SJVN LIMITED

(A Joint Venture of Govt. of India & Govt. of Himachal Pradesh)

Contracts & Procurement Section, Liaison Office

6th Floor, Tower No. 1, Office Block,

NBCC Complex, East Kidwai Nagar, New Delhi-110023

Website: www.sjvn.nic.in, Email Id: sjvncontractdelhi@gmail.com

CIN No. L40101HP1988GOI008409

NIQ No.: SJVN/CC-Delhi/LO/C&P/4483 **Dated: 28.07.2026**

NOTICE INVITING QUOTATION (NIQ)

1.0 On behalf of SJVN Limited, OFFLINE Quotations under Single Stage two Envelope System are hereby invited from Indian Scheduled Commercial Banks (**Public Sector, Private Sector except small finance banks**) for **"Selection of Bank for Payment of Final Dividend for FY 2025-26 [Total amount approx. Rs. 138.00 Crore]" as per the terms and conditions mentioned below.**

2.0 Introduction:

2.1 SJVN Limited has desired to declare Final Dividend for the Financial Year 2025-26 subject to approval in the AGM to be held on 31.08.2026. As per Section 123 of the Companies Act, the dividend amount so declared has to be deposited in a separate account **within five days** from the date of declaration of such dividend and has to be paid to the shareholders within the period as prescribed under the Companies Act, 2013.

2.2 The company currently has approx. 14 lakh Shareholders, including Govt. of India holding 55.00% equity, Govt. of HP holding 26.85% equity and the balance 18.15% equity being held by Financial Institutions, Banks and Public.

2.3 The tentative number of shareholders for Final Dividend payment for the FY 2025-26 is given hereunder:

Category	No. of Folios	No. of Shares Held
Promoters	2	3216356729
NACH and IEPF	~14 Lakh	713438446
Total		3929795175

2.4 The paid-up capital of SJVN is Rs.3929.80 Crore.

3.0 Brief Detail & Time Schedule:

Sl. No.	Description	
1.	NIQ No	**SJVN/CC-Delhi/LO/C&P/4483**
2.	Mode of Tender	**OPEN TENDER**
3.	Description	**Selection of Bank for Payment of Final Dividend for FY 2025-26 [Total amount approx. Rs. 138 Crore**
4.	Last Date and Time for submission of Bids	17.08.2026 by 15:00 Hrs
5.	Date & Time of Opening of Envelope -1	17.08.2026 at 16:00 Hrs
6.	Venue of opening of Bids	Conference Room, SJVN Ltd., 6th Floor, Tower No. 1, Office Block, NBCC Complex, East Kidwai Nagar, New Delhi-110023
7.	Date of Opening of Financial Bid (Envelope-2)	Will be intimated separately
8.	Period of Bid Validity	90 days from the last date of submission of bids

4.0 Eligibility Criteria

i) **Experience in Dividend Pay-out**- The Banker/Bidder must have experience in handling of dividend instruments of any three listed companies having minimum 5,00,000 shareholders base during a period of four financial years i.e 2022-23, 2023-24, 2024-25 and 2025-26.
The Banker/Bidder shall submit copy of certificate issued by the respective company or copy of control sheet submitted to the Bank duly authenticated by representative of the company as documentary evidence to substantiate the above requirement.

ii) **Branches in India:** The Banker/Bidder should have their own branches in India, at least 100 nos. in different cities in addition to associate arrangements. The Banker shall give undertaking in this regard as per Para 4.0 of Letter of Quotation (Format-1).

iii) **Net Worth and Capital Adequacy Ratio**: The participating bank mush have net-worth (paid up capital plus free reserve of the Bank), at least Rs 500 Crore and minimum prescribed Capital Adequacy norms as prescribed by the RBI.

Accordingly, Bank are requested to submit the certificate of practicing chartered accountant certifying the above criteria or the extract of financial statement for the financial year 2025-26 to reflect the net worth and capital adequacy norms as prescribed by the RBI.

5.0 Services/Facilities to be provided by the selected Bank:

For the payment of the aforesaid dividend, we seek the following facilities to be extended by the Selected/ paying Bank.

5.1 To arrange the dividend payment through ECS at all the RBI & SBI centres as per SEBI guidelines to the shareholders exercising their options for payment through ECS.

5.2 The funds for Final Dividend will be parked with the Bank within the five days from the Date of AGM **i.e. 31.08.2026** and payment of Final Dividend will be made on or before **28.09.2026.**

5.3 To provide a laminated blow-up of the Dividend Warrant to be issued, out of the Dividend Payment Account for payment of dividend to the Govt. of India and to the Govt. of HP.

5.4 The Bank is required to work in close coordination with the Company Secretary/Registrar and Share Transfer Agent to ensure timely payment of dividend to shareholders.

5.5 The banker shall act as a single point contact for all activities related to dividend payment. SJVN will not deal with the correspondent Bank on any matter.

5.6 Online validation matching with master while making payment will be responsibility of the Bank.

5.7 Reconciliation of paid instruments with master list as well as unpaid instruments with unpaid balances at fortnightly frequency for first three months and on monthly basis thereafter will be done at your end. The banker will provide soft copies of such reconciliation to Company Secretary, SJVN promptly, along with Bank Certificate for unpaid bank balance of banker and correspondent Bank at the end of every month for the entire life of the Account. Hard copies will also be provided on demand, if required.

5.8 Reconciliation for entire life (seven years) of this dividend transaction until receipt of transfer instructions to Investor Education and Protection Fund as per Section 124 of the Companies Act, 2013 will be done at your end.

5.9 Any offer not specifically confirming provision of the above facilities in a separate envelope will not be considered for price bid evaluation.

6.0 Submission of Bids/Quotations:

Kindly submit your offer/Quotation for accepting the above assignment for handling dividend payment of approx. **Rs. 138.00** Crore and send the Documentary evidences/information in terms of Para 4.0 in a separate envelope **(marked as Envelope No.1)** and Price Bid/Financial Offer in the format as per **FORMAT-2** in a separate envelope **(marked as Envelope No.2)** to enable us to proceed in the matter. Both the envelopes should be sent in a sealed single envelope marked as **" EOI for Selection of Bank for Payment of Final Dividend for FY 2025-26."**

Kindly note that Offers/Quotations received after **15.00 Hrs. on 17.08.2026** will be considered as Late Bid and shall be outrightly rejected. Your **offer/bid in Envelope No. 01 will be opened on 16.00 Hrs. on 17.08.2026** in presence of bidders or their authorized representatives.

7.0 Evaluation Parameters

7.1 Evaluation of bids shall be carried out based on the documents submitted by the Banks in their Bids/Offers and subsequent clarifications/documents submitted by the Banks during evaluation of bids (if any). The Bidder(s) shall be declared as Technically Qualified provided that their bids/Offers meet the Eligibility Criteria (Para 4.0) and other terms and conditions as specified in this NIQ. The Price Bids of only those Bidders will be opened who are Technically Qualified as per the criteria mentioned above. After short-listing of Banks based on the information submitted in Envelope No.1, final selection of the Bank will be made based on the overall financial benefits proposed to be extended to the Company (SJVN) in terms of Price Bid in Envelope No. 2.

7.2 The Evaluation / Selection of bidder will be done on the basis of the highest overall financial benefits passed on to SJVN considering the funds will be parked with the selected bank within the five days from the date of approval of the AGM and payment will be made tentatively on 03.09.2026.

7.3 The Bidder/Bank offering the highest financial benefits to SJVN as per criteria mentioned at Para 7.2 will be selected for payment of Final Dividend for FY 2025-26.

7.4 Financial benefits to be passed on to SJVN towards expenses incurred/to be incurred for Registrar & Transfer Agents expenses and other misc. expenses.

7.5 No fee or cost would be charged by Bank for offering services with respect to payment of Final Dividend. Also note that the evaluation will be done strictly in terms of Para 7.0 above as also indicated under **FORMAT- 2** (Price Bid Format). It may be further noted that financial benefit to be passed on to SJVN quoted in **FORMAT- 2** (Price Bid Format) shall be net of charges. Consequently, concessions/facilities/benefits, if any, in other form offered by the Bank will be ignored for evaluation.

8.0 SJVN reserves the right to reject any of the offers/bids without assigning any reason.

9.0 Your offer should be valid for a period of 30 days from the date of opening of the bid.

10.0 Your offer/Bids must reach at the following address on or before **15.00 Hrs**. on 17.08.2026

General Manager(C&P)
SJVN Limited
Office Block, Tower -I ,6th floor
NBCC commercial Complex, Kidwai Nagar East
New Delhi-110 023

Thanking you,

Yours faithfully,

For & on behalf of SJVN Limited

General Manager (C&P)
SJVN Limited
Office Block, Tower -I ,6th floor
NBCC commercial Complex, Kidwai Nagar East
New Delhi-110 023

Format-1

Letter of Quotation

Ref No. [*Insert your Reference No.*] **Dated: xx.xx.2026**

To,
General Manager (C &P)
SJVN Limited,
6th Floor, Tower No. 1,
Office Block, NBCC Complex,
East Kidwai Nagar, New Delhi-110023

Subject: NIQ for "Selection of Bank for Payment of Final Dividend for FY 2025-26 [Total amount approx. Rs. 138.00 Crore]"

Dear Sir,

1.0 I the undersigned, the Authorized Signatory of [*Insert name of the Bank*] is competent to sign this declaration and execute this Expression of Interest.

2.0 I have carefully read and understood the terms and conditions of NIQ in conjunction with its subsequent Amendment(s)/ Clarification(s)/ Addenda/Errata/ Corrigendum(s), if any, and convey our unconditional acceptance to the entire terms and conditions as specified in the NIQ Document.

3.0 We have carefully read **Services/Facilities to be provided by the selected Bank as specified at Para 5.1 to 5.09 of NIQ Document and convey our unequivocal acceptance to comply with the above requirements.**

4.0 We are enclosing the documentary evidences as per requirements mentioned at Para 4.0 (Eligibility Criteria) of this NIQ Document in sealed **ENVELOPE-1.** We hereby confirm that We have -------------- Nos branches in India.

5.0 We are submitting our price bid/Financial Offer in a separate sealed **ENVELOPE-2.**

6.0 We, confirm that this bid is valid till 30 days after the last date of submission of bids and it shall remain binding upon us and may be accepted by any time before the expiry of that period.

Date………………….. …………………………………………………

Place………………….. …………………………………………………

(Name & Signature of Authorised Signatory
with Seal/Stamp)

<u>Format-2</u>

Price-Bid Format

(Final Dividend FY 2025-26)

Sr. No	Description	Fixed Amount to be quoted in Lumpsum (Rs.)
1.	Quote for Final Dividend amounting to approx Rs.138.00 Crore for 25 days float.	Rs................................

The quoted amount shall be exclusive of GST (if applicable).

<u>Note:</u>

1. Lumpsum quoted amount quote will be adjusted proportionately according to any positive or negative variation in the amount of Final Dividend therefore, quotation is required to be submitted as above and the final the pay-out shall be calculated proportionately as per below:

Pay-out amount =

$$\frac{\text{Final amount deposited by SJVN } \boldsymbol{x} \text{ Quoted amount as per table above } \boldsymbol{x} \text{ No of Days Float available}}{\text{Rs 138 Crore } \boldsymbol{x} \text{ 25}}$$