**Annexure-II**

**Website notification for empanelment of Architects / Consultants / Contractors.**

**NOTICE INVITING APPLICATIONS FOR EMPANELMENT OF ARCHITECTS/ CONTRACTORS/ CONSULTANTS.**

1. Bank of India intends to form fresh panels of Architects/ Contractors/ Consultants in different categories for carrying out various types of construction, repairing and interior furnishing, and electrical, air-Conditioning work for the Bank in Dhanbad Zone.
2. The various categories of panels will be as detailed here under: -

|  |  |  |
| --- | --- | --- |
| **Sr.** | **Category** | **Job Value** |
| 1. | Architects for Civil Construction/ Interior Furnishing / Renovation/ Repair | Up to Rs.20 lakhs.  Above Rs.20 lakhs and up to Rs.100 lakhs. |
| 2. | Structural Consultant | Any value |
| 3. | Electrical Consultant | Any value up to Rs. 50 lakhs. |
| 4. | Civil Contractors | Up to Rs.10 lakhs  above Rs.10 lakhs and up to Rs.25 lakhs  above Rs.25 lakhs and up to Rs.50 lakhs |
| 5. | Interior Furnishing Contractors | up to Rs.10 lakhs  above Rs.10 lakhs and up to Rs.25 lakhs  above Rs.25 lakhs and up to Rs.50 lakhs |
| 6. | Electrical Contractors | Up to Rs. 5 lakhs.  above Rs.5 lakhs and up to Rs.10 lakhs.  above Rs.10 lakhs and up to Rs.25 lakhs.  above Rs.25 lakhs and up to Rs.50 lakhs. |
| 7. | Air Conditioning Contractors | Up to Rs. 5 lakhs.  above Rs.5 lakhs and up to Rs.10 lakhs.  above Rs.10 lakhs and up to Rs.25 lakhs.  above Rs.25 lakhs and up to Rs.50 lakhs. |

1. Empanelment criteria for selection of Architects/Consultants/Contractors are as under: -
2. **Architects for Civil Construction/ Interior Furnishing / Renovation/ Repair job up to Rs.20 lakhs.**

* The Firm / Individual / Company must have minimum 5 years’ experience as on 31.07.2025.
* The Firm / Individual / Company shall have at least one or more Architects with them as partner/Employee, who are registered with the Council of Architecture or any other professional institute and have done considerable extent of work as Architect for a period of more than three years.
* **The Firm / Individual / Company must have own established office, adequate technical set-up in Jharkhand or West Bengal or Bihar (proof of technical set-up with staff details & own established Office details like GST no. is mandatory)**.
* The Firm / Individual / Company must have experience of having successfully completed similar work

1. 1 job of Rs 16 lakhs or
2. 2 jobs of Rs 10 lakhs each or
3. 3 jobs of Rs 8 lakhs each

* The Firm / Individual / Company/individual must have worked for Government / Public Sector Undertakings / Banks and shall not have any discouraging / adverse reports against their past performance.

1. **Architects for Civil Construction/ Interior Furnishing / Renovation/ Repair job: - above Rs.20 lakhs and up to Rs.100 lakhs.**

* The Firm / Individual / Company must have minimum 5 years’ experience as on 31.07.2025.
* The Firm / Individual / Company shall have at least one or more Architects with them as partner/Employee, who are registered with the Council of Architecture or any other professional institute and have done considerable extent of work as Architect for a period of more than three years.
* **The Firm / Individual / Company must have own established office, adequate technical set-up in Jharkhand or West Bengal or Bihar (proof of technical set-up with staff details & own established Office details like GST no. is mandatory)**.
* The Firm / Individual / Company must have experience of having successfully completed similar work

1. 1 job of Rs 80 lakhs or
2. 2 jobs of Rs 50 lakhs each or
3. 3 jobs of Rs 40 lakhs each.

* The Firm / Individual / Company/individual must have worked for Government / Public Sector Undertakings / Banks and shall not have any discouraging / adverse reports against their past performance.

1. **Structural Consultant:**

* The Firm / Individual / Company/individuals must have minimum 5 years’ experience as on 31.07.2025, one of the partner / employee must be a structural Engineer.
* **The Firm / Individual / Company must have own established office, adequate technical set-up in Jharkhand or West Bengal or Bihar (proof of technical set-up with staff details & own established Office details like GST no. is mandatory)**.
* The Firm / Individual / Company/individual must have worked for Government / Public Sector Undertakings / Banks and shall not have any discouraging / adverse reports against their past performance.

1. **Electrical Consultant:**

* The Firm / Individual / Company must have minimum 5 years’ experience as on 31.07.2025. One of the partner / employee must be electrical engineer.
* **The Firm / Individual / Company must have own established office, adequate technical set-up in Jharkhand or West Bengal or Bihar (proof of technical set-up with staff details & own established Office details like GST no. is mandatory)**.
* The Firm / Individual / Company must have experience of having successfully rendered consultancy services for Electrical works of

1. 1 job of Rs 40 lakhs or
2. 2 jobs of Rs 25 lakhs each or
3. 3 jobs of Rs 20 lakhs each.

* The Firm / Individual / Company/individual must have worked for Government / Public Sector Undertakings / Banks and shall not have any discouraging / adverse reports against their past performance.

1. **Civil Contractors:**

* The Firm / Individual / Company must have minimum 5 years’ experience as on 31.07.2025 in executing Construction/ repairs / minor addition/ alteration to commercial / residential/Institutional buildings.
* **The Firm / Individual / Company must have own established office, adequate technical set-up in Jharkhand or West Bengal or Bihar (proof of technical set-up with staff details & own established Office details like GST no. is mandatory)**.
* The average financial turnover during last 3 years ended on 31.03.2025 shall be at least:

1. For panels up to Rs. 10 lakhs – Rs.3 lakhs p.a.
2. For panels above Rs.10 lakhs and up to Rs.25 lakhs – Rs. 7.5 lakhs p.a.
3. For panels above Rs.25 lakhs and up to Rs.50 lakhs – Rs. 15 lakhs p.a.

* The Firm / Individual / Company must have experience of having successfully completed projects of maintenance / repairs of premises of commercial / institutional / residential buildings costing as mentioned hereunder during last 5 years.

**For panels up to Rs. 10 lakhs –**

1. 6 jobs of Rs. 1.5 Lakhs (in a single year) or
2. 3 jobs of Rs. 4 lakhs each or
3. 2 jobs of Rs.5 lakhs each or
4. 1 job of Rs.8 lakhs.

**For panels above Rs.10 lakhs and up to Rs.25 lakhs-**

1. 3 jobs of Rs.10 lakhs each or
2. 2 jobs of Rs.12.5 lakhs each or
3. 1 job of Rs.20 lakhs.

**For panels above Rs.25 lakhs and up to Rs.50 lakhs.**

1. 3 jobs of Rs.20 lakhs each or
2. 2 jobs of Rs.25 lakhs each or
3. 1 job of Rs.40 lakhs.

* The Firm / Individual / Company must have worked for Government / Public Sector Undertakings / Banks and shall not have any discouraging / adverse report against their past performance.

1. **Interior Furnishing Contractors:**

* The Firm / Individual / Company must have minimum 5 years’ experience as on 31.07.2025 in executing interior furnishing of premises of commercial / residential/Institutional buildings.
* **The Firm / Individual / Company must have own established office, adequate technical set-up in Jharkhand or West Bengal or Bihar (proof of technical set-up with staff details & own established Office details like GST no. is mandatory)**.
* The average financial turnover during last 3 years ended on 31.03.2025 shall be at least.

1. For panels up to Rs. 10 lakhs – Rs.3 lakhs p.a.
2. For panels above Rs.10 lakhs and up to Rs.25 lakhs – Rs. 7.5 lakhs p.a.
3. For panels above Rs.25 lakhs and up to Rs.50 lakhs – Rs. 15 lakhs p.a.

* The Firm / Individual / Company must have experience of having successfully completed projects of interior furnishing of official premises of commercial / institutional buildings costing as mentioned hereunder during last 5 years:

**For panels up to Rs. 10 lakhs –**

1. 6 jobs of Rs. 1.5 Lakhs each (in a single year) or
2. 3 jobs of Rs. 4 lakhs each or
3. 2 jobs of Rs. 5 lakhs each or
4. 1 job of Rs. 8 lakhs.

**For panels above Rs.10 lakhs and up to Rs.25 lakhs**

1. 3 jobs of Rs.10 lakhs each or
2. 2 jobs of Rs.12.5 lakhs each or
3. 1 job of Rs.20 lakhs.

**For panels above Rs.25 lakhs and up to Rs.50 lakhs.**

1. 3 jobs of Rs.20 lakhs each or
2. 2 jobs of Rs.25 lakhs each or
3. 1 job of Rs.40 lakhs.

* The Firm / Individual / Company must have worked for Government / Public Sector Undertakings / Banks and shall not have any discouraging / adverse report against their past performance.

1. **Electrical Contractors:**

* The Firm / Individual / Company must have minimum 5 years’ experience as on 31.07.2025 in electrical work of commercial / institutional / residential buildings.
* **The Firm / Individual / Company must have own established office, adequate technical set-up in Jharkhand or West Bengal or Bihar (proof of technical set-up with staff details & own established Office details like GST no. is mandatory).**
* The average financial turnover during the last 3 years ended on 31.03.2024 shall be at least:

1. For panels up to Rs.5 lakhs – Rs.1.5 lakhs p.a.
2. For panels up to Rs. 10 lakhs – Rs.3 lakhs p.a.
3. For panels above Rs.10 lakhs and up to Rs.25 lakhs – Rs. 7.5 lakhs p.a.
4. For panels above Rs.25 lakhs and up to Rs.50 lakhs – Rs. 15 lakhs p.a.

* The Firm / Individual / Company must have experience of having successfully completed electrical work of commercial / institutional / residential building of Public Sector Undertakings / Government Undertaking etc. having minimum costing as mentioned hereunder: -

**For panels up to Rs.5 lakhs –**

1. 3 jobs of Rs.1.5 lakhs each or
2. 2 jobs of Rs.2.5 lakhs each or
3. 1 job of Rs.4.0 lakhs.

**For panels above Rs. 5 lakhs and up to Rs.10 lakhs:**

1. 3 jobs of Rs. 4 lakhs each or
2. 2 jobs of Rs. 5 lakhs each or
3. 1 job of Rs. 8 lakhs.

**For panels above Rs.10 lakhs and up to Rs.25 lakhs:**

1. 3 jobs of Rs.10 lakhs each or
2. 2 jobs of Rs.12.5 lakhs each or
3. 1 job of Rs.20 lakhs.

**For panels above Rs.25 lakhs and up to Rs.50 lakhs.**

1. 3 jobs of Rs.20 lakhs each or
2. 2 jobs of Rs.25 lakhs each or
3. 1 job of Rs.40 lakhs.

* The Firm / Individual / Company must have worked for Government / Public Sector Undertakings / Banks and shall not have any discouraging / adverse reports against their past performance.
* The Firm / Individual / Company or one of the employee must have valid electrical license issued by appropriate authority.

1. **Air Conditioning Contractors:**

* The Firm / Individual / Company must have minimum 5 years’ experience as on 31.07.2025 in electrical work of commercial / institutional / residential buildings.
* **The Firm / Individual / Company must have own established office, adequate technical set-up in Jharkhand or West Bengal or Bihar (proof of technical set-up with staff details & own established Office details like GST no. is mandatory).**
* The average financial turnover during the last 3 years ended on 31.03.2024 shall be at least –

1. For panels up to Rs.5 lakhs – Rs.1.5 lakhs p.a.
2. For panels up to Rs. 10 lakhs – Rs.3 lakhs p.a.
3. For panels above Rs.10 lakhs and up to Rs.25 lakhs – Rs. 7.5 lakhs p.a.
4. For panels above Rs.25 lakhs and up to Rs.50 lakhs – Rs. 15 lakhs p.a.

* The Firm / Individual / Company must have experience of having successfully completed electrical work / AC work of commercial / institutional / residential building of Public Sector Undertakings / Government Undertaking etc. having minimum costing as mentioned hereunder: -

**For panels up to Rs.5 lakhs –**

1. 3 jobs of Rs.2.0 lakhs each or
2. 2 jobs of Rs.2.5 lakhs each or
3. 1 job of Rs.4.0 lakhs.

**For panels above Rs. 5 lakhs and up to Rs.10 lakhs:**

1. 3 jobs of Rs. 4 lakhs each or
2. 2 jobs of Rs. 5 lakhs each or
3. 1 job of Rs. 8 lakhs.

**For panels above Rs.10 lakhs and up to Rs.25 lakhs:**

1. 3 jobs of Rs.10 lakhs each or
2. 2 jobs of Rs.12.5 lakhs each or
3. 1 job of Rs.20 lakhs.

**For panels above Rs.25 lakhs and up to Rs.50 lakhs.**

1. 3 jobs of Rs.20 lakhs each or
2. 2 jobs of Rs.25 lakhs each or
3. 1 job of Rs.40 lakhs.

* The Firm / Individual / Company must have worked for Government / Public Sector Undertakings / Banks and shall not have any discouraging / adverse reports against their past performance.

1. The intending Firm / Individual / Company should submit documentary evidence for the turnover for last 3 years and experience claimed, failing which, the relevant information will not be considered. The Certificate of Charted Accountant to be attached in the following format: --

|  |  |
| --- | --- |
| **Year** | **Turnover (Rs)** |
|  |  |
|  |  |
|  |  |

1. Blank prescribed pre-qualification/ empanelment forms will be available during office hours’ up to 02.08.2025 from 10.00 A.M to 4.00 P.M. from Monday to Friday from the office of The Zonal Manager, Bank of India, General Operations Department, Zonal Office, Brahamdeo Chambers, third floor, Saraidhela, Dhanbad, Jharkhand-828127 on payment of Rs. 500/- by Pay Order/ Demand Draft in favor of Bank of India. Please contact Mr. Prashant Bharti (Mobile-7979810151) in case of any difficulties.
2. The interested Firm / Individual / Companies may also download prescribed pre-qualification forms from our website. However, they have to enclose a Pay Order / Demand Draft for Rs.500/- in favor of Bank of India while submitting the application form duly filled in, in all respects, failing which, their applications will be liable for rejection.
3. The pre-qualification forms duly filled in, in all respects, and signed should be submitted on or before 3.00 p.m. on 02.08.2025. Sealed Tenders are to be addressed to The Zonal Manager, Dhanbad Zone. Tender fee Rs 500/- in the form of Demand Draft in favor of Bank of India must be enclosed with the pre-qualification/empanelment documents and **complete Tender to be dropped in the Tender Box placed at above address. Tender by Post shall not be accepted.**
4. Bank of India reserves the right to consider select or reject any or all the applications without assigning any reason whatsoever.

**FORM OF APPLICATION**

**FOR**

EMPANELMENT OF ARCHITECTS/ CONTRACTORS/CONSULTANTS

FOR VARIOUS CATEGORIES OF JOB

Name of the Firm / Individual / Company ……………………………….

Address ..……………………………...

………………………………..

………………………………..

...............................................

Phone Numbers –

Mobile No.

Fax No.

Contact Persons:

Contact Telephone Nos.:

To:

Assistant General Manager / Dy. Zonal Manager

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Dear Sir,

**Sub: EMPANELMENT OF ARCHITECTS/ CONSULTANTS/ CONTRACTORS FOR \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

I/We have read and understood the press notice for pre-qualifications and instructions to the Applicants. I/We do hereby declare that the information furnished in the proforma from pages \_ to \_ and in the supplementary sheets is correct to the best of my/our knowledge and belief.

**Encl: Supplementary sheets Nos.:**

Yours faithfully,

Signature of the applicant:

Name:

Designation:

Address: //Seal//

**INSTRUCTIONS TO APPLICANTS**

* Intending Applicants are required to submit their applications with full particulars, giving details about their organization, experience, technical personnel in their organization, competence and adequate evidence of their financial standing, etc. in the enclosed form, which will be kept confidential. The cover containing the application should be superscribed **“Application for empanelment of ………………… under Category………….”**
* While deciding upon the selection of contractors, emphasis will be given on the ability and competence of applicants to do good quality works within the specified time schedule and in close co-ordination with other agencies.
* Decision of the Bank in regard to Enlistment of contractors will be final. The Bank is not bound to assign any reason thereof.
* Each page of the application shall be signed by the Applicant. The application shall be signed by person/persons on behalf of the organization having necessary authorization/Power of Attorney to do so.
* If the space in this form is insufficient for furnishing full details, such information may be continued on separate sheets of paper, stating therein the part of the form and serial number. Separate sheets shall be used for each part.
* Applications containing false and / or inadequate information are liable for rejection.

Signature of the applicant

Address:

**Part – 1: Basic Information**

|  |  |  |
| --- | --- | --- |
| 1. | Name of the Applicant and address of the Registered office. |  |
| 2. | Year of establishment  (Enclose documentary evidence) |  |
| 3 | Type of the organization (Whether sole proprietorship, Partnership, Private Ltd. or Co-operative body etc.) |  |
| 4. | Name of the Proprietor/Partners/Directors of Applicant with address and phone Numbers. |  |
|  | (a) |  |
|  | (b) |  |
|  | (c) |  |
|  | (d) |  |
| 5. | Details of registration – Whether Partnership Firm / Individual / Company, Company, etc.  Name of Registering Authority, Date and Registration number. |  |
| 6. | Whether the Firm / Individual / Company has worked for the Government/ Semi-Government/ Municipal Authorities or any other Public Organization Banks etc. if so, give details. |  |
| 7. | No. of years of experience in the relevant field. (Enclose certificate): |  |
| 8. | Address of office through which the work of the Bank will be handled. |  |
| 9. | Yearly turnover of the Organization during last Three years. (year wise) – As certified by the Chartered Accountant (C.A’s certificate has to be enclosed). | Rs. For 2022-23  Rs. For 2023-24  Rs. For 2024-25 |

**Signature of Applicant**

**Part 2: Work capability and previous experience.**

**List of important WORKS executed by the organization during last 5 years.**

(Supporting documentary proofs such as copies of work order, satisfactory completion certificate of the work from clients etc. to be enclosed failing which the application will be liable for rejection)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sr. No.** | **Name of the Project and location** | **Name & full postal address of the owner & Consultant. Also indicate whether Govt. or Private body with postal address.** | **Contract Amount (Rs.) & date of award of work** | **Completion Period in months** | | **Any other relevant information** |
| **Stipulated** | **Actual** |  |
| 1. | 2. | 3. | 4. | 5. | 6. | 7. |
|  |  |  |  |  |  |  |

**Signature of Applicant**

**NOTES:** Information has to be filled up specifically in this format. Please do not write remark “As indicated in Brochure / as enclosed’ unless unavoidable.

1. Information shall be limited to the Applicant. If any relevant data concerning the Group of Companies to which the Applicant belong is desired to be given, the same shall be given separately in a supplementary sheet.