



**EMPANELMENT OF CIVIL CONTRACTORS / VENDORS / AGENCIES FOR
CHENNAI CIRCLE (TAMIL NADU & PONDICHERRY)**

- TRADE :**
- i) **CIVIL WORKS (C)**
 - ii) **INTERIOR WORKS (IW)**
 - iii) **COMPOSITE WORKS (CW)**
 - iv) **STRUCTURAL REPAIR/WATER PROOFING (SR)**
 - v) **PLUMBING (PW)**
 - vi) **FURNITURE SUPPLIERS INCLUDING CHAIRS (FS)**

TENDER ID: CHE20191225A : Up to Rs. 50 lakhs

TENDER ID: CHE20191225B : Above Rs. 50 lakhs and up to Rs. 100 lakhs

TENDER ID: CHE20191225C : Above Rs. 100 lakhs and up to Rs. 300 lakhs

TENDER ID: CHE20191225B : Above Rs. 300 lakhs and up to Rs. 500 lakhs

Last date for submission of Applications : 3.00 p.m. on 14.01.2020



The Assistant General Manager / VP (Civil)
SBI Infra Management Solutions Pvt. Ltd
Chennai Circle Office
4th floor, Circletop House,
No. 16, College Lane, Nungambakkam,
Chennai - 600 006
Phone : 044 – 2830 8403 / 8416 / 8417

NOTICE INVITING APPLICATION
FOR EMPANELMENT OF CONTRACTORS / VENDORS / AGENCIES

SBI Infra Management Solutions Pvt. Ltd, invites applications for empanelment of contractors / vendors / agencies under various trades and categories for its civil construction & maintenance, interior projects, composite works, Structural repair/ water proofing/ plumbing and Furniture suppliers including chairs **(Works up to Rs 100 lacs)** in the State Bank of India's offices / branches situated in the state of Tamilnadu & Pondicherry. Full details and format for submission of application forms can be downloaded from our website: www.sbi.co.in under procurement news. **The contractors who are already there in the panel of SBI also should submit application for the empanelment afresh.** Duly completed applications in the prescribed format with required documents etc. should be submitted on or before due date 14.01.2020

The eligibility criteria, terms and conditions, application format and other details /requirements are as under:

(I) MINIMUM ELIGIBILITY CRITERIA:

(Table – 'A')

Sr. No.	Trade	Category	Eligibility Limit (Amount in Rupees)	*Similar Work Executed/Completed During Last 5 Years ending on 30.11.2019	**Average Turnover of Last 3 Years (Minimum)	Experience of Firm
(i)	Civil & Public Health Works Including Major Repairs and Renovation	C1	Up to Rs.500 lakh	One work of Rs.400 lakh or Two works of Rs.250 lakh each or Three works of 200 lakh each	Rs.150 lakh	Min. 7 years
		C2	Up to Rs.200 lakh	One work of Rs.160 lakh or Two works of Rs.100 lakh each or Three works of 80 lakh each	Rs.60 lakh	
		C3	Up to Rs.100 lakh	One work of Rs.80 lakh or Two works of Rs.50 lakh each or Three works of 40 lakh each	Rs.30 lakh	
		C4	Up to Rs.50 lakh	One work of Rs.40 lakh or Two works of Rs.25 lakh each or Three works of 20 lakh each	Rs.15 lakh	
		C5	Up to Rs.20 lakh	One work of Rs.16 lakh or Two works of Rs.10 lakh each or Three works of Rs.8 lakh each	Rs.6.0 lakh	

		C6	Up to Rs.5 lakh	One work of Rs.4 lakh or Two works of Rs.2.5 lakh each or Three works of Rs.2 lakh each	Rs.1.5 lakh	
(ii)	Interior & Furnishing Project	IF1	Up to Rs.500 lakh	One work of Rs.400 lakh or Two works of Rs.250 lakh each or Three works of 200 lakh each	Rs.150 lakh	Min. 7 years
		IF2	Up to Rs.200 lakh	One work of Rs.160 lakh or Two works of Rs.100 lakh each or Three works of 80 lakh each	Rs.60 lakh	
		IF3	Up to Rs.100 lakh	One work of Rs.80 lakh or Two works of Rs.50 lakh each or Three works of 40 lakh each	Rs.30 lakh	
		IF4	Up to Rs.50 lakh	One work of Rs.40 lakh or Two works of Rs.25 lakh each or Three works of 20 lakh each	Rs.15 lakh	
		IF5	Up to Rs.20 lakh	One work of Rs.16 lakh or Two works of Rs.10 lakh each or Three works of Rs.8 lakh each	Rs.6.0 lakh	
		IF6	Up to Rs.5 lakh	One work of Rs.4 lakh or Two works of Rs.2.5 lakh each or Three works of Rs.2 lakh each	Rs.1.5 lakh	
(iii)	Composite works	CW 1	Up to Rs.500 lakh	One work of Rs.400 lakh or Two works of Rs.250 lakh each or Three works of 200 lakh each b) The contractor should have valid electrical contractor license EA/ESA issued by Tamilnadu Electrical Inspectorate.	Rs.150 lakh	Min. 7 years
		CW 2	Up to Rs.200 lakh	a) One work of Rs.160 lakh or Two works of Rs.100 lakh each or Three works of 80 lakh each. b) The contractor should have valid electrical contractor license EA/ESA is-	Rs.60 lakh	

				sued by Tamil Nadu Electrical Inspectorate.		
		CW 3	Up to Rs.100 lakh	One work of Rs.80 lakh or Two works of Rs.50 lakh each or Three works of 40 lakh each b) The contractor should have valid electrical contractor license EA/ESA/ESB issued by Tamil Nadu Electrical Inspectorate.	Rs.30 lakh	
		CW 4	Up to Rs.50 lakh	One work of Rs.40 lakh or Two works of Rs.25 lakh each or Three works of 20 lakh each b) The contractor should have valid electrical contractor license EA/ESA/ESB issued by Tamil Nadu Electrical Inspectorate.	Rs.15 lakh	
(iv)	Structural Repair / water proofing works	SR 1	Up to Rs.100 lakh	a) One work of Rs.80 lakh or Two works of Rs.50 lakh each or Three works of Rs.40 lakh each	Rs.30.0 lakh	Min. 7 years
		SR 2	Up to Rs.20 lakh	One work of Rs.16 lakh or Two works of Rs.10 lakh each or Three works of Rs.8 lakh each	Rs.6.0 lakh	
		SR 3	Up to Rs.5 lakh	One work of Rs.4 lakh or Two works of Rs.2.5 lakh each or Three works of Rs.2 lakh each	Rs.1.5 lakh	
(v)	Plumbing works	PW	Up to Rs.1 lakh	One work of Rs.0.8 lakh or Two works of Rs.0.5 lakh each or Three works of Rs.0.4 lakh each	Rs.0.30 lakh	Min. 7 years

(vi)	Furniture Suppliers including chairs	FS1	Up to Rs.5 lakh	One work of Rs.4.0 lakh or Two works of Rs.2.5 lakh each or Three works of Rs.2.0 lakh each	Rs.1.5 lakh	Min. 7 years
		FS2	Up to Rs.2.5 lakh	One work of Rs.2.0 lakh or Two works of Rs.1.25 lakh each or Three works of Rs.1.0 lakh each	Rs.0.75 lakh	

A. (*) Applicants should have experience in having successfully completed similar works of value as prescribed in Table 'A' above for Government/Semi-Government/ PSUs/ PSBs/ Financial Institutions/reputed MNCs during the last 5 years ending on 30.11.2019. The information must be supported with the copies of Work Order, Satisfactory Completion Certificate, etc, proof of payment /Form 26 AS etc.

B. (**) Applicants should have minimum average annual turnover prescribed in above table during last 3 years ending on 31st March of last financial year ie, 31.03.2019).

The application not meeting any of the above minimum eligibility criteria will summarily be rejected without further communication in this regard.

(II) GENERAL CONDITIONS:

(i) The applicant applying for more than one category shall need to ensure that: -

- a. Shall fulfill the eligibility criteria for each category of the work individually and
 - b. Shall submit separate applications along with non-refundable "Processing Fees" for each category (i.e, for Civil/ Interior/ Composite works, Structural repair & water proofing works, Plumbing and Furniture supplier including chairs) along with non-refundable "Processing Fees" for the respective category and certified copies of supporting documents.
 - c. Non-refundable processing fees shall be remitted through SBI e-collect and copy of the generated receipt with reference number shall be enclosed with the tender. The procedure for remitting the tender fees is detailed in Annexure –AA.
- **Tender ID: CHE20191225A** for Rs. 1,000/- for categories up to Rs.50 lacs
 - **Tender ID: CHE20191225B** for Rs. 3,000/- for categories above Rs. 50 lakhs and up to Rs. 100 lakhs
 - **Tender ID: CHE20191225C** for Rs. 5,000/- for categories above Rs. 100 lakhs and up to Rs. 300 lakhs
 - **Tender ID: CHE20191225D** for Rs. 10,000/- for categories above Rs. 300 lakhs and up to Rs. 500 lakhs

The tender fee can also be submitted by way of DD/BC favoring "SBI Infra Management Solutions Pvt. Ltd." and payable at Chennai, if the applicant does not have any GST No.

- d. Application without Processing Fees and supporting documents will be summarily rejected.
- e. Applicants mentioning more than one trade in the same applications shall be disqualified without notice. **Only one application shall be submitted for each trade under the eligible category.**
- (ii) **The contractors/vendors empaneled by SBI in the past need to apply afresh, else they 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/reputed MNCs during last 5 years ending on 30.11.2019 (as stipulated in Table 'A').
- (iv) The applicant should be bona-fide resourceful and well experienced contractor/agency/firm registered / empanelled with Banks/ PWD/ CPWD/ MES/ RLY/ PSUs/ Insurance Companies/ Reputed Institutions/Reputed private firms & IT Companies.
- (v) The applicant should not have been disqualified / debarred / terminated on account of poor or unsatisfactory performance / blacklisted from any Government, Semi-government, PSU, Banks or any other organizations including any of the Offices/Branch of State Bank of India during last 7 years as on the date of publication of this notice. A suitable declaration to be submitted on the Letter Head of the Firm duly signed by the vendor/ Authorized Signatory. The application of disqualified/debarred/blacklisted/terminated agency/contractor/vendor on account of poor or unsatisfactory performance shall be summarily rejected.
- (vi) The SBIIMS may choose to carry out physical inspection of works mentioned by the applicants in their application forms, in addition to calling for confidential reports from the respective employer/client/department to ascertain their capability and quality of works.
- (vii) The performance of all the empaneled contractors shall be reviewed by the SBIIMS periodically and the contractors with unsatisfactory performance and also those who do not respond to **three consecutive tender enquiries without any valid reasons shall be removed from the panel without notice and no correspondence will be entertained in this regard.**
- (viii) The contractors should be equipped with necessary infrastructure like building construction equipment, machinery and tools, labour strength etc.
- (ix) The contractor is required to furnish their PAN No, GST Registration details of firm etc. along with supporting documents.
- (x) The contractor should have a registered Office in Tamil Nadu / Pondicherry.
- (xi) The contractor should furnish the registration details for the EPF, ESI and the Labour license details under the Labour Contract Act. Further, the selected contractors 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. If the contractor do not have an account with SBI, they may open a Bank account with SBI for easiness of transactions.
- (xii) Preference will be given to those contractors who have history of timely completion of works/projects taken up by them during the last 5 years (as on 30.11.2019). The contractors prone to delay the projects without valid reasons may be disqualified by the SBIIMS within its sole discretion.

- (xiii) The applicant applying for composite works must hold valid Electrical contractor license and supervisory license as mentioned. A-class electrical license from the Competent Government Authority issued in the name of Proprietor/Partner/Director of applied firm and should enclose photocopy thereof for verification. Agencies with valid Electrical License from other States applying for this empanelment should obtain valid Electrical License from the Tamilnadu Electrical Inspectorate prior to issue of any tender papers.
- (xiv) The panel of contractors will be valid for three years and contractors will be entitled to participate anywhere in the Chennai Circle.
- (xv) Contractor 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. The contractors who gets empanelled in this empanelment process shall frequently visit Bank's website www.sbi.co.in (Procurements News) for getting information regarding the tenders issued from Chennai Circle.
- (xvi) 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.
- (xvii) The applicant shall agree 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. The applicant shall make necessary arrangements for the same.
- (xviii) All the pages of application shall be duly signed with stamp of firm by the contractors, else their application shall be summarily rejected.
- (xix) The intending applicants are categorically advised to submit the empanelment documents strictly in the attached formats only. Any addition/ alteration to the application format shall lead to rejection of the application submitted by the contractor for the empanelment under this notice. 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" or 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 intimation/ reference to the applicant and at the applicant's risk and responsibility.**
- (xx) **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.**
- (xxi) All the details must be incorporated in the application form downloaded from the State Bank of India's website. Incomplete applications / not fully filled form will be rejected.
- III. The eligible and interested parties shall download prescribed application form and other details from our website

www.sbi.co.in <link> [SBI in the News](#) <link> [Show more](#) <link> [Empanelment of Vendors](#)

The application in the prescribed format with all supporting documents in sealed envelope and superscribed as **'APPLICATION FOR EMPANELMENT OF CONTRACTORS IN CHENNAI CIRCLE FOR TRADE & CATEGORY.....'** shall be submitted

at the office of The Assistant General Manager/VP(Civil), SBI Infra Management Solutions Pvt. Ltd., Circle Office, 4th Floor, Circle Top House, No.16, College Lane, Nungambakkam, Chennai-600006 before the due date and time for receipt of application.

- IV. The prequalification criteria mentioned above is minimum, in each category. Thus, the empanelment of contractors in each category shall be considered by the SBIIMS purely on merits, performance of the contractor in timely execution of the project with quality, verification of their credentials / inspection of work for quality, infrastructure 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.
- V. Bank 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 Bank and cannot be claimed as right by the applicant and no correspondence shall be entertained in this regard.
- VI. **The contractor shall specify the category under the trade for which they are submitting the application for empanelment.**
- VII. Canvassing in any form including bringing influence from any person/agency/Officials/authorities shall lead to disqualification of the applicant.
- VIII. Bank 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.
- IX. Any amendments/ corrigendum for empanelment of contractors/ vendors shall be published in Bank's website only. Therefore, applicants are requested to visit Bank's website regarding modifications/ corrigendum issued.

Sd/-

ASSISTANT GENERAL MANAGER/VP (CIVIL)

APPLICATION FORM

(Please strike-off which is not applicable)

(APPLIED FOR EMPANELMENT OFCONTRACTORS)

TRADE :**Separate application shall be submitted for each trade)**

CATEGORY APPLIED FOR: **(Specify only one higher eligible category. If not eligible under the specified category, SBIMS may consider the application for including in the qualifying category as per eligibility criteria)**

Willingness to empanel under other lower categories **(Please circle** the appropriate category. Tender notices for the selected categories alone shall be invited)

C2	IF2	CW2	SR2	FS2
C3	IF3	CW3	SR3	
C4	IF4	CW4		
C5	IF5			
C6	IF6			

1	a) Name of the Applicant / Firm / Organization	
	b) Full Postal Address of Firm (Enclose proof)	
	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) Details of fee paid in SBI Collect/DD (iii) Name of the Bank: (iv) Date of remittance:	

2	<p>Year of Establishment of firm/ Company</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>	<p>Sole proprietorship/ Partnership /Private Ltd. / Public Ltd. / Any other (Please specify)</p>
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>	<p>Resolution / Partnership Deed / Registered Power of Attorney / Proprietor / Any Other (Please specify)</p>
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/empanelled 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>a. Name of Organisation Category No. & Date of Registration</p> <p>b. Name of Organisation Category No. & Date of Registration</p> <p>c. Name of Organisation Category No. & Date of Registration</p>	<p>YES / NO</p>
9	<p>Number of years of experience in the field and details of work in any other field.</p>	
10	<p>Yearly turnover of the organization during last 3 years (year wise) and furnish audited</p>	

	balance sheet and Profit & Loss A/c. (Audited) for the last 3 years. (Enclose certified copies of documents as an evidence – ENCLOSURE ‘G’) 	2016-17: Rs..... 2017-18: Rs..... 2018-19: Rs..... average: Rs.....
11	Banker’s Details (i) Banker’s Name: (ii) Full Postal Address: (iii) Telephone No.: (iv) Account No.: (v) Type of Account:	
13	Registration with Government Authorities: (Enclose certified copies of documents as an evidence – ENCLOSURE ‘H’) (i) Income Tax (PAN) No. (ii) Goods & Service Tax (GST) No. (iii) Labour License (iv) ESI (v) EPF	
14	Whether last three years IT returns filed (Please enclose certified copies of the I T return of 2016-17, 2017-18, 2018-19 – ENCLOSURE ‘I’)	
15	Details of major works executed & completed during last 5 years in Central Govt. /State Govt. /Financial Institutions/PSUs.	Please fill up enclosed Annexure ‘J’ & enclose copies of work order and satisfactory completion certificates.
16	Details of major works under execution in Central Govt./State Govt./Financial Institutions/PSUs/reputed MNCs.	Please fill up enclosed Annexure ‘K’ & enclose copies of LOI /work order / agreement
17	Details of Key Personnel Permanently employed (i) Technical Personnel (ii) Other Personnel	. (ANNEXURE ‘L’)

20	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.	(ANNEXURE 'M')
24	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 'N')
25	Declaration regarding near relatives working in the State Bank of India.	(ANNEXURE 'O')

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 for empanelment 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 during last 7 year from the date of application.
- 5) I/We hereby confirm that all information, particulars, copies of certificates and testimonials submitted 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:

NAME & DESIGNATION

ANNEXURE – J**LIST OF MAJOR WORKS EXECUTED AND COMPLETED IN CENTRAL GOVT./STATE GOVT./FINANCIAL INSTITUTIONS/PSUs/REPUTED MNCs DURING LAST 5 (ENDING AS ON 30.11.2019)**

(Enclose supporting documents i.e. Work order, Proof of payment 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 for Completion	Actual Date for Completion	In case of delay, time extension granted without LD (Yes/ No)	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

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	Scheduled Date of Completion	Likely Date of Completion	If Work Left Incomplete or Terminate(Furnish reasons)

(Add separate sheet if required)

Note:

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

Name of Authorized Signatory

ANNEXURE – L

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

ANNEXURE – M

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

ANNEXURE – N

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

Year	Awarded 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

ANNEXURE – O

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

CHECK LIST

(Please tick whichever applicable)

SR. NO.	PARTICULARS	SUBMITTED (Y or N)
1	Application Form (All pages filled in, signed and stamped)	
2	Receipt of tender fee remittance	
3	Enclosure A	
4	Enclosure B	
5	Enclosure C	
6	Enclosure D	
7	Enclosure E	
8	Enclosure F	
9	Enclosure G	
11	Enclosure I	
12	Enclosure J	
13	Annexure K	
14	Annexure L	
15	Annexure M	
16	Enclosure N	
17	Enclosure O	

Date:

Name of Authorized Signatory

Place: