



**NOTICE INVITING APPLICATION FOR EMPANELMENT OF ORIGINAL EQUIPMENT  
MANUFACTURERS (OEMS) OF UPS SYSTEM**

**EMPANELMENT APPLICATION ID-HOM201907004**

**APPLICATION SUBMITTED BY:**

NAME : \_\_\_\_\_

ADDRESS : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

GSTIN NO. : \_\_\_\_\_

DATE : \_\_\_\_\_



**SBI INFRA MANAGEMENT SOLUTIONS PVT. LTD.**

*(A wholly owned subsidiary of SBI)*

HEAD OFFICE, GROUND FLOOR, RAHEJA CHAMBERS,  
FREE PRESS JOURNAL MARG, NARIMAN POINT, MUMBAI - 21.

**NOTICE INVITING APPLICATION FOR EMPANELMENT OF ORIGINAL EQUIPMENT  
MANUFACTURERS (OEMS) OF UPS SYSTEM**

SBI Infra Management Solutions Pvt. Ltd., Mumbai intend to empanel OEMs for supply and installation of Uninterrupted Power Supply UPS systems and Batteries in State Bank of India's offices/branches situated in the states of Maharashtra and Goa. The eligibility criteria, terms and conditions, application format and other detail/requirement are as under:

**(I) MINIMUM ELIGIBILITY CRITERIA:**

S N	Trade	Category	Specified Project Cost Limit (Amount in Rupees)	*Similar Work Executed/Completed During Last 7 Years	**Average Turnover of Last 3 Years (Minimum) & Solvency Required	Experience of Firm
(i)	<b>UPS Vendors (Installation and Maintenance)</b>	UPS-A	Above Rs.15 lakh and up to and inclusive of Rs.50.0 lakh	One work of Rs.40 lakh or Two works of Rs.25 lakh or Three works of Rs.20 lakh each	Rs.15.0 lakh	7 years
		UPS- B	Above Rs.5 lakh and up to and inclusive of Rs.15 lakh	One work of Rs.12 lakh or Two works of Rs.7.5 lakh or Three works of Rs.6 lakh each	Rs.4.5 lakh	
		UPS-C	Up to Rs.5 lakh	One work of Rs.4 lakh or Two works of Rs.2.5 lakh or Three works of Rs.2 lakh each	Rs.1.5 lakh	

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- A. (\*) Applicants should have experience in having successfully completed similar work (single order) during last 7 years of value as prescribe in table 'A' above for Government/Semi-Government/PSUs/Banks/Government Financial Institutions. The information must be supported with the copies of Work Order, Satisfactory Completion Certificate, etc.
- B. (\*\*) Applicants should have minimum average annual turnover prescribed in above table during last 3 years ending on 31<sup>st</sup> March of last financial year.
- C. (\*\*\*) Payroll must be supported with copy of EPF and ESIC payment slip paid for the latest month.
- D. The applicants should submit Solvency of specified value issued by any Scheduled Bank. The Solvency Certificate should not have been issued prior to **31 March, 2019.**
- E. OEMs must have their own required testing facilities at their factory.
- F. OEM / Channel partners must have minimum 5 (five) service centers in Maharashtra and GOA (detail of service centers and technicians shall be furnished).

***The application not fulfilling any of the above minimum eligibility criteria will be summarily rejected and no further processing will be carried out.***

a. **GENERAL CONDITIONS:**

- (i) The applicant applying for more than one category shall need to ensure that: -
  - a. They must fulfill the eligibility criteria for each category of the work individually and
  - b. They should submit separate applications along with non-refundable "Processing Fees" of Rs 1,000/- (with each application) for the respective category and certified copies of supporting documents.
  - c. The non-refundable "Processing Fees" for the respective category should be paid only through **SB Collect Payment Portal** available in SBI's online banking site i.e <https://www.onlinesbi.com> . After successful payment, submit a print of the receipt carrying a Reference No along with the Empanelment application ID.

For further details, refer annexure-A enclosed.

  - d. Application without Processing Fees and supporting documents will be summarily rejected.
  - e. Applicants mentioning more than one category in the same applications shall not be considered as one application.
- (ii) **The contractors/vendors empaneled by SBIIMS in the past need to apply afresh, else their name will not be considered for empanelment.**
- (iii) The applicant must submit sufficient documentary evidence/work completion certificates etc. meeting the above-mentioned criteria from the Govt./Semi-Govt./PSUs/Banks/Government Financial Institutions during last 7 years (as stipulated in table 'A').

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- (iv) The applicant should be bona-fide resourceful and well experienced firm registered with Banks/PWD/CPWD/MES/RLY/PSUs for carrying out the captioned works for pre-qualification at different places of Maharashtra and Goa state.
- (v) The applicant should not have been disqualified / debarred / terminated on account of poor or unsatisfactory performance / blacklisted from any Governments, Semi-governments, PSUs, Banks or any other organisations including any of the Offices/Branch of State Bank of India/SBIIMS Pan India during last 7 years from the date of publication / application of this notice. A suitable declaration to be submitted on the Letter Head of the Firm duly signed by the Authorized Signatory only. The application of disqualified/debarred/blacklisted/terminated on account of poor or unsatisfactory performance applicant shall be summarily rejected.
- (vi) The SBIIMS may choose to carryout physical inspection of works mentioned by the the respective employer/department to ascertain their capability and quality of works.
- (vii) The performance of all the empaneled OEMs /authorized dealers or distributors shall be reviewed by the SBIIMS at periodical interval of 6 months or so and the contractors with unsatisfactory performance and also those who do not to respond to three consecutive tender enquiries of the SBIIMS without informing any valid reasons will be removed from the panel without notice and no correspondence will be entertained in this regard. Such contractors shall not be eligible for fresh empanelment in the SBIIMS for next 3 years, thereafter, if they wish they can apply afresh for empanelment in prescribed format.
- (viii) The contractor is required to furnish their PAN No, GSTIN Registration details of firm with GSTIN No. etc. to the SBIIMS along with supporting documents.
- (ix) The contractor should furnish the registration details for the EPF, ESI and the Labour license details under the Labour Contract Act. Further, the selected vendors shall be bound to make payment to their workmen through their Bank account and preferably to have their Bank account in State Bank of India branches.
- (x) The panel of OEMs /Authorized dealers or distributors will be valid for the entire Maharashtra and Goa and contractors will be entitled to participate anywhere within these two states, subject to receipt of NIT from the SBIIMS.
- (xi) The SBIIMS is invariable inviting online tenders for its projects. Thus, the OEMs /Authorized dealers or distributors will have to submit valid e-mail ID, cell no. and Digital Certificate to enable the firms for participation in the online procurement/e-tendering.

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- (xii) For assessing the Annual Turnover of the last 3 years, contractor must submit valid documents viz copy of Income Tax Return, copies of IT assessment order, Profit & Loss Account and Audited Balance Sheet for the last 3 years.
- (xiii) The firm should be profit making during last three financial years ending 31.03.2019 (Not mandatory for works up to Rs. 10.00 lakh).
- (xiv) The applicant shall agree and authorize the SBIIMS to obtain the confidential report from the clients of the applicant contractors, to obtain credit opinion from the Bankers and to verify the work executed by the contractors.
- (xv) All the pages of application shall be duly signed with stamp of firm by the contractors, else their application shall be summarily rejected.
- (xvi) The intending applicants are categorically advised to submit the empanelment documents strictly in the attached formats only. The information required should be neatly filled/typed in **each and every columns and rows** of the Formats. *The applications received with "partly filled formats" not containing desired information in each and every columns/points/row of various annexures shall be treated as INCOMPLETE and such applications shall be summarily rejected without any reference to the applicant and at the applicant's risk and responsibility.*
- (xvii) *The applicants are categorically advised to refrain from mentioning the remark "AS PER ATTACHEMENT/ENCLOSURES" in their applications and annexures to avoid rejection of their applications.*
- (xviii) Applications received will be screened periodically by the SBIIMS at interval of 6 months or as and when need arises with the sole discretion of the SBIIMS and no correspondence will be entertained in this regard.
- (xix) All the details must be incorporated in the application form downloaded from the State Bank of India's website. Incomplete information / not fully filled form will be rejected.

III. The eligible and interested parties may download prescribed application form and other details from our website of vendors [www.sbi.co.in](http://www.sbi.co.in) <link> **empanelment of ups and battery vendors.** The application in the prescribed format with all supporting documents in sealed envelope and superscribed as '**APPLICATION FOR EMPANELMENT OF ORIGINAL EQUIPMENT MANUFACTURERS (OEMS) OF UPS SYSTEM IN MAHARASHTRA & GOA CATEGORY.....**' shall be submitted at the office of The Managing Director & CEO, SBI Infra Management Solutions Pvt. Ltd., Head Office, Ground Floor, Raheja Chambers, Free Press Journal Marg, Nariman Point, Mumbai – 400 021. The applications so received from the contractors shall be examined and evaluated by a Committee in the SBIIMS at every 6 months interval.

IV. The prequalification criteria mentioned above is minimum. Thus, the empanelment of contractors in each category shall be considered by the SBIIMS purely on merits, performance of

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the contractor in timely execution of the project with quality, feedback / confidential reports of the firms/applicant received from other employers etc. Hence, merely fulfilling the prescribed minimum prequalification criteria shall not entitle the contractor for their empanelment with the SBIIMS.

V. The SBIIMS shall be empaneling maximum 10 to 12 contractors on merit, with minimum qualifying marks 60 out of 100 as prescribed in Empanelment Evaluation Matrix, in each category subject to verification of their credentials / inspection of work for quality, infrastructure, feedback from previous / present client etc. and no correspondence/communication shall be entertained in this regard.

VI. The SBIIMS reserves its right to empanel contractor as per its needs in each category & trade. The empanelment of contractors shall be considered on merits within the sole discretion of the SBIIMS and cannot be claimed as right by the applicant and no correspondence shall be entertained by the SBIIMS in this regard.

VII. An applicant can submit their application only once in a year. Repetitive applications shall automatically be rejected/discarded.

VIII. Separate applications are required to be submitted with supporting documents for each category. Single application submitted for more than one category shall not be entertained.

IX. Canvassing in any form including bringing influence from any person/agency/Officials/authorities shall lead to disqualification for the empanelment exercise.

**X. The application will be accepted only through 'speed post'. No other mode of delivery (including hand delivery and private courier) will be accepted.** Completed applications must reach this office **on or before 14.08.2019**. Applications received after due date will not be entertained during the current exercise (postal delay, if any, will not be considered). The applications received after due date may be considered by the SBIIMS not before 6 months after completion of current empanelment exercise, within its sole discretions of SBIIMS. will be processed by the SBIIMS once in every 6 (six) months on an ongoing basis. However, applicant shall not be entitled to raise any claim for the same and no correspondence shall be entertained in this regard.

XI. The SBIIMS reserves the right to accept or reject any or all the applications without assigning any reason thereof and no correspondence will be entertained in this regard.

**Managing Director & CEO**

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### **Annexure-A**

The steps involved in making the payment through SB Collect are as under:-

1. The Vendor needs to use SBI internet banking site <https://www.onlinesbi.com/>.
2. Select "**SB Collect**" from Top Menu, that will lead to the next page:
3. "**Proceed**" will lead to the next page:
4. Select "**All India**" in "State of Corporate / Institution" & Select "**Commercial Services**" in "Type of Corporate / Institution".
5. "**Go**" will lead to the next page:
6. Select "**SBI Infra Management Solutions**" in Commercial Services Name and "**Submit**"
7. Select "**Tender Application Fee**" in "Payment Category" and enter the "**Tender ID**" exactly as we preloaded with characters in Uppercase only in place of Circle Codes.
8. The next Page will be ready with few of the Preloaded Tender Details:
9. The Vendor will have to fill up the fields properly and upon making the payment a receipt will be generated with a Reference No.

**NOTE:** Any type of vendor, whether dealing with SBI or other bank can use this SB Collect facility.

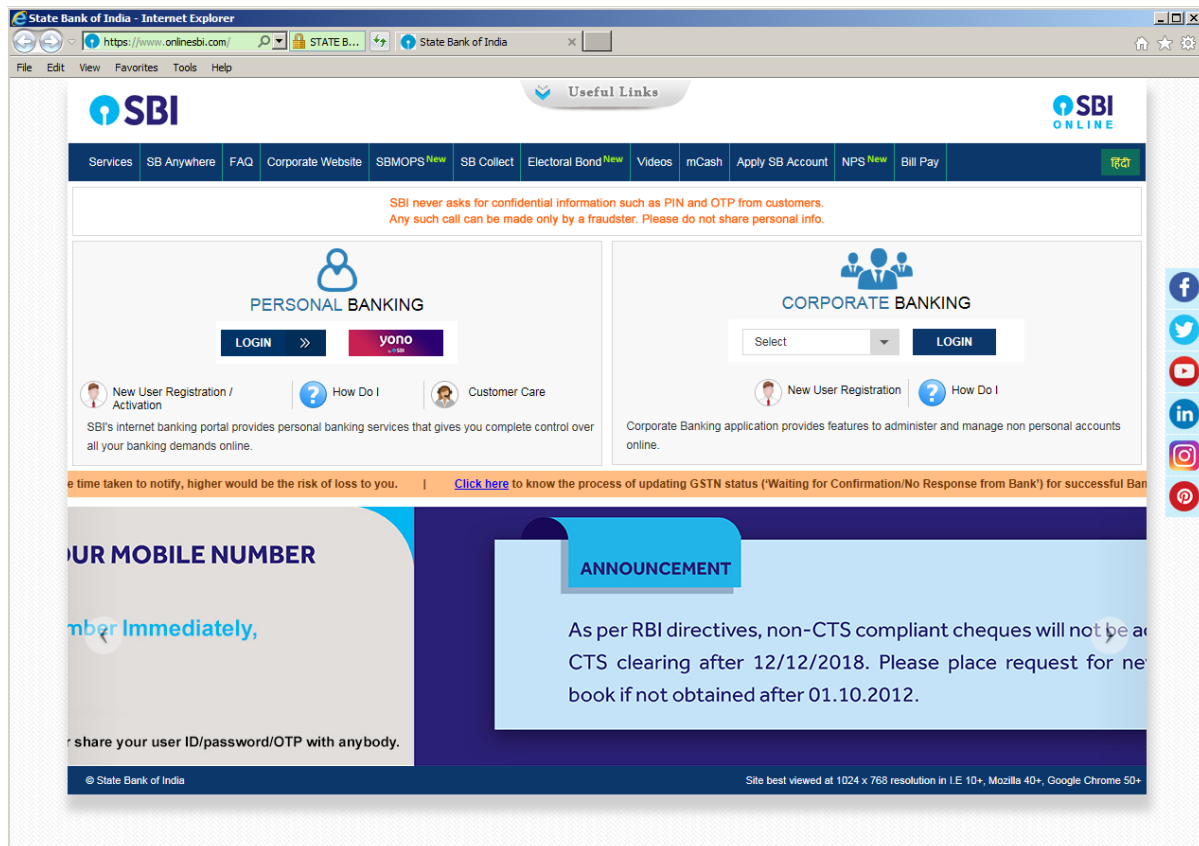
*Even a contractor not dealing with any bank can use this portal and generate challan and deposit by cash in any SBI branch. The bank charges for cash deposit will be also borne by the vendor himself.*

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## **Procedure for payment of Tender Fee through SB Collect payment portal:**

The portal link is available in SBI online banking site <https://www.onlinesbi.com/>.



Select "**SB Collect**" from Top Menu, that will lead to the next page:

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State Bank Collect - Internet Explorer

https://www.onlinesbi.com/sbico STATE B... State Bank Collect

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SBI State Bank Collect

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  **STATE BANK COLLECT**  
A MULTI-MODAL PAYMENT PORTAL

DISCLAIMER CLAUSE

[Terms Used](#)

- > **Corporate Customer:** Firm/Company/Institution (F/C/I) collecting payment from their beneficiaries.
- > **User:** The beneficiary making a payment to F/C/I for the services/goods availed.
- > Bank shall not be responsible, in any way, for the quality or merchantability of any product/merchandise or any of the services related thereto, whatsoever, offered to the User by the Corporate Customer. Any disputes regarding the same or delivery of the Service or otherwise will be settled between Corporate Customer and the User and Bank shall not be a party to any such dispute. Any request for refund by the User on any grounds whatsoever should be taken up directly with the Corporate Customer and the Bank will not be concerned with such a request.
- > Bank takes no responsibility in respect of the services provided and User shall not be entitled to make any claim against the Bank for deficiency in the services provided by the Corporate Customer.
- > The User shall not publish, display, upload or transmit any information prohibited under Rule 3(2) of the Information Technology (Intermediaries guidelines) Rules, 2011.
- > In case of non-compliance of the terms and conditions of usage by the User, the Bank has the right to immediately terminate the access or usage rights of the User to the computer resource of the Bank and remove the non-compliant information.

☒ I have read and accepted the terms and conditions stated above.  
(Click Check Box to proceed for payment.)

[Proceed](#)

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**“Proceed”** will lead to the next page:

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State Bank Collect - Internet Explorer

https://www.onlinesbi.com/sbico STATE B... State Bank Collect

File Edit View Favorites Tools Help

SBI State Bank Collect

State Bank Collect ▾ State Bank Mops

State Bank Collect / State Bank Collect [Exit](#)

State Bank Collect 09-Jan-2019 [12:23 PM IST]

Select State and Type of Corporate / Institution

State of Corporate / Institution \*

Type of Corporate / Institution \*

[Go](#)

Mandatory fields are marked with an asterisk (\*)

State Bank Collect is a unique service for paying online to educational institutions, temples, charities and/or any other corporates/institutions who maintain their accounts with the Bank.

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Select **"All India"** in "State of Corporate / Institution " & Select **"Commercial Services"** in "Type of Corporate / Institution".

**"Go"** will lead to the next page:

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State Bank Collect - Internet Explorer

https://www.onlinesbi.com/sbico STATE B... State Bank Collect

File Edit View Favorites Tools Help

**SBI** State Bank Collect

State Bank Collect ▾ State Bank Mops

State Bank Collect / State Bank Collect [Exit](#)

State Bank Collect 09-Jan-2019 [12:25 PM IST]

Select from Commercial Services

Commercial Services Name \* -- Select Commercial Services -- ▾

[Submit](#) [Back](#)

▪ Mandatory fields are marked with an asterisk (\*)

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Select **"SBI Infra Management Solutions"** in Commercial Services Name and **"Submit"**

State Bank Collect - Internet Explorer

https://www.onlinesbi.com/sbico STATE B... State Bank Collect


File Edit View Favorites Tools Help

**SBI** State Bank Collect

State Bank Collect ▾ State Bank Mops

State Bank Collect / State Bank Collect [Exit](#)

State Bank Collect 09-Jan-2019 [12:28 PM IST]

 **SBI Infra Management Solutions Pvt Ltd**  
Ground Floor, Raheja Chambers, Free Press Journal Marg, Nariman Point, Mumbai-400021

Provide details of payment

Select Payment Category \* -- Select Category -- ▾

Mandatory fields are marked with an asterisk (\*)

Enter Tender ID \*

[Submit](#)

▪ Mandatory fields are marked with an asterisk (\*)  
▪ The payment structure document if available will contain detailed instructions about the online payment process.  
▪ Date specified(if any) should be in the format of 'ddmmYYYY'. Eg., 02082008

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Select **"Tender Application Fee"** in "Payment Category" and enter the **"Tender ID"** exactly as we preloaded with characters in Uppercase only in place of Circle Codes.

The next Page will be ready with few of the Preloaded Tender Details:

State Bank Collect - Internet Explorer

https://www.onlinesbi.com/sbicol

State Bank Collect

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State Bank Collect

State Bank Collect / State Bank Mops

State Bank Collect / State Bank Collect

Exit

State Bank Collect 09-Jan-2019 [12:35 PM IST]

SBI Infra Management Solutions Pvt Ltd  
Ground Floor, Raheja Chambers, Free Press Journal Marg, Nariman Point, , Mumbai-400021

Provide details of payment

Select Payment Category \* TENDER APPLICATION FEI

Tender ID \* MUM2019010005

Tender Name Corp 05

Open Date 06-01-2019

End Date 12-01-2019

Amount in Rupees \* 10000

Vendor Email ID

Vendor GST No \*

Vendor Mobile No \*

Vendor Name \*

Remarks

Please enter your Name, Date of Birth (For Personal Banking) / Incorporation (For Corporate Banking) & Mobile Number.  
This is required to reprint your e-receipt / remittance(PAP) form, if the need arises.

Name \*

Date Of Birth / Incorporation \*

Mobile Number \*

Enter the text as shown in the image \* 39E10

Submit Reset Back

Mandatory fields are marked with an asterisk (\*)  
The payment structure document if available will contain detailed instructions about the online payment process.  
Date specified(if any) should be in the format of 'ddmmYYYY'. Eg., 02082008

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The Vendor will have to fill up the fields properly and upon making the payment a receipt will be generated with a Reference No. Submit the printout of the Receipt, along with the Tender Application.

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**EMPANELMENT OF ORIGINAL EQUIPMENT MANUFACTURERS (OEMS) OF UPS SYSTEM  
IN MAHARASHTRA & GOA**

**APPLICATION FORM**

**(Please strike-off which is not applicable)**

(APPLIED FOR EMPANELMENT OF .....CONTRACTORS)

TRADE : .....

CATEGORY: .....

1	a) Name of the Applicant / Firm / Organization	
	b) Full Postal Address of Firm	
	c) Contact Details (i) Phone No.  (ii) Mobile No.  (iii) Fax No.  (iv) e-mail Id	 .....  .....  .....  .....
	d) Application Processing Fee Details (i) Amount (Rs.):  (ii) DD/ Bankers cheque No.:  (iii) Name of the Bank:  (iv) Date:	 .....  .....  .....  .....

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2	<p>Year of Establishment</p> <p>(Enclose certified copies of documents as an evidence – ENCLOSURE 'A')</p>	
3	<p>Constitution of Firm</p> <p>(Enclose certified copies of documents as an evidence – ENCLOSURE 'B')</p>	Sole proprietorship/ Partnership /Private Ltd. / Public Ltd. / Any other (Please specify)
4	<p>Name of the Proprietor/ Partners / Directors of the Organization / Firm with Qualification.</p> <p>(Enclose certified copies of documents as an evidence – ENCLOSURE 'C')</p>	
5	<p>Name/s of Authorized Signatory / Directors / Partners with Designation and Contact No.</p>	
6	<p>Mode of Authorization</p> <p>(Enclose certified copies of documents as an evidence – ENCLOSURE 'D')</p>	Resolution / Partnership Deed / Registered Power of Attorney / Proprietor / Any Other (Please specify)
7	<p>Details of Registration with Registrar of Companies/ Registrar of Firms. Whether Partnership Firm, Company, etc. Name of Registering Authority, Date and Registration Number.</p> <p>(Enclose certified copies of documents as an evidence – ENCLOSURE 'E')</p>	
8	<p>Whether registered with Govt./Semi Govt/Banks/CPWD/Municipal Authorities or any other Public Organization and if so, in which class and since when?</p> <p>(Enclose certified copies of documents as an evidence – ENCLOSURE 'F')</p> <p>Name of Organisation</p> <p>Category</p> <p>No. &amp; Date of Registration</p>	YES / NO

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	Name of Organisation  Category  No. & Date of Registration   Name of Organisation  Category  No. & Date of Registration	
9	Number of years of experience in the field and details of work in any other field.	
10	Yearly turnover of the organization during last 3 years (year wise) and furnish audited balance sheet and Profit & Loss A/c. (Audited) for the last 3 years.  (Enclose certified copies of documents as an evidence – ENCLOSURE 'G')	2015-16: Rs.....  2017-17: Rs.....  2017-18: Rs.....  <b>Average:</b> Rs.....
11	Banker's Details (i) Banker's Name:  (ii) Full Postal Address:   (iii) Telephone No.:  (iv) Account No.:  (v) Type of Account:	..... ..... ..... ..... .....
12	Solvency Certificate from the Bankers (For minimum amount of 30% of the upper limit of the category applied for).  (Enclose certified copies of documents as an evidence – ENCLOSURE 'H')	
13	Registration with Government Authorities:	

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	<p>(Enclose certified copies of documents as an evidence – ENCLOSURE 'I')</p> <p>(i) Income Tax (PAN) No. ....</p> <p>(ii) Goods &amp; Service Tax (GST) No. ....</p> <p>(iii) Labour License ....</p> <p>(iv) ESI ....</p> <p>(v) EPF .....</p>	
14	<p>Whether last three years IT returns filed</p> <p>(Please enclose certified copies of the I T return of 2015-16, 2016-17, 2017-18 – ENCLOSURE 'J')</p>	
15	<p>Details of major works executed &amp; completed during last 7 years in Central Govt./State Govt./Financial Institutions/PSUs.</p>	Please fill up enclosed Annexure 'K' & enclose copies of work order and satisfactory completion certificates.
16	<p>Details of major works under execution in Central Govt./State Govt./Financial Institutions/PSUs.</p>	Please fill up enclosed Annexure 'L' & enclose copies of LOI /work order / agreement
17	<p>Details of Key Personnel Permanently employed. (ANNEXURE 'M')</p> <p>(i) Technical Personnel .....</p> <p>(ii) Other Personnel .....</p>	
18	<p>Manpower on payroll (in case of empanelment for Integrated Facility Management Work).</p> <p>(Payroll must be supported with EPF and ESIC payment slip paid for the latest month - ENCLOSURE 'N')</p>	
19	<p>Furnish the names of -3- responsible persons along with their designation, address, contact no., etc., for whose organization, you have completed the above-mentioned jobs and who will be in a position to certify about the quality as well as performance of your organization.</p>	

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	(ANNEXURE 'O')	
20	Information relating to whether any litigation is pending before any Arbitrator for adjudication of any litigation or else any litigation was disposed of during the last seven years by an arbitrator. If so, the details of such litigation are required to be submitted. (ANNEXURE 'P')	
21	Declaration regarding near relatives working in the State Bank of India. (ANNEXURE 'Q')	
22		

**DECLARATION:**

- 1) All the information furnished by me/us here above is correct to the best of my knowledge and belief.
- 2) I/We have no objection if enquiries are made about the work listed by me/ us in the accompanying sheets/ annexures.
- 3) I/We agree that the decision of SBI Infra Management Solutions Pvt. Ltd. in selection of contractors will be final and binding to me/ us.
- 4) I/We hereby confirm that our firm/agency/company has not been disqualified / debarred / blacklisted by any Governments, Semi-governments, PSUs, Banks including any of the Offices/Branch of State Bank of India/SBIIMS Pan India during last 7 year from the date of application.
- 5) I/We hereby confirm that all information, particulars, copies of certificates and testimonials in connection with my/our empanelment are correct and genuine. I am / We are, therefore, liable to face appropriate actions as deemed fit by the SBIIMS in the event of any of the information, particulars, copies of certificates and testimonials are not found correct and genuine. I/We have read the instructions appended to the proforma and I/we understand that if any false information is detected at a later date, the empanelment shall be cancelled at the discretion of the SBIIMS.

**PLACE :**

**DATE :**

**SIGNATURE OF CONTRACTOR  
NAME & DESIGNATION  
SEAL OF ORGANISATION**

Signature of Contractor  
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## **ANNEXURE – K**

### **LIST OF MAJOR WORKS EXECUTED AND COMPLETED IN CENTRAL GOVT./STATE GOVT./FINANCIAL INSTITUTIONS/PSUs DURING LAST 7 YEARS**

(Enclose supporting documents i.e. Work order and Satisfactory Completion Certificate Obtained from the Clients)

S. No.	Name of Work	Work executed for (Name of the Organization with Brief Address of Concerned Office & Contact No.)	Nature of Work	Location of the Work	Actual Value of the Work	Stipulated Date / Time for Completion	Actual Date / Time for Completion	If Work Left Incomplete or Terminated (Furnish reasons)

*(Add separate sheet if required)*

Note:

1. Information has to be filled up specifically in this format.
2. For certificates, the issuing authority shall not be less than an Executive in charge.

Name of Authorized Signatory

Sign & seal of the applicant

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## **ANNEXURE – L**

### **LIST OF MAJOR WORKS UNDER EXECUTION**

**(Enclose Copies of Work Orders Issued by Clients)**

S. No.	Name of Work	Work being executed for (Name of the Organisation with Brief Address of concerned office & Contact No.)	Nature of Work	Location of the Work	Actual Value of the Work	Date of Commencement	Likely Date of Completion	If Work Left Incomplete or Terminated (Furnish reasons)

*(Add separate sheet if required)*

Note:

1. Information has to be filled up specifically in this format.

Name of Authorized Signatory

Sign & seal of the applicant

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## **ANNEXURE – M**

### **DETAILS OF KEY PERSONNEL (PERMANENT EMPLOYEE), GIVING DETAILS ABOUT THEIR TECHNICAL QUALIFICATION & EXPERIENCE INCLUDING THEIR IN-HOUSE ESTABLISHMENT**

S. No.	Name	Qualification	Experience	Particulars of Work Done	Employed in Your Firm Since	Any Other Information

*(Add separate sheet if required)*

Notes:

1. Information has to be filled up specifically in this format.
2. Indicate other points, if any, to show your technical competence to indicate any important point in your favour.

Name of Authorized Signatory

Sign & seal of the applicant

Signature of Contractor  
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## **ANNEXURE – 0**

### **DETAILS OF THREE RESPONSIBLE CLIENTS / PERSONS TO WHOM THE MAJOR WORKS CARRIED OUT BY THE APPLICANT**

S. No.	Name of the Official	Organization & Address	Contact Numbers	E-mail ID

*(Add separate sheet if required)*

#### Notes:

1. Information has to be filled up specifically in this format.
2. Indicate other points, if any, to show your technical competence to indicate any important point in your favour.

Name of Authorized Signatory

Sign & seal of the applicant

Signature of Contractor  
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## **ANNEXURE –P**

### **DETAILS OF LITIGATION / ARBITRATION CASES RESULTING FROM THE CONTRACTS EXECUTED IN THE LAST SEVEN YEARS OR CURRENTLY UNDER EXECUTION**

Year	Award for or against Applicant	Name of Client	Cause of Litigation and Matter of Dispute	Disputed Amount	Actual Awarded Amount

*(Add separate sheet if required)*

Notes:

1. Information has to be filled up specifically in this format.
2. Indicate other points, if any, to show your technical competence to indicate any important point in your favour.

Name of Authorized Signatory

Sign & seal of the applicant

Signature of Contractor  
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## **ANNEXURE – Q**

### **DECLARATION REGARDING NEAR RELATIVES WORKING IN THE STATE BANK OF INDIA**

Name of Bank Staff Related to Applicant	Designation	Office/Branch & Place of Posting	Relation with the Applicant

*(Add separate sheet if required)*

Notes:

1. Information has to be filled up specifically in this format.
2. Indicate other points, if any, to show your technical competence to indicate any important point in your favour.

Name of Authorized Signatory

Sign & seal of the applicant

Signature of Contractor  
With Seal



### **CHECK LIST**

*(Please tick whichever applicable)*

<b>SR. NO.</b>	<b>PARTICULARS</b>	<b>SUBMITTED (Y or N)</b>
1	Application Form	
2	Enclosure A	
3	Enclosure B	
4	Enclosure C	
5	Enclosure D	
6	Enclosure E	
7	Enclosure F	
8	Enclosure G	
9	Enclosure H	
10	Enclosure I	
11	Enclosure J	
12	Annexure K	
13	Annexure L	
14	Annexure M	
15	Enclosure N	
16	Enclosure O	
17	Enclosure P	
18	Enclosure Q	

Name of Authorized Signatory

Sign & seal of the applicant

Date:

Place:

Signature of Contractor  
With Seal





### **EMPANELMENT EVALUATION MATRIX**

- Maximum Score for Evaluation: 100 Marks
- Minimum marks required for qualifying: 60 Marks

<b>(i)</b>	<b>Number of Years of Experience of Firm</b>	<b>Max 15 Marks</b>
	(a) More than 7 years and up to 10 years	5 Marks
	(b) More than 10 years and up to 15 years	10 Marks
	(c) More than 15 years	15 Marks
<b>(ii)</b>	<b>Constitution of Firm</b>	<b>Max 15 Marks</b>
	(a) Sole Proprietary	5 Marks
	(b) Partnership	8 Marks
	(c) Private Limited	10 Marks
	(d) Public Limited	15 Marks
<b>(iii)</b>	<b>Average Annual Turnover</b>	<b>Max 20 Marks</b>
	(a) Up to 30% of (A)*	5 Marks
	(b) More than 30% and up to 50% of (A)	10 Marks
	(c) More than 50% and up to 75% of (A)	15 Marks
	(d) More than 75% of (A)	20 Marks
<b>(iv)</b>	<b>Value of Single Largest Project Completed in Last 7 Years</b>	<b>Max 20 Marks</b>
	(a) Up to 50% of (A)	5 Marks
	(b) More than 50% and up to 80%	10 Marks
	(c) More than 80% and up to 100%	15 Marks
	(d) More than 100%	20 Marks
<b>(v)</b>	<b>Empaneled with Organisations</b>	<b>Max 15 Marks</b>
	(a) With SBI/SBIIMS	15 Marks
	(b) Other PSU Banks, Other Government Organisations	10 Marks
	(c) Private Bank/ Govt. Financial Institutions	5 Marks
<b>(vi)</b>	<b>Performance Report from Client</b>	<b>Max 15 Marks</b>
	(a) Good/Satisfactory	5 Marks
	(b) Very Good	10 Marks
	(c) Excellent/Outstanding	15 Marks

\*(A) signifies the higher value of the applied category as stipulated in Table - 'A' of the Minimum Eligibility Criteria. (for e.g. If applied for the category Above Rs.50 lakh up to Rs.100 lakh, then 'A' is Rs.100 lakh).

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**Note:** Out of the various applicant achieving minimum 60 Qualifying marks, maximum Top 10 to 12 contractors/vendors/agencies will be shortlisted in each category based on the above evaluation.

### **EMPANELMENT EVALUATION MATRIX**

#### **(Site Visit)**

During site visit, the member will evaluate the competency of the contractor based on performance at the site and the following scoring matrix will be used:

- |  |                     |
|--|---------------------|
| ➤ Maximum Score for Evaluation:                        | 100 Marks           |
| ➤ Minimum marks required for qualifying:               | 60 Marks            |
| <b>(i) Quality of Completed Works</b>                  | <b>Max 20 Marks</b> |
| <b>(ii) Quality of Work in Progress</b>                | <b>Max 20 Marks</b> |
| <b>(iii) Maintenance of Site Record</b>                | <b>Max 15 Marks</b> |
| <b>(iv) Client's/User's Opinion during interaction</b> | <b>Max 15 Marks</b> |
| <b>(v) On-site Tools, Plants &amp; Machineries</b>     | <b>Max 15 Marks</b> |
| <b>(vi) Office Set-up</b>                              | <b>Max 15 Marks</b> |

Signature of Contractor  
With Seal