



STATE BANK OF INDIA  
LOCAL HEAD OFFICE, 1ST FLOOR,  
MOTI MAHAL MARG, HAZRATGANJ, LUCKNOW-226001.  
CONTACT NO.-0522-2295363/ 7408403576

**NOTICE INVITING APPLICATION FOR EMPANELMENT OF CONTRACTORS/AGENCIES FOR FACILITY MANAGEMENT WORKS/ HOUSE KEEPING WORKS**

State Bank of India Local Head Office, Lucknow intend to empanel contractors/ vendors /agencies on an ongoing basis under various trades and categories i.e. for Facility Management Works/House Keeping for its Offices/Branches within the jurisdiction of Lucknow circle (consist of six modules i.e. Allahabad, Gorakhpur, Bareilly, Lucknow, Kanpur and Varanasi).

<b>1. Name of Work</b>	: Empanelment of Contractors/firms for Facility Management Works/House Keeping Works for State Bank of India, Lucknow Circle, SBI LHO Lucknow (U.P) <b>Tender ID: LUC/EMP/HK/202110008</b>
<b>2. Availability of Empanelment Application forms :</b>	Application forms and other documents can be downloaded from the Bank's <a href="http://www.sbi.co.in">www.sbi.co.in</a> <link> <b>SBI in the News&gt;Show More &gt;Empanelment of Vendors and SBI e-tender portal</b> <a href="https://etender.sbi">https://etender.sbi</a> from <b>15.10.2021 to 15:00 Hrs on 10.11.2021.</b>
<b>3. Last Date &amp; Time of submission of application on online e-tender portal :</b>	Online uploading of signed and scanned copies of all documents with application forms through the SBI e-tender portal <a href="https://etender.sbi">https://etender.sbi</a> Upto <b>15:00 Hrs on 10.11.2021.</b>
<b>4. Date and time of opening of online application:</b>	<b>10.11.2021 at 15:30 Hrs</b>
<b>5. Agency for arranging online bidding</b>	M/s e-procurement Technologies Limited, Ahmedabad. bidding. E-tendering guidelines may be obtained from <b><u>For Registration / DSC Verification / Profile Approval:</u></b> 1. Sonu Tank : <a href="mailto:Sonu@abcprocure.com">Sonu@abcprocure.com</a> , +91- 63532 17080 2. Satabdi Dey : <a href="mailto:Satabdi@abcprocure.com">Satabdi@abcprocure.com</a> , +91- 90990 90830 3. For Escalations: <a href="mailto:info@abcprocure.com">info@abcprocure.com</a> <b><u>For e-Tender Support:</u></b> 1. Nandan Valera: <a href="mailto:Nandan.v@eptl.in">Nandan.v@eptl.in</a> , +91 - 90810 00427 Call : +91 9904406300   +91 9510812960   +91 9265562821   +91 6354919566

**The contractors/vendors/agencies empanelled by SBI/SBIIMS in the past and those who have applied against earlier advertisement are also required to apply afresh for empanelment, else their name will not be considered for empanelment.**

Incomplete applications as well as the applications not submitted in the given format & late submission are liable to be rejected. Bank reserves the right to reject any or all the applications without assigning any reasons.

Applicant should submit single application for respective Trade mentioning the highest category in the Trade applied for. If the applicant is not eligible for the same, the applicant will be considered for lower categories as per his eligibility i.e. one application for each Trade. Firm/Organizations shall **apply only for one category under same nature of work** as per the empanelment criteria and they will be automatically become part of lower category works. For example if the vendor applied for category III of Facility Management Works/House Keeping works and after scrutiny the firm found eligible for category III, the firm will be automatically empaneled under other lower work value category II & I.

The eligibility criteria, terms and conditions, application format and other detail/requirement are as under:

**(I) MINIMUM ELIGIBILITY CRITERIA:**

Sr. No.	Trade	Category	Specified Project Cost Limit (Amount in Rupees)	*Similar Work Executed/Complete d During Last 7 Years	**Average Turnover of Last 3 Years (Minimum) & Solvency Required	Experi ence of Firm
A	<b>Integrated Facility Management Works/House Keeping Works</b>	Category-I	Works upto Rs. 10.0 Lacs	One work of Rs. 8.0 lacs or Two works of Rs. 5.0 lacs or Three works of Rs. 4.0 lacs	Rs. 3.0 Lacs	7 years
		Category-II	Above Rs. 10.0 Lacs and upto Rs. 25.0 Lacs	One work of Rs. 20.0 lacs or Two works of Rs. 12.5 lacs or Three works of Rs. 10.0 lacs	Rs. 7.5 Lacs	
		Category-III	Above Rs. 25.0 Lacs and upto Rs. 50.0 Lacs	One work of Rs. 40.0 lacs or Two works of Rs. 25.0 lacs or Three works of Rs. 20.0 lacs	Rs. 15.0 Lacs	
		Category-IV	Above Rs. 50.0 Lacs and upto Rs. 100.0 Lacs	One work of Rs. 80.0 lacs or Two works of Rs. 50.0 lacs or Three works of Rs. 40.0 lacs	Rs. 30.0 Lacs	

	Category-V	Above Rs. 100.0 Lacs and upto Rs. 500.0 Lacs	Rs. 400.0 lacs or Two works of Rs. 250.0 lacs or Three works of Rs. 200.0 lacs	Rs. 150.0 Lacs	
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A. (\*) Applicants should have experience in having successfully completed similar work (single order) of value prescribed in above table during last 7 years ending on 30<sup>th</sup> September 2021 for Government/Semi-Government/PSUs/Banks/Financial Institutions/MNCs. The information must be supported with the copies of Work Order as well as Satisfactory Completion Certificate.

B. (\*\*) Applicants should have minimum average annual turnover prescribed in above table during last 3 years ending on 31<sup>st</sup> March 2021.

C. The applicants should submit Solvency of 30% of maximum value of applied category value issued by any Scheduled Bank. The Solvency Certificate should not have been issued prior to 1<sup>st</sup> October, 2021.

**The application not fulfilling any of the above minimum eligibility criteria will be summarily rejected and no further processing will be carried out.**

## **(II) GENERAL CONDITIONS:**

(i) The applicant applying for more than one category shall need to ensure that they must fulfill the eligibility criteria for each category of the work.

(ii) Contractor must submit sufficient documentary evidence/work completion certificates etc. meeting the above-mentioned criteria from the Govt./Semi-Govt./PSUs/Banks/Financial Institutions/MNCs during last 7 years.

(iii) The applicant should be bonafide resourceful and well experienced contractor/agency/firm registered with Banks/PWD/CPWD/MES/RLY/PSUs/MNCs for carrying out the captioned works for pre-qualification at different places.

(iv) The applicant should not have been disqualified / debarred / blacklisted from any Governments, Semi-governments, PSUs, Banks including any of the Offices/Branch of State Bank of India Pan India during last 7 years from the date of publication / application. A suitable declaration to be submitted on the Letter Head of the Firm duly signed by the Authorized Signatory only. The application of disqualified/debarred/blacklisted applicant shall be summarily rejected.

(v) Definition of similar works: All qualitative successful completion of Facility Management Works/House Keeping works of specified magnitude for Central Government Department / State – Govt Dept/ Semi Govt dept/ PSU / MNCs which are acceptable to Bank.

**Note: i) The works executed under sub-contracts will not be considered.**

**ii) The work order value should be exclusive of GST.**

(vi) The SBI may choose to carryout physical inspection of works mentioned by the applicants in

their application forms in addition to calling for confidential reports from the respective employer/department to ascertain their capability and quality of works.

(vii) The performance of all the empanelled contractors shall be reviewed by the SBI at periodical interval of say 6 months or so and the contractors with unsatisfactory performance and also those who do not to respond to three consecutive tender enquiries of the SBI without informing any valid reason will be removed from the panel without notice and no correspondence will be entertained in this regard. Such contractors shall not be eligible for fresh empanelment in the SBI for next 3 years, thereafter, if they wish they can apply afresh for empanelment in prescribed format.

(viii) The contractors should be equipped with necessary infrastructure like building construction equipment, machinery and tools, labour strength etc.

(ix) The contractor is required to furnish their PAN No, GSTIN Registration details of firm with GSTIN No. etc. to the SBI.

(x) The contractor should furnish the registration details for the EPF, ESI and the Labour license details under the Labour Contract Act as applicable to the related trades. Further, the selected contractors shall be bound to make payment to their workmen through their Bank account and preferably to have their Bank account in State Bank of India branches.

(xi) Preference will be given to those contractors who have history of timely completion of works/projects taken up by them during the last 7 years. The contractors prone to delay the projects without valid reasons may be disqualified by the SBI within its sole discretion.

(xii) The panel of contractors will be valid for the entire area within the geographical control of State Bank Of India Lucknow Circle having its six administrative Offices at Lucknow, Allahabad, Kanpur, Gorakhpur, Varanasi, Bareilly and contractors will be entitled to participate anywhere within these area subject to receipt of NIT from the SBI.

(xiii) The SBI has planned for online procurement/e-tendering in future and contractor will have to submit valid e-mail ID, cell no. and Digital Signature Certificate(DSC) to enable the firms for participation in the online procurement/e-tendering.

(xiv) For assessing the Annual Turnover of the last 3 years, contractor must submit valid documents viz copy of Income Tax Return, copies of IT assessment order, Profit & Loss Account and Audited Balance Sheet for the last 3 years.

(xv) The firm/ contractor should be profit making during last three financial years ending 31.03.2021 (Not mandatory for works up to Rs. 15.00 lakh).

(xvi) The applicant shall agree and authorize the SBI to obtain the confidential report from the clients of the applicant contractors, to obtain credit opinion from the Bankers and to verify the work executed by the contractors.

- (xvii) All the pages of application shall be duly signed with stamp of firm and uploaded on <https://etender.sbi> by the contractors, else their application shall be summarily rejected.
- (xiii) **The intending applicants are categorically advised to submit the empanelment documents strictly in the attached formats only through online portal “https://etender.sbi” and scanned copies (in PDF format only) to be attached where ever it is specified. The information required should be filled/typed in each and every column and rows of the Formats. The applications received with “partly filled formats” not containing desired information in each and every columns/ points/row of various annexures and where they have written “enclosed/ yes/ submitted/ uploaded etc.,” instead of filling the numerical/required data shall be treated as INCOMPLETE and such applications shall be summarily rejected without any reference to the applicant and at the applicant’s risk and responsibility.**
- (xix) The applicant should enter/ fill the detailed data in the given application form in online form. Do not mention enclosed/ yes/ no/ submitted, etc. The applicant should sign and stamp each page of the application & annexure thereby and upload in the <https://etender.sbi>.
- (xx) Applications received will be screened periodically by the SBI at interval of 6 months or as and when need arises with the sole discretion of the SBI and no correspondence will be entertained in this regard.
- (xxi) All the details must be incorporated in the application form downloaded from the State Bank of India’s website. Incomplete information / not fully filled form will be rejected.
- (xxii) The Firm/ Agency/Organization should have well established office in at least (01) One city of Uttar Pradesh.
- (xxiii) The applicant shall agree and authorize the Bank to obtain the confidential report from the clients of the applicant, to obtain an idea about the quality of work executed and to obtain credit opinion from applicant’s bank.
- (xxiv) The eligible and interested parties may download prescribed application form and other details from Bank website [www.sbi.co.in](http://www.sbi.co.in) <link>**SBI in the News>Show More>Empanelment of Vendors from 15.10.2021 to 10.11.2021.** The signed and scanned application and other supporting documents should be uploaded online on the portal [www.etender.sbi](https://etender.sbi). However, hard copies of application or other documents is be submitted by the applicant as and when required by the Bank. The applications so received from the contractors shall be examined and evaluated by a Committee in the SBI at every 6 months interval.
- (xxv) The prequalification criteria mentioned above is minimum. Thus, the empanelment of contractors in each category shall be considered by the SBI purely on merits, performance of the contractor in timely execution of the project with quality, feedback / confidential reports of the firms/applicant received from other employers etc. Hence, merely fulfilling the prescribed minimum prequalification criteria shall not entitle the contractor for their empanelment with the SBI.

(xxvi) The SBI reserves its right to empanel contractor as per its needs in each category & trade. The empanelment of contractors shall be considered on merits within the sole discretion of the SBI and cannot be claimed as right by the applicant and no correspondence shall be entertained by the SBI in this regard.

(xxvii) An applicant can submit their application only once in a year. Repetitive applications shall automatically be rejected/discarded.

(xxviii) Canvassing in any form including bringing influence from any person/agency/Officials/authorities shall lead to disqualification for the empanelment exercise.

(xxix) The SBI reserves the right to accept or reject any or all the applications without assigning any reason thereof and no correspondence will be entertained in this regard.

(xxx) Applications received after due date will not be entertained during the current exercise. The applications received after due date may be considered by the SBI not before 6 months after completion of current empanelment exercise, within its sole discretion of SBI. However, applicant shall not be entitled to raise any claim for the same and no correspondence shall be entertained in this regard.

**(xxxii) Firms are advised to keep on visiting Bank website regularly for any corrigendum/ changes/ additions etc. as no further press notice will be published in this regards.**

**(xxxii) MSME Firms Exemptions: The firms applying under MSME category must be registered under Central Govt., in relevant category and will be exempted from (i) Turn over (ii) Experience in works; however, the firm should be well established for a minimum period of 3 years and fulfill all other terms & conditions.**

**(xxxiii) Startups Exemptions: The firms applying under startups category must be registered under Central Govt., in relevant category and will be exempted from (i) Turn over (ii) Experience in works (iii) Establishment, however, the firm should fulfill all other terms & conditions.**

**(xxxiv)The firms applying under MSME or Startups shall be empaneled only for basic category (i.e, the firms who are exempted for turn over & experience shall be eligible for works up to 5 lakhs category only). The valid certificates should be produced.**

**ASSISTANT GENERAL MANAGER  
STATE BANK OF INDIA,  
PREMISES & ESTATE DEPARTMENT  
LOCAL HEAD OFFICE, LUCKNOW**

**Process Compliance Statement (Annexure II)**

(The bidders are required to print this on their company's letter head and sign, stamp before emailing)

To,

E-Procurement Technologies Ltd. (Auction Tiger)

B-704 Wall Street – II,

Opp. Orient Club,

Nr. Gujarat College, Ahmedabad – 380 006.

Gujarat State, India

**Sub: EMPANELMENT OF CONTRACTORS / VENDORS / AGENCIES.**

Dear Sir,

This has reference to the Terms & Conditions for the E-Tendering mentioned in the Tender document

This letter is to confirm that:

- 1) The undersigned is authorized representative of the company.
- 2) We have studied the Commercial Terms and the Business rules governing the E-Tendering as mentioned in RFP of SBI as well as this document and confirm our agreement to them.
- 3) We also confirm that we have taken the training on the auction tool and have understood the functionality of the same thoroughly.
- 4) We confirm that SBI and ETL shall not be liable & responsible in any manner whatsoever for my/our failure to access & bid on the E-Tendering platform due to loss of internet connectivity, electricity failure, virus attack, problems with the PC, any other unforeseen circumstances etc. before or during the E-Tendering event.
- 5) We also confirm that we have a valid digital signature certificate issued by a valid Certifying Authority.
- 6) We also confirm that we will mail the price confirmation & break up of our quoted price as per Annexure III & Annexure IV within 24 hours of the completion of the E-tendering and the format as requested by SBI/ETL.
- 7) We, hereby confirm that we will honor the Bids placed by us during the E-Tendering process.

With regards,

Date:

Signature with company seal

Name:

Company / Organization:

Designation within Company / Organization:

Address of Company / Organization:








Scan it and send to this Document on [nandan.v@eptl.in](mailto:nandan.v@eptl.in)




















**APPLICATION FORM**  
**TO BE FILLED IN ONLINE PORTAL (i.e., <https://etender.sbi>)**

Sl No		Please fill the Data (Do not mention as enclosed/ Yes/ No/ Submitted, etc.)	Type of Document to be enclosed	Attachment
	Category Applied For			
1.	Name of the Firm			
2.	Constitution of the Firm (Proprietorship/ Partnership/ Company)			
3.	Date, month & year of Establishment of the firm		Establishment/ companies registration/ partnership deed	
4.	Registration number with (Copy of valid registration to be enclosed.)		Copy of valid registration to be enclosed	
5.	GST Number		GST	
6.	PAN Number		PAN	
7.	ESI Number		ESI	
8.	EPF Number		EPF	
9.	MSME Registration, if so mention number & date (in same trade)		Enclose MSME valid certificate	
10.	Weather Startup firm, if so please furnish the number and date.		Enclose valid certificate	
11.	Contact person name			
12.	Mobile Numbers & Telephone numbers			
13.	Email ID			
14.	Registered Office Address			
15.	Communication Address			
16.	Local Address in Uttar Pradesh		Enclose valid proof	



17.	Name of Partners/ Associates/ Directors			
18.	Bio-data of Partners/ Associates/ Directors. Bio-data to be given in the Uploaded format		Submit Attachment	
19.	Name & address of Bankers (Enclose solvency certificate for minimum amount of 30% of the upper limit of the category applied for).(Enclose certified copies of documents as an evidence – enclosure L, refer format for solvency Annexure-J) Banker's Details (i) Banker's Name:  (ii) Full Postal Address:  (iii) Telephone No.:  (iv) Account No.:  (v) Type of Account:  (vi) IFSC Code:			
20.	Weather registered/ empanelled with Central Govt./State Govt./Financial Institutions/PSU's/MNCs, furnish their names category and date of registration.		Enclose letters of empanelment	
21.	Declaration regarding near relatives working in the Bank		Annexure 'A'	
22.	Names and addresses of the persons who will be in position to certify about the quality as well as performance of your organization.		Annexure 'B'	
23.	Information relating to whether any litigation is pending before any Arbitrator for adjudication of any litigation or else any litigation was disposed during last 7 years by an arbitrator. If so, submit the details		Annexure 'C'	
24.	Declaration under Rule 144 (XI) of General Financial Rules of 2017 vide order no. F. No.		Annexure 'D'	

	6/8/2019/PPD dated 23 July 2020`			
25.	List of major works completed during the last 7 years i.e. from 1st October 2014 to 31st September 2021		Annexure-‘E’	
26.	List of Major works on hand as on 30.09.2021		Annexure-‘F’	
27.	Amount of service tax/GST paid year wise during last 3 financial year ending on 31st March of the current year with income tax return Form ST-3 as document proof		Enclose ST-3 form	
28.	Turnover			
29.	FY 2020-21		Certificate issued by CA/ Profit & Loss statement	
30.	FY 2019-20		Certificate issued by CA/ Profit & Loss statement	
31.	FY 2018-19		Certificate issued by CA/ Profit & Loss statement	
32.	<b>WORK-1: (mandatory)</b>			
	<b>(i). Work Order Details for Work-1</b> (a) Name of the Work (b) Work Order No (c) Work Order Amount (d) Work Order Date		Work order (work-1)	
	<b>(ii). Work Completion Details for Work-2</b> (a) Work Completion Value (b) Work Completion Date (c) Client Name (d) Client Address (e) Client Mobile Number and landline (f) Client official email ID:		Completion Certificate (work-2)	
33	<b>WORK-2: (Optional)</b>			
	<b>(i). Work Order Details for Work-2</b> (a) Name of the Work (b) Work Order No (c) Work Order Amount (d) Work Order Date		Work order (work-1)	
	<b>(ii). Work Completion Details for Work-2</b> (a) Work Completion Value		Completion Certificate (work-3)	

	(b) Work Completion Date (c) Client Name (d) Client Address (e) Client Mobile Number and landline (f) Client official email ID:			
34	<b>WORK-3: (Optional)</b>			
	<b>(i). Work Order Details for Work-3</b> (a) Name of the Work (b) Work Order No (c) Work Order Amount (d) Work Order Date		Work order (work-1)	
	<b>(ii). Work Completion Details for Work-3</b> (a) Work Completion Value (b) Work Completion Date (c) Client Name (d) Client Address (e) Client Mobile Number and landline (f) Client official email ID:		Completion Certificate (work-3)	
35	<b>WORK-4: (Optional)</b>			
	<b>(i). Work Order Details for Work-4</b> (a) Name of the Work (b) Work Order No (c) Work Order Amount (d) Work Order Date		Work order (work-1)	
	<b>(ii). Work Completion Details for Work-4</b> (a) Work Completion Value (b) Work Completion Date (c) Client Name (d) Client Address (e) Client Mobile Number and landline (f) Client official email ID:		Completion Certificate (work-3)	
36	Signed copy of Declaration		Annexure-“G”	
37	Details of Key Employees also mention total number of employees in the organization		Annexure-“H”	
38	Signed copy of Application		Signed copy of Empanelment Notice	

**DECLARATION:**

1) All the information furnished by me/us here above is correct to the best of my knowledge

and belief.

2) I/We have no objection if enquiries are made about the work listed by me/ us in the accompanying sheets/annexures.

3) I/We agree that the decision of SBI in selection of contractors will be final and binding to me/ us.

4) I/We hereby confirm that our firm/agency/company has not been disqualified / debarred / blacklisted by any Governments, Semi-governments, PSUs, Banks including any of the Offices/Branch of State Bank of India/SBIIMS Pan India during last 7 year from the date of application.

5) I/We hereby confirm that all information, particulars, copies of certificates and testimonials in connection with my/our empanelment are correct and genuine. I am / We are, therefore, liable to face appropriate actions as deemed fit by the SBI in the event of any of the information, particulars, copies of certificates and testimonials are not found correct and genuine. 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, the empanelment shall be cancelled at the discretion of the SBI.

PLACE :

SIGNATURE OF CONTRACTOR

DATE :

NAME & DESIGNATION SEAL OF ORGANISATION

**DECLARATION REGARDING NEAR RELATIVES WORKING IN THE STATE BANK OF INDIA**

Name of Bank Staff related to applicant	Designation	Office/Branch & Place of Posting	Relation with the Applicant

(Add separate sheet if required)

**Notes:**

1. Information has to be filled up specifically in this format.
2. Indicate other points, if any, to show your technical competence to indicate any important point in your favour.

Name of Authorized Signatory

Sign & seal of the applicant

**DETAILS OF THREE RESPONSIBLE CLIENTS / PERSONS TO WHOM THE MAJOR WORKS CARRIED OUT BY THE APPLICANT**

Sr. No.	Name of Officials	Organisation & Address	Contact No.	Email ID
1				
2				
3				

(Add separate sheet if required)

**Notes:**

1. Information has to be filled up specifically in this format.
2. Indicate other points, if any, to show your technical competence to indicate any important point in your favour.

Name of Authorized Signatory

Sign & seal of the applicant

**DETAILS OF LITIGATION / ARBITRATION CASES RESULTING FROM THE CONTRACTS EXECUTED IN THE LAST SEVEN YEARS OR CURRENTLY UNDER EXECUTION**

Sr. No.	Award for or against Applicant	Name of Client	Cause of Litigation and matter of Dipute	Disputed Amount	Actual Awarded Amount
1					
2					
3					

(Add separate sheet if required)

**Notes:**

1. Information has to be filled up specifically in this format.
2. Indicate other points, if any, to show your technical competence to indicate any important point in your favour.

Name of Authorized Signatory

Sign & seal of the applicant

**Declaration-Cum- Certificate on the Letter Head of Bidder Regarding Restrictions on Procurement From Bidders From A Country Or Countries, On Grounds Of Defence In India, Or Matters Directly Related Thereto, Including National Security.**

**Restrictions under Rule 144 (XI) of General Financial Rules 2017 of Ministry of Finance, India order no. F. No 6/18/2019/PPD dated 23rd July 2020**

I/We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India;

I/We, the bidder (Specify full name -----) certify that we are NOT from such a country OR, if from such a country, has been registered with Competent Authority.

I/We hereby certify that we fulfil all requirements in this regard and is eligible to be considered.

(Signature of Authorised Signatory along with Seal)

Name of authorised signatory:

Designation of Authorised signatory:

List of Evidences enclosed:

1. Copy of certificate of valid registration with the Competent Authority (Score out if not applicable)
2. ....
3. ....
4. ....

Date:

Place:



**PARTICULARS IN RESPECT OF WORKS EXECUTED FOR THE LAST 7 YEARS INCLUDING WORK IN HAND**

S. No.	Name of work/Project with address	Description of work executed with value	Name & address of client	Nature of work	Period of completion, date of commencement and scheduled period of completion	Actual time of completion, certificate must be furnished	Reasons for delay, if any	Name of the architect / consultant
1	2	3	4	5	6	7	8	9

(Add separate sheet if required)

Place:

Date:

Sign. & Seal of the Contractor

Signature of Contractor With Seal

**LIST OF WORKS IN HAND**

S. No	List/ Name of works/ Projects/ with address	Description of the Building works/ Nature of the work with value (Rs )	Name & addresses of the client	State and percentage of progress achieved	Date of commencement of the work	Schedule completion date & tentative date of completion	Reasons in case of unsatisfactory progress	Name & address of the architect/ consultant	Copy of work order i.e, documentary evidence
1	2	3	4	5	6	7	8	9	10
1									
2									
3									

(Add separate sheet if required)

Place:

Date:

Sign. & Seal of the Contractor

Signature of Contractor With Seal

DECLARATION

1. All the information furnished by me/us here above is correct to the best of my knowledge and belief.
2. I/We also agree that I/We have no objection if inquiries are made about the works listed by me/us in the accompanying sheets or any other inquiry on the information furnished herewith in the accompanying sheets/Annexures.
3. I/We agree that the decision of Bank in selection of contractors will be final and binding to me/ us
4. I/We hereby confirm that our firm/agency/company has not been disqualified / debarred / blacklisted by any Governments, Semi-governments, PSUs, Banks/MNCs including any of the Offices/Branch of State Bank of India anywhere in India during last 7 year from the date of application.
5. I hereby confirm that all information, particulars, copies of certificates & testimonials in connection with my empanelment are correct and genuine. I am, therefore, liable to face appropriate actions as deemed fit by the Bank in the event of any of the information, particulars, copies of certificates and testimonials are not found correct and genuine.
6. I/We have read and understood the empanelment notice and terms and conditions appended to the application proforma and I/We understand if any false information is detected at a later stage, any future contact made between ourselves and State Bank of India, LHO Lucknow on the basis of the information given by me/us will be treated as invalid by the State Bank of India.

Place:

Signature of the contractor with seal

Date:

**DETAILS OF KEY PERSONNEL**

1	PERSONNEL (Engineer/supervisor)	NAME	QALIFICATION	ANY OTHER
i)				
ii)				
iii)				
iv)				
v)				
vi)				

(Add separate sheet if required)

Place:

Date:

Sign. & Seal of the Contractor

**DETAILS OF MAJOR EQUIPMENTS AVAILABLE**

1	NAME OF EQUIPMENTS:-	QUANTITY/NO.	SPECIFICATION
i)			
ii)			
iii)			
iv)			

SOLVENCY CERTIFICATE FORMAT

This is to certify that to the best of my knowledge and information M/s (Firm name with address ).....  
.....  
.....  
having marginally noted address, a customer of our bank is/are respectable and firm can be treated as good for any engagement up to a limit of Rs.....(Rupees .....).

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

(Signature of Branch Manager with Seal)

Note:

1. Banker's certificate should be on the letter head of the scheduled bank.
2. In case of partnership firm, certificate to include names of all partners as recorded with the bank.

The Assistant General Manager (Premises and Estate)  
State Bank Of India  
1<sup>st</sup> Floor, Local Head Office,  
Hazratganj, Moti Mahal Marg,  
Lucknow – 226001

Date:  
Ref. No.

Sir,

Sub: Application for empanelment of contractor for .....(write the nature of work & category)

1. I/We have read and understood the empanelment notice and terms and conditions appended to the application proforma and I/We understand if any false information is detected at a later stage, any future contact made between ourselves and State Bank of India, LHO Lucknow on the basis of the information given by me/us will be treated as invalid by the State Bank of India.
2. I/We agree that the decision of the State Bank of India in selection of the contractors will be final and binding on me/us.
3. All the information furnished is correct to the best of my/our knowledge and belief.
4. I/We also agree that I/We have no objection if inquiries are made about the works listed by me/us in the accompanying sheets or any other inquiry on the information furnished herewith in the accompanying sheets.

Signature of the Applicant

Name:

Designation:

**Address with Seal:**

Signature of Contractor With Seal

**CHECKLIST**

<b>SR. NO.</b>	<b>PARTICULARS</b>	<b>SUBMITTED (Y or N)</b>
1	Application Form (All pages filled in, signed and stamped)	
2	Enclosure A	
3	Enclosure B	
4	Enclosure C	
5	Enclosure D	
6	Enclosure E	
7	Enclosure F	
8	Enclosure G	
9	Enclosure H	
11	Enclosure I	
12	Enclosure J	
13	Annexure K	