Tender for External Fire fighting works at PDEU Campus, Gandhinagar

Pre-Qualification Document
(Technical Bid)

HCP DESIGN PLANNING AND MANAGEMENT PVT. LTD.
Paritosh, Usmanpura, Ahmedabad – 380 013, Phone: 2755 0875, Fax: 2755 2924.

INVITATION FOR BIDS

Pandit Deendayal Energy University (PDEU), Gandhinagar, invites sealed tenders in Two Cover System (Technical Bid and Financial Bid) in the prescribed form from reputed contractors for **External Fire fighting works at PDEU campus, Gandhinagar.**

Name of Work	**:**	**External Fire fighting works at PDEU campus, Gandhinagar**
Officer Inviting Bids	**:**	**Pandit Deendayal Energy University (PDEU), Gandhinagar**

The tender document should be in prescribed form, duly completed and signed shall be submitted in a sealed cover super scribed as "**Tender for External Fire Fighting Works at PDEU Campus, Gandhinagar**" shall be as per the schedule above. The applicant shall mention on the sealed cover their company name, phone number and name of the contact person.

Applicant shall submit all the information in digital format (CD) also in addition to the hard copies.

Contacting Officer:

Mr. Ashutosh Vyas

Mo. 9924633224

Email id – fma@pdpu.ac.in & hardik.baldania@hcp.co.in

In case bidders need any clarification, they can contact the following office:-

Registrar,
Pandit Deendayal Energy University,
Raysan,
Gandhinagar.

Web Site: www.PDEU.ac.in

Email: fma@pdpu.ac.in

B. IMPORTANT INFORMATION FOR BIDDERS

1. If the Bid Document is taken in company's name, a `power of attorney', in favour of the person who is authorized to sign the Bid document on behalf of the company, must accompany the Bid Document.
2. **If name of the firm or constitution of the firm has changed or the firm has split in to two or more firms within the previous 10 years, then one of the director/partner should be common in all companies. During the firm's last ten years he should be consistently engaged in Fire fighting activities. An affidavit for the same should be attached.**
3. Joint Venture / Tie ups will not be allowed to Bid.
4. The bidder should not have been black listed / stop business by any State / Central Department or PSU or Autonomous bodies.
5. **Bidder shall not be a sub – contractor of another Bidder at this bidding stage.**
6. The pre-qualification requirements are explicitly stated in this document. Bidders are required to study these requirements in detail & make a Pre-Qualification bid as defined above completely meeting these requirements. The Pre Qualification bid must be complete in all respect leaving no scope for ambiguity.
7. Cost of Bidding: The Bidder shall bear all costs associated with the preparation or submission of their Bid, participating in discussion etc. Including costs and expenses related with visits to the site. The PDEU will not be responsible or liable for these costs and expenses regardless of the outcome of the Bidding process.
8. Failure to provide information, as considered essential by PDEU, to evaluate the bidder's qualifications or to provide timely clarification or substantiation of the information supplied may result in disqualification of the bidder / rejection of the Bid at any stage.
9. Proof for fulfilment of eligibility criteria mentioned in the bid should be submitted. If the Pre-qualification document is submitted without valid documents and without proof of eligibility criteria, the bid will be rejected.
10. If in the opinion of the PDEU the bidder has resorted to material misrepresentation or provided fraudulent information / statement, the said bidder will be liable for disqualification / rejection at any stage.
11. No bidder shall contact PDEU / Consultant on any matter related to its bid after the time of submission of Bid, unless requested so in writing. Any effort by bidder to influence PDEU / Consultant in their decision in respect of Pre Qualification bid evaluation will result in rejection of the Bid.
12. Canvassing in any form by the Bidder may lead to disqualification of their Bid.
13. PDEU reserves its right to call for clarifications / original of the supporting document for verification, as deemed fit and also to cross check for any details as furnished by the Bidder(s) from past – executed projects / PDEUs / Consultants etc. It is to be noted that Pre – qualification may be completed without seeking any subsequent additional information.
14. PDEU reserves the right to accept or reject any bid and to amend the bidding process and/or to reject all bids at any time without incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s).

15. The scopes of work & project description are indicative and are likely to change during Detail Design.
16. Information furnished in the Bid Document will be kept confidential.
17. Applicants are advised to keep visiting the PDEU website from time to time (till the deadline for PQ bid submission) for any updates in respect of the PQ notice, if any. Failure to do so shall not absolve the applicant of his liabilities to submit the PQ application complete in all respect including updates thereof, if any. An incomplete application may be liable for rejection.
18. The Authority has adopted a single stage two part system (referred to as the "Bidding Process") for selection of the Bidder for award of the Project. Under this process, the bid shall be invited under two parts. Eligibility and qualification of the Bidder will be first examined based on the details submitted under first part (Technical Bid) with respect to eligibility and qualifications criteria prescribed in this Bid. The second part i.e. Financial Bid shall be opened of only those Bidders who's Technical Bids are qualified as per this tender.
19. Financial data, project costs, value of works etc should be given in Indian rupees only.
20. A Bidder is required to deposit, along with its Bid, an Earnest Money Deposit (EMD) of **Rs. 3,00,000** /- in form of Demand Draft / Bank Guarantee in favour of **Pandit Deendayal Energy University** payable at Gandhinagar. The refund of EMD to non qualified bidders shall be initiated. For all bidders who qualify, their refund of EMD shall be processed within 7 days of award of contract, except in the case of the Selected Bidder whose BID Security shall be retained till it has provided a Performance Security under the Agreement. The Bidders will have an option to provide EMD in the form of Bank Guarantee in favour of **Pandit Deendayal Energy University** payable at Gandhinagar and in such event, the validity period of the Bank Guarantee, shall not be less than 180 (one hundred and eighty) days from the BID Due Date, inclusive of a claim period of 60 (sixty) days, and may be extended as may be mutually agreed between the Authority and the Bidder from time to time. The BID shall be summarily rejected if it is not accompanied by the BID Security.
21. Bidders are advised to examine the Project in greater detail, and to carry out, at their cost, such studies as may be required for submitting their respective BIDs for award of the contract including implementation of the Project.
22. Bidder will be called for negotiation based on QCBS evaluation and client reserves full right to award work for the Project to any of the bidder.
23. The total time allowed for completion of construction under the Agreement (the "construction period") and the period during which the contractor shall be liable for maintenance and rectification of any defect or deficiency in the Project after completion of the Construction Period (the "Defect Liability Period") shall be pre-determined, and are specified in the draft agreement forming part of the Bidding document.
24. Other details of the process to be followed under this bidding process and the terms thereof are spelt out in this Bid.
25. The enclosed schedules should be filled in completely and all questions should be answered, if any particular query is not relevant it should be stated as "NOT APPLICABLE".

Prospective bidder may request clarification if any, by email id at fma@pdpu.ac.in (telephonic inquiries will not be entertained). Any clarification given by the Employer will be displayed on the website of PDEU. No

request for clarification will be considered after 25.08.2022.

C. PRE QUALIFICATION REQUIREMENT

C.1 Description of Propose work

The proposed Project is of **External Fire Fighting Works at PDEU Campus** at Pandit Deendayal Energy University Campus, Gandhinagar. The energy efficient and environmentally friendly design combines with landscape areas, with state of the art amenities and safety and security of the existing structures and occupants.

General Information:

The work of **External Fire Fighting Works at PDEU Campus at Pandit Deendayal Energy University Campus, Gandhinagar** consist of,

1. **External FFTG network**
2. **Underground tank**
3. **Related civil works i.e Pump room, Pipe network with adjacent floor finish**

Note: Scope of works, project description and finishes mentioned in the bid documents are indicative and are **subject to change during detail design**.

1) The PDEU reserves the right to **change the quantum of FFTG works depending on final requirement** and schedule of completion of different floors. In case of postponement / cancellation / reduction / increase of FFTG works, the Contractor shall have to execute revised quantum and payment shall be made for quantities actually executed as per the rates quoted in tender.

C.2 Definitions

1. **Employer, Client, Institute, Authority, PDEU** means Pandit Deendayal Energy University, Gandhinagar.
2. **Project cost:** Project cost means Civil works, FFTG works etc. for **External FFTG works at PDEU Campus**

C.3 Submission

1. The onus of providing, all necessary company / project related information in prescribed formats in hard copy only will rest entirely on the bidder. Hard copies should contain one original + one duplicate so as to demonstrate Earnestness and Competency of the Bidder and to allow proper evaluation.

2. **All information has to be typed and submitted in the prescribed formats only**. Bidder should ensure that hard copy is without errors. The application shall be page numbered and each page shall be signed and stamped.
3. Bids duly filled with all the requisite information and supporting documents shall be submitted by the time and date as specified in the Notice. Bidder should ensure submission of complete information / documentation in the first instance itself.
4. Bidder is required to submit complete Pre Qualification bid in the order as given in Checklist enclosed separately in order to achieve the objective of maintaining uniform Pre Qualification bid structure from all the Bidders. These requirements must be adhered to by all the Bidders.
5. Bidders are advised to submit PQ Bids strictly in accordance with the requirements mentioned in the relevant clause.

C.4 Selection Process

The selection process will lay strong emphasis on,

a) The experience of Fire Fighting works or Civil Contractor who has done FFTG works

b) The ability and competency of Bidder to deliver High Quality work within stipulated time limit and their ability to Plan, Mobilize and Deploy infrastructural and manpower resources to ensure successful execution of work.

c) The bid without EMD shall be out right rejected.

d) The incomplete bid without proper schedules and formats will be rejected

e) **Evaluation:** Pre Qualification analysis will be carried out as per the specified qualification criteria. **To qualify, the bidder must fulfil all the criteria**

(i) The qualification criteria are divided into - (1) Eligibility Criteria and (2) Grading Criteria. Only bidders meeting / fulfilling (1) - Eligibility Criteria will be considered for further evaluation in (2) - Grading Criteria.

(ii) Bidders not meeting / fulfilling (1) i.e. Eligibility Criteria will be disqualified and will not be evaluated for (2) Grading Criteria.

The bidder, who scores minimum 70 marks, shall be considered as "Qualified Bidder" for financial bid opening.

f) The Bidder shall note the following;

1. Projects executed in joint venture shall not be considered for evaluation.
2. It is essential for Bidder to submit Photographs - documentation during construction phase along with the respective certificates for Evaluation.
3. As a part of prequalification process, Client and/or their representative may visit Project sites and /or ask for the Client's opinion of one/all applicants to access level of Quality and Finish of executed works as well as to review Bidder's ability to Plan, Mobilize and Deploy resources.
4. Bidder on request by PDEU shall arrange to manage and facilitate for visits of site mentioned.
5. **Even though the Bidder meet the qualifying criteria, they are liable to be disqualified if they have:**

(i) Made misleading or false representations in the forms, statements and attachments submitted in proof of the qualification requirements; and/or

(ii) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.; and/or

(iii) Indulged in inducement of any official and/or their consulting engineer and other advisors in any manner whatsoever.

6. The Bidder is expected to examine carefully all instructions, forms, format in the Document. Failure to comply with the requirements of Documents shall be at the applicant's own risk.

7. **Opening of financial bids**

8. **Financial Bid will be opened only for those Bidders who scores >= 70 Marks. Client reserve the right to short list the number of bidders at their sole discretion.**

9. **For evaluation QCBS (Quality and cost based selection) method will be used.**

(i) Negotiation based on highest scoring firm through QCBS (Quality and cost based selection) method. The weightage given to the Technical and Financial proposals are T = 30 and F = 70 (T + F = 30 + 70 = 100).

(ii) The technical bids are evaluated first. The score assigned to each bid is then weighted as prescribed.

(iii) Thereafter, the financial proposals are evaluated. Typically, the lowest-priced financial proposal is awarded the full weighted score i.e 100. The weighted scores of the other financial proposals are calculated as a fraction of the highest scoring proposal. So, if the lowest priced proposal was Rs. X, the weighted scores for another submission, for which the proposed price was Rs. A, would calculated as (Rs. X/Rs. A), multiplied by weight assigned financial proposals (70). Hence, their final weighted scores will always be less than that of the lowest-priced financial proposal. In Score calculation, Only Financial Bid of the items will be considered excluding the AMC cost.

(iv) Having selected the Contractor firm on the basis of highest score through QCBS procedure, the Contracting Authority shall negotiate the contract on the basis of the Rates quoted in the Proposal with the Contractor. The invitation indicating date, time and place for negotiations may be sent by registered letter, cable, telex, facsimile, or electronic mail. Special attention will be paid to getting the most the firm to offer within the available budget and to clearly defining the inputs required from the Contracting Authority to ensure satisfactory implementation of the Assignment.

(v) Negotiations will be held at the address indicated above. The aim is to reach to an agreement on all points and sign a contract.

(vi) Works/supplies may be awarded to one or more vendors depending on the samples supplied and approved specialization of the agency and capability of the firm at the sole discretion of the PDPU and no claims on any such account would be entertained.

10. **Litigation History**

The bidder shall provide accurate information on Court cases and / or arbitration resulting from Contracts completed or under execution by him over the last five years. A consistent history of arbitration awards / judgments against the bidder may result in disqualification. If the details of Litigation History are concealed by the applicant and later on it comes to knowledge of the client the bidder shall be disqualified for the proposed work and other appropriate actions shall be taken against the bidder.

Additional information may be asked by the client if required, apart from form Pre qualification criteria

11. The Bidder is expected to examine carefully all instructions, forms, format in the Document. Failure to comply with the requirements of Documents shall be at the applicant's own risk.

Pre Qualifications Criteria

Sr. No.	Criteria	Documents to be submitted.
A	The Bidder should have been involved in the FFTG works / Civil Business for last Five years or more.	Company / Partnership registration certificate **(Incorporation Certificate).** In case of change of name of bidder by merger/ acquisition/ change in status, the bidder may be eligible based on the documentary evidence.
B	The Bidder should have valid registration under various Acts that may be applicable for Firefighting works / Civil Works. This shall include but not limited to Income Tax, Companies Act, GST, Employee State Insurance, Contract Labour, Provident fund etc.	Certificates of the same to be submitted
C	The Bidder should have average annual turnover (FFTG works / civil works) of not less than **Rs. 3 Cr.** and profit making firm for the last 3 financial years.	Audited Balance Sheet or CA certified turnover certificate for last 3 financial years (FY 2019-20, FY 2020-21, FY 2021-22)
D	The Bidder should have successfully completed at least: **One similar** project as a prime contractor, of a minimum value of Rs. 2.5 Cr. during last 5 years which includes civil works with FFTG works **OR** **Two similar** projects as a prime contractor, of a minimum value of Rs. 1 Cr. during last 5 years which includes civil works with FFTG works **OR** **Three similar** projects as a prime contractor, of a minimum value of Rs. 75 lakhs during last 5 years which includes civil works with FFTG works (Ending on 30th June 2022)	Copy of Work Order issued by the client to contractor. Copy of Final Completion Certificate issued by the client to contractor. Photographs Evidences of Client / 3rd party audits for Quality assurance system. NOTE: - Copy of certificate issued by Consultant/PMC will not be considered for evaluation.
E	Firm should not have any Black Listing History with Govt., Semi Govt., Boards, and Corporations	Notarized Affidavit in this regard should be submitted on 100 Rs. Stamp Paper/Required amount stamp paper as per prevailing law.

Grading Criteria

Sr. No.	Criteria	Documents to be submitted.	Marks
Assessment of Experience of Similar completed project work			
A	The Bidder should have successfully completed at least: **One similar** project as a prime contractor, of a minimum value of Rs. 2.5 Cr. completed during last 5 years which includes civil works with FFTG works (30 marks) **OR** **Two similar** projects as a prime contractor, of a minimum value of Rs. 1 Cr. completed during last 5 years which includes civil works with FFTG works (20 marks) **OR** **Three similar** projects as a prime contractor, of a minimum value of Rs. 75 lakhs completed during last 5 years which includes civil works with FFTG works (10 marks) (Ending on 30th June 2022)	• Copy of Work Order issued by the client to contractor. • Copy of Final Completion Certificate issued by the client to contractor. • Photographs Evidences of Client / 3rd party audits for Quality assurance system. **NOTE:** - Copy of certificate issued by Consultant/PMC will not be considered for evaluation.	**30**
B	The Bidder should submit one ongoing work of FFTG works with its related civil works (includes Pumproom , UG tank etc) within campus / development project of minimum value Rs 1 Cr. and whose financial completion is 50% or more for assessment of overall workmanship of ongoing execution work.	Assessment of workmanship shall be in terms of line, level, alignment of works, quality Photographs of all the elements mentioned shall be submitted for completed project. If required, the client and consultant may visit the site for checking the workmanship quality • Copy of Work Order issued by the client to contractor. • Photographs Evidences of Client / 3rd party audits for Quality assurance system. • If required, the client and consultant may visit the site for checking the workmanship	**30**

<table>
<tr><td></td><td></td><td>quality.

NOTE: - Copy of certificate issued by Consultant/PMC will not be considered for evaluation.</td><td></td></tr>
<tr><td colspan="4">Assessment of overall Workmanship of Completed Works</td></tr>
<tr><td>C</td><td>The Bidder should submit Minimum 5 colour photographs of each elements taken from different locations for evaluation of above completed similar project with good quality workmanship in finishing works:
1. Required Civil works for FFTG
2. Connection to Pump and installation of Pump
3. Installation of Pipes and other connectors</td><td>Assessment of workmanship shall be in terms of line, level, alignment of works, quality of fixing Pump, Pipes and connectors & civil works

Photographs of all the elements mentioned shall be submitted for completed project. If required, the client and consultant may visit the site for checking the workmanship quality.</td><td>20</td></tr>
<tr><td colspan="4">Assessment of overall work done</td></tr>
<tr><td>D</td><td>The Bidder should have average annual turnover (FFTG works / civil works) of not less than Rs. 3 Cr. and profit making firm for the last 3 financial years.

<table>
<tr><td>Sr. No</td><td>Annual Turnover</td><td>Marks</td></tr>
<tr><td>1</td><td>< 3 cr</td><td>20</td></tr>
<tr><td>2</td><td>1 Cr to 3 cr.</td><td>15</td></tr>
<tr><td>3</td><td>> 3 cr.</td><td>10</td></tr>
</table></td><td>Audited Balance Sheet or CA certified turnover certificate for last 3 financial years (FY 2019-20, FY 2020-21, FY 2021-22)</td><td>20</td></tr>
<tr><td colspan="3">Total</td><td>100</td></tr>
</table>

D. IMPORTANT INFORMATION TO BE PROVIDED BY BIDDER

All Bidders are required to provide detail information as per requirements laid out in the following sections:

D – 1	Declaration / under taking
D – 2	Company / Firm Related information
D – 3	List of Completed Similar Projects during last 5 years
D – 3a	Detailed information about completed similar projects
D – 4	Information about litigation history
	Checklist
	Affidavit

D.1 Declaration / Undertaking

[Letter head of the Bidder firm or lead partner including full postal address, telephone nos., fax no., telex no., E mail address & website]

Legal Vetting

[Location_____, Dt. __/__/____]

To:		
The Registrar Pandit Deendayal Energy University. Gandhinagar		

Dear Sir,

Being duly authorized to represent and act on behalf of _____ _____ (hereinafter "the Bidder"), and having reviewed and fully understood all the prequalification information provided, the undersigned hereby apply to be prequalified by yourselves as a tenderer for the following contract under the **External fire fighting works at PDEU Campus, Gandhinagar**

Contact Name	Contact Number

Attached to this letter are copies of original documents (attested true copies) defining:

a) The Bidder's legal status;

b) Its principal place of business; and

c) Its place of incorporation (for Applicants which are corporations); or its place of registration (for applicants which are partnerships or individually owned firms).

You and your authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with this application, and to seek clarification from our bankers and clients regarding any financial and technical aspects.

This Letter of Application will also serve as authorization for any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and as requested by you to verify statements and information provided in this application, such as the resources, experience, and competence of the Bidder.

This application is made in the full understanding that:

a) PQ Bids by Bidder/s will be subject to verification of all information submitted for prequalification at the time of bidding;

b) "PDEU" reserves the right to:

   i) Amend the scope and value of any contracts tendered under this project, in such event, tenders will only be invited from pre-qualified applicants who meet the revised requirements.

   ii) Reject or accept any application, cancel the prequalification process, and reject all application; and

c) "PDEU" shall not be liable for any such actions and shall be under no obligation to inform the Bidder of the grounds for such actions.

The undersigned declare that the statements made and the information provided in the duly completed application are complete, true and correct in every detail.

I/We agree that the decision of "PDEU" in selection of Bidder, phasing of works and in any other project related matter, will be final and binding to me / us.

Yours Sincerely,

For and on behalf of	
Authorized Signature with stamp	
Name and title of Signatory	
Name of the firm:	
Address	

D.2 Company / Firm related Information

a)	**Name of the Organization/Firm:**	
b)	Address of the Organization/Firm:	
	Phone nos:	
	Fax no :	
	E-mail:	
c)	Name & Particulars of the Authorized Representative for the details furnished hereinafter:	
d)	Annual Turnover of the Bidder for the last 3 financial years (in Rs.):	
	1) 2019-2020	
	2) 2020-2021	
	3) 2021-2022	
	Average:	
e)	Net Profit of the Bidder for the last 3 Financial years (in Rs.):	
	1) 2019-2020	
	2) 2020-2021	
	3) 2021-2022	
	Average:	
f)	Type of the Organization including particulars of Proprietor / Partners / Directors:	
	(Sole Proprietorship, Partnership, Private Ltd., Co-operative Body etc.)	
	(Attested copy of Deeds or Memorandum of Association or Constitution Documents to be enclosed)	
	1)	
	2)	
	3)	
g)	Certificates:	
	1) Employees Insurance Schemes Registration Certificates:	

	2) P.F. Registration Certificates.	
h)	Name of bankers and full address:	
	1)	
	2)	
i)	Financial Resources of Company:	
	(Rest. in Crores.)	
	1) Bank Facilities Available (Please attach copies wherever applicable)	
	Overdraft :	
	Guarantees :	
	Letters of Credit :	
	Others :	
j)	Information about Registered office, Head office and Branch office	

Note: The bidder / applicant should have to fill this information on their company letter head and enclose separately.

D.3 List of Completed Similar projects during last 5 years

Sr. No.	Project Name	Client	Actual Project Cost (In Rs.)	Scope of Work which is similar to the project	Project duration (as per contract) (in months)	Actual duration (in Months)
1						
2						
3						
4						
5						

Note:

Copy of Original or attested copies of work order, final completion certificate from client have to be attached.

D – 3a. Detailed information about Similar Completed Project:

1	**Project name:**	
2	**Client:**	Name :
		Address :
		Contact number :
3	**Architect :**	Name :
		Address :
		Contact number :
4	**Fire Fighting Consultant:**	Name :
		Address :
		Contact number :
Project Data:		
1	Type of Project	
	Scope of work which is similar to the project such as FFTG works includes civil works	
	Tendered Project cost (in Rs.):	
	Actual project Cost (in Rs.):	
2	**Project Timeline**	
	Project duration (as per contract): (in months)	
	Work done per month (in Rs.) – Certificate from Client to be submitted.	
	Start date (dd/mm/yy):	
	Actual Completion date (dd/mm/yy):	
	Actual duration (Months):	
	Reasons for delay (if any):	
3	**Colored Project Photographs showing below: (Min 5 Photographs of each element to be submitted by bidder**	
	Pump Installation / Pump room	
	FFTG lines	
	Additional Data	
	Any penalty/ Bonus:	
	Litigation History, If any	
	Any claim/Dispute pending (with details of claim and award if any) :	
	Amount of claim / penalty	
	Client Certificates attached:	Yes / No

Note: Copy of Original or attested copies of work order, final completion certificate from client have to be attached.

D.4 Information about Litigation History

Bidder should provide information on any history or arbitration resulting from contracts in last five year or currently under execution.

Year	Award for / or Against Bidder	Name of Client cause of litigation and matter of dispute	Disputed amount in Rupees

Note:

If the information to be furnished in this schedule will not be given and comes to notice, it will subsequently result in disqualification of the bidder.

If the information is Nil the bidder has to mentioned "NIL".

E. CHECK LIST

Bidder shall fill this CHECK LIST and ensure that all details / documents as mentioned in the tender documents are submitted along with their Bid. Please tick the box and ensure compliance and specify the Page no. of Pre Qualification bid submitted.

Sr. No.	Details / Documents	Compliance (Yes / No)	Page No.
Documents must required for Eligibility Criteria			
1	Copy of Company Registration Certificate		
2	Copy of certificate from CA along with copy of audited Balance sheets for last three financial years		
3	Details of one similar project - Copy of work order & completion certificate from Client - Photographs		
4	Notarized affidavit for not having black listing history with Government, Semi-Government, Boards or Corporation and etc.		
Other Documents			
	If name of the firm changed since establishment, details (certificate) for the same, submitted		
1	Form D – 1, Declaration / Undertaking		
2	Form D – 2, Company / Firm related information		
A	Power of Attorney / Authorization letter in favour of signatory of Bid, submitted		
B	Attested copy of Deeds or Memorandum of Association, submitted		
C	Copy of certified CA certificate for verification of Turnover data		
D	Copies of Financial resources / Bank facilities, whichever applicable, submitted		
E	Copy of P.F. Registration Certificates, submitted		
f	Copy of Employees Insurance Schemes Registration Certificates, submitted or any other FFTG registration certificate		
3	Form D – 3, List of Completed Similar Projects during last 5 years		
a	Copy of Original or attested copies of work order, final completion certificates from Client		
4	Form D – 3a, Detailed information about Completed similar projects		
a	Photographs showing mentioned works with finishes		

Sr. No.	Details / Documents	Compliance (Yes / No)	Page No.
b	Client's Certificate		
c	Close up Photographs as mentioned in format		
d	Evidences of Client / 3rd party audits for Quality assurance system.		
5	Form D – 4, Information about Litigation History		
6	Affidavit		

AFFIDAVIT

1. I, the undersigned, do hereby certify that all the statements made in the required attachments are true and correct.

2. The undersigned also hereby certifies that neither our firm M/s _____ _____have abandoned any work in India nor any contract awarded to us for such works have been rescinded, during last five years prior to the date of this bid.

3. The undersigned hereby authorise(s) and request(s) any bank, person, firm or corporation to furnish pertinent information deemed necessary and requested by the Department to verify this statement or regarding my (our) competence and general reputation.

4. The undersigned understand and agrees that further qualifying information may be requested, and agrees to furnish any such information at the request of the Department / Project implementing agency.

(Signed by an Authorised Officer of the Firm)

Title of Officer

Name of Firm

Date