



इंडियन बैंक
Indian Bank

**ZONAL OFFICE : 4TH FLOOR, EAST WING, RAHEJA TOWERS, 26/ 27,
M G ROAD, BANGALORE – 560 001**

NOTICE INVITING OFFERS FROM CIVIL CONTRACTORS FOR FORMULATING A PANEL FOR THE PROJECT OF CARRYING OUT RENOVATION WORKS AT INDIAN BANK, BANGALORE CITY BRANCH PREMISES (10, K.G.Road, Bangalore)

Applications are invited from Civil Contractors of long standing and repute, having an office in Bangalore, for the project of carrying out repairs/ renovation/ furnishing works for the Bank owned premises at the above mentioned address.

The application form may be downloaded from the website or can be obtained from the Zonal office of Indian Bank at the above mentioned address on payment of Rs.3000/- by way of DD drawn in favour of 'Indian Bank' payable at Bangalore, on all working days during office hours from 06.07.2012 to 25.07.2012.

The applications have to be super scribed **“Renovation works at Indian Bank, Bangalore City Branch premises, 10, K.G.Road, Bangalore”**.

The applications are to be submitted on or before 14.00 Hrs. on 27.07.2012

Date of opening of Technical Bids - 15.00 Hrs., same day

For clarifications, if any, contact - **080 – 2295 8906**

Fax : 080 - 2295 8905

Email : cmadminzobangalore@indianbank.co.in

Zonal Manager

ANNEXURE B – TECHNICAL BID

Indian Bank invites application from Civil contractors of long standing and repute for preparing a panel of contractors for Civil works at their owned premises at No.10, K.G.Road, Bangalore comprising of land measuring 8071 sq.ft. with 4 storied building structure wherein Ground floor to 3rd floor measures 3567sq.ft each and 4th flr – 429sq.ft. (Lift room) apart from Currency Chest in Basement.

The completion period is 6 months from the date of awarding of works.

The likely project cost is Rs.120 Lakh.

Bank intends to pre-qualify Contractors who have the requisite qualifying experience specified below:

- Average annual turnover during the last 3 completed financial years, ending 31.03.2012 should be atleast **Rs.36 lakhs**.
- Should be solvent to the extent of **Rs.48.00 lakhs**. Copy of latest solvency certificate issued by a commercial Bank to be furnished. The certificate should have been issued during the year 2012.
- Work Experience during the last 5 years ending 31.03.2012:
 - a. Three similar completed works each costing not less than **Rs.48 lakhs**
(OR)
 - b. Two similar completed works each costing not less than **Rs.60 lakhs**
(OR)
 - c. One similar completed work costing not less than **Rs.96 lakhs**

The contractor should have adequate tools and equipment required for proper execution of work in the prescribed time. The applicant shall furnish details of these equipments.

The contractor should have sufficient number of technical and administrative personnel for proper execution of contract. The contractor should submit a list of their employees.

The PQ document can be obtained from the office of Indian Bank, Zonal Office at 4th floor, East Wing, Raheja Towers 26/ 27, MG. Road, Bangalore - 560 001 on payment of Rs.3000/- by way of DD drawn in favour of 'Indian Bank' payable at Bangalore on all working days during office hours from 06.07.2012 to 25.07.2012.

The PQ document is also available in the website. The applicant may download the PQ document for submission to the Bank. In case of downloaded PQ documents, the applicant should to remit an amount of Rs.3000/- (Rupees Three

thousand Only) along with PQ document to the Bank at the time of submission of PQ document. DD to be drawn as above.

Applications for prequalification supported by prescribed annexures should be submitted in sealed envelope duly super scribed **“Pre qualification document for “Renovation works at Indian Bank, Bangalore City Branch premises, 10, K.G.Road, Bangalore”**”.

The applications will be received upto 14.00 HRS on all working days during the office hours until 27.07.2012 and will be opened on the same day at 15.00 HRS at above mentioned Zonal office address. Intending applicants may be present at that time.

Bank reserves the right to reject any or all applications without assigning any reason whatsoever.

Please Note : The Applicants should essentially have an office is Bangalore since last 5 years ending 31.03.2012.

Last Date for issuance of PQ Documents: Dt. 25.07.2012 Time : 5.00 P.M

Last date for submission of PQ Application : Dt.27.07.2012 Time : 2.00 P.M.

**The Asst. General Manager
Indian Bank
Zonal Office :Premises Dept.
4th floor, East Wing, Raheja Towers
26/ 27, MG. Road, Bangalore - 560 001**

Phone: 2295 8906

Fax : 2295 8905

Email : cmadminzobangalore@indianbank.co.in

IMPORTANT INSTRUCTIONS TO APPLICANTS WHO DOWNLOAD THE PQ DOCUMENT FROM WEB.

The applicants who have down-loaded the PQ from the web, should read the following important instructions carefully before submitting the PQ documents:-

- a) The applicants should see carefully & ensure that the **complete PQ document** contains **14** pages in total (From page 2).
- b) The printout of PQ document should be taken on 'A 4' size paper only & the printer settings etc are such that document is printed as appearing in the web & there is no change in formatting, number of pages etc.
- c) The applicant should ensure that **no page** in the down-loaded PQ document is **missing**.
- d) The applicant should ensure that all pages in the down-loaded PQ document are **legible, clear** & are printed on a good quality paper.
- e) The applicant should ensure that **every page** of the down-loaded PQ document is **signed by applicant with stamp (seal)**
- f) The applicant should ensure that the down-loaded PQ document is **properly bound and sealed** before submitting the same.
- g) In case of any correction / addition / alteration / omission in the PQ document by the applicant, it shall be treated as non – authenticated and is not acceptable.
- h) The applicant shall furnish a declaration to the effect that no addition deletion / corrections have been made in the PQ document submitted and it is identical to the PQ document appearing on Website.
- i) The applicant should read carefully & **sign the declaration** given on the page number '**5**' before submitting the PQ document.
- j) In case of any doubt in the down-loaded PQ document, the same should be got clarified from Indian Bank, Zonal Office at 4th floor, East Wing, Raheja Towers 26/ 27, MG. Road, Bangalore - 560001 Ph No: 22958906 before submitting the PQ document.

LETTER OF TRANSMITTAL

To
The Asst. General Manager
Indian Bank
Zonal Office :Premises Dept.
4th floor, East Wing, Raheja Towers
26/ 27, MG. Road, Bangalore - 560 001

Sub: Pre qualification document for “Renovation works at Indian Bank, Bangalore City Branch premises, 10, K.G.Road, Bangalore”

Sir,

Having examined the details given in pre-qualification Web-Notice and PQ document for the above work, I/we hereby submit the PQ documents (issued / downloaded from web) and other relevant information.

1. I/We hereby certify that all the statements made and information supplied in the enclosed forms A to G and accompanying statements 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 the Asst. General Manager, Indian Bank, ZO, Bangalore to approach the Bank issuing the solvency certificate to confirm the correctness thereof. I/We also authorize Asst. General Manager, Indian Bank, ZO, Bangalore to approach individuals, employers, firms and corporation to verify our competence and general reputation.
4. I/We also submit prescribed declaration in respect of downloaded PQ document.(Applicable only in case of application on downloaded PQ document)
5. I/We submit the following certificates in support of our suitability, technical know-how & capability for having successfully completed the following works

SL.NO	Name of Work	Certificate from

Enclosures:

Seal of applicant

Date of submission

Signature(s) of applicant(s)

DECLARATION

(TO BE GIVEN BY THE APPLICANT WHO HAVE DOWNLOADED THE PQ DOCUMENT FROM THE WEB)

It is to certify that

- 1) I / We have submitted the PQ document in the proforma as **down-loaded directly from the web site & there is no change in formatting, number of pages etc.**
- 2) I / We have submitted PQ document which **are same / identical** as available in the website.
- 3.) I / We have **not made any modification / corrections / additions etc** in the PQ documents downloaded from web by me / us.
- 4) I / We have checked that **no page is missing** and all pages as per the index are available & that all pages of PQ document submitted by us are **clear & legible.**
- 5) I / We have **signed (with stamp) all the pages** of the PQ document before submitting the same.
- 6) I / We have **sealed** the PQ documents properly before submitting the same.
- 7) I / We have submitted the cost of PQ document.
- 8) I /We have read carefully & understood the instructions to all the applicants & to the applicants who have down-loaded the PQ document from the web.
- 9) In case at any stage later, it is found that there is difference in our downloaded PQ documents from the original, BANK shall have the absolute right to take any action as deemed fit without any prior intimation to me / us.

Dated:

Signature(s) of applicant(s)

FINANCIAL INFORMATION

- I Financial Analysis – Details to be furnished duly supported by figures in Balance Sheet/Profit and Loss Account for the last five years ended 31.03.2012 duly certified by the Chartered Accountant, as submitted by the applicant to the Income-Tax Department (Copies to be attached).

YEARS

 07-08 08-09 09-10 10-11 11-12

- (i) Gross Annual turn-over in
Electrical Works:
- (ii) Profit (+)
or
Loss (-)
- (iii) Financial position:
- Cash
- Current Assets
- Current Liabilities

Please enclose:

- I. Income Tax Assessment orders/IT Returns submitted for the last 5 years.
- II. Solvency Certificate from Bankers (Scheduled bank) of Applicant.
- III. Audited Balance Sheet and P& L Account for the last 5 years

SIGNATURE OF APPLICANT(S)

FORM 'B'

**DETAILS OF ALL WORKS OF SIMILAR CLASS COMPLETED DURING THE LAST FIVE YEARS
ENDED 31.03.2012**

SL NO	Name of work/project & location	Owner or sponsoring organizations	Scope of work *	Cost of work(Rs. in lakh)	Date of commence ment as per contract	Stipulated Date of completion	Actual date of completion	Litigation/ Arbitration pending / In progress with details **	Name and Remarks address/ Tel No of Officer to whom reference may be made	
1	2	3	4	5	6	7	8	9	10	11

* Preferably Pertaining to Building renovation works, carrying out aluminum cladding / glazing in the facade, interior works etc.

** Indicate gross amount claimed and amount awarded by the Arbitrator

Signature of Applicant(s)

FORM- B1

ADDITIONAL INFORMATION FOR COMPLETED WORKS

1. Name of work
2. Location
3. Client's name and address
4. Consultants name and address.
5. Type of renovation works done
(interiors / exteriors)
6. Specialized works **if any**, done with
cost details,(aluminum cladding/ glass
façade etc.) – photos to be furnished, if
necessary.

SIGNATURE OF APPLICANT(S)

FORM C

PROJECTS UNDER EXECUTION OR AWARDED

SL NO	Name of work/project & location	Owner or sponsoring organizations	Cost of work (Rs. In Lakh)	Date of commencement as per contract	Stipulated Date of completion	Upto date percentage progress of work	Slow progress if any and reasons there of	Name and address/ Tel No of Officer to whom reference may be made	Remarks(Indicate whether any show cause notice issued or Arbitration initiated during the progress of work)
1	2	3	4	5	6	7	8	9	10

Signature of Applicant(s)

FORM 'D'**PERFORMANCE REPORT FOR WORKS REFERRED TO IN FORM 'B' & 'C'**

1. Name of the work/
Project & Location.
2. Estimated Cost
2. Tendered Cost
3. Value of work done
4. Date of Start
5. Date of completion
 - a. Stipulated date of completion.
 - b. Actual date of completion.
6. Amount of compensation levied for delayed
Completion if any.
7. Performance report based on
Quality of Work, Time Management,
and Resourcefulness : Very Good / Good / Fair

DATE

SUPERINTENDING ENGINEER/
CHIEF PROJECT MANAGER
OR EQUIVALENT.

STRUCTURE AND ORGANISATION

1. Name and address of the applicant
2. Telephone No./Fax No/E-Mail address.
3. Legal Status (attach copies of original document defining the legal status)
 - (a) An Individual
 - (b) A proprietary Concern
 - (c) A Firm in partnership
 - (d) A Limited Company or Corporation.
4. Particulars of registration with various Government bodies (Attach attested photo-copy)
 - a) Registration Number.
 - b) Organization / Place of registration
5. Names and Titles of Directors and officers with designation to be concerned with this work with Designation of individuals authorized to act for the organization.
6. Was the applicant ever required to suspend works for a period of more than six months continuously after commencement of works. If so, give the name of the project and give reasons thereof.
7. Has the applicant or any constituent partner in case of partnership firm/ Company, ever abandoned the awarded work before its completion? If so, give the name of the project and give reasons thereof.
8. Has the applicant or any constituent partner in case of partnership firm / Company, ever been debarred/black listed for tendering in any organization at any time? If so, give details:
9. Has the applicant or any constituent partner in case of partnership Firm or any Director in case of a Company or any criminal proceedings presently pending, ever been convicted by a court of law? If so, give details.
10. In which field of interior, Furniture and Furnishing works, you can claim specialization and interest
11. Any other information considered necessary but not included above.

SIGNATURE OF APPLICANT(S)

DETAILS OF KEY TECHNICAL AND ADMINISTRATIVE PERSONNEL EMPLOYED BY THE FIRM / COMPANY

SL NO	Designation	Total Number	Names	Qualification	Professional Experience	Length of continuous service with employer
1	2	3	4	5	6	7

Note : additional information about Technical personnel , if any , may be submitted on separate sheet.

Signature of Applicant(s)

FORM -F

DETAILS OF **TOOLS** PLANT AND EQUIPMENT LIKELY TO BE USED IN CARRYING OUT THE WORK.

SL NO	Name of the Equipment/ Instrument	Nos	Capacity or Type	Age	Condition	Ownership status			Current location	Remarks
						Presently owned	To be purchased	Leased		
1	2	3	4	5	6	7	8	9	10	11
2										

SIGNATURE OF APPLICANT(S)

PROFORMA ON ISO CERTIFICATION
(If available)

1. Year of Certification
2. Name and Address of Certifying Agency
3. Name of Management Representative
4. Validity of Certificate

Note : Attested copy of certificate

SIGNATURE OF APPLICANT(S)