

**PUNE EAST ZONE OF BANK OF MAHARSHTRA**

568 – Kesari Wada, Narayan Peth, Pune – 411 030

**The last date for receipt of duly filled applications/ Tender is 5.30 p.m. on 27/03/2019.**

**PART “A” (In envelope marked “A”) – ELIGIBILITY CRITERIA AND EMD**

The approximate **estimated cost** of the work - Civil, Repairing & Furnishing works is Rs 77.00 Lakh + GST approx.

**Only those contractors who have done similar composite works, having valid GST number, also having worked for reputed organizations/Govt./Public Sector Banks/Undertakings etc. and have executed similar works i.e. successful completion of work as detailed above should only apply.**

**ELIGIBILITY CRITERIA**

The bidder should fulfill the following eligibility criteria. They are required to submit copies of documents to substantiate their qualifying criteria.

- 1) Bidder should have valid Registration of PAN, GST,ESI, PF and income Tax clearance certificate etc.
- 2) The bidder should have average annual turnover of more than **28.00 lakh** during the last three financial years i.e. FY 2015-16 , 2016-17 & 2017-18 (Valid CA certificate to be enclosed).
- 3) The bidder should be a profitable agency& should have shown the profits in each of last three financial years i. e. FY 2015-16, 2016-17& 2017-18 (Valid CA certificate to be enclosed).
- 4) The bidder should have successfully executed minimum single work of similar type, costing more than Rs.73.00 lakhs (80% of estimated amount), during last three years (Proof of the same should be submitted for having successfully completed the work)

**OR**

- 5) The bidder should have successfully executed minimum two works of similar type, costing more than Rs.46.00 lakhs(50% of estimated amount) during last three years (Proof of the same should be submitted for having successfully completed the work)

**OR**

- 6) The bidder should have successfully executed minimum three works of similar type, costing more than Rs.37.00 lakhs(40% of estimated amount) during last three years(Proof of the same should be submitted).
- 7) The bidder should not have been blacklisted by any PSU Bank or enterprise /Private Bank/NBFC/Co-operative Bank/Govt. department during last 05 years. A written undertaking has to be given by the bidder. . **A written undertaking has to be given by the bidder on their letter head.**

- 8) Similar work means the scope of work shall be **Civil + Interior Furnishing works**.
- 9) **Completion Certificate:** Bidder shall submit the completion certificate for above Sr No.4/5/6 mentioning the scope of **civil + Furnishing work**, Final bill amount, year, duration of work etc. from the competent authority of client. No completion certificate from the Architect/consultant will be considered.

DETAILS OF BIDDERS:

1	Name of the Firm/ Organization				
	Registered Office				
	Pune Office				
	Telephone No.				
	Fax No.				
	E-mail				
	Website				
2	Year of Establishment				
3	Status of the firm (Partnership firm / Proprietary/ LLP / Company)				
4	Name and Qualifications of Partners / Proprietor / Directors				
	Name	Designation	Qualification	CoA Regn No.	Mobile No.
5	Whether registered with the				
(a)	Registrar of Companies /Registrar of Firms. If so, mention number & date.				

	(Also enclose copy of Partnership Deed / Registration / Articles and Memorandum of Association)			
	If empanelled with other organizations such as Govt. / Semi-Govt. undertakings, etc. (b) (attach copy of registration, if any)			
6	Name of the Bankers.	Name of the bank:		
		Name of the branch:		
		Phone Nos:		
		Contact person phone no.		
7	Satisfactory evidence to indicate financial capacity	Year	Turnover Rs. in lac	Profit
		31.03.2016		
		31.03.2017		
		31.03.2018		
	Please enclose Certified copies of last 3 years Balance Sheet, Profit & loss A/C & IT returns.			
8	Registration with Tax Authorities			
	i) Income-tax (PAN) No.			
	ii) Service tax no.			
	iii) EPF Reg. No.(if applicable)			
	iv) ESI Reg. No. (if applicable)			
	iv) GST			

9	Details of works executed in last 5 years (as per Performa I & II attached)	
10	Whether any Civil suit / Litigation arisen in the projects, against Architect, executed during last 05 years / being executed now. If yes, please furnish details.	
11	Key personnel employed: (as per Performa III attached)  (Detailed C.V.'s to be attached) Indicate special expertise and projects in which such techniques were employed	
12	Infrastructure of the firm viz. office space, office equipment.(as per Performa IV attached )	
13	Whether related to any staff member of Bank of Maharashtra. If yes, please elaborate.	
14	Please give reference with address and telephone no. of 2 persons for whom you have executed works of importance who may be directly contacted by the bank about the ability, competence or capability	
	Name	Address and telephone numbers
15	List of major clients	
16	Any other relevant information	

Note: Where copies are required to be furnished, these are to be self-attested / notarized copies. In case you intend to give further / more information, please attach separate sheet/s.

**Signature and Seal of Applicant**

**Date:**

**PROFORMA – I**

**PARTICULARS OF RELEVANT WORKS EXECUTED**

Sr. No.	Name of Work / Project executed	Short description of work	Name & Address of Owner /Client	Value of work executed	Stipulated time of completion	Actual time of completion	Copy of Work Order / completion certificate from the Client.
1	2	3	4	5	6	7	8
1							
2							
3							
4							
5							
6							

**Signature and Seal of Applicant**

**Date-**

**PROFORMA – II**

**PARTICULARS OF WORKS IN HAND FOR CLIENTS**

Sr. No	Name of Work / Project being executed & address / location	Short description of work	Name & Address of Owner / Client	Value of work to be executed	Stipulated time of completion	Copy of Work Order / Certificate from the Client.
1	2	3	4	5	6	8
1						
2						
3						
4						
5						
6						

**Signature and Seal of Applicant**

**Date-**

**PROFORMA - III**

**KEY PERSONNEL PERMANENTLY EMPLOYED**

Sr. No	Name	Designation	Qualifications	Experience	No. of Years engaged with the firm	Any other information
1	2	3	4	5	6	7

**Signature and Seal of Applicant**

**Date-**

## PROFORMA – IV

### Details of Infrastructure in Office

Sr. No.	Items	Details
1	Address of the office.	
2	Office premises, area etc. in Sq. Mtrs.	
3	Fax and Other equipment	
4	Telephones	
5	Number of Computer workstations	
6	Software used for planning, estimating, execution, supervision etc.	
7	Any other information	

### Signature and Seal of Applicant

**Date-**

Note: Information has to be filled up in this format.