

INDIAN BANK

**EMPANELMENT OF ARCHITECTS/INTERIOR DECORATORS/ INTERIOR CONSULTANTS
APPLICATION FORM**

Sl.No	Particulars	
1.	Name of the Firm	
2.	Address	
3.	Telephone Nos. Including Mobile	
4.	Fax No.	
5.	Constitution of the Firm (Please enclose relevant documents like copy of partnership deed, Memorandum/articles of association etc.)	
6.	Year of Establishment	
7.	Name of Partners/Associates	
8.	Bio-data of Partners/Associates, Details may be given in the Enclosed format (Annexure I)	
9.	Registration Number with Council of Architects / Indian Institute of Architects (please enclose copy of the certificate)	
10.	Name and Value of Major Construction works Completed during the last 5 years Details may be given in the enclosed format – Annexure – II (Please enclose copies of work order, completion certificate issued by the client etc.)	
11.	Name and Value of major construction works in the hand - Details may be given in the enclosed format – Annexure – III. (please enclose copies of work orders)	
12.	Name and Value of other major construction works in the hand – Details may be given in the enclosed format – Annexure – III (Please enclose copies of work orders)	
13.	List of Technical personnel employed – Please attach separately	
14.	List of other personnel employed – Please attach separately	
15.	List of consultants engaged by the firm – Please attach separately	
16.	List of Office Equipments owned by the Company.	
17.	Banker's Name	
18.	Latest ITCC to be enclosed	
19.	List of Empanelment with other organisations. (Please enclose copies of letters issued by the organisations)	
20.	Particulars of participation in Competitions	
21.	If the firm is not having the office in Chennai then please indicate the time by which it is likely to open an office with documentary evidence.	

Note: Please enclose separate sheets, photographs, documents etc wherever required.

Bio-data of the partners/Associates

S.No.	Particulars	
1.	Name	
2.	Associates with the firm, since	
3.	Date of Birth	
4.	Professional qualifications (please enclose copy of certificate)	
5.	Professional Experience	
6.	Professional Affiliation	
7.	Details of Membership	
8.	Details of Published papers in Magazines	
9.	Details of Cost effective methods/design adopted in the projects	
10.	Exposure to new materials/Techniques	

Signature

Annexure – II

List of Major works completed during the last 5 years

S.No .	Name of the Client	Nature of work	Estimated Value	Sq.ft.	Date of Start	Period of Completion	Actual date of Completion	Final Value of the project	Reasons for the Variation/ delay if any
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

- Note : a) The credentials issued by the Clients shall be enclosed.
b) The work should have been executed by the firm under the name in which they are submitting the applications.

Annexure – III

List of Major works on hand

S.No.	Name of the Client	Nature of work	Estimated Value	Sq.ft.	Present Position	Scheduled date of Completion	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

Annexure – IV

List of other Major works on hand

S.No.	Name of the Client	Nature of work	Estimated Value	Sq.ft.	Present Position	Scheduled date of Completion	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)