

Name of Work: Interior work of Guest house, 10th and 11th floor & Terrace Repairing, Sakhar Bhavan

Client : Maharashtra State Cooperative Sugar Factories Federation Ltd.,

Architects : Manjiri Desai & Associates, Andheri(W), Mumbai.

Pre Qualification notice:

For the comprehensive interior work to be done at Sakhar Bhavan at Nariman Point , Mumbai,

1. The contractor must have completed at least three single works, each costing not less than Rs. 50.00 lakhs of similar nature (or corporate offices) in the past three financial years in Mumbai duly supported by copy of work order and summary of respective tender
2. The Company must have an annual turnover of not less than Rs. 75.00 lakhs (Rupees Seventy Five Lakhs) in last three consecutive financial years, duly supported by IT returns of the same.
3. The contractor must submit client satisfaction reports of the same work as mentioned in point one above, with respect to timely execution and workmanship
4. The contractor shall also submit a portfolio/ Profile giving details of work done in 'Client, Area execution Time' format supported by client certificates.
5. The contractor shall submit the detailed list of staff, labor machinery etc.
6. The contractor should be equipped to appoint a full time site supervisor at site.

Submission of Documents:

The submission of the tender documents is to be done in two envelopes:

- a. **Technical Bid**
- b. **Commercial Bid.**

a. Pre-qualification document submission (Technical bid)

The technical bid will consist of all the list of documents mentioned in the pre-qualifying conditions. The submission should be done on or before 30th November, 2016 before 5:00 pm.

The envelope should be superscribed as: 'Kind Attention: To, Secretary, Maharashtra State Cooperative Sugar Factories Federation Ltd., Envelope 1, Technical bid submission of Maharashtra State Cooperative Sugar Factories Federation Ltd., and to be delivered at " Sakhar Bhavan" 11th Floor, 230, Nariman Point, Mumbai – 400 021

Copies of three work orders each valuing more than Rs. 50.00 lakhs for similar type of work carried out in the past three years.

- IT returns for the last 3 consecutive financial years with more than Rs. 75.00 lakhs turnovers each year.
- Submission of portfolio/ profile of the company and the list of work done in the last three years
- Detailed list of staff, machinery and labor.
- Security deposit of Rs. 10.00 lakhs in the form of a Demand Draft drawn in favor of Maharashtra State Cooperative Sugar Factories Federation Ltd., Detail of the full time site supervisor who will carry out the supervision of the overall work.

Information regarding Tender for Interior work at : 10th and 11th floor of Sakhar Bhavan

Carpet Area: 4800 sq. ft.

Terrace Area: 3600 sq. ft.

Project Time: 90 days

Commercial bid submission:

The blank tender document made available at Office.

The submission of commercial bid will be done in hard copy in the specified format.

The last date of submission (Tender in hard copies) will be 30th November, 2016 before 5:00 pm. The commercial bid of only pre-qualified parties shall be opened on Second week of December, 2016.

The envelope should be superscribed as:

Envelope 1 'Kind Attention: Secretary, Maharashtra State Cooperative Sugar Factories Federation Ltd.,

'Envelope 2, Commercial bid submission of Maharashtra State Cooperative Sugar Factories Federation Ltd., and to be delivered at " Sakhar Bhavan" 11th Floor, 230, Nariman Point, Mumbai – 400 021.

Please note:

- Work commencement will be immediately within 7 days of the date of awarding the work order. Accordingly men and machinery should be aligned by the vendor.
- Earnest money deposit of Rs. 2.00 lakhs in the form of a Demand Draft drawn in favor of Maharashtra State Cooperative Sugar Factories Federation Ltd., will have to be deposited prior to commencement of this work.
- All rights reserves with Maharashtra State Cooperative Sugar Factories Federation Ltd., regarding tenders for Cancellation / rejections.

FORMAT FOR CONTRACTORS

Project name: Renovation of Guest House & Terrace Repairing.

EMPANELMENT OF CONTRACTORS

General information for the contractors for empanelment to carrying out Construction, Furnishing and Building services works.

1. Intending contractors are requested to furnish details about their firm, technical experience, competence and evidence of their financial standing as per enclosed proforma for considering their names for empanelment.
2. Selection of contractors will be based on the ability and competence required for good quality jobs to be performed by them. Decision of the Maharashtra State Cooperative Sugar Factories Federation Ltd., regarding selection of contractors for empanelment will be final and binding. No further correspondence will be entertained
3. If the space provided in the proforma is insufficient for giving full details, the same may be given on a separate sheet of paper.
4. Information furnished to us will be kept as strictly confidential.
5. Intending contractors are requested to read carefully before filling the particulars in the proforma. The proforma or part thereof shall be signed by any one or more persons on behalf of the firm holding power of attorney to do so.
6. Cost of the application form is Rs.5000.00 (non-refundable) to be paid by way of Pay Order / Demand Draft favoring "Maharashtra State Cooperative Sugar Factories Federation Ltd.", payable at Mumbai. Application form is not transferable.
7. Where copies are required to be furnished, these should be certified copies.
8. contractor Should have local office in Mumbai, Thane or Navi Mumbai) any one

of these districts.

1.BIO – DATA OF CONTRACTING AGENCY

1. Name of the firm :

Address :

Telephone No. :

Office :

Residence :

Mobile :

Fax :

E-Mail :

2.a) Whether proprietary / partnership / :

Pvt. Ltd. / Public Ltd.,

b) Name of the Proprietor, :

Partners, Directors

I)

II)

c) Year of establishment :

3. Registration with Registrar :

of Companies (No. & Date) (For Corporation only)

4. Registration with Tax Authorities :

i) Income-tax (PAN) No. :

ii) Sales-tax No.

iii) Works contract no/Vat no. :

iv) Service tax no :

(Furnish copies of Income-tax, sales-tax, works contract tax, VAT, Service tax Clearance,)

5. Names of the Bankers with address:

6. Registration with Govt. / Public sector / Banks

Name of the organization Year since empanelled

7. Details of civil suit, if any, that arose :

during execution of contract in the past 10 years.

8. Details of work executed during the last 3 years(Please mention the qualifying Works as per clause no. 17)

| Type of work, Work executed for | (name of the Institution / Body) Nature of work (in brief) | Location | Value Rs. | Duration of work with dates of Completion If work left Incomplete or terminated (give reasons) Commencement Completion Date |
|---------------------------------|---|----------|-----------|---|
| | | | | |
| | | | | |
| | | | | |

Note: Copies of work orders along with, satisfactory completion certificate obtained from the client shall be enclosed.

9. Details of work on hand (photo copies of performance certificate, work orders issued by valued clients, preferably Banks, Govt., Semi-Govt. Bodies should be attached).

| Type of work, Work executed for | (name of the Institution / Body) Nature of work (in brief) | Location | Value Rs. | Stipulated time Present stage of work |
|---------------------------------|---|----------|-----------|--|
| | | | | |
| | | | | |
| | | | | |

10. LIST OF NAME/S OF PROPRIETOR / PARTNERS & EMPLOYEES

Name :

Qualifications :

Experience : Particulars of work done

Employed in your firm since...

11. Turnover in last 3 years:

| Sr. No. | Year Turnover (Rs.in lacs) | Income-tax Paid | Work Contract Tax paid |
|---------|-------------------------------|--------------------|---------------------------|
| | | | |
| | | | |

* Furnish copies of audited balance sheet and Profit & Loss A/C. for the last 3 years.

12. List of equipments / machinery owned:

Sr. No. Name of
Equipment
Year of
Manufacture
Nos. available

**13. DETAILS OF THE WORK CONFIRMING TO ELIGIBILITY AS PER CRITERIA –
DETAILS MUST BE FURNISHED IN THE COLUMN ALONGWITH ENCLOSING
XEROX COPIES OF DOCUMENTS/ CREDENTIALS TO PROVE THE CLAIM
FAILING WHICH APPLICATION WILL BE REJECTED OUTRIGHTLY.**

Name of the Client
Details of the work
Work Order No.
Satisfactory completion certificate
Value of work

1 Should have executed one similar work of Rs. 50.00 lakhs value indicated for the category for which during last 3 years

14. LIST OF ENCLOSURES:

ANNEXURE

NO. PARTICULARS TICK IF

ENCLOSED

I Certificate of registration of Company / partnership deed.

II Certificates of registration with Income Tax, Service Tax, ,
EPF, ESI and VAT / TIN authorities.

III Audited Balance Sheet & Profit & Loss A/c. Statement for
last three years.

IV Certificates of Registration with Govt. / Public Sector /
Banks.

V Copies of work orders along with xerox copies of relevant
satisfactory completion certificate mentioning value of work.

VI Copies of performance certificate, work orders issued by
valued clients, preferably Banks, Govt., Semi-Govt. Bodies.

VII Copies of income-tax returns / assessment orders for
previous 03 years.

Note: In absence of any of the above enclosures, your application is likely to be
rejected.

D E C L A R A T I O N

- 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, any future contract made between ourselves and on the basis of the information given by me / us can be treated as invalid by theand I / We will be solely responsible for the consequences.
- I / We agree that the decision of Oriental Bank of Commerce in selection of contractors will be final and binding to me / us.
- All the information furnished by me hereunder is correct to the best of my knowledge and belief.
- I / We agree that I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets.
- I / We agree that I / We have not applied in the name of sister concern for the subject empanelment process.

Place : SIGNATURE

Date : NAME & DESIGNATION

SEAL OF ORGANISATION

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