

TENDER NOTICE NO: AGVB /Acctts & Invt /87 /01/2024-25

DATE OF ISSUANCE OF TENDER: 21/02/2025

REQUEST FOR PROPOSAL FOR RENEWAL OF INSURANCE POLICIES
FOR THE YEAR 2024 – 2026 ,
of
ASSAM GRAMIN VIKASH BANK, H.O. GUWAHATI



Assam Gramin Vikash Bank
Head Office
Adams Plaza,
Christianbasti
Guwahati-781005

Bank's website - www.agvbank.co.in



অসম গ্ৰামীণ বিকাশ বেঙ্ক

ASSAM GRAMIN VIKASH BANK

(A joint undertaking of Govt. of India, Govt. of Assam & Punjab National Bank)

Head Office: Adam's Plaza, M S S Path, Christianbasti, Guwahati – 781005, Assam

Phone No : 0361-2464107 (EPABX)

website : www.agvbank.co.in ; e-mail : agvbank@yahoo.co.in

Tender Ref No: AGVB /Acctts & Invt /87/01/2024-25

Date: 21-02-2025

To,

All Public Sector and Private Sector General Insurance Companies

And

All Insurance Brokers

**Re: REQUEST FOR PROPOSAL FOR RENEWAL OF INSURANCE POLICIES FOR THE YEAR 2024 – 2026 ,
of ASSAM GRAMIN VIKASH BANK, H.O GUWAHATI**

We wish to inform that our various Insurance policies are due for renewal.

We would like to invite all General Insurance Companies / Reputed Insurance Brokers to submit their Quotation for renewal of the various insurance policies of the Bank as per below details to us by **05/03/2025 and time 2.00 P.M.**

Quotes will be opened by the Selection Committee of the Bank at 3.30 P.M. on **05/03/2025**. Technical aspects will be scrutinized by Bank's Selection Committee on the same date and time. Lowest Bidder will be selected as Insurer of Bank's Insurance Policies due for renewal. However, Bank reserves the right to accept or reject the bids without assigning any reason thereof.

The details of the Policy are as under:

- 1. Banker's Indemnity Insurance Policy**
Policy Due Date- 31st March 2025
- 2. Bharat Laghu Udyam Suraksha Policy**
Policy Due Date- 10th March 2025
- 3. Burglary Insurance Policy**
Policy Due Date- 10th March 2025
- 4. Bank's Locker Insurance Policy**
Policy Due Date- 10th March 2025
- 5. Money Insurance Policy**
Policy Due Date- 31st March 2025

The details of the Policy requirements are as under:

1. Banker's Indemnity Policy		
Insured name	Assam Gramin Vikash Bank	
Address	Adam's Plaza, M S S Path, Christianbasti , Guwahati, Assam – 781005	
Policy Period	01-04-2025 to 31-03-2026	
Location to be covered	All premises of the Bank, Kiosks, Mobile Offices, Cash Collection Centers, ATMs (Offsite, Onsite, Lobby and Mobile ATMs) owned by the Bank and/or leased by the Bank.	
No of Branches	<ol style="list-style-type: none"> 1. Head Office / Corporate Office - 1 2. Regional Offices - 9 3. Branch Offices - 465 4. Desktop ATM machines / Micro ATMs / Mobile ATM - 5 Nos 5. Stationery Godown -1 (Attached with Guwahati RO) 6. No. of Employees - 1828 (STAFF) + 792 (JLG AGENTS) + 1357 (Business Correspondents and 493 Sanitation Workers outsourced) 	
No of Branches	465	
Retroactive Date	1 st April 2021	
Scope of Cover :		
As per the coverage of Bankers Indemnity Policy Wordings <u>With Additional Coverage and Special Provisos as indicated below</u>		
Sl No.	Particulars	Sum Insured's (INR Limits)
1	Basic Sum Insured (Insuring Clause – A to E) Extensions for: STFI EQ Terrorism	Rs. 5,00,00,000.00
Additional Sum Insured		
2	Premises – Insuring Clause – A On money or securities (Cash, Gold and Other Valuable in Premises, Securities) belonging to or held in trust in Bank premises) <u>Fire</u> , Riot and strike, burglary and housebreaking, theft, robbery or hold up. <ul style="list-style-type: none"> • Due to earthquake, volcanic eruption, subterranean fire or any other convulsions of nature, tsunami, flood, inundation, hurricane, typhoon, storm, tempest, tornado, cyclone or atmospheric disturbances and damages due to Terrorism, Riot, Strike, naxalite activities, Malicious act of own employees or any other persons. 	Additional SI Rs.2,00,00,000.00
3	Transit – Insuring Clause – B <ul style="list-style-type: none"> • The movement of cash may be done either by the vehicles owned by 	Additional SI Rs.5,00,00,000.00

	<p>bank/hired vehicle/ employee's own vehicle / public / Private transport (Rail/Road/ Air/Water borne Vessels)/ on foot as the case may be.</p> <ul style="list-style-type: none"> The cash in transit cover shall be available for loss of money and/ or securities/ property or valuables lost, stolen, mislaid, misappropriated or otherwise lost whether due to the negligence or fraud of the employee or otherwise and such risk of transit to commence from the moment the money, securities / property or valuables are received by the employee on behalf of the insured and to continue until delivery of the same at the destination. 	
4	<p>Forgery and Alteration– Insuring Clause – C</p> <ul style="list-style-type: none"> Forgery or Fraudulent Alteration of, on, or in any Cheques, Bills of Exchange, Acceptances, Drafts, Certificates of Deposit, Transfer Orders, Letters of Credit, Letters of undertaking, Money Orders, , Promissory Notes, Withdrawal Receipts for the withdrawal of funds, Travelers Cheques or any other document which are dealt within the Bank. 	Within Basic SI
5	<p>Employee Dishonesty – Insuring Clause – D</p> <ul style="list-style-type: none"> Loss resulting solely and directly from dishonest, fraudulent or malicious acts or omission by any Employee of the Insured or any person designated by the Insured or any Service Provider 	Additional SI Rs.10,00,00,000.00
6	Hypothecated Goods – Insuring Clause – E	Within Basic SI
7	Registered Post Parcel – Insuring Clause – F	As per Standard Terms
8	Appraisers. – Insuring Clause – G	As per Standard Terms
9	Business Correspondents / Business facilitators / Business Associates / Janata Agents - Insuring Clause – H	10% of the Basic Sum Insured
10	Definition of Employees	The terms Employee shall be deemed to mean All existing Employees, Officers, Clerks or Sub-Staff and Security Guards, whether Permanent or Temporary, whole Time or Part Time, On contract or

		otherwise including Apprenticeship, Outsourced employees at all locations of the Bank as described above.
Excess		10% of each loss subject to minimum of Rs.5000/- and maximum of Rs. 25000/-
<p>Special Provisions</p> <ol style="list-style-type: none"> 1. All locations of the Bank and Employees of the Bank whether Permanent, Part Time, Contract employees are covered. 2. Waiver of Claims series Clause in case of Employee dishonesty and Forgery and alteration claims - Claim Series Clause to be incorporated. 3. Cash in Transit shall mean and include Cash in Transit either by Bank on its own including mobile ATM Van or through Agencies/persons engaged by the Bank, which shall include Loading or Unloading or transferring of cash at various points &/or branches &/or offices, pick up and/or delivery of cash from &/or to the customers of the bank and vice versa by using Bank's own vehicle or Hired Vehicles or public transport or any mode of transport or on foot with or without escorts/armed guards as detailed below: <ol style="list-style-type: none"> 1. For value upto Rs. 50 Lacs, without escorts or armed guard 2. For value exceeding Rs. 50 Lacs, escorted by armed guard 4. Cash retention limit of Branches is as per operational requirements of the bank and will not be held to restrict the quantum of claim or admissibility. 5. Claims shall not be repudiated solely on the ground of non-functioning of installed Alarm System/CCTVs on the day of the incident of dacoity &/or burglary &/or robbery at the respective branch. 6. Claim shall not be repudiated solely on the ground of Non-Availability of Armed Guard at Bank Premises. 7. For any mid-year addition of coverage as per circulars of Govt of India/RBI/IBA and enhancement of sum insured for any coverage mentioned herein shall be allowed subject to payment of premium on pro-rata basis. 8. 72 hours clause will be applicable for AOG Perils 9. Loss of cheques /instruments deposited in the drop box also covered for fraud and/or dishonesty under the policy. <p>Annual Cash Holding Limit for CSP/ BC – Agent : Rs 1,00,000/- per day per BC Average Cash Holding Limit for CSP/ BC- Agent : Rs 1,00,000/- per location/ per day Description of Money to be insured: Money – In transit/ Safe for 1357 CSP/ SSA Location Maximum Distance can the BC agent travel- 5Km to 10 Km</p> <p>Note: 75% on account payment shall be made on the basis of Survey Report in respect of all claims which are assessed to be payable until the Final Police Report is released. The rest of the 25% shall be paid on submission of Police Final report copy or Charge Sheet copy (Bank's certified Photocopy) after the same is released.</p>		

2.

Bharat Laghu Udyam Suraksha
(Formerly Known as Standard Fire & Special Perils Policy)

Insured name	Assam Gramin Vikash Bank
Address	Adam's Plaza, M S S Path, Christianbasti, Guwahati, Assam – 781005
Policy Period	11-03-2025 to 10-03-2026
Property to be covered	Banks own building/buildings, Civil work, renovation, Alteration, and contents from own building as well as rented premises. Office Machinery, Computer & Accessories including Electrical/Electronic Installation, Furniture, Fixture, Electronic, Electrical Fittings, Office Equipment, Locker, Stationery and all other Contents as per Bank's Record and any subsequent additions.
Locations to be covered	Various locations as mentioned below but not limited to: <ul style="list-style-type: none"> o Head Office/Corporate Office, o Regional Offices o Branch Offices including Retail Hubs o 5 no. Mobile ATMs o All types of Godowns o 5 RSETIS (Rural Self Employment Training institute) o All other properties belonging to the Bank.
No. of Mobile ATM	Five Nos
No of Offices	465 Branches, 9 Regional Offices, 1 Head Office ,1 Training Center and 5 RSETIs
	1.Fire
	2.Earthquake (Fire & Shock)
	3.STFI (Storm, Tempest, Flood and Inundation)
	4.RSMD (Riot, Strike, Malicious and Damage)
	5. Terrorism/Naxalite/Maoist attack Cover.
Scope of Cover	6. Architect's and Engineer's Fee Clause
	7. Removal of Debris Clause
	8. Local Authority Clause
	9. Designation of property Clause
	10. Omission to Insured Clause
	11. Escalation Clause
	12. Earthquake
	12. STFI(Storm, Tempest, Flood and Inundation)
	13. RSMD(Riot, Strike, Malicious and Damage)
	14. Terrorism/ Naxalite/Maoist Clause
	15. Reinstatement Value Clause for Machinery, Equipments, Electrical Installations, Hardware and Networking units
16. Market Value Clause for Stock, Stationery, etc.	
17. Goods held in Trust Clause	
18. 72 Hrs Clauses	
19. On Account Payment clause	
20. Waiver of Depreciation	
21. All other extensions as per Laghu Udyam Policy	
Sum Insured - Descriptions As on 31st March 2024	
Building	7,67,64,419/-

Plant & Machinery	3,12,53,868/-
FFF	5,07,28,789/-
FFF(ELECTRICAL FITTINGS)	81,70,365/-
SPECIFIC ITEMS (COMPUTER & ACCESSORIES)	2,77,56,868/-
SPECIFIC ITEMS (LOCKERS WITHOUT CONTENTS)	16,175/-
Total	19,46,90,484/-
Escalation Provision	25% of the Sum Insured
<u>Excess: Excess of ₹ 5,000 (Rupees Five Thousand) for each claim and For terrorism risk Excess will be as per the clause of Standard Policy</u>	
Location-wise Sum Insured will not be provided. For the purpose of application of policy excess the value at risk at a particular location will be guided by the Asset Register Values provided by the Bank.	

3.	
<u>Burglary Insurance Policy</u>	
<u>Insured name</u>	<u>Assam Gramin Vikash Bank</u>
<u>Address</u>	Adam's Plaza, M S S Path, Christianbasti, Guwahati, Assam – 781005
<u>Policy Period</u>	11-03-2025 to 10-03-2026
<u>Property to be covered</u>	Banks own building / buildings, Civil work, renovation, Alteration, and contents from own building as well as rented premises. Office Machinery, Computer & Accessories including Electrical/Electronic Installation, Furniture, Fixture, Electronic Fittings, Office Equipment, Locker, Stationary and all other Contents as per Bank's latest balance sheet and any subsequent additions.
<u>Locations to be covered</u>	Various locations as mentioned below but not limited to: <ul style="list-style-type: none"> • Head Office/Corporate Office, • Regional Offices • Branch Offices including Retail Hubs • 5 Nos RSETI (Rural Self Employment Training Institute) • Extension Counters, LCPC,SARB • All types of Godowns • 5 no. of Mobile ATMs • All other properties belonging to the Bank.
<u>Scope of Cover</u>	<u>Burglary Insurance</u> <ol style="list-style-type: none"> 1. BURGLARY 2. THEFT 3. RSMD 4. LOOTING 5. DAMAGE TO SAFES/ STRONGROOMS

	6. IMMEDIATE REPAIRS
	7. KEY & LOCK CAUSE
	8. WAIVER OF DEPRECIATION
No. of Mobile ATM	Five Numbers
No of Branches	465 Branches, 9 Regional Offices, 1 Head Office ,1 Training Center and 5 RSETIs
No of Desk top ATM	Zero
Sum Insured - Descriptions As on 31stMarch2024	
Building	7,67,64,419/-
Plant & Machinery	3,12,53,868/-
FFF	5,07,28,789/-
FFF(ELECTRICAL FITTINGS)	81,70,365/-
SPECIFIC ITEMS (COMPUTER & ACCESSORIES)	2,77,56,868/-
SPECIFIC ITEMS (LOCKERS WITHOUT CONTENTS)	16,175/-
Total	19,46,90,484/-
<u>Excess: 1% of claimed amount subject to minimum of Rs.5000</u>	
Location-wise Sum Insured will not be provided. For the purpose of application of policy excess the value at risk at a particular location will be guided by the Asset Register provided by the Bank.	

4.

BANK LOCKER INSURANCE POLICY

Insured name	Assam Gramin Vikash Bank
Address	Adam's Plaza, M S S Path, Christianbasti Guwahati, Assam – 781005
Property to be covered	Contents in the Lockers rented to the customers of the Bank.
Policy Period	11-03-2025 to 10-03-2026
Locations to be covered	As on 31 st December 2025, Bank provides Locker facilities at 15 Branches mentioned below,- <ol style="list-style-type: none">1. Nakari Branch2. Kharupetia Branch3. Mangaldoi Branch4. Nalbari Branch5. Barpeta Branch6. Kokrajhar Branch7. Nagaon Branch8. Fancy Branch9. Guwahati Branch (Uzanbazar)10. Silchar Branch11. Karimganj Branch12. Banipur Branch13. Arengapara Branch14. G S Road Branch (Bhangagarh)15. Kahilipara Branch (Narakasur)
Scope of Cover	Bank Locker Protection Policy. Fire and Allied Perils Burglary Terrorism Coverage for Documents/ Securities. Theft Dacoity, Robbery, Collapse of Building Fraudulent Acts of the Bank Staff Negligent Acts of the Bank Staff
No of Branches	15 Branches (New Branch/s may be added during the year)
Estimated No. of Lockers	Total no of Locker available is 1537. Out of these, as on 30.11.2024 only 1154 lockers were occupied.
Limit of Liability Required	Sum Insured- Rs.5 crore (Total Monthly Rent *100)
Safety Measures available at the Bank Branches.	Following Security Measures available at the Bank Branches <ol style="list-style-type: none">1. Vault Room2. CCTV at entrance and Lobby

5.

Money Policy

(MONEY IN TRANSIT BY BANK'S THIRD PARTY AGENCY /Private Security Agency)

Insured Name	Assam Gramin Vikash Bank
Address	Adam's Plaza, M S S Path, Christianbasti, Guwahati, Assam – 781005
Policy Details	
Policy Period	1st April 2025 to 31st March 2026
Money Insurance	Description of Cover/Wording
Scope Of Cover	<p style="text-align: center;">Money in transit</p> <ul style="list-style-type: none"> • Loss of money in transit, by the Bank's third party agency (Private Security Agency), occasioned by robbery, theft or any other fortuitous cause. • Loss of money in safe, by burglary, housebreaking, robbery or hold-up, provided always that the limit of the Bank's liability for any one loss shall in no case exceed the amount specified against any respective section in the said Schedule to the Policy. <ul style="list-style-type: none"> • RSMD (Riot, Strike, Malicious damage)
Money Carried By :	The transit of money will be carried Out by our Empanelled Vendor / Private Security agency
Nos Of Cash Carrying Vehicle	16 Nos (Each vehicle are insured under Motor comprehensive Policy)
Limit of liability for Any one Loss Single Carrying Limit	Rs.5,00,00,000
Single carrying limit	Rs.5,00,00,000
Estimated Annual Transit limit	< Rs.1200 Cr
Location to be covered	Across Assam
Movement of Money Between	Inter Branch and Inter Bank Cash Remittance and at any other locations as per operational requirements of the Bank.
Claim Details	No Claim as on date

Claims Details: Claims Reported under the Policies for the last 3 years including current year:

Claims reported under Banker's Indemnity Insurance Policy						
Type of Policy	2022-23		2023-2024		2024-25	
	No of claims reported / Nature of Loss	Losses incurred*	No of claims reported / Nature of Loss	Losses incurred*	No of claims reported/ Nature of Loss	Losses incurred*
Bankers' Indemnity Policy	NIL	NIL	1 incident of Employee Dishonesty	1080000.00	7/ incident of Employee Dishonesty	12,51,47,140.36/-
Claims reported under Fire Insurance Policy						
Type of Policy	2022-23		2023-2024		2024-25	
	No of claims reported / Nature of Loss	Losses incurred*	No of claims reported / Nature of Loss	Losses incurred*	No of claims reported/ Nature of Loss	Losses incurred*
Fire Insurance	NIL	NIL	NIL	NIL	1 incident of Fire Breakout	Rs.20,00,000/-
Claims reported under the policy Burglary Insurance						
Type of Policy	2022-23		2023-2024		2024-25	
	No of claims reported / Nature of Loss	Losses incurred*	No of claims reported / Nature of Loss	Losses incurred*	No of claims reported/ Nature of Loss	Losses incurred*
Burglary	NIL	NIL	4 Incidents of burglary	3,80,960.00	1 Incident of burglary	50,000/-

We furnish below general information relating to our Bank as on 31.12.2024 :

a) Classification of Offices:

	Particulars	Rural	Semi-Urban	Urban	Metro	Total at present As on 31.12.2024
a	Branches/RO	367	72	26	0	465
b	Administrative Offices/Head office	0	6	4	0	10
c	Training Center			1		1
d	RSETI			5		5

b) No. of Employees including existing and proposed:

Sl. No	Particulars	Staff position as on 19-02-2025
A	Officers	1035
B	Office assistants	715
C	Sub-staff- office attendants full scale	78
D	Outsourcing personnel deployed by agency under contract for cleaning, sweeping & maintenance of branch premises.	1357 (Business Correspondence) 493(Sanitation Workers) 792(JLG Agents)
	TOTAL	4470

CLAIMS PROCEDURE AND SETTLEMENT OF CLAIMS

The Insured shall upon the occurrence of any event giving rise or likely to give rise to a claim under this Policy:-

- a) The insurance company will make 75% on account payment on the basis of Survey Report in respect of all claims which are assessed to be payable until the Final Police Report is released.
- b) The rest of the 25% shall be paid by the insurance company on submission of Police Final report copy or Charge Sheet copy (Bank's certified Photocopy) after the same is released.
- c) The acknowledged copy of the complaint lodged by the Bank with the Police to register the FIR will be accepted in lieu of the FIR or any document evidencing the acknowledgement of complaint shall be considered as prima facie proof of loss. Final Police Report shall not be asked for in this cases and the insurance company will make 75% payment on the basis of survey report for claims which are assessed to be payable by the surveyor.

- d) The insured will submit the Subrogation and Indemnity letter on the settlement of claims on 20 rupee bond paper without notarized irrespective of settlement amount.
- e) No additional term, condition or any such stipulation, not specified in the quote would not be entertained later

Insurers' Qualification / Technical Bid Criteria:

(BIDDER MUST SUBMIT RELEVANT DOCUMENTS)

1. Insurer should have license from IRDAI.
2. The Integrity Pact as placed in Annexure-V must be signed by the bidder on all pages.
3. Coverage should be Favorable.
4. Lower Deductible.
5. Should be operating in the Indian Market for more than 5 years.
6. Policy Placement/Operating office has to be in Guwahati, Assam
7. Should have Direct Premium exceeding 500 cr in the last 3 Financial Years
8. Experience in underwriting Insurance Policies of Banks.
9. Sign each page of the RFP document as a part of accepting the RFP terms and conditions.

Financial Bid:

To be submitted As per Annexure B

For any clarification regarding the scope of the works bidder may contact at the following address:

**Accounts and Investment Department,
Assam Gramin Vikash Bank, Head Office,
Adam's Plaza, Christianbasti, MSS Path,
Guwahati, Pin- 781005, Assam
Contact No.- 7002986473
Email: cm.acct-invt@agvb.co.in**

The Schedule:

Last Date for Quote submission : 05/03/2025 up to 2.00 P.M

**Venue - Accounts and Investment Department,
Assam Gramin Vikash Bank, Head Office,
Adam's Plaza, Christianbasti, MSS Path,
Guwahati, Pin- 781005, Assam**

(To be submitted on Insurers' Letterhead)
Financial Bid- Quotes

To,
The Chairman,
Assam Gramin Vikash Bank,
Head Office,
Adams Plaza, Christianbasti, MSS Road,
Guwahati, Pin – 781005, Assam

Sir,

Re: Renewal of Insurance Policies of the Bank.

With reference to above subject proposal, we are pleased to submit our Quotes for renewal of the insurance Policies as below:

Sl. No	Insurance Policy	Premium (in Rs.)		
		Premium	GST	Total
1	Banker's Indemnity Insurance Policy			
2	Bharat Laghu Udyam Suraksha Policy (Fire and Special Perils Policy)			
3	Burglary Insurance Policy			
4	Bank's Locker Insurance Policy			
5	Money Insurance Policy			
Grand Total				

Authorized Signatory
(Sign and Seal)

Place:

Date:

Integrity Pact

Assam Gramin Vikash Bank, a body corporate constituted under the 'Regional Rural Bank Act, 1976 by Govt. of India, Ministry of Finance, Government of India notification no 854 dated 22nd February 2019 by amalgamating Langpi Dehangi Rural Bank (Sponsored by State Bank of India) and Assam Gramin Vikash Bank with sponsorship of Punjab National Bank w.e.f 1st April 2019 and having its Head Office at Adams Plaza, Christian Basti, Guwahati-5, Assam hereinafter referred to as "**The Principal**", which expression shall mean and include unless the context otherwise requires, its successors in office and assigns of the First Part.

And

M/s. _____ having its registered office at _____ herein after referred to as "The Bidder/Contractor", expression shall mean and include unless the context otherwise requires, successors and permitted assigns of the Second part.

Preamble

The Principal intends to award, under laid down organizational procedures, contract/s for The Principal values full compliance with all relevant laws of the land, rules, regulations, 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

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

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.

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.

The Principal will exclude from the process all known prejudiced person.

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 be a substantive suspicion in this regard, the Principal will inform the Vigilance Officer and in addition can initiate disciplinary actions.

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

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

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 the 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.

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 cartelization in the bidding process.

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 proposal and business details, including information contained or transmitted electronically.

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)/Contractor(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. Further details as mentioned in the "Guidelines on Indian Agents of Foreign Suppliers" shall be disclosed by the Bidder(s)/Contractor(s). Further, as mentioned in the Guidelines all the payments made to the Indian agent/representative have to be in Indian Rupees only.

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. 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.

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 such as to put their reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/Contractor(s) from the tender process or take action as per the existing provisions of GFR, 2017, PC Act, 1988 and other Financial Rules/Guidelines etc.

Section 4- Compensation for Damages.

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.

If the Principal has terminated the contract according to Section 3, or 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.

The Bidder declares that no previous transgression occurred in the last three years immediate before signing of this integrity pact with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprises or central/state government department in India that could justify his exclusion from the tender process.

If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or action can be taken as per the procedure mentioned in "Guidelines on Banning of business dealing".

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

In case of sub-contracting, the Principal contractor shall take the responsibility of the adoption of IP by the sub-contractor. It is to be ensured that all sub-contractors also sign the IP.

The Principal will enter into agreements with identical conditions as this one with all Bidders and Contractors. The Principal will disqualify from the tender process all the Bidders who do not sign this Pact or violate its provisions.

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

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Sub contractor, 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 Vigilance Officer.

Section 8- Independent External Monitor

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 the agreement.

The Monitor is not subject to instructions by the representatives of the parties and performs his/her functions neutrally and independently. The Monitor would be provided access to all documents/records pertaining to the contract for which a complaint or issue is raised before them, as and when warranted. However, the documents/ records/ information having National Security implications and those documents which have been classified as Secret/Top Secret are not to be disclosed. It will be obligatory for him/her to treat the information and documents of the Bidders/Contractors as confidential. He/she reports to the General Manager / Chairman, Assam Gramin Vikash Bank.

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 Bidder(s)/ Contractor(s). The Bidder(s)/Contractor(s) 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-contractor.

The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/Contractor(s)/Subcontractor(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 General Manager / Chairman, Assam Gramin Vikash Bank and recuses himself/herself from that case.

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 Contractor. The parties offer to the Monitor the option to participate in such meetings.

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.

The Monitor will submit a written report to the General Manager / Chairman, Assam Gramin Vikash Bank within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposals for correcting problematic situations.

If the Monitor has reported to the General Manager / Chairman, Assam Gramin Vikash Bank, a substantiated suspicion of an offence under relevant IPC/PC Act, and the General Manager / Chairman, AGVB has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Vigilance Officer, the Monitor may also transmit

this information directly to the Central Vigilance Commissioner.

The word 'Monitor' would include both singular and plural.

The particulars of IEMs' appointed by Assam Gramin Vikash Bank is furnished below:-

Sl.No.	Name of the IEM	Contact No.
1	Dr. Atanu Purkayastha	9899772227
2	Shri Asutosh Mishra	9848038940

Section 09- 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 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 discharged determined by General Manager / Chairman, AGVB.

Section 10- Other provisions

This agreement is subject to Indian Law. Place of performance and jurisdiction is the "Place of award of work".

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of to the extant law in force relating to any civil or criminal proceedings. Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

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

Issues like warranty/Guarantee etc. shall be outside the purview of IEMs.

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

(For & On behalf of the Principal)
(Office Seal)

Place.....

Date.....

(For & On behalf of Bidder/Contractor)
(Office Seal)

Place.....

Date.....

Witness 1:

(Name & Address)

Witness 2:

(Name & Address)