

## SECTION D

### BIDDER'S PROFILE:

All the supporting Documents are required to be seal and signed by the bidder and shall be uploaded along with tender. Details filled in this form must be accompanied by sufficient documentary evidence, in order to verify the correctness of the information. All the documents uploaded should be attested by the bidder.

<b>Basic Information</b>			
	<b>Description</b>	<b>Bidders response</b>	<b>Documents required</b>
1	Name of the Bidder/Organization	Enter Name of the Bidder/Organization	
2	Full address of the Registered office	Enter full address with pin code	Upload Supporting Document
3	Full address of the Local office (if any)	Enter full address with pin code	Upload Supporting Document
4	Contact no.	Enter mobile and landline no.	
5	Email id	Enter your official email id	
6	Year of Establishment	Enter year of establishment	Upload supporting document
7	Type of Organization(Whether sole proprietorship, Partnership, Private Ltd. of Ltd Co.	Enter type of organization	Upload supporting document
8	Name of the Proprietor / Partners /Directors of the Organization / Firm	Enter details	Upload supporting document
9	Name of the person who has power of attorney or Authorized signatory		
10	Avg. Annual Turnover, in last 3 years, more than Rs 17 Lakhs.		
	2016-17	Enter turnover for Financial year 2016-17	Upload supporting document
	2017-18	Enter turnover for Financial year 2017-18	Upload supporting document
	2018-19	Enter turnover for Financial year 2018-19	Upload supporting document
11	Net Profit/Loss Made by bidder in last three years		
	2016-17	Enter Profit/Loss Made	Upload supporting document
	2017-18	Enter Profit/Loss Made	Upload supporting document
	2018-19	Enter Profit/Loss Made	Upload supporting document
12	Account No. Bank name, EMD NEFT Details Address of the Bank Branch Name IFSC Code and MICR code		Upload supporting document

13	Furnish the name and full address, email addresses, contact number of clients who will be in a position to certify about the quality as well as past performance of your organization.		
14	The applicants should have executed at least one of similar nature i.e. facility management services in commercial/ residential building having minimum area of 30000 Sq. ft. during last seven (7) years (up to 29.02.2020).		
a	Complete address of the site	Enter Complete address of the site	Upload completion certificate
b	Address of office from where completion certificate is issued	Enter Address of office from where completion certificate is issued	
c	Contact number	Enter mobile and landline number	
d	email id	Enter email id	
e	Designation of signatory of completion certificate	Enter Designation of signatory of completion certificate	
f	Area of the building	Enter Area	
g	Total amount of work done	Enter total amount of work done	
h	Date of completion	Enter Date of completion	
i	Completion certificate issuance date	Enter Completion certificate issuance date	
j	Scope of work	Enter Scope of work	Upload work order
13	No. of years of experience in the field		Upload supporting document
15	GST No.	Enter GST No.	Upload document
16	PAN No.	Enter PAN No.	Upload document
17	Single point contact from bidder		
	Name	Enter name	
	Contact no.	Enter mobile & landline no.	
	email id	Enter email id	
18	Enter EMD transaction details/UTR no. with date		Upload supporting document
19	Whether any Civil Suit / litigation arisen in contracts executed / being executed during the last 10 years. If yes, please furnish the name of the project, employer, Nature of work, Contract value, work order and brief details of litigation. Give name of court, place, status of pending litigation.(Attach separate sheet if required)	Enter details if any	Upload documents if yes
20	Information relating to whether any litigation is pending before any Arbitrator for adjudication of any litigation or else any litigation was disposed off during the last ten years by an arbitrator.	Enter details if any	

	<p>If so, the details of such litigation are required to be submitted (If bank received such information regarding litigation/blacklisting and The contractor has not informed /mentioned in this column than bank shall reject the bid without any reason).</p>		
	<p>References with Address &amp; Telephone Numbers of two persons, Email (top officials of an organization) for whom you have executed similar works, who may be directly contacted by the Bank about the ability, competence or capability of your organization.</p>	<p>Enter details</p>	

## SECTION E

### ELIGIBILITY CRITERIA:

**All the supporting Documents are required to be seal and signed by the bidder. Details filled in this form must be accompanied by sufficient documentary evidence, in order to verify the correctness of the information. All the documents uploaded should be attested by the bidder.**

<b>Prequalification Criteria for Bidder who is submitting the bid</b>			
	<b>Prequalification Criteria</b>	<b>Bidders Response</b>	<b>Documents Required</b>
<b>D.1</b>	Bidder should have made net profits during last three financial years. (2016-17, 2017-18, 2018-2019).	(Mention in Yes/No.)	Upload last three years audited financial statements
<b>D.2</b>	Bidder Average Annual turnover of the company of last three years should not be less than Rs 18 Lakhs.	Average Annual turnover of the company of last three years:	Upload last three years audited financial statements
<b>D.3</b>	Bidder must be an Indian firm company/organization registered under Companies Act	(Mention in Yes/No.)	Upload Certificate of incorporation issued by Registrar of Companies
<b>D.4</b>	The bidder (s) in their own name should have satisfactorily executed the work for P& FMS in Govt. & Public / Private Sector Organizations during last seven (7) years (up to 29.02.2020).	(Mention in Yes/No.)	Upload Work completion certificate.
<b>D.5</b>	The applicants should have executed at least one of similar nature i.e. facility management services in commercial/residential/g building having minimum area of 30000 Sq. ft.	(Mention in Yes/No.)	Upload supporting document
<b>D.6</b>	Bidder in their own name should have satisfactorily executed the work of similar nature in Semi Govt. /Govt. & Public / Private Sector Organizations during last seven (7) years (up to 29.02.2019)		
	<b>*Three completed works of similar nature each costing not less than Rs 23 Lakhs</b> <b>OR</b> <b>*Two completed works of similar nature each costing not less than Rs 29 Lakhs</b> <b>OR</b> <b>*One completed works of similar nature costing not less than Rs 46 Lakhs</b>		
<b>a</b>	<b>Three completed works of similar nature costing not less than Rs 23 Lakhs</b>		
a.1	Complete address of the site	Enter Complete address of the site	Upload completion certificate
	Address of office from where completion certificate is issued	Enter Address of office from where completion certificate is issued	
	Contact number	Enter mobile and landline number	
	email id	Enter email id	

	Designation of signatory of completion certificate	Enter Designation of signatory of completion certificate	
	Area of the premises	Enter Area	
	Total amount of work done	Enter amount of work done	
	Date of completion of work	Enter Date of completion of work	
	Completion certificate issuance date	Enter Completion certificate issuance date	
	Scope of work	Enter Scope of work	Upload supporting document
a.2	Complete address of the site	Enter Complete address of the site	Upload completion certificate
	Address of office from where completion certificate is issued	Enter Address of office from where completion certificate is issued	
	Contact number	Enter mobile and landline number	
	email id	Enter email id	
	Designation of signatory of completion certificate	Enter Designation of signatory of completion certificate	
	Area of the premises	Enter Area	
	Total amount of work done	Enter Total amount of work done	
	Date of completion of work	Enter Date of completion of work	
	Completion certificate issuance date	Enter Completion certificate issuance date	
	Scope of work	Enter Scope of work	Upload supporting document
a.3	Complete address of the Project	Enter Complete address of the Project	Upload completion certificate
	Address of office from where completion certificate is issued	Enter Address of office from where completion certificate is issued	
	Contact number	Enter mobile and landline number	
	email id	Enter email id	
	Designation of signatory of completion certificate	Enter Designation of signatory of completion certificate	
	Area of the premises	Enter Area	
	Total amount of work done	Enter Total amount of work done	
	Date of completion of work	Enter Date of completion of work	
	Completion certificate issuance date	Enter Completion certificate issuance date	
	Completion certificate issuance date	Enter Scope of work	

	Scope of work		Upload supporting document
<b>b</b>	<b>Two completed works of similar nature each costing not less than Rs 29 Lakhs</b>		
b.1	Complete address of the Site	Enter Complete address of the Project	Upload completion certificate
	Address of office from where completion certificate is issued	Enter Address of office from where completion certificate is issued	
	Contact number	Enter mobile and landline number	
	email id	Enter email id	
	Designation of signatory of completion certificate	Enter Designation of signatory of completion certificate	
	Area of the premises	Enter Area	
	Total amount of work done	Enter Total amount of work done	
	Date of completion of work	Enter Date of completion of work	
	Completion certificate issuance date	Enter Completion certificate issuance date	
	Scope of work	Enter Scope of work	Upload supporting document
<b>b.2</b>	Complete address of the Site	Enter Complete address of the Project	Upload completion certificate
	Address of office from where completion certificate is issued	Enter Address of office from where completion certificate is issued	
	Contact number	Enter mobile and landline number	
	email id	Enter email id	
	Designation of signatory of completion certificate	Enter Designation of signatory of completion certificate	
	Area of the building	Enter Area	
	Total amount of work done	Enter Total amount of work done	
	Date of completion of work	Enter Date of completion of work	
	Completion certificate issuance date	Enter Completion certificate issuance date	
	Scope of work	Enter Scope of work	Upload work order
<b>c</b>	<b>One completed work of similar nature costing not less than Rs 46 Lakhs</b>		
c.1	Complete address of the site	Enter Complete address of the Project	Upload completion certificate
	Address of office from where completion certificate is issued	Enter Address of office from where completion certificate is issued	
	Contact number	Enter mobile and landline number	
	email id	Enter email id	

	Designation of signatory of completion certificate	Enter Designation of signatory of completion certificate	
	Area of the building	Enter Area	
	Total amount of work done	Enter Total amount of work done	
	Date of completion of project	Enter Date of completion of project	
	Completion certificate issuance date	Enter Completion certificate issuance date	
	Scope of work	Enter Scope of work	Upload supporting document

**\*Each site shall be treated as one work**

**“Works of similar nature” means** manning and maintenance of various services (as mentioned in tender) such as caretaking of guest houses, housekeeping etc. in commercial building/premises/institutional building/residential building.