

**Expression of Interest**

**Empanelment of  
Scheduled Commercial Bank  
for  
Fund & Non-Fund Based  
Services**

## **Details of Units of SPMCIL**

<b>S. no.</b>	<b>Unit</b>	<b>Address</b>
1.	SPMCIL Corporate Office, New Delhi	3 <sup>RD</sup> Floor, Tower-G, World Trade Centre, Nauroji Nagar, New Delhi -110029
2.	India Government Mint, Mumbai	Shaheed Bhagat Singh Road, Fort, Mumbai-400023, Maharashtra
3.	Indian Government Mint, Hyderabad	IDA, Phase-II,Cherapally , R.R.District , Hyderabad-500051, Telangana
4.	Indian Government Mint, Noida	D-2 Sector-1, Noida-201301, Uttar Pradesh
5.	Indian Government Mint, Kolkata	Alipore, Kolkata-700053, West Bengal
6.	Indian Security Press, Nashik	Nashik Road, Nashik-422101, Maharashtra
7.	Currency Note Press, Nashik	Nashik Road, Nashik-422101, Maharashtra
8.	SPP, Hyderabad	Mint compound, saifabad, Hyderabad-500063, Telangana
9.	Bank Note Press, Dewas	Dewas-455001, Madhya Pradesh
10.	Security Paper Mill, Narmadapuram	Narmadapuram -461005, Madhya Pradesh

## **Offer Document**

### **Essential Eligibility Criteria for Private Bank:**

Applicant bank must fulfill the following criteria on the basis of their annual accounts (audited) or as available on the website of RBI, whichever is the latest:

- (i) Should be a Scheduled Commercial Bank as per RBI Act 1934.
- (ii) Should have net worth of not less than Rs. 5000 crores.
- (iii) Should have net non-performing assets of not more than 5% of the net advances.
- (iv) Should have declared profit in the immediately preceding three financial years.
- (v) It should be maintaining a minimum Capital to Risk Weighted Assets ratio (CRAR) as mandated by RBI under Basel III norms.
- (vi) Bank should have its presence at all the locations of the company i.e. 9 units and Corporate Office.

The applicant qualifying the above criterion and complying Part – 1: Scope of Work will be evaluated on Financial Scoring Criterion as placed under Part – 2: Financial Scoring Criterion of Offer document.

### **Essential Eligibility Criteria for PSU Bank:**

Applicant bank must fulfill the following criteria on the basis of their annual accounts (audited) or as available on the website of RBI, whichever is the latest:

- (i) Should be a Public Sector Scheduled Commercial Bank as per RBI Act 1934.
- (ii) It should be maintaining a minimum Capital to Risk Weighted Assets ratio (CRAR) as mandated by RBI from time to time.
- (iii) Bank should have its presence at all the locations of the company i.e. 9 units and Corporate Office.

The applicant qualifying the above criterion and complying Part – 1: Scope of Work will be evaluated on Financial Scoring Criterion as placed under Part – 2 : Financial Scoring Criterion of Offer document.

## **General Terms and Conditions**

1. Applicants are required to submit documents as specified under “Part-3: Documents to be submitted by Applicant”. All documents should be numbered, stamped and signed and must be arranged in sequence properly.
2. Incomplete applications or applications containing false information will be summarily rejected.
3. Maximum score for financial criteria is 100 marks.
4. The bank qualifying the essential eligible criteria and complying Part 1: Scope of work will be considered for Financial Evaluation.
5. The evaluation of applications will be on highest Total financial score as per the table under Part - 2: Financial Scoring Criterion”. Applications will be ranked based on their highest total financial score.
6. SPMCIL may short list 4 bankers (2 PSU and 2 Private) for fund and non-fund based services based on the financial evaluation criterion. The management also reserves the right to avail different services from different banks.
7. The period of engagement will be 3 years from the date of engagement. The tenure is extendable further for 3 years as per the discretion of the SPMCIL. Further, SPMCIL reserves the right to cancel/revoke the contract/banking arrangement with the concerned bank at any time during the engagement period without giving any notice or reasons thereof.
8. If at any point in time, it is found by SPMCIL that the rates/charges actually charged are not in conformity with the rates/charges as agreed for the transactions or as per the offer document, SPMCIL reserves the right to revoke the agreement with the concerned bank with immediate effect and the bank would be required to reimburse the additional charges within the next seven days. Further the Bank would be black listed for all future business transactions with the company.
9. In case of Tie in marks, selection will be made on the following basis:-
  - a. Higher Net Profit of bank on the basis of their annual accounts (audited) or as available on the website of RBI, whichever is the latest
  - b. Lower NPA's on the basis of their annual accounts (audited) or as available on the website of RBI, whichever is the latest.
10. SPMCIL reserves the right to accept or reject the applications. SPMCIL also reserves the right to modify the scope of work and cancel or scrap the offer Document at any stage without assigning any reasons thereof.

## **Part 1: Scope of Work**

### **Scope of Work for Private Bank**

1. Applicant Bank has to provide the following services at **free of cost** to SPMCIL units and Corporate Office:

<b>Services (Free of Cost)</b>	
1.	Current Account Cum Flexi Deposit Account (Zero balance in current account). In case, balance in current account is equal to or exceeds Rs. 1 Crores at the end of the day, then the total amount lying in account in multiple of Rs. 1 Crores to be transferred to Flexi Deposit account. For Example, if balance in account is Rs. 1.1 crores, amount of Rs. 1 crores to be transferred to flexi deposit account. If balance in account is Rs. 1 crores, amount of Rs. 1 crores is to be transferred to flexi deposit account. SPMCIL reserves the right to change these instructions regarding transfer to flexi deposit account from time to time.
2.	Multi-city cheque book facility
3.	DD facility- DD making at Nil charges
4.	Issue of cheque books
5.	Issue of Account Statement
6.	Provision of MIS Report in various formats <ol style="list-style-type: none"><li>Daily email of Balance in the current account and the amount as lying in the Flexi Deposit account.</li><li>With respect to all the liquidating Flexi Deposits during a month, a report showing the overnight MIBOR at which it was booked and the interest earned till the date of liquidity/prematurity of the same.</li><li>Monthly report on unit wise foreign exchange outgo.</li><li>A monthly report is required to be sent by the bank specifying the interbank rate and the rate charged for all the transactions executed during the month, to Corporate Finance section at Head Office.</li></ol>
7.	Opening of salary account (if required) for its employees with <ol style="list-style-type: none"><li>Zero balance and</li><li>ATM card and</li><li>Minimum ten transaction free per month from ATM of other bank</li><li>Insurance cover to employees</li></ol>
8.	RTGS/NEFT facility.
9.	Clearance of high value cheques on priority
10.	Internet banking (online transfer, tax payment, trade services etc.).
11.	Transfer of funds from units to corporate office and vice versa
12.	Provision of International Credit/Debit Card for company (in case required by SPMCIL)
13.	Delivery and/or collection of any instruments from the units including corporate office (at least once in a day, as required).

14.	Token/digital certificate to authorize signatories for security of transaction through internet banking.
15.	Issuance of Forex card for foreign travel
16.	The bank booking the specified rate of Forex is required to send the debit advice /note specifying the amount and rate of Forex to the corporate treasury desk at Head Office as well as to the unit concerned immediately on the booking of transaction.
17.	Imprest card for petty expenses.
18.	Integration with ERP/other software, if required.
19.	Set up of Child/Parent Accounts. A total of 19 accounts have to be opened. 2 accounts each at every unit, one for payment and one for collection and 1 main account at Corporate Office. Daily collections received at different units have to be swept/ transferred into the main account at Corporate office at END OF Day (EOD Sweep). Similarly, all payment done at the unit have to be recouped from the main Corporate Office Account at END OF DAY (EOD Sweep). Fund Balance will be maintained at Corporate Office only. Individual Payment Accounts shall not be funded.
20.	Outward Foreign Remittance (either in case of LC Payments/ DBT Payments/ or any other Foreign outward Remittance) at Nil charges. No charges in the form of Commission/Conversion Charges/SWIFT charges/ or by any other name. Consequently, no GST is to be charged on these transactions since no service charges are being charged by the Bank. Taxes will be paid as per actual.
21.	Online Payment Gateway is to be provided as Company sells its commemorative coins online through its website to national and international customers. Payment is made by these customers on online payment gateway through Net banking , Debit/Credit Cards , International Cards , QR Codes , etc.
22.	POS machines, QR codes, etc.
23.	Any other Merchant payment and collection services, facilities, instruments, etc.
24.	Issue of Corporate Credit Cards.
25.	Deposit of currency notes and coins. Facility for collection of currency notes and coins from the units including corporate office. (At least, once in a day as required).

**Notes:**

1. Flexi Deposits shall be made on the basis of available funds after EOD (End of the Day sweep) as per Point 1 above. In case of deficit in the account, amount shall be recouped from these Flexi deposits on LIFO (Last in First out) Basis. For example: On 15.04.2025 a flexi deposit is made For Rs. 10 Crore and another is made on 18.04.2025 for Rs. 12 Crore. Now on 28.04.2025, account has to be funded by Rs. 5

Crore. In this case, amount shall be automatically recouped from Flexi deposit created on 18.04.2025 (Latest Flexi FDR made). Further, interest on Rs.5 Crores for 10 days (18.04.2025 – 28.04.2025) shall also be credited into the account and Flexi FDR created on 18.04.2025 will now continue with Principal Amount of Rs. 7 Crore (Rs.12 Crore – Rs. 5 Crores).

2. Applicant Bank has to quote their fees for the following services as per the table placed under Part 2 of the Offer Document : Financial Scoring Criterion for Private Bank

<b>Fees Based Services</b>	
1.	Letter of Credit
2.	Bank guarantee

The above scope of work has been made mandatory and to be provided unconditionally as per the terms of this document. Any conditional acceptance of the above Scope of Work would result in rejection of the application of the applicant bank.

### **Scope of Work for PSU Bank**

1. Applicant Bank has to provide the following services at **free of cost** to SPMCIL units and Corporate Office:

<b>Services (Free of Cost)</b>	
1.	Current Account Cum Flexi Deposit Account (Zero balance in current account). In case, balance in current account is equal to or exceeds Rs. 1 Crores at the end of the day, then the total amount lying in account in multiple of Rs. 1 Crores to be transferred to Flexi Deposit account. For Example, if balance in account is Rs. 1.1 crores, amount of Rs. 1 crores to be transferred to flexi deposit account. If balance in account is Rs. 1 crores, amount of Rs. 1 crores is to be transferred to flexi deposit account. SPMCIL reserves the right to change these instructions regarding transfer to flexi deposit account from time to time.
2.	Multi-city cheque book facility
3.	DD facility- DD making at Nil charges
4.	Issue of cheque books
5.	Issue of Account Statement
6.	RTGS/NEFT facility.
7.	Internet banking (online transfer, tax payment, trade services etc.).
8.	Transfer of funds from units to corporate office and vice versa
9.	Provision of International Credit/Debit Card for company (in case required by SPMCIL)

10.	Delivery and/or collection of any instruments from the units including corporate office (at least once in a day, as required).
11.	Issuance of Forex card for foreign travel
12.	The bank booking the specified rate of Forex is required to send the debit advice /note specifying the amount and rate of Forex to the corporate treasury desk at Head Office as well as to the unit concerned immediately on the booking of transaction.
13.	Imprest card for petty expenses.
14.	Integration with ERP/other software, if required.
15.	Set up of Child/Parent Accounts. A total of 19 accounts have to be opened. 2 accounts each at every unit, one for payment and one for collection and 1 main account at Corporate Office. Daily collections received at different units have to be swept/ transferred into the main account at Corporate office at END OF Day (EOD Sweep). Similarly, all payment done at the unit have to be recouped from the main Corporate Office Account at END OF DAY (EOD Sweep). Fund Balance will be maintained at Corporate Office only. Individual Payment Accounts shall not be funded.
16.	Online Payment Gateway is to be provided as Company sells its commemorative coins online through its website to national and international customers. Payment is made by these customers on online payment gateway through Net banking , Debit/Credit Cards , International Cards , QR Codes , etc.
17.	POS machines, QR codes, etc.
18.	Any other Merchant payment and collection services, facilities, instruments, etc.
19.	Issue of Corporate Credit Cards.
20.	Deposit of currency notes and coins. Facility for collection of currency notes and coins from the units including corporate office. (At least, once in a day as required).

#### **Notes:**

1. Flexi Deposits shall be made on the basis of available funds after EOD (End of the Day sweep) as per Point 1 above. In case of deficit in the account, amount shall be recouped from these Flexi deposits on LIFO (Last in First out) Basis. For example: On 15.04.2025 a flexi deposit is made For Rs. 10 Crore and another is made on 18.04.2025 for Rs. 12 Crore. Now on 28.04.2025, account has to be funded by Rs. 5 Crore. In this case, amount shall be automatically recouped from Flexi deposit created on 18.04.2025 (Latest Flexi FDR made). Further, interest on Rs.5 Crores for 10 days (18.04.2025 – 28.04.2025) shall also be credited into the account and Flexi FDR created on 18.04.2025 will now continue with Principal Amount of Rs. 7 Crore (Rs.12 Crore – Rs. 5 Crores).



2. Applicant Bank has to quote their fees for the following services as per the table placed under Part 2 of the Offer Document: Financial Scoring Criterion for PSU Bank.

<b>Fees Based Services</b>	
1.	Letter of Credit
2.	Bank guarantee

The above scope of work has been made mandatory and to be provided unconditionally as per the terms of this document. Any conditional acceptance of the above Scope of Work would result in rejection of the application of the applicant bank.

## **Part 2: Financial Scoring Criterion for Private Bank**

The Applicant banks shall be ranked as per the total marks scored on the below mentioned criterion.

<b>Financial Scoring Criterion</b>				
<b>Parameter</b>	<b>Points to be allocated</b>		<b>Marks</b>	<b>Maximum Marks</b>
Interest rate on short term flexi deposits to be made for duration of 7 days and above.	<b>Charges</b>			<b>25</b>
	MIBOR+30 basis points or above		<b>25</b>	
	MIBOR+20 basis points or above		<b>20</b>	
	MIBOR or above		<b>15</b>	
	Card Rate		<b>10</b>	
LC Charges (to be quoted as % per annum)	<b>Charges</b>			<b>30</b>
	Nil		<b>30</b>	
	From 0.10% to 0.15%		<b>25</b>	
	From 0.16% to 0.20%		<b>20</b>	
	From 0.21% to 0.25%		<b>10</b>	
	Above 0.25%		<b>Nil</b>	
Intra Day limit	<b>Amount of Intra Day limit</b>	<b>Charges</b>	<b>Marks</b>	<b>10</b>
	Upto 200 Crore	Free/Nil	<b>10</b>	
	Upto 200 Crore <b>Charges</b>	Any Charges	<b>0</b>	
Interest rate charged on OD facility	<b>Charges</b>		<b>Marks</b>	<b>05</b>
	MCLR rate or below		<b>5</b>	
	MCLR +50 basis points or below		<b>4</b>	
	MCLR +100 basis points or below		<b>3</b>	
	MCLR +150 basis points or below		<b>2</b>	
	MCLR + more than 150 basis points or below		<b>Nil</b>	
Bank Guarantee	<b>Charges</b>		<b>Marks</b>	<b>10</b>
	Nil		<b>10</b>	
	Upto 0.5%		<b>8</b>	
	From 0.6% to 1.0%		<b>6</b>	
	From 1.1% to 1.5%		<b>4</b>	

	Above 1.5%	<b>Nil</b>	
Outward Foreign Remittances (either in case of LC Payments, DBT Payments / or any other Foreign outward Remittance). Notional Cost will be calculated for making outward Foreign Payment as per charges quoted by the Bank as per Note 1 below.	<b>Charges</b>	<b>Marks</b>	<b>20</b>
	Lowest among Participating Bidders	<b>20</b>	
	Second Lowest	<b>15</b>	
	Third Lowest	<b>10</b>	
	All others	<b>Nil</b>	
Total Financial Score			<b>100</b>

**Note:**

1. Outward Foreign Remittance Charges

- (i) Commission Charges
- (ii) Conversion Charges
- (iii) SWIFT Charges
- (iv) Any other Charges.

Participating bank has to quote each and every charge/fee/commission/etc. that will be charged by it, at the time of Foreign Payment (either under LC or Direct Bank Transfer). The inter bank should be as per Reuter/Bloomberg screen only and the daily transaction booking will require the screen shot of system at which deal rates are booked.

Any charge not included here will not be paid later on.

2. The evaluation of applicants will be on highest Total Financial score as per the table above. **Applicant banks will be ranked based on their highest total financial score.**

## **Part 2: Financial Scoring Criterion for PSU Bank**

The Applicant banks shall be ranked as per the total marks scored on the below mentioned criterion.

<b>Financial Scoring Criterion</b>			
<b>Parameter</b>	<b>Points to be allocated</b>	<b>Marks</b>	<b>Maximum Marks</b>
Net Worth as per the annual accounts (audited) or as available on the website of RBI, whichever is the latest	<b>Points</b>		<b>10</b>
	Highest among Participating Bidders (H1)	<b>10</b>	
	Second Highest	<b>8</b>	
	Third Highest	<b>6</b>	
	All others	<b>4</b>	
Net Profit as per the annual accounts (audited) or as available on the website of RBI, whichever is the latest	<b>Points</b>		<b>10</b>
	Highest among Participating Bidders (H1)	<b>10</b>	
	Second Highest	<b>8</b>	
	Third Highest	<b>6</b>	
	All others	<b>4</b>	
Capital to Risk Weighted Assets ratio (CRAR) as mandated by RBI from time to time	<b>Points</b>		<b>10</b>
	Highest among Participating Bidders (H1)	<b>10</b>	
	Second Highest	<b>8</b>	
	Third Highest	<b>6</b>	
	All others	<b>4</b>	
Net NPA as per the annual accounts (audited) or as available on the website of RBI, whichever is the latest.	<b>Points</b>		<b>10</b>
	Lowest among Participating Bidders	<b>10</b>	
	Second Lowest	<b>8</b>	
	Third Lowest	<b>6</b>	
	All others	<b>4</b>	
For LC Charges, points will be awarded as per Note 1 below. Notional Cost will be calculated for a LC of 1 year as per the charges quoted by the Bank as per Note 1	<b>Points</b>		<b>40</b>
	Lowest among Participating Bidders	<b>40</b>	
	Second Lowest	<b>32</b>	
	Third Lowest	<b>24</b>	
	All others	<b>16</b>	

Outward Foreign Remittances (either in case of LC Payments, DBT Payments / or any other Foreign outward Remittance). Notional Cost will be calculated for making outward Foreign Payment as per charges quoted by the Bank as per Note 2 below.	<b>Points</b>		<b>10</b>
	Lowest among Participating Bidders	<b>10</b>	
	Second Lowest	<b>8</b>	
	Third Lowest	<b>6</b>	
	All others	<b>4</b>	
For BG Charges, points will be awarded as per Note 3 below. Notional Cost will be calculated for a BG of 1 year as per the charges quoted by the Bank as charges quoted by the Bank as per Note-3.	<b>Points</b>		<b>10</b>
	Lowest among Participating Bidders	<b>10</b>	
	Second Lowest	<b>8</b>	
	Third Lowest	<b>6</b>	
	All others	<b>4</b>	
Total Financial Score			<b>100</b>

#### **Notes:**

#### **1. LC Charges:**

LC Charges to be mentioned for import of Raw materials and Capital Goods

For example:

- (i) Charges for issuance/Amendment Charges/Enhancement of Value/Extension of Validity (Commission Charges)
- (ii) Any fixed charge for amendment/extension/enhancement.
- (iii) Revival of any expired LC
- (iv) Discrepancy charges, SWIFT charges, etc.
- (v) Any other.
- (vi) Any non-monetary charge has to be mentioned also.  
For e.g.-Any margin, security, etc.

Participating bank has to quote each and every charge/fee/commission/etc that will be charged by it, in relation to LCs-whether opening, amendment, extension, settlement, retirement, payment, - etc. The inter bank should be as per Reuter/Bloomberg screen only and the daily transaction booking will require the screen shot of system at which deal rates are booked.

Any charge not included here will not be paid later on.

## **2. Outward Foreign Remittance Charges:**

- (i) Commission Charges
- (ii) Conversion Charges
- (iii) SWIFT Charges
- (iv) Any other Charges.

Participating bank has to quote each and every charge/fee/commission/etc. that will be charged by it, at the time of Foreign Payment (either under LC or Direct Bank Transfer). The inter bank should be as per Reuter/Bloomberg screen only and the daily transaction booking will require the screen shot of system at which deal rates are booked.

Any charge not included here will not be paid later on.

## **3. BG Charges:**

Bank Guarantee charges to mentioned

For Example:

- (i) Commission
- (ii) Advising Charges
- (iii) Devolvement of B.G. Charges
- (iv) Extension / Modification Charges
- (v) Any other.

Participating bank has to quote each and every charge/fee/commission/etc. that will be charged by it, in relation to BGs, whether opening, amendment, extension, settlement, retirement, payment, etc.

Any charge not included here will not be paid later on.

4. The evaluation of applicants will be on highest Total Financial score as per the table above. Applicant banks will be ranked based on their highest total financial score.

### **Part -3**

#### **Supporting document to be submitted by Applicant**

<b>Sr no.</b>	<b>Criterion (As applicable)</b>	<b>Document Required</b>
1.	Should be a scheduled commercial Bank as per RBI Act 1934.	Relevant Circular/ Notification/ Listing from RBI
2.	Should have net worth of not less than Rs, 5000 crores.	Annual accounts(audited) or as available on the website of RBI, whichever is the latest
3.	Should have net non-performing assets of not more than 5% of the net advances.	
4.	Should have declared profit in the immediately preceding three financial years.	
5.	It should ne maintaining a minimum Capital to Risk Weighted Assets ratio as mandated by RBI under Basel III norms.	
6.	Bank should have its presence in all nine units and corporate office of SPMCIL.	Self-certification with details of branches in all the 9 units and corporate office of SPMCIL.

**Note:** The bidder may submit any other relevant documents, in addition to those listed above, as deemed appropriate.