

राष्ट्रीय अवसंरचना वित्तपोषण और विकास बैंक (नैबफिड)
National Bank for Financing Infrastructure and Development (NaBFID)
(संसद के अधिनियम के माध्यम से स्थापित एक अखिल भारतीय विकास वित्तीय संस्था)
(An All-India Development Financial Institution established through an act of Parliament)

व्यापक वाहन लीजिंग सेवाओं के लिए पैनलीकरण
EMPANELMENT OF VEHICLE LEASING SERVICES

National Bank for Financing Infrastructure and Development, intends to empanel Agency / Company for Comprehensive Vehicle Leasing Services.

The interested agency/company may apply for the same. The eligibility criteria and other details are available hereunder.

Request for empanelment is to be submitted in sealed envelope with following words super-scribed on it.

‘Application for empanelment of Vehicle Leasing Services as per advertisement dated 09th July 2024’

The eligible agencies/ service providers can submit their applications complete in all respect in the prescribed format at the following address or by email. This request for submission of application for empanelment will be live for a limited period of 45 days unless extended by the Bank.

Address for physical submission of Application:

National Bank for Financing Infrastructure and Development (NaBFID)

**The Capital, A Wing, 15th Floor - 1503, G Block, Bandra Kurla Complex, Bandra (East),
Mumbai – 400051.**

For email submission: rfp@nabfid.org

No contractual obligation whatsoever shall arise from this advertisement process.

This advertisement is being issued with no financial commitment and the Bank reserves the right to withdraw the advertisement and change or vary any part thereof or abolish the requirement at any stage.

Scope of Work:

- a. The National Bank for Financing Infrastructure and Development is looking to provide its employees with a car lease scheme. In this context, the bank invites applications from eligible service providers to offer car lease services. All the cars under the proposed scheme shall be as per the models and color requested by the employee on purchase basis. The agency shall comply with all the rules and regulations as stipulated by Government Authorities. The agency shall comply with all the local/ municipal laws and statutory rules as applicable and will indemnify the Bank against all actions, claims, suits etc. for non-compliance with laws.
- b. Procurement of Car on Lease basis as per the Tri-partite agreement to be executed on such terms and conditions to be agreed between the Bank, Employee and Service providers.
- c. Provide incidental and supplementary services in connection with the Leasing Arrangements and such other services to be agreed upon as per the tri-partite agreement.
- d. Terms and Conditions of the Tri-partite agreement shall be finalized on mutual consent.
- e. Service Provider shall provide such other services as per the terms of the Bank in connection with the lease of car.
- f. In case the agency / company obtains or provides any financial assistance from any institution/ organization/ any other bank/ by themselves, the Bank will not be responsible/ liable to meet the repayment of loan instalments to the lender. The financial repayment responsibility of all such cars if any will solely lie on the agency/company or by the user.
- g. Eligible service providers will be empaneled and employees may choose from the panel for the purpose of availing services.
- h. Detailed terms and conditions of Lease Agreement shall be decided based on the mutual consent.
- i. Bank reserves right to de-panel or terminate contract without any notice.
- j. The service provider shall execute Non-Disclosure Contract and Service Level agreement before execution of initial Tri-Partite Agreement.
- k. Selection from the empaneled Service Providers shall be at the sole discretion of the employees.

Eligibility Criteria & other conditions for empanelment:

- a. The Agency / Company to have at least one office in Mumbai which is duly registered under the Shops & Establishments Act and/or any other applicable laws and conform to all such rules of RTO Mumbai & policies / rules of the state government.
- b. The Agency / Company should be registered for the purpose of GST as applicable
- c. The Agency / Company should be an assessee of Income Tax and should have valid PAN number.
- d. The Agency / Company should be in the business of leasing cars for the last 5 years. The relevant car leasing permit from Mumbai RTO should be valid as on the date of submission of the application
- e. The agency/ company must have two existing tie ups with Government Organizations/

PSUs/reputed Public Limited Companies/ Reputed private financial institutions for providing car on hire basis. For each tie up minimum number of cars on lease shall be 10.

- f. The Agency/Company must have an annual turnover of at least INR 1 crores in each of the last three financial years.
- g. The Agency/Company must submit audited financial statements for the last three financial years.
- h. The Agency/Company must not be blacklisted or debarred by any government or public sector organization.
- i. All vehicles offered must be comprehensively insured, including third-party liability.
- j. The Agency/Company must ensure that all vehicles comply with the latest environmental and emission standards.
- k. The applications received for empanelment will be scrutinized and shortlisted for consideration based on the technical criteria as well as market credential. However, empanelment will be at the sole discretion of the Institution based on its need (including number of Service Providers to be empaneled) and NaBFID need not give any reasons for not empaneling any of the applicants

Duration of Empanelment:

The empanel shall be for a period of three years subject to further extension on need basis. However, the Bank reserves the right to remove any Agency from the panel any time after giving 30 days' notice.

Taxes and Duties:

- a) Service Provider shall be liable to pay all corporate taxes and income tax that shall be levied according to the laws and regulations applicable from time to time in India.
- b) All expenses, stamp duty and other charges/ expenses in connection with the execution of the Contract as a result of this advertisement process shall be borne by Service Provider. The Contract would be stamped as per Maharashtra Stamp Act, 1958 and any amendment thereto.

Submission Requirements:

- a) Interested Agency/Company must submit a detailed proposal including their profile, experience, fleet details, financial statements, and other relevant documents.
- b) The proposal should also include a comprehensive plan outlining the service delivery model, maintenance schedule, customer support, and contingency plans.
- c) Proposals will be evaluated based on the eligibility criteria, experience, financial capacity, technical capability, and overall service offering.
- d) Proposals must be submitted either in physical mode or email.
- e) Shortlisted Agency/Company may be called for a presentation.
- f) Draft Agreements to be executed.

DISCLAIMER

- a. This advertisement is not an offer by NaBFID, but an invitation to receive responses from the eligible Service Providers. The purpose of this advertisement is to provide the prospective Service Providers with information to assist preparation of their proposals.

- b. This advertisement does not claim to contain all the information each service provider may require. Each service provider should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information contained in this advertisement and wherever necessary obtain independent advices/clarifications.
- c. Bank may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this advertisement.
- d. The Bank, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Service Provider under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this advertisement or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the advertisement and any assessment, assumption, statement or information contained therein or deemed to form or arising in any way for participation in this empanelment process.
- e. The Bank also accepts no liability of any nature whether resulting from negligence or otherwise, howsoever caused arising from reliance of any Service Providers upon the statements contained in this advertisement.
- f. The issue of this advertisement does not imply that the Bank is bound to empanel the service provider or to award the contract to the empanelled service provider.
- g. Bank reserves the right to reject all or any of the proposal submitted by the Service provider without assigning any reason whatsoever.

Applicable Law

The law which is to apply to the Contract and under which the Contract is to be constructed shall be Indian Law. The Courts of Mumbai shall have exclusive jurisdiction in all the matters arising in the Contract including execution of Arbitration Award.

Place: Mumbai

Date :09.07.2024

Authorized Official