching or exceeding the cut off score of 75, then NABFINS, at its sole discretion, may relax the cut-off score to a lower value, which, in any case, shall not fall below 60%. In case at-least two participants have not scored 60%, then NABFINS reserves the right to cancel and go for retendering process. However, this would be at the sole discretion of NABFINS.

Preform of Integrity Pact
On non-judicial stamp paper of ₹200

Between

NABFINS Limited (NABFINS)

hereinafter referred to as “The Principal”

And

... hereinafter referred to as “The Bidder/Contractor”

Preamble

The Principal intends to award, under laid down organizational procedures, contract/s for supply and installation of furniture to NABFINS Ltd. The Principal values full compliance with all relevant laws of the land, rules, regulation, and economic use of resources and of fairness /transparency in its relations with its Bidder(s) and/or Contractor(s).

In order to achieve these goals, the Principal will appoint Independent External Monitors (IEMs) who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 - Commitments of the Principal

(1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:-

a. No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

b. The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will, in particular, before and during the tender process, provide

to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.

c. The Principal will exclude from the process all known prejudiced persons.

(2) If the Principal obtains information on the conduct of any of its employees, which is a criminal offence under the IPC/PC Act, or if there is a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.

Section 2 - Commitments of the Bidder(s)/Contractor(s)

(1) The Bidder(s) / Contractor(s) commit themselves to take all measures necessary to prevent corruption. The Bidder(s) / Contractor(s) commit themselves to observe the following principles during participation in the tender process and during the contract execution:

a. The Bidder(s) / Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.

b. The Bidder(s)/Contractor(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non- submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the bidding process.

c. The Bidder(s)/Contractor(s) will not commit any offence under the relevant IPC/PC Act; further the Bidder(s) / Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

d. The Bidder(s)/Contractor(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly, the Bidder(s)/ Contractors(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any.

e. The Bidder(s) /Contractor(s) will, when presenting their bid, disclose any and all payments made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

f. Bidder(s) /Contractor(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.

(2) The Bidder(s) /Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 - Disqualification from tender process and exclusion from future contracts

If the Bidder(s) /Contractor(s), before award or during execution has committed a transgression through a violation of Section 2, above or in any other form, which put their reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s) /Contractor(s) from the tender process.

Section 4 - Compensation for Damages

(1) If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/Bid Security.

(2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages of the Contract value or the amount equivalent to Performance Bank Guarantee.

Section 5 - Previous transgression

(1) The Bidder declares that no previous transgressions occurred in the last three years with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprise in India that could justify his exclusion from the tender process.

(2) If the Bidder makes an incorrect statement on this subject, he can be disqualified from the tender process

Section 6 - Equal treatment of all Bidders / Contractors/ Subcontractors

(1) In case of Sub-contracting, the Principal Contractor shall take the responsibility of the adoption of Integrity Pact by the Sub-contractor.

(2) The Principal will enter into agreements with identical conditions as this one with all Bidders and Contractors

(3) The Principal will disqualify from the tender process all bidders who do not sign the Pact or violate its provisions.

Section 7 - Criminal charges against violating Bidders(s) / Contractor(s) / Subcontractor(s)

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer.

Section 8 - Independent External Monitor

(1) The Principal appoints competent and credible Independent External Monitor for this Pact after approval by Central Vigilance Commission. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

The Independent External Monitor (IEM) appointed for NABFINS is

Shri Jagdeep Kumar Ghai, P&TA, FS (Retd) Flat 1032, A Wing, Vanashree Society, Sector 58 A&B, Palm Beach Road, Nerul, Navi Mumbai, Maharashtra - 400 706 Email: jkghai@gmail.com

(2) The Monitor is not subject to instructions by the representatives of the parties and performs his/her functions neutrally and independently. The Monitor would have access to all Contract documents, whenever required. It will be obligatory for him / her to treat the information and documents of the Bidders /Contractors as confidential. He / she reports to the Chairman, NABFINS.

(3) The Bidder(s)/Contractor(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his/her request and demonstration of a valid interest, unrestricted and unconditional access to their project documentation. The same is applicable to Sub-contractors.

(4) The monitor is under contractual obligation to treat the information and documents of the Bidder(s)/ Contractor(s)/ Sub-contractor(s) with Confidentiality. The Monitor has also signed declarations on 'Non-disclosure of Confidential Information and of 'Absence of Conflict of Interest'. In case of any conflict of interest arising at a later date, the IEM shall inform Chairman, NABFINS and recuse himself/herself from that case.

(5) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project, provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.

(6) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he/she will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.

(7) The monitor will submit a written report the Chairman, NABFINS within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposal for correcting problematic situations.

(8) If the Monitor has reported to the Chairman, NABFINS, a substantiated suspicion of an offence under relevant IPC/PC Act, and the Chairman NABFINS has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.

(9) The word 'Monitor' would include both singular and plural.

Section 9 - Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.

If any claim is made/lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharge/determined by the Chairman of NABFINS.

Section 10 - Other provisions

(1) This agreement is subject of Indian Law, Place of performance and jurisdiction is the Head Office of the Principal, i.e. Bangalore.

(2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made by all partners or consortium members.

(3) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

(4) Issues like Warranty/Guarantee etc. shall be outside the purview of IEMs.

(5) In the event of any contradiction between the Integrity Pact and its Annexure, if any, the Clause in the Integrity Pact will prevail.

(For & On behalf (For & on behalf of the Bidder/contractor) of the Principal)

(Office Seal) (Office Seal)

Place: Date:

Agency's Past Services Proforma

ANNEXURE VI

Sl. No.	Name & Address of Client	Period		Description Of Services Completed Successfully	Bills raised during the period 2024-25 (Rs/Lakh)	Remarks
		From	To			
1						
2						
3						
4						
5						

Note: - certificate from clients to be enclosed along with this annexure.

Signature:

Date:

Name & Seal of Firm/Co.

Annexure VII

Proforma of price bid (schedule of rates)

Destination	Time schedule for delivery	Rate for Letter/Documents		Rate for Parcel	
		0-250 gms	Every Addl. 250 gms	Upto 1kg	Every Addl. 1Kg.
		(In Rs.)	(In Rs.)	(In Rs.)	(In Rs.)
Metro cities	Express Service (within 48 Hours).				
Karnataka (within State)	Standard Service				
Kerala, Tamil Nadu, Andhra Pradesh,	Standard Service				
North India (rest of India)	Standard Service				

Signature:

Date:

Name & Seal of Firm/Co.

Note:

1. The rates must be quoted as per the weight slabs mentioned above.
2. The quoted rates should be inclusive of all charges on a door-to-door delivery basis. No additional payment will be made for fuel or any other miscellaneous charges.
3. The quoted rates should be exclusive of GST. Any changes in the applicable taxes during the contract period will be borne by NABFINS.