

**Tender No :10/2011**

**PREQUALIFICATION CRITERIA FOR VENDORS FOR SUPPLY & INSTALLTION OF KITCHEN EQUIPMENT-PACKAGE 7A  
SECTION 1**

**1. MINIMUM PRE QUALIFICATION REQUIREMENTS**

Original Kitchen equipment Manufacturers bidding for pre-qualification should comply with the following minimum requirements, joint ventures are not accepted.

The estimated cost of work is app. 30.0 Lac

- (a) Should have completed following successfully by or before ending 31<sup>st</sup> August, 2011:
  - (i) Three similar work each costing not less than Rs. 19.0 Lac satisfactorily completed similar works during last 5 years  
OR
  - (ii) Two similar work each costing not less than Rs. 22.0 lac  
OR
  - (iii) One similar works each costing not less than Rs. 26.0 lac

Similar works means supply & installation of kitchen equipment for minimum 1000 student's capacity mess for educational institutional complex / soft ware-IT parks / office campus with high quality of workmanship etc.

- (b) Should have had average annual financial turnover of at least of Rs. 75.0 lac on construction works during the immediate last 3 consecutive financial years ending 31-03-11.

- (c) Should not have incurred any loss in more than two years during the last five years ending 31<sup>st</sup> march 2011.
- (d) Should have solvency of Rs. 12.0 lac amount. Solvency certificate of scheduled bank of the amount to be attached.
- (e) The firms/contractors who don't have the registered office at Delhi/Gurgaon/Faridabad/Noida/Ghaziabad must have their functional/operational office in National Capital Region in operation for at least last two years for their works being done in NCR (two years as on 30-09-11)

The reputed firm preferably have valid registration in appropriate class for carrying out similar works with CPWD/PWD/MES/Railways/Other Govt/Statutory bodies/Reputed MNC/private agencies.

Have successfully completed similar works for major educational institutional complex / soft ware-IT parks / office campus, with high quality of workmanship etc.

Must not have ever been barred by anybody from tendering for public/ private projects in India.

## **2. SUPPORTING DOCUMENTS**

The supporting documents must include, but not necessarily limited to the following:

- Copy of Certificate of Registration in case of registration with CPWD/MES/Railways/P&T/AIR/State PWD etc.
- Copy of registration certificate for service tax, works contract tax, PF, ESI, labour license and others related to construction works by Central/State Govt. and NCT of Delhi.
- Copy of Annual Report/Statement of Profit and Loss Account certified by chartered accountants together with a certified copy of audited Balance Sheet.
- Copy of completion certificate of similar nature and magnitude's project.

- Solvency certificate from a scheduled bank.
- Copy of ISO certificates, balance sheet & solvency certificate of sub-contractors
- Copy of sole ownership / partnership deed / documents relating to joint-venture agreement for this project (if any).
- Copy of ITCC for last three years

## SECTION-2

### PART II - PREQUALIFICATION APPLICATION FORM

#### 1.0 PARTICULARS/STRUCTURE & ORGANISATION OF THE FIRM/COMPANY

1.1	Name of Firm/Company	
1.2	Address(s): Registered Office: Head Office: Branch Office(s):	
1.3	Telephone No : Mobile / Landline(s): Contact Person(s) : Telex No.: Fax No : E-mail :	
1.4	Legal Status of the applicant: Type of Company	(a) An individual (b) A proprietary Firm

	<p><i>(Attached copies of original document defining legal status):</i></p> <p><i>(Please attach a copy of the Registration Certificate of the Company)</i></p>	<p>(c) A Firm in Partnership</p> <p>(d) A Limited Company / Corporation</p> <p>(*Please delete accordingly)</p>
1.5	<p>Particulars of registration with various government bodies (attached attested photocopies)</p> <p>Organization/ place of registration.</p> <p>(1)</p> <p>(2)</p> <p>(3)</p>	Registration No.
1.6	<p>Name and Titles of directors and officers with designation to be concerned with this work.</p>	
1.7	<p>Designation of individual authorized to act for the organization.</p>	
1.8	<p>Was the applicant ever required to suspend construction for a period of more then 6 months continuously after you commenced the construction? If so, give the name of the project and reason of suspension of work.</p>	

1.9	Has the applicant or any constituent partner in case of partnership firm ever abandoned the awarded work before its completion? If so, give the name of the project and reason of abandonment.	
1.10	Has the applicant or any constituent partner in case of partnership firm ever debarred/ black listed for tendering in any organization at any time? If so, give the details.	
1.11	Has the applicant or any constituent partner in case of partnership firm ever been convicted by a court of law? If so, give details.	
1.12	In which field of electrical engineering construction the applicant has specialization and interest?	
1.13	Any other information considered necessary but not included above.	

Signature of applicant

## 2.0 FINANCIAL CAPACITY

### 2.1 Credit Facilities/Overdrafts

Name of Bank	Credit Facilities/Overdrafts

### 2.2 Financial Standing of the last 3 years (as on 31/3/2011) ;

Length of Establishment	
Shareholder's Fund	

	Year ____	Year ____	Year ____
Authorized Capital			
Paid Up Capital			
Net Worth			
Turnover			

Net Profit/Loss after Tax			
Current Assets			
Current Liabilities			

*Note: To attach complete annual reports with corresponding Statement of Profit & Loss Account certified by chartered accountants and a certified copy of the audited Balance Sheet for the last 3 (three) years as on 31-03-11.*

## 2.3 Financial Information

(1) Financial Analysis – Details to be furnished only supported by figures in balance sheet. Profit and loss account for the last 5 years duly certified Chartered Accountant as submitted by the applicant to the Income Tax Dept. (copies to be attached) years.

		31/3/2011	31/3/2010	31/3/2009	31/3/2008	31/3/2007
(i)	Gross Annual turnover on construction work					
(ii)	Net Profit / Loss after tax					

(2) Financial arrangements for carrying out the proposed work.

Following certificates are enclosed:

a. ....

b. Solvency certificate from Scheduled Bank / Bankers of the applicant in prescribed form as below;



### **FORM OF BANKERS CERTIFICATE FROM A SCHEDULED BANK.**

This is to certify that to the best of our knowledge and information that M/S Shri.\_\_\_\_\_ having marginally noted address , customer of our bank are /is respectable and can be treated as good for any engagement upto a limit of Rs.\_\_\_\_\_ (Rs.\_\_\_\_\_)

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

Signature  
(C.A. with seal)

Signature  
(Applicant)

Signature  
(For the Bank)

#### **NOTE:**

1. Bankers Certificate should be on letter head of the bank sealed in cover addressed to authority calling Pre Qualification applications.
2. In case of Partnership Firm, certificate should indicate names of all the partners as recorded with the Bank.

### **SECTION-3**

- 1.0 PARTICULARS OF PROJECTS COMPLETED DURING THE LAST FIVE YEARS. As on 31/8/2011.**  
Submit details as per Table A.
- 2.0 PARTICULARS OF CURRENT PROJECTS IN PROGRESS/AWARDED**  
Submit tabulation in the format as per Table B
- 3.0 PARTICULARS OF PLANT & MACHINERY TO BE DEPLOYED FOR THIS PROJECT.**
- 4.0 PROPOSED ORGANISATION CHART FOR THIS PROJECT**

**TABLE S FOR INFORMATION /ANNEXURE**

**TABLE A - DETAILS OF ALL WORKS OF SIMILAR CLASS/ NATURE COMPLETED DURING THE LAST FIVE YEARS ENDING LAST DAY OF THE**

**MONTH 31/08/2011**

S. No.	Name of work/ project and location (Give brief of nature of work)	Owner or sponsoring <u>organization</u> and designation Name of officer signing agreement	Cost of works in Lac of rupees Estimated cost <u>put to tender</u> Tendered Cost	Stipulated date of start as per <u>agreement</u> Actual date of start	Stipulated date of <u>completion</u> Actual date of completion	Litigation/ Arbitration Pending / in progress with details*	Name and Address and Phone no. of officer to whom reference maybe made	Give brief reason for delay in executio n	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

\* Indicates gross amount claimed and amount awarded by arbitrator

**Signature of applicant(s)**

**TABLE-B: PARTICULARS OF CURRENT PROJECTS IN PROGRESS/AWARDED**

**- PARTICULARS OF PROJECTS UNDER EXECUTION OR AWARDED**

S.No .	Name of work/ project and location (Give brief of nature of work) Role in project (as main contractor or NSC, State name of main contractor)	Name of client Owner or sponsoring organization	Cost of works in lac rupees Estimated cost <u>put to tender</u> Tendered Cost	Stipulated date of start as per <u>agreement</u> Actual date of start	Stipulated date of completion	Up to date percentage progress of work	Slow progres s if any and reasons thereof	Name and Addres s/ Phone no. of officer to whom referen ce maybe made	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

Certified that the above list of works is complete and no work has been left over and that the information given is correct.

**Signature of applicant(**

**TABL-C: PROPOSED ORGANISATION CHART FOR THIS PROJECT**

**- DETAILS OF TECHNICAL & ADMINISTRATIVE PERSONNEL TO BE EMPLOYED FOR THE WORK**

S. No .	Designati on	Total number	Numbers available for this work	Names	Qualification	Professional experience and details of work carried out	How these would be involved in this work	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

**TABLE D – LIST/DETAILS OF PLANT & EQUIPMENT LIKELY TO BE DEPLOYED/USED ON THE PROJECT**

S.no	Name of equipment	Capacity / specification	Age	Condition	Quantity	Ownership Status			Current Location	Remarks
						Personally owned	Leased	To be purchased		
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

**Signature of applicant(s)**