INTERNATIONAL INSTITUTE OF INFORMATION TECHNOLOGY
HYDERABAD (IIITH)

(A Research University)
Prof. C.R. Rao Marg, Gachibowli, Hyderabad-500 032

Ph. 66531300; Fax:66531413

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PRE-QUALIFICATION OF CONTRACTORS

For Construction of New Academic Building (NAB) and Student Recreation Introspective Centre (SRIC) in the campus with necessary infrastructure facilities.

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Date and Time for Receipt of Expression of Interest : 17/8/2023

Vendors need to send expression of interest via mail on or before 17/8/2023 (Mail id’s are mentioned in the below document)

Date and Time for Receipt of Prequalification documents : 21/8/2023
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Pre-Qualification Document for Construction of NAB and SRIC along with necessary infrastructure facilities in IIITH Campus at Gachibowli, Hyderabad.

(General Civil works, Plumbing, Electrical, HVAC, Elevators and other related services works)

This document contains 23 pages excluding cover page.

The pre-qualification document should be in prescribed form, duly completed and signed, shall be submitted in a sealed cover super scribed as “pre-qualification of the contractor for International Institute of Information Technology for Construction of New Academic Building (NAB) and Student Recreation Introspective Centre (SRIC) in the IIIT-H campus at Hyderabad” shall be received up to 3.00 PM on ................. at the office of the Registrar, International Institute of Information Technology, Gachibowli, Hyderabad the applicant shall mention on the sealed cover, the company’s name, phone numbers & name of contact person.

For International Institute of Information Technology, Hyderabad

Date: 10th Aug’2023
INTRODUCTION:

IIIT Hyderabad was set up in 1998 under the public private partnership model by Ministry of Human Resource Development of the Government of Andhra Pradesh and NASSCOM,[6] with the state government supplying a grant of land and buildings. As special officer for IIIT Hyderabad and Secretary of IT for the state government. The institution was founded under the name Indian Institute of Information Technology Hyderabad as a foundation for the 20 Indian Institutes of Information Technology under same model, which was later renamed to International Institute of Information Technology Hyderabad in 2001 when it attained a status of Deemed University.

Government of Andhra Pradesh allotted 66 acres of land to IIIT Hyderabad in 1998 located on the main Gachibowli road, also known as the old Bombay highway. The institute is surrounded by many academic and research institutions like the University of Hyderabad (UOH), Indian School of Business (ISB), Indian Immunological and Jawaharlal Nehru Institute of Development Banking (JNIDB), Tata Consultancy Services (TCS) and many more. It also lies in proximity to the bustling HiTech City Center and Lingampally railway station. The institute has 30 research centers. In addition to this, the academic buildings have lecture halls, workspaces, teaching labs, computer and electronics labs and also offices of the administration and faculty. Building complexes are named after the mountain ranges Nilgiri, Vindhya and Himalaya. IIITH also houses Kohli Center on Intelligent Systems (KCIS), a state-of-the-art research center, established in 2015 with funding from Tata Consultancy Services (TCS) foundation to give a fillip to research, teaching and entrepreneurship in the broad area of intelligent systems. IITH’s Centre for Innovation and Entrepreneurship also hosts many companies and startups on campus.

A. International Institute of Information Technology (IIIT - Hyderabad), invites pre-qualification applications for the following work:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of Work.</th>
<th>Indicative Estimated cost</th>
<th>Period of Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Construction of New Academic Building (NAB) and Student Recreation Introspective Centre (SRIC) along with necessary Infrastructure Facilities at IIITH campus, Hyderabad (General civil works, plumbing, Electrical, HVAC and other related services works)- built-up area of 1,99,348 sft</td>
<td>Rs. 80 Crores (Approx)</td>
<td>16 Months (Approx.)</td>
</tr>
</tbody>
</table>

Cost shown above is only indicative. This figure may vary at the time of actual bidding.

B. Contractors registered with Government Bodies/Reputed contractors working in private sector projects shall be eligible to apply. Applications from joint ventures shall not be accepted.

C. The applicant must submit a Self attested up-to-date tax returns have been filed along with copies of such returns submitted to the Department of Trade & Taxes.

D. Application for pre-qualification supported by prescribed annexures shall be submitted in sealed envelope duly super-scribed as “Pre-qualification of the Contractor for International Institute of Information Technology” with phone nos. of the applicant and due date of opening. The applications should be received up
to 3.00 PM on 21st Aug’2023 in the office of the Registrar, International Institute of Information Technology, Gachibowli, Hyderabad. Those desirous of submitting the application through post may do so subject to the condition that IIITH shall not be responsible for postal delay and applications received after 03.00 PM on 21st Aug’2023 will be treated as delayed and will not be considered.

E. Applicant shall submit all the information in digital format (in Pen drive only to be placed in sealed envelope) also in addition to hard copies.

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SECTION – I

Brief Particulars of the Work

1.1 INTRODUCTION

The proposed construction in the Campus for the New Academic Building (NAB) and Student Recreation Introspective Centre (SRIC) in International Institute of Information Technology, Gachibowli, Hyderabad, on plot of 4.00 acres (approx.), the proposed building is state-of-the-art and energy efficient buildings.

1.2 SCOPE OF WORK

Construction of NAB (Ground + 4 Upper floors) and SRIC (Ground + 2 Upper floors) including all civil, electrical, HVAC, water supply, sanitary, drainage, external development and hard landscaping. The scope may change as per the requirement of IIIT Hyderabad.

This shall include the following:

1. Civil works for core and shell
2. Civil finishes
3. Public Health Engineering (PHE) works,
4. Fire protection and fire alarm system
5. Internal and External Electrical works
6. Extra Low Voltage (ELV) System
7. Heating, Ventilation and Air Conditioning (HVAC)
8. Security access control systems
9. Waste water disposal
10. Rain Water Harvesting
11. External development Roads Drains
12. Interiors excluding loose furniture
13. Integrated Building Management System (IBMS)
14. Information and Communications Technology (ICT) works (only passive component)
15. Elevators
16. Diesel Generator (DG) Set

Construction of NAB and SRIC and connected infrastructure.

The aim is to provide occupants with a healthier study and research work environment, comfortable indoor and outdoor work and social places, cleaner indoor air, comfortable indoor temperature, natural diffused light, shaded and open plaza, green terraces, lush gardens while conserving energy and other natural resources in the existing rocky terrain.

The IIITH building will have high performance environmental strategies and technologies such as:

1. Double Glass Units.
2. Insulated roof and AAC blocks wall.
3. Dry cladding.
4. Intelligent building management controls.
5. Full water management system, Rainwater harvesting with underground storage tanks/waste water recycling.
6. LED lighting/occupancy and motion sensor controls.

Section: II

Information & Instructions to Applicants

2.1 Definitions:
In this document the following words and expressions have the meaning hereby assigned to them.

2.1.1. Employer, Institute, Authority, IIITH and IIIT Hyderabad mean International Institute of Information Technology, Hyderabad acting through its Director/ Registrar.

2.1.2. Applicant: Means the individual, proprietary concern, partnership firm, private or public limited company applying for the pre-qualification. JVs means Joint Ventures.

2.1.3. "Year": means “Financial Year” unless stated otherwise.

2.1.4. “PQ”: means pre-qualification

2.2 General Information:

2.2.1. Letter of transmittal and forms for pre-qualification are given in Section III.

2.2.2. All information called for in the enclosed forms shall be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact shall be mentioned against the relevant column. Even if no information is to be provided in a column, a "nil/not applicable/no such case" entry shall be made in that column. If any particulars/queries are not applicable in case of the applicant, it shall be stated as "not applicable". The applicants are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the applicant being disqualified. Applications received late shall not be opened.

2.2.3. The application shall be page numbered and each page shall be signed.

2.2.4. Overwriting shall be avoided. Correction, if any, shall be made by neatly crossing out, initialing, dating and rewriting.

2.2.5. The applicant may furnish any additional information, which he thinks is necessary to establish his capabilities to successfully complete the envisaged work. He is however, advised not to furnish superfluous information. No information shall be entertained after submission of pre-qualification document unless specifically required by and asked for by IIITH in writing.

2.2.6. Any information furnished by the applicant found to be incorrect either immediately or at a later date, may render him disqualified.

2.2.7. Applicants are advised to keep visiting the IIITH's web-site from time to time (till the deadline for PQ bid submission) for any updates in respect of the PQ notice, if any. Failure to do so shall not absolve the applicant of
his liabilities to submit its PQ application complete in all respect including updates thereof, if any. An incomplete application may be liable for rejection.

2.2.8. IIITH reserves the right to verify the particulars furnished by the applicant independently. If any information furnished by the applicant is found incorrect at a later stage, he shall be debarred from tendering and taking up any work in IIITH. Affidavit in enclosed format to be signed by authorized signatory.

2.2.9. IIITH reserves the right to reject any or all applicants without assigning any reason and to restrict the list of pre-qualified contractors to any number deemed suitable.

2.2.10. Documents submitted in connection with pre-qualification will be treated confidential and will not be returned.

2.2.11. Prospective applicants may request clarification if any, in writing & e-mail id at sln@iiit.ac.in and pavankumar.yalla@namrathaservices.com (telephonic enquiries will not be entertained). Any clarification given by the Employer will be communicated through e-mail. No request for clarification will be considered after 21st Aug 2023.

2.2.12. Applications from Joint Venture companies will not be accepted or considered for evaluation.

2.2.13. After the technical evaluation, IIITH is expected to announce a short-list of suitable qualified applicants who shall be eligible for issuance of tender documents for participation in the bidding process. Successful applicant shall be intimated via mail for bidding.

2.2.14. IIITH, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time to:
   a) Suspend and/ or cancel the RFP (Request for proposal) / or amend and/ or supplement the RFP Process or modify the dates or other terms and conditions relating thereto;
   b) Consult any Applicant in order to receive clarification or further information;
   c) Pre-qualify or not to pre-qualify any Applicant and/ or to consult any Applicant in order to receive clarification or further information;
   d) Retain any information and/ or evidence submitted to the Authority by, on behalf of, and/ or in relation to any Applicant; and/ or
   e) Call for information from previous clients and evaluate the previous completed projects regarding all submission including litigations.
   f) Undertake physical verification of completed projects and interact with clients.

2.3 Mode of Application:

2.3.1. If the applicant is a proprietary firm, the application shall be signed by the proprietor above his full typewritten name and the full name of his firm with its current address.

2.3.2. If the applicant is a firm in partnership, the application shall be signed by all the partners of the firm above their full typewritten names and current addresses or alternatively by a partner holding power of attorney for the firm. In the latter case a certified copy of the power of attorney shall accompany the application. In both cases a certified copy of the partnership deed and current address of all the partners of the firm shall accompany the application.

2.3.3. If the applicant is a limited company, the application shall be signed by a duly authorized person holding power of attorney for signing the application accompanied by a certified copy of the power of attorney. The applicant shall
also furnish a copy of the Memorandum of Articles of Association duly self-attested.

2.4 Final Decision-Making Authority
IIITH reserves the right to accept or reject any application, to annul the pre-qualification process and reject all applications at any time, without assigning any reason or incurring any liability to the applicants.

2.5 Particulars Provisional
The particulars of the work given in “Section I” are provisional. They are liable to change and must be considered only as advance information to assist the applicant to apply for proposed work.

2.6 Criteria for Eligibility of Pre-Qualification:

2.6.1. The Applicant should have been involved in the Civil Engineering Construction Business for last seven years or more
The applicant shall have satisfactorily completed following similar works during last seven years ending on 31-3-2023 in base build only

2.6.2. Three similar completed works each costing not less than Rs. app 35 crores In a Single financial year or
Two similar completed works each costing not less than Rs. 52.5 crores In a Single financial year or
One similar completed work costing not less than Rs105 crores. In a Single financial year

ii) The above criteria of works should have been done registered and eligible Government Sector / Reputed private contractors for the same nature of work.

For the purpose of this clause, “similar work” shall mean a) any educational/ Institutional campus comprising classrooms, library, computer lab, administration block, hostel & housing etc. /b) any software IT Park/ office campus with multi-storied high-rise buildings project of R.C.C. framed structure seismic resistant /composite structures, with integrated responsibility of services such as , but not limited to, central heating ventilation and air- conditioning ; including internal water supply, sanitary installations, fire-fighting and fire protection systems, internal and external electrical installations and external infrastructure, IBMS , Security access control systems, landscape work, Elevators, DG set etc. This shall exclude Road/Highway/Infrastructure projects/Mass housing projects/Industrial projects.

2.6.3. The applicant shall have executed at least one work of Services (MEP) costing Rs.20 crores against a single contract/part of composite contract during seven years ending on 31.03. 2023 in one single financial year and shall provide a documentary proof of the same.

2.6.4. Shall have an average annual financial gross turnover not less than of Rs. 105 Crores ( except Pandemic effected years i.e., 2020-2022) on similar works during the last three consecutive financial years ending 31st March 2023. Further, the financial price updating of 7% per annum shall be applied to the turnover of the Previous Years to bring them to 2020-23 Price Level.

2.6.5. Shall not have incurred any loss in more than two years during the last seven years ending 31st March, 2023.
2.6.6. Shall have a solvency of Rs. 80 crores. The applicant shall submit the solvency certificate, not older than three months prior to 31st March, 2023 issued by any scheduled bank, in original.

2.6.7. Shall have average net worth of Rs. 105 crores. Certificate(s) from Chartered Accountant/statutory auditors specifying the net worth of the Applicant(s), as at the close of the preceding financial year, and also specifying that the methodology adopted for calculating such net worth conforms to the provisions of this clause. For the purpose of this pre-qualification, net worth (the "Net Worth") shall mean the sum of capital (paid up capital in case of companies) and reserves from which shall be deducted the sum of revaluation reserves, miscellaneous expenditure not written off and reserves not available for distribution to equity shareholders (in case of companies).

2.6.8. Shall not have been black listed by any Govt Sector/Private sector bodies. The applicant must submit a self-attested affidavit to this effect.

2.6.9. The bidding capacity of the contractor shall be equal to 75% or more than the cost of the work. The bidding capacity shall be worked out by the following formula:

\[
\text{Bidding Capacity} = (A \times N \times 2) - B
\]

Where,

- \(A\) = Max. value of constr. works executed in any one year during the last 7 years (up dated to 2023 price level) taking into account the completed as well as works in progress.
- \(N\) = Number of years prescribed for completion of work for which pre-qualification application has been invited. (16 Months)
- \(B\) = Value at the year 2023 price level of existing commitments and on-going works to be completed during the period of completion of work for which pre-qualification has been invited. (Next 16 months)

The applicant shall submit the calculation sheet of Bid Capacity and also indicate value of balance work in hand. (Certified by a Chartered Accountant)

2.6.10. For this purpose, cost of work shall mean gross value of the completed work including the cost of materials supplied by the Govt./Client (Excluding of Taxes), but excl. those supplied free of cost.

2.7 Desirable Criteria

2.7.1 Execution of Institutional facilities which include high-rise residential towers, computer centres, IT Parks, laboratories and class rooms of educational institutes/universities of national eminence or national labs or medical institutions of national repute is preferred and will bear higher weightage for evaluation.

It is desirable that the applicant does not have any litigation(s) in process. The applicant must submit information of on-going litigations and litigations had in the past 7 years. In the event that the applicant has no litigations either in process or in the past 7 years, an affidavit to this effect, duly self-attested must be submitted in original.

2.8.2 It is desirable that the applicant has at least one of the valid certifications, namely ISO 9001 - 2008 / ISO – 14000, OHSAS valid on the date of application.

It is desirable that the applicant has completed at least one building of 20,000 sq. m, which obtained GRIHA 3/4 or IGBC certification and this will bear higher weightage for evaluation.

2.8.5 The two buildings are planned to achieve IGBC platinum green rating. Contractors with prior experience of
having done work for green buildings may kindly submit requisite proof of the same along with the Pre-
qualifications documents.

2.8 Essential Submissions and Information

2.8.1 The bidder shall provide copies of work orders as well as completion certificates from the Employer as
documentary proof for having executed similar works. However, decision with regard to eligibility of the applicant
will be taken by the Employer, only after necessary documents provided by the applicant have been examined.

2.8.2 References, information and certificates from previous government/private sector clients certifying suitability,
technical knowhow, capability & quality of work, for each work completed in the last seven years and works in
hand of the applicant shall be signed by an officer not below the rank of Executive Engineer or equivalent. For
private agencies, the certificate is to be obtained from authorized signatory duly authorized by the Owner/ MD.
(Attach letter of authorization) and shall be obtained in sealed cover. (Form 6)

2.8.3 The applicant must submit an self attested that up to date tax returns have been filed along with copies of such
returns submitted to the Income Tax department/Department of Trade & Taxes.

2.8.4 The applicant shall own construction equipment as per list (Form 8) required for the proper and timely execution of
the work. Else, he shall certify that he would be able to manage the equipment by hiring etc. and submit the list of
firms from whom he proposes to hire.

2.8.5 The applicant shall have sufficient number of Technical and Administrative employees for the proper execution of
the contract work. The applicant shall submit a list of the employees stating clearly how they would be
involved in this work. – (Form 7)

2.8.6 Organization Information

Applicant is required to submit the following information in respect of his organization (Form 1). Minimum proposed deployment of Technical Staff and other staff for this work shall be furnished as per Form 7 Part I & II for assessment and evaluation:

Applicant shall submit the supporting Documents such as:

List of full-time technical staff he proposes to deploy against the work.

2.8.7 Construction Plant & Equipment

Applicant shall furnish the list of construction plant and equipment including steel shuttering, cantering and
scaffolding likely to be used in carrying out the work (in Form "8"). Details of any other plant & equipment required
for the work (not included in Form 8 and available with the applicant may also be indicated) and proposed to be
deployed. Facilities of field lab and test equipment shall also be furnished.
2.8.8 Specialized / Services works  

In case the applicant has himself not executed any works of Services (MEP), he can have a sub-contractor who meets the condition laid down in Section 2.6.4 above in respect of works of MEP Services. In such case, the applicant will have to produce an MOU/work orders of previous works done.

2.9 Evaluation Criteria for Pre-Qualification

For the purpose of pre-qualification, applicants will be evaluated in the following manner:

2.9.1 The initial criteria prescribed in Section 2.6 above in respect of experience of similar works completed, financial turn over, bidding capacity, and certifications etc. will first be scrutinized by the Screening Committee and the applicant’s eligibility for pre-qualification for the work shall be determined. Only those Applicants who meet the eligibility criteria specified in Section 2.6, above shall qualify for evaluation under this section.

2.9.2 Physical inspection of completed projects of applicants found eligible in Section 2.6 will be performed by an Inspection Committee appointed by IIITH for evaluating quality of works. This committee may visit similar works done by the applicant in the past i.e., works pertaining to Civil works, Plumbing, Electrical, Fire Fighting, HVAC works etc. The exact numbers and the works to be visited may be decided by IIITH.

2.9.3 Further evaluation will be done by an Expert cum Evaluation committee constituted by IIITH. The Expert cum Evaluation committee at its discretion may call for information from clients of similar works carried out or in progress by the applicants and evaluate the previous completed projects including all submissions, litigations etc. The Applicant’s competence and capability is proposed to be established by the following parameters:

(a) Financial Capabilities (Over and above the minimum value prescribed) - Turnover, Solvency and bid capacity (30 marks);
(b) Technical capabilities – (40 Marks)
   (b.1) Quality of previous work, (Quality-15, Timelines-5) submitted by the Inspection Committee (15 marks);
   (b.2) Resource- team capabilities (10 marks) (Part-II Page 23)
   (b.3) Plant & machinery evaluation (10 marks) (ref Page 28 Form 8)
(c) Fulfilment of desirable criteria (in Section 2.6/2.7) – 30marks
   (c.1) EHS & OHSAS should have been implemented in previous executed projects (15 marks)
   (c.2) Vendor worked on execution of IGBC/LEED/GRIHA certified building (15 marks)

2.9.4 The firm’s recommended for pre-qualification shall be determined by the experts/evaluationcommittee marks and only those firms securing at least 75 marks shall be recommended for prequalification.

2.9.5 Even though an applicant may satisfy the eligibility requirements and has been prequalified, he would be liable to disqualification if he has:
   a) Made misleading or false representation or deliberately suppressed any information in the forms, statements or enclosures required in the pre-qualification document.
b) Obscured/deliberately hidden record of poor performance such as abandoning work, not properly completing the contract, or financial failures/weaknesses, etc.

2.9.6 Any effort on the part of the applicant or his agent to exercise influence or to pressurize the employer would result in automatic rejection of his application. Canvassing of any kind is strictly prohibited.

Section III

Information for Submission

Letter of Transmittal

Registrar,
IIITH, Gachibowli,
Hyderabad. (Telangana)

Sub:-- Submission of pre-qualification application for the work of “Construction of New Academic Building (NAB) and Student Recreation Introspective Centre (SRIC) along with necessary infrastructure facilities at the campus of IIITH at Gachibowli, Hyderabad.” —Reg

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Sir,

Having examined the details given in pre-qualification Notice and pre-qualification document for the above work, I/We hereby submit the pre-qualification document and other relevant information.

1. I/We hereby certify that all the statements made and information supplied in the enclosed forms “1” to “8” and accompanying statement are true and correct.

2. I/We have furnished all information and details necessary for pre-qualification and have no further pertinent information to supply.

3. I/We submit the requisite certified solvency certificate and authorize IIITH, to approach the Bank issuing the solvency certificate to confirm the correctness thereof. I/we also authorize IIITH to approach individuals, employers, firms and corporation to verify our competence and general reputation.

4. I/We submit the following certificates in support of our suitability, technical knowhow and capability for having successfully completed the following works:

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Name of work</th>
<th>Certified by/from</th>
<th>Contact particulars of the certifying agency with Telephone &amp; Fax numbers, mail id etc.</th>
</tr>
</thead>
</table>

* The applicant shall furnish all contact information such as postal address, telephone and fax numbers, e mail ids etc. In complete information will make the application liable for rejection.
1. List of Enclosures.

   Seal of applicant

   Date of submission: -- Signature(s) of Applicant(s)
FORM ‘1’

STRUCTURE AND ORGANIZATION INFORMATION ABOUT APPLICANT

1. IN CASE OF INDIVIDUAL

- i  Name of Business
- ii Name of Owner
- iii Whether his business is registered
- iv Date of commencement of business

2. IN CASE OF PARTNERSHIP –

- i  Name of Partners
- ii Reference of the partnership registration
- iii Date of establishment of firm
- iv If each of partners of the firm pays Income Tax over Rs. 10,000/- per year and if not which of them pays the same
- v Copies of partnership deed, if any

3. IN CASE OF COMPANY LIMITED BY SHARES OR COMPANY LIMITED BY GUARANTEE.

- i  Amount of paid up capital
- ii Names of Directors
- iii Date of Registration of Company
- iv Certified copies of Memorandum and Article of Association of company
- v Name of directors & Officers with designation, concerned with the work.
- vi Designation of individuals authorized to act for the Organization.
- vii Was the applicant ever required to suspend construction for a period of more than six months continuously after commencement of the construction? If so, give the name of the project & reasons of suspension of work.
- viii Has the applicant, or any constituent partner in case of partnership firm, ever abandoned the awarded work before its completion? If so, give name of the project and reasons for abandonment.
- ix Has the applicant, or any constituent partner in case of partnership firm ever been debarred/blacklisted for tendering in any organization at any time? If so, give details.
- x Has the applicant, or any constituent partner in case of partnership firm, ever been convicted by a court of law? If so, give details.
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<th>Registration details:</th>
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<tr>
<td>xi</td>
<td>a) Registration with Govt Sector /Private Sector</td>
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<td></td>
<td>b) Electrical license</td>
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<td></td>
<td>c) EPF No. valid up to</td>
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<td>d) GST</td>
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<td>e) Clearance of Sales Tax up to</td>
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<td></td>
<td>f) ITCC valid up to (Copies to be enclosed)</td>
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<td>xii</td>
<td>Any other information considered</td>
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<td>Necessary but not included above.</td>
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FORM '2'

FINANCIAL INFORMATION

Part 1: Bankers Details

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<td>City</td>
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<td>d)</td>
<td>PIN</td>
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Details of Contact Person for Verification of Particulars

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<td>e)</td>
<td>Name &amp; Designation</td>
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<tr>
<td>f)</td>
<td>Phone No.1 with STD Code</td>
</tr>
<tr>
<td>g)</td>
<td>Phone No.2 with STD Code</td>
</tr>
<tr>
<td>h)</td>
<td>Email</td>
</tr>
<tr>
<td>i)</td>
<td>Fax No</td>
</tr>
</tbody>
</table>

Part 2: Details of Chartered Accountant

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>a)</td>
<td>Name of Bank</td>
</tr>
<tr>
<td>b)</td>
<td>Address</td>
</tr>
<tr>
<td>c)</td>
<td>City</td>
</tr>
<tr>
<td>d)</td>
<td>PIN</td>
</tr>
</tbody>
</table>

Details of Contact Person for Verification of Particulars

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>e)</td>
<td>Name &amp; Designation</td>
</tr>
<tr>
<td>f)</td>
<td>Phone No.1 with STD Code</td>
</tr>
<tr>
<td>g)</td>
<td>Phone No.2 with STD Code</td>
</tr>
<tr>
<td>h)</td>
<td>Email</td>
</tr>
<tr>
<td>i)</td>
<td>Fax No</td>
</tr>
</tbody>
</table>

Part 3: Financial Information

1) Financial Analysis: Details to be furnished duly supported by figures in Balance Sheet / Profit & Loss Account for the last 5 years duly certified by the chartered Accountant, as submitted by the applicant to the Income Tax department (copies to be attached)

<table>
<thead>
<tr>
<th></th>
<th>FY</th>
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<tbody>
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</tbody>
</table>

(i) Gross Annual turnover on construction

(ii) Construction Works Turnover

(iii) Net Profit/ Loss

Average annual Turnover.
2) Financial arrangements for carrying out the works.

3) The following certificates are to be enclosed.

   a) Tax deducted at source, certificates from the clients for the last Seven years.
   c) Solvency, Cash Credit, Bank – guarantee limit certificate from Bankers of Applicant.

Signature of Chartered Accountant  Seal and Signature of Applicant

FORM ‘ 3 ’

SOLVENCY CERTIFICATE FROM APPLICANT’S BANKERS

This is to certify that to the best of knowledge and information M/s. /Shri ........ .................
........................................................................(with address), a customer of our bank, are/is respectable and can be
treated good for engagement up to a limit of ₹ ........... ... .... Lakhs (Rupees
........................................................................................................Lakhs).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature) For the bank

NOTE:
1. Bankers certificated shall be on letter head of the Bank sealed in cover addressed to tendering authority.
2. In case of partnership firm, certificate shall include names of all partners as recorded with the Bank.
FORM '4'


<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Name of work &amp; Location</th>
<th>Owner or Organization</th>
<th>Value of work at completion (Rs. in lakhs)</th>
<th>Date of commencement as per contract</th>
<th>Stipulated date of completion</th>
<th>Actual date of completion</th>
<th>Litigation/Arbitration pending in progress with details</th>
<th>Remarks</th>
</tr>
</thead>
</table>

Year of Completion | Multiplying Factor
---|---
2022-23 | 0.00
2021-22 | 1.07
2020-21 | 1.14
2019-20 | 1.21
2018-19 | 1.28

Multiplying factor for cost updation:

Signature of Applicant(s)
FORM '5'

CURRENT PROJECTS UNDER EXECUTION OR AWARDED UPTO 31st March 2023.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of work</th>
<th>Project &amp; Location</th>
<th>Owner Organization Contact Particulars</th>
<th>Value of work (Rs. In lakhs)</th>
<th>Date of commencement as per contract</th>
<th>Stipulated date of completion</th>
<th>Present Status (% Completed)</th>
<th>Expected date of completion</th>
<th>Reasons for slow progress</th>
<th>Average Monthly Billing in the last 6 months</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

Certified that the above list of work is complete and no work has been left out and that the information given is correct to my knowledge and belief.

Signature of Applicant(s)

*The above information shall be supported with copies of Award Letter/Work order/LOI.*
FORM '6'

CLIENT'S CERTIFICATE REG PERFORMANCE OF CONTRACTOR

Name & address of the client……………………………………………………………………………………………………………………………

Details of Works executed by ………………………………………………………………………………………………………………………………………

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Name of work with brief particulars</td>
</tr>
<tr>
<td>2.</td>
<td>Agreement No. and date</td>
</tr>
<tr>
<td>3.</td>
<td>Date of commencement of work</td>
</tr>
<tr>
<td>4.</td>
<td>Stipulated date of completion</td>
</tr>
<tr>
<td>5.</td>
<td>Actual date of completion</td>
</tr>
<tr>
<td>6.</td>
<td>Details of compensation levied for delay, if any</td>
</tr>
<tr>
<td>7.</td>
<td>Tendered amount</td>
</tr>
<tr>
<td>8.</td>
<td>Gross Amount of work completed</td>
</tr>
<tr>
<td>9.</td>
<td>Name and address of the authority under whom works executed.</td>
</tr>
<tr>
<td>10.</td>
<td>Whether the contractor employed qualified Engineer/Overseer during execution of work?</td>
</tr>
<tr>
<td>11. i)</td>
<td>Quality of work (indicate grading)</td>
</tr>
<tr>
<td>11. ii)</td>
<td>Amount of work paid on reduced rate basis, if any.</td>
</tr>
<tr>
<td>12.</td>
<td>Did the contractor go for arbitration?</td>
</tr>
<tr>
<td>13.</td>
<td>Comments on the Capabilities of the contractor</td>
</tr>
</tbody>
</table>

Note: All columns shall be filled properly.

Signature of the Reporting Officer with Official seal

"Countersigned"

Officer of the rank of Executive Engineer or equivalent.
FORM '7' (Part I)

DETAILS OF TECHNICAL PERSONNEL TO BE EMPLOYED FOR THE WORK

An abstract shall be submitted.

(Part II)

DETAILS OF ADMINISTRATIVE PERSONNEL TO BE EMPLOYED FOR THE WORK

An abstract shall be submitted.

Basic team requirement

1.1 Schedule of Key Personnel:
The successful tenderer shall have to employ the following technical staff on full time basis to be available at site.

1) 1 No. Project Manager with 15 years’ experience for B.Tech or 20 years’ experience for Diploma holders.
2) 4 Nos. Graduate Engineers with 5 years’ experience
3) 3 Nos. Diploma holder with 3 years’ experience
4) 4 Nos. Work Inspector with 3 years’ experience
5) 1 No. EHS Engineer with 5 years’ experience
6) 1 No. MEP Manager with 10 years’ experience
7) 1 No. MEP Engineer with 5 years’ experience
8) 1 No. Planning & Quality Engineer with 5 years’ experience
9) 1 No. QS manager & 1 No. QS engineer

**FORM '8'**

DETAILS OF CONSTRUCTION PLANT AND EQUIPMENT LIKELY TO BE USED IN CARRYING OUT THE WORK

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Name of Equipment</th>
<th>No.</th>
<th>Capacity</th>
<th>Age &amp; Condition</th>
<th>Ownership status</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

Details shall be submitted separately for:

1. **Earth moving equipment**
   1.1. Excavators (various sizes)

2. **Equipment for hoisting/lifting**
   2.1. Tower crane
   2.2. Builders hoist
   2.3. Mobile cranes
   2.4. Telescopic cranes

3. **Equipment for concrete work**
   3.1. Concrete batching plant (Fully/Semi-Automatic)
   3.2. Concrete pump
   3.3. Concrete transit mixer
   3.4. Concrete mixer (diesel)
   3.5. Concrete mixer (electrical)
   3.6. Needle vibrator (electrical)
   3.7. Needle vibrator (petrol)
   3.8. Needle vibrator (elect/petrol)
   3.9. Placer boom
   3.10. Pre-stressing equipment

4. **Equipment for building work**
   4.1. Block making machine
   4.2. Bar bending machine
   4.3. Bar cutting machine
   4.4. Wood thickness planes
   4.5. Drilling machine
   4.6. Circular saw machine
   4.7. Welding generators
   4.8. Welding transformers
   4.9. Cube testing machines
4.10. Steel shuttering
4.11. Steel scaffolding
4.12. Grinding/polishing machines
# CHECK LIST of Documents to be attached by the Applicant

<table>
<thead>
<tr>
<th>Information</th>
<th>Confirmation of Submission</th>
<th>Page No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proof of constitution :</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>a) In case of sole proprietorship/HUF: an affidavit executed before a 1st Class magistrate that the applicant is the sole proprietor of the firm/Karta of HUF.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>b) In case of partnership firm: (Submit attested copies)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>c) Self attested Partnership deed.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>d) Form “A” or equivalent form issued by Registrar of Firms Form “B” or equivalent form issued by registrar of firms Form “C” or equivalent form issued by Registrar of firms.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>e) In case of Private/Public Ltd Co. self attested Article of Association,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>f) Power of attorney if any.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Certificates of Registration as contractor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Certification of Registration with taxation authorities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Certificates of Tax Clearances (ITCC, VAT, Service Tax etc)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Details of requisite licenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Registration with EPF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Proof of eligibility of essential Criteria</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>Proof of eligibility of Services Works</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>Proof of eligibility of Desirable Criteria</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>Financial Information</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a) Balance Sheets for last 5 years</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>b) Calculation sheets of net worth</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>c) Solvency Certificate in original</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>d) Calculation sheet of bid capacity</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>Details of Completed Works as given in Form 4</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>Attested Copies of award letters/ work Orders/ LOI for completed works</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Original or attested copies of certificates for works done, from concerned clients</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>Performance report of completed works as given in Form 6.</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>Details of On-going works</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>Attested Copies of award letters/ work Orders/ LOI for on-going works</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>Details of key personnel as given in Form 7.</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>Details of machinery as given in form 8.</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>----------------------------------------</td>
<td>---------</td>
<td></td>
</tr>
<tr>
<td>Affidavit of affirmation, in original, (self attested) on litigations as per Clause</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>Affidavit of affirmation, in original, (self attested) to the effect that the firm has not been blacklisted as given in Clause 2.6.10</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>Undertaking that all taxes are clear and there are no outstanding dues.</td>
<td>Yes /No</td>
<td></td>
</tr>
<tr>
<td>Pendrive containing all submittals in digital format.</td>
<td>Yes /No</td>
<td></td>
</tr>
</tbody>
</table>