

**STATE BANK OF INDIA  
PREMISES & ESTATE DEPARTMENT,  
THIRD FLOOR, LOCAL HEAD OFFICE,  
BHADRA, LALDARWAJA,  
AHMEDABAD-380001  
PH : (079) 25507187**

**NOTICE INVITING APPLICATION FROM THE ELIGIBLE AGENCIES FOR  
EMPANELMENT AS A CONTRACTORS FOR CIVIL, INTERIOR FURNISHING,  
ELECTRICAL, AIR-CONDITIONING, MODULAR FURNITURE AND CHAIR  
SUPPLIERS, INTEGRATED FACILITY MANAGEMENT SERVICE PROVIDERS AND  
SIGNAGE VENDORS ETC. FOR VARIOUS CATEGORY IN GUJARAT INCLUDING  
DAMAN & DIU AND DADRA & NAGAR HAVELI.**

State Bank of India, Local Head Office, Bhadra, Ahmedabad, invite applications from the eligible Contractors for Civil, Interior Furnishing, Electrical, Air-Conditioning, Modular Furniture and Chair suppliers, Signage board vendors and Integrated Facility Management service provider etc. in Gujarat including Daman & Diu and Dadra & Nagar Haveli on prescribed format. The eligibility criteria and application form can be downloaded from Bank's website [www.sbi.co.in](http://www.sbi.co.in) <SBI in the news> "Procurement News" from 10.09.2021 to 29.09.2021 up to 5:00 pm. Application form duly filled along with all necessary eligibility criteria documents should be submitted up to 5.00 PM on 29.09.2021 at above mentioned address.

The Earlier empanelled Contractors of **SBI** and **SBI Infra, Ahmedabad Circle** both have to apply a fresh against this advertisement and no separate intimation will be given to them.

Please note that empanelment of Contractors/vendors is an ongoing process and applications received after due date will be considered for empanelment during review of panel after every financial year. The application form will always be available on the Bank's web-site [www.sbi.co.in](http://www.sbi.co.in) <SBI in the news><Show more> "Empanelment of vendors".

SBI reserves its right to accept or reject any or all applications without assigning any reasons whatsoever.

Assistant General Manager (P&E)  
09.09.2021

**ELIGIBILITY CRITERIA FOR EMPANELMENT OF CONTRACTORS (CIVIL/ INTERIOR FURNISHING / ELECTRICAL /AIR-CONDITIONING, MODULAR FURNITURE AND CHAIR SUPPLIERS, SIGNAGE BOARD VENDORS AND INTEGRATED FACILITY MANAGEMENT SERVICE PROVIDERS)**

SBI publishes the eligibility criteria for empanelment of Contractors for undertaking Civil, Interior, Air-Conditioning, Electrical works, Modular Furniture and Chair suppliers, Signage Board Vendors, Repairs and Maintenance works related to Civil, Air-Conditioning and Electrical works, Integrated Facility Management services, Repairs and Maintenance etc. in different categories for undertaking work of State Bank of India branches/offices and residential buildings in Gujarat including Daman & Diu and Dadra & Nagar Haveli. The Contractors with necessary experience in the respective areas will be considered for empanelment. For each category of work as detailed below separate application in sealed cover super-scribing nature and category of work be submitted by 5:00 PM on 29.09.2021

SR. NO.	CLASSIFICATION OF WORK	CATEGORY
1	Contractors for Civil works	(a) Up to Rs.5.0 Lakh (b) Above Rs.5.0 Lakh and up to 10.0 Lakh (c) Above Rs.10.0 Lakh and up to Rs.25.0 Lakh (d) Above Rs.25.0 Lakh and up to Rs.50.0 Lakh (e) Above Rs.50.0 Lakh and up to Rs.100.0 Lakh (f) Above Rs.100 Lakh and up to Rs.200 Lakh (g) Above Rs.200.0 Lakh and up to Rs.500.0 Lakh
2	Contractors for Interior Furnishing works	(a) Up to Rs.5.0 Lakh (b) Above Rs.5.0 Lakh and up to 10.0 Lakh (c) Above Rs.10.0 Lakh and up to Rs.25.0 Lakh (d) Above Rs.25.0 Lakh and up to Rs.50.0 Lakh (e) Above Rs.50.0 Lakh and up to Rs.100.0 Lakh (f) Above Rs.100 Lakh and up to Rs.200 Lakh (g) Above Rs.200.0 Lakh and up to Rs.500.0 Lakh
3	Contractors for Electrical and other allied works.	(a) Up to Rs.5.0 Lakh (b) Above Rs.5.0 Lakh and up to Rs.10.0 Lakh (c) Above Rs.10.0 Lakh and up to

		Rs.25.0 Lakh (d) Above Rs.25.0 Lakh and up to Rs.50.0 Lakh (e) Above Rs.50.0 Lakh and up to Rs.100.0 Lakh
4	Air- Conditioning Contractors (Supply & installation/Maintenance)	(a) Up to Rs.5.0 Lakh (b) Above Rs.5.0 Lakh and up to Rs.10.0 Lakh (c) Above Rs.10.0 Lakh and up to Rs.25.0 Lakh (d) Above Rs.25.0 Lakh and up to Rs.50.0 Lakh (e) Above Rs.50.0 Lakh and up to Rs.100.0 Lakh
5	Integrated Facility Management works.	(a) Up to Rs.60.0 Lakh per year (b) Above Rs.60.0 Lakh and up to Rs.120.0 Lakh per year (c) Above Rs.120.0 Lakh and up to Rs.300.0 Lakh per year
6	Contractors for Signage Board	(a) Up to Rs.5.0 Lakh (b) Above Rs. 5.0 Lakh and up to Rs.10.0 Lakh (c) Above Rs.10.0 Lakh and up to Rs.25.0 Lakh
7	Furniture suppliers (Modular furniture and Chairs)	(a) Up to Rs.5.0 Lakh (b) Above Rs.5.0 Lakh and up to Rs.10.0 Lakh (c) Above Rs.10.0 Lakh and up to Rs.25.0 Lakh (d) Above Rs.25.0 Lakh and up to Rs.50.0 Lakh (e) Above Rs.50.0 Lakh and up to Rs.100.0 Lakh
8	Petty contractors for Civil/Furniture/Electrical and AC maintenance	Up to Rs.2.0 Lakh

Detailed application forms and further details for empanelment can be downloaded from Bank's website [www.sbi.co.in](http://www.sbi.co.in) <SBI in the news> "PROCUREMENT NEWS".

**NOTICE FOR EMPANELMENT OF CONTRACTORS (CIVIL/ INTERIOR FURNISHING / ELECTRICAL /AIR-CONDITIONING, MODULAR FURNITURE AND CHAIR SUPPLIERS, SIGNAGE BOARD VENDORS AND INTEGRATED FACILITY MANAGEMENT SERVICE PROVIDERS)**

**GENERAL CONDITIONS**

SBI, Local Head Office, Ahmedabad invites applications (As per enclosed Annexures) for empanelment of Contractors (Civil/ Interior Furnishing/Modular Furniture and Chair supplier/ Electrical/Air-Conditioning), Signage Board Vendor, Repairs and Maintenance and Integrated Facility Management related works in Bank's branches/ offices/ residences in Gujarat including Daman & Diu.

**Eligibility Criteria:**

- (1) Experience of having successfully completed similar works (single order) during last 7 years as on the date of application should be as per following:

**(Applicable to Contractors Civil/ Interior Furnishing/ Electrical/ Furniture suppliers/ Signage board vendors, Integrated Facility Management Services & Repairs and Maintenance)**

Sr. No	Description of quantum of works	Rs. 2.0 Lakh	Rs. 5.0 Lakh	Rs. 10.0 Lakh	Rs. 25 Lakh	Rs.50.0 Lakh	Rs.60 Lakh	Rs. 100 Lakh	Rs.120 Lakh	Rs. 200 Lakh	Rs.300 Lakh	Rs. 500 Lakh
1.	Three similar work costing not less than	Rs.0.8 Lakh	Rs.2.0 Lakh	Rs.4.0 Lakh	Rs.10 Lakh	Rs.20.0 Lakh	Rs.24.0 Lakh	Rs.40 Lakh	Rs.48.0 Lakh	Rs.80 Lakh	Rs.120 Lakh	Rs.200 Lakh
2.	Two similar work costing not less than	Rs.1.0 Lakh	Rs.2.5 Lakh	Rs.5.0 Lakh	Rs.12.5 Lakh	Rs.25.0 Lakh	Rs.30.0 Lakh	Rs.50 Lakh	Rs.60.0 Lakh	Rs.100 Lakh	Rs.150 Lakh	Rs.250 Lakh
3.	One similar work costing not less than	Rs.1.6 Lakh	Rs.4.0 Lakh	Rs.8.0 Lakh	Rs.20.0 Lakh	Rs.40.0 Lakh	Rs.48.0 Lakh	Rs.80 Lakh	Rs.96.0 Lakh	Rs.160 Lakh	Rs.240 Lakh	Rs.400 Lakh

Note: i) For each category single work order amount, turnover etc. should be calculated on maximum amount of that category (For example Category of above Rs.100 Lakh and upto Rs.200 Lakh then single work order, turnover etc. shall be calculated on maximum limit i.e. on Rs.200 Lakh)

ii) For Integrated Facility Management work annual contract value will be treated as one contract.

Definition of similar works – Related works done in/ Commercial/ Hospital/ Nationalized Bank/ Institutional Organization/ Large Private sector establishment/ PSUs/ Central/ State Govt. Department etc.

- (2) Should have experience of minimum of 07 (Seven) years as on 31.03.2021. Must have been established on or before 31.03.2014.

- (3) Firm/ Organization shall apply for one category as per the eligibility criteria.
- (4) Firm/ Organization shall apply for each work/ trade separately.
- (5) Must have a valid PAN and GST number.
- (6) The average annual financial turnover of Contractors (Civil / Interior Furnishing/ Furniture suppliers / Electrical/Air-Conditioning/IFMS/Signage Board), Repairs and Maintenance, Integrated Facility Management work etc. during last 3 years ending 31.03.2020 should be at least equal to 30% of the value of category in which they wish to register.
- (7) The Firm/ Agency / Organization / Company should have well established office in the State of Gujarat with sufficient numbers of Technical persons to handle the work. (Please enclose documentary proof). If not, then office should be opened within 2 months time from the date of finalization of the panel.
- (8) The applicant shall agree and authorize the SBI to obtain the confidential report from the clients of the applicant, to obtain an idea about the quality of work executed and to obtain credit opinion from applicant's bank.
- (9) The firm/ Contractor should be profit making during last three financial years ending 31.03.2020.
- (10) Applicant must enclose latest copy of the solvency certificate of 50% of the maximum value of that category. For example, category above Rs. 5.0 Lakh and up to Rs.10.0 Lakh solvency certificate should be 50% of Rs.10.0 Lakh i.e. Rs.5.0 Lakh issued by any Nationalized/Scheduled Bank.
- (11) In case of Electrical Contractors irrespective of categories, must possess electrical license issued from the Electrical Inspectorate. Copy of such license must be attested by the notary to be submitted along with the application.
- (12) The agencies having experience working with Central Govt./PSUs/Banks/Financial Institutions will be given more weightage.
- (13) In case of AC suppliers' additional condition is that applicant must have valid authorization certificate for dealership from the OEM.
- (14) **In case of Integrated Facility Management Services, the additional pre-qualification criteria will be as under:**

Sr. No	Additional eligibility criteria for IFMS	Upto Rs.60 Lakh/annum	Above Rs. 60 Lakh/annum and upto Rs.120 Lakh/annum	Above Rs. 120 Lakh/annum and upto Rs.300 Lakh/annum
1	Nature of firm	All are eligible subject to fulfillment of eligibility criteria.	All are eligible subject to fulfillment of eligibility criteria.	Only Legally valid entity in the form of a Ltd. Company or a Pvt. Ltd. Co. registered under the Company Act 1956
2	Housekeeping staff on payroll	25	50	150
3	Quality Certifications	Not necessary	Not necessary, preference will be given to ISO, SA-	Agency must have ISO, SA-8000, OHSAS-18001,

			8000, OHSAS-18001 if any.	
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(15) In case of modular furniture manufacturers (OEMs) additional eligibility criteria are as under:

The applicant should have following valid certification, namely from:

- ISO 9001:2000
- ISO 14001:2004
- OHS AS/IS 18001:2007
- Manufacturer should have level 2 rating of BIFMA/BIFMA Gold rating
- Manufacturer should be member of FIRA
- Should have in house facility for testing products as per BIFMA derived guidelines. Undertaking that the applicant has inhouse design and development capability which can be inspected by the Bank at its discretion.
- Undertaking from CA that applicant has in house capability/machinery computerized controlled through feed multi station edge preparation machine with gluing and cutting for flush trimming, scraping and butting, computer-controlled press brake for sheet metal bending, converted powder coating plant with baking oven and powder application.
- Manufacturer who have adopted environment friendly green manufacturing process (i.e. LEED and BIFMA credit points) shall be preferred.
- Must have own inhouse powder coating plus phosphating and chroming process unit that takes place in 9 tank treatment sequence wise, as follows:
  - i. Tank 1-Degrasing
  - ii. Tank 2-Water Swill
  - iii. Tank 3-Derusting
  - iv. Tank 4-Water Swill
  - v. Tank 5-Activator
  - vi. Tank 6-Phosphating
  - vii. Tank 7-Water Swill
  - viii. Tank 8-Passivation Solutions
  - ix. Tank 9-Water Drying Oven

Applications completed in all respect along with relevant documents & in **Bank's format** duly superscribing "**APPLICATION FOR EMPANELMENT OF CONTRACTORS (CIVIL / INTERIOR FURNISHING / MODULAR FURNITURE AND CHAIR SUPPLIERS / ELECTRICAL / AIR-CONDITIONING / REPAIRS AND MAINTENANCE / INTEGRATED FACILITY MANAGEMENT SERVICES / SIGNAGE BOARD VENDOR)**" whichever **applicable along with the Category applied for** in sealed envelope should reach at the following address latest by 5.00 PM on 29.09.2021.

The Assistant General Manager (P&E),  
State Bank of India,  
3rd Floor, Local Head Office, Bhadra, Lal Darwaja,  
AHMEDABAD-380001

The SBI reserves its right to accept or reject any or all the applications without assigning any reasons whatsoever there for.

**INSTRUCTIONS TO ALL THE APPLICANTS**  
**CONTRACTORS (CIVIL/ INTERIOR FURNISHING/ MODULAR FURNITURE AND**  
**CHAIR SUPPLIERS /ELECTRICAL/REPAIRS AND MAINTENANCE/FACILITY**  
**MANAGEMENT SERVICES/SIGNAGE BOARD VENDOR) FOR EMPANELMENT**

1. Intending applicants are required to submit their applications with full bio-data giving details about their organization, experience, technical personnel in their organization, competence and adequate evidence of their financial standing etc. in the enclosed form which will be kept confidential.
2. While deciding upon the empanelment of Firms/Organizations, great emphasis will be given on the ability and competence of applicants to do good quality works within the specified time schedule and in close co-ordination with SBI as well as other agencies.
3. Decision of the SBI in regard to selection of Firms/Organizations will be final. The SBI is not bound to assign any reason for acceptance/ rejection of any applications.
4. Each page of the application shall be signed. The application shall be signed by persons/ persons on behalf of the organization having necessary authorization/ Power of Attorney to do so (Certified copies to be enclosed).
5. If the space in the application form is insufficient for furnishing full details, such information may be supplemented on separate sheets of paper, stating therein the part of the performa and serial number. Separate sheets shall be used for each part. **However, the format shall be as per performa.**
6. Applications containing false, incomplete and/or inadequate information are liable to be rejected. Also, mere fulfillment of eligibility criteria does not guarantee selection.
7. While filling up the application, clarification, if any, may be obtained from the office of the State Bank of India, Third Floor, LHO, Bhadra, Laldarwaja, Ahmedabad-380001
8. Canvassing in any form in connection with selection is strictly prohibited and the application of such persons/organizations who resort to canvassing will be liable to rejection.
9. Firm/Organizations empanelled in a category shall also be considered for works under categories below it.

10. SBI reserves its right to reject any/all the applications without assigning any reasons, whatsoever, therefore. Incomplete/partly filled applications without relevant enclosures may not be considered for evaluation. Disputes, if any, regarding the empanelment shall be within the jurisdiction of Court in Ahmedabad only.
11. It will not be binding on the SBI to invite all the empanelled vendors to participate in bidding for various works. The SBI may prepare a select list of Contractors out of the empanelled Contractors to participate in the bidding process of a/any work.
12. The Earlier Contractors and Architects of **SBI** and **SBI Infra, Ahmedabad Circle** both have to apply a fresh against this advertisement and no separate intimation will be given to them.
13. The applications received up to 5:00 PM on 29.09.2021 will be taken up for evaluation.

Signature of the Applicant with address & seal



**EMPANELMENT OF**

**CONTRACTORS**

**(CIVIL/ INTERIOR FURNISHING/FURNITURE (MODULAR AND CHAIRS  
SUPPLIERS) / ELECTRICAL/AIR-CONDITIONING/IFMS/SIGNAGE  
BOARD VENDORS/REPAIRS AND MAINTENANCE/SIGNAGE BOARD)**

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

## APPLICATION FORM

### EMPANELMENT OF CONTRACTORS (CIVIL/ INTERIOR FURNISHING/MODULAR FURNITURE AND CHAIR SUPPLIER / ELECTRICAL/AIR-CONDITIONING/REPAIRS AND MAINTENANCE/FACILITY MANAGEMENT SERVICES/SIGNAGE BOARD VENDORS)

(Please strike-off which is not applicable)

1	a) Name of the applicant/Firm/ Organization	
	b) Name of work applied for with Category	
	c) Full Postal Address with PIN Code of Firm	
	d) Contact Details (i) Phone No. (ii) Mobile No. (iii) Fax No. (iv) e-mail Id	
2	Year of establishment <b>Please enclose legal documentary evidence ( ENCLOSURE A)</b>	
3	Constitution of Firm  <b>(Enclose certified copies of documents as evidence). (ENCLOSURE B)</b>	Sole proprietorship/ Partnership /Private Ltd. / Public Ltd. / Any other (Please specify)
4	Name of the Proprietor/ Partners/ Directors of the organization/firm with qualification.  <b>Enclose certified copies of document as evidence. (ENCLOSURE C)</b>	

5	Name/s of authorized signatory/Directors/Partners with designation and contact no.	
6	Mode of Authorization <b>Enclose certified copies of document as evidence (ENCLOSURE D)</b>	Resolution / Partnership Deed / Registered Power of Attorney / Proprietor / Any Other ( Please specify)
7	Details of registration with Registrar of Companies/ Registrar of Firms. Whether partnership firm, company, etc. Name of registering authority, date and registration number <b>Enclose certified copies of document as evidence. (ENCLOSURE E)</b>	
8	Whether registered with Govt./Semi Govt/Banks/CPWD/Municipal Authorities or any other Public Organization and if so, in which class and since when ? (Enclose certified copies of document as evidence). <b>(ENCLOSURE F)</b>  Name of Organisation Category No. & Date of Registration  Name of Organisation Category No. & Date of Registration  Name of Organisation Category No. & Date of Registration	YES / NO
9	No. 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. <b>(ENCLOSURE G)</b>	2017-18 2018-19 2019-20  Average :

11	<p>Banker's Details</p> <p>(i) Banker's Name</p> <p>(ii) Full Postal Address</p> <p>(iii) Telephone No.</p> <p>(iv) Account No.</p> <p>(v) Type of Account</p>	
12	<b>PAN No. Enclose certified copy of document as evidence (ENCLOSURE H)</b>	
13	<p>GST No.</p> <p><b>Please enclose documentary evidence (ENCLOSURE I)</b></p>	
14	<p>Please specify registration/ license from Govt. authorities Labour deptt, ESIC, EPF . (Please enclose proof of manpower on payroll for IFMS work) <b>(ENCLOSURE J)</b></p>	
15	<p>Whether last three years IT returns filed (Pl. enclose certified copies of the I T return of 2017-18, 2018-19, 2019-20) <b>(ENCLOSURE K)</b></p>	
16	<p>Details of major works executed &amp; completed during last 7 years. <b>( ANNEXURE L)</b></p>	Please fill up enclosed Annexure L & enclose copies of work completion certificates
17	<p>Details of major works on hand <b>(ANNEXURE M)</b></p>	Please fill up enclosed Annexure M & enclose copies of LOI /work order / agreement
18	<p>Details of Major Works done by contractors in Central Govt./State Govt./Financial Institutions/PSUs during last 7 years. <b>(ANNEXURE N)</b></p>	Please fill up enclosed Annexure P & enclose copies of work completion certificates
19	<p>Details of Key Personnel Permanently employed. <b>(ANNEXURE O)</b></p> <p>(i) Technical Personnel</p> <p>(ii) Other Personnel</p>	Please also fill enclosed Annexure N

20	Furnish the names of -3- responsible persons along with their designation, address, Tele. 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.	
21	Whether any Civil Suit/litigation arisen in works executed during the last 05 years. If yes, please furnish the name of the project, employer, nature of work, contract value, work order and brief details of litigation. Give name of the Court, place and status of pending litigation.	Attach a separate sheet if required.
22	Information relating to whether any litigation is pending before any Arbitrator for adjudication of any litigation or else any litigation was disposed off during the last ten years by an arbitrator. If so, the details of such litigation are required to be submitted.	
23	Whether the applicant possess valid Electrical Contractor's license for Electrical Installation (only for Electrical Contractors) Enclose documentary proof. <b>(ENCLOSURE -P)</b>	
24	Declaration regarding near relatives working in the Bank.	
25	Category in which Contractors (Civil/Interior/Electrical) wants to work.	
26	For integrated facility management work man power on payroll. (Please enclose documentary proof like EPF statement of any one month during last financial years (2020-21))	
27	Digital Signature Certificate	Please enclose documentary proof. <b>(ENCLOSURE -Q)</b>

I/We have read and understood the Press notice, Empanellment Notice & this Application form along with Annexure and my/our firm full fills the ELIGIBILITY CRITERIA as described in the notice.

I/We hereby confirm and certify that the information given above is correct and true and the enclosures annexed herewith are genuine to the best of my / our knowledge.

I/We are authorized to sign and submit these documents for Empanelment.

I /We understand that if at any stage it is found / noticed by the Bank that any information thus provided by us is untrue / incorrect partly or fully and in case of receipt of adverse / unsatisfactory report from other clients / Bankers, the SBI may not consider our application and / or may de-list us and / or may take any appropriate action against us.

I /We also understand that partly / wrongly filled application and / or applications not on prescribed pro-forma and / or applications not accompanying relevant documents / enclosures / annexure are liable to be summarily rejected by the SBI.

I/ We confirm that all the Rules prevailing in the state, the Labour Laws, Risk Insurance obligations, State & Central Government statutory requirements are complied by us.

I / We understand that this is merely an application & does not entitles us to be necessarily empanelled by the SBI and SBI reserves the right to reject all and / or any application without assigning any reason whatsoever.

SEAL OF THE FIRM

(SIGNATURE OF AUTHORIZED SIGNATORY)

NAME :

DATE:

**Note : Please enclose all the Annexures with relevant supporting documents.**

**ANNEXURE – L**  
**(FOR CONTRACTORS CIVIL/ INTERIOR/FURNITURE SUPPLIERS/**  
**/ ELECTRICAL/REPAIRS AND**  
**MAINTENANCE/INTEGRATED FACILITY MANAGEMENT SERVICES)**

*(Please tick whichever applicable)*

**LIST OF MAJOR WORKS EXECUTED AND COMPLETED DURING LAST 7 YEARS:**  
**(Enclose supporting documents)**

*(Add separate sheet if required)*

Notes:

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.

Sr. No.	Name of work/project with address	Name & full postal address of the Client. Specify whether Govt. Under taking along with name, address and contact Nos. of -2-persons (Executive Engineers or top officials of the organization).	Contract amount (in Rs.) with copy of work order & completion certificate from project in-charge	Nature of Work	Stipulated time of completion (in months) Enclose clients certificate for satisfactory completion	Actual time of completion (in months)	Actual amount of the project cost, if increased, give reasons	Name & Address of Architect/Consultant	Remarks
1	2	3	4	5	6	7	8	9	10

Name of Authorized signatory

Sign & seal of the applicant

**ANNEXURE – M**  
**(FOR CONTRACTORS – CIVIL/ INTERIOR/FURNITURE SUPPLIERS / ELECTRICAL REPAIRS AND MAINTENANCE/INTEGRATED FACILITY MANAGEMENT SERVICES)**

*(Please tick whichever applicable)*

**LIST OF MAJOR WORKS ON HAND:**

*(Add separate sheet if required)*

Notes:

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

Sr. No.	Name of work/project with address	Name & full postal address of the owner. Specify whether Govt. under taking <i>along with name, address and contact Nos. of -2- persons (Engineers or top officials of the organization)</i>	Contract amount (Rs.) with copy of Work Order from project in-charge	Stipulated time of completion (Months)	Present status of the project	Name & Address of Architect/consultant	Any other relevant information
1	2	3	4	5	6	7	8

Name of Authorized Signatory

Sign & seal of the applicant



**ANNEXURE – O**  
**(FOR CONTRACTORS – CIVIL/ INTERIOR/ FURNITURE SUPPLIERS**  
**/ELECTRICAL/REPAIRS AND MAINTENANCE/INTEGRATED FACILITY**  
**MANAGEMENT SERVICES)**

*(Please tick whichever applicable)*

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

*(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.

Sr. No.	Name of Prop., Partners, Directors, Employees having Technical Qualification	Designation	Age	Qualification	Experience	Nature of works handled	Name of the projects handled along with amounts	Date from which employed in your organization	Indicate details of experience for similar projects
1	2	3	4	5	6	7	8	9	10

Name of Authorized Signatory

Sign & seal of the applicant

**ANNEXURE – N**  
**(FOR CONTRACTORS CIVIL/ INTERIOR/FURNITURE SUPPLIERS/**  
**ELECTRICAL/REPAIRS AND**  
**MAINTENANCE/INTEGRATED FACILITY MANAGEMENT SERVICES)**

(Please tick whichever applicable)

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

**(Enclose supporting documents)**

(Add separate sheet if required)

Notes:

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.

Sr. No.	Name of work/project with address	Name & full postal address of the Client. Specify whether Govt. Under taking <i>along with name, address and contact Nos. of -2-persons (Executive Engineers or top officials of the organization).</i>	Contract amount (in Rs.) with copy of work order & completion certificate from project in-charge	Nature of Work	Stipulated time of completion (in months) Enclose clients certificate for satisfactory completion	Actual time of completion (in months)	Actual amount of the project cost, if increased, give reasons	Name & Address of Architect/Consultant	Remarks
1	2	3	4	5	6	7	8	9	10

Name of Authorized signatory

Sign & seal of the applicant

**CHECK LIST**

**(FOR CONTRACTORS – CIVIL/ INTERIOR/ FURNITURE SUPPLIERS /ELECTRICAL REPAIRS AND MAINTENANCE/INTEGRATED FACILITY MANAGEMENT SERVICES)**

*(Please tick whichever applicable)*

Name of the Firm/Establishment's

Name of Work :

Category Applied for :

<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	Enclosure K	
13	Enclosure L	
14	Enclosure M	
15	Enclosure N	
16	Enclosure O	
17	Enclosure P	
18	Enclosure Q	

Name of Authorized Signatory

Sign & seal of the applicant

Date:

Place: