

VEERMATA JIJABAI TECHNOLOGICAL INSTITUTE
MATUNGA, MUMBAI -400 019

PRE-QUALIFICATION DOCUMENTS

FOR

ANUAL MAINTENANCE CONTRACT

AT

V.J.T.I.,

MATUNGA, MUMBAI – 400 019

- 1.0 Name of work: Annual Maintenance Contract in V.J.T.I., Matunga, Mumbai – 400 019
- 2.0 V.J.T.I. intends to short list contractors experienced in Maintenance Works. Contractors having good technical background, income tax number and annual turnover more than Rs. Five crores only apply. The interested contractors should submit information only in the prescribed format (Appendix A to G)
- 3.0 The pre-qualifications document in the prescribed format shall be submitted to the Director, V.J.T.I. in a sealed envelope on or before 15th April, 2011 by 2 p.m. The sealed envelope should be superscribed as ANNUAL MAINTENANCE CONTRACT of V.J.T.I. Pre-qualification documents”. Along with the name and address of the firm and all pages submitted should be signed by an Authorized person of the Firm and also shall bear the Company seal.
- 4.0 Short listed contractors will be informed by phone, email.
- 5.0 The Tender documents will be available to only the short listed contractors from the Office of Director, V.J.T.I. on following address for payment of Rs.5000/- per set.

DIRECTOR
V.J.T.I.
MATUNGA, MUMBAI -400 019

NB: Provide additional sheets to supply information if required.

APPENDIX –A
GENERAL DETAILS

A1	Name of the Firm	
A2	Registered Address / Email	
A3	Telephone	
A4	Fax No.	
A5	Constitution of the Company	
A6	Year of establishment	
A7	Name Age, Qualification of Partners / Directors of the Company	
A8	Total permanent staff in employment	

APPENDIX B

FINANCIAL STATUS

Sr.No.	Financial Year	2004- 2005	2005- 2006	2006- 2007	2007- 2008	2008- 2009
I	Turnover (crores)					
II	Gross Profit (crores)					
III	Net Profit (crores)					

Note: Submit the following documents:

- a) Copy of the Solvency Certificate
- b) Details of overdraft facility available to the Firm
- c) Income Tax Account No.
- d) Balance sheet for last 3 years and Profit Loss A/c.
- e) Name of the bankers
- f) Copies of filing of income tax with Tax clearance certificate
- g) List of major jobs executed year wise for the five years
- h) Attach copies of proofs for every following items)

APPENDIX (C)
LIST OF SIMILAR WORKS EXECUTED
(Attach copies of Proofs)

(Provide information of only similar AMC works completed during last three years)

Sr. No.	Particulars of contract work	Contract value (crores of Rs)	Contract Duration (in Months)	Actual completion time (in Months)	Year of completion	Name and address and Phone No. of client
1						
2						
3						
4						
5						

APPENDIX – E
QUALIFICATION INFORMATION & LITIGATION HISTORY

For Individual Bidders

1.1 Principal place of business: _____

Power of attorney of signatory of Quotation.
(Attach copy)

1.2 Total value of Maintenance contract work performed in the last three years (in Rs. crores)

2008	_____
2008	_____
2010	_____

1.3 Work performed as prime contractor (in the same name) on works of a similar nature over the last three years.

<u>Project Name</u>	<u>Name of Employer</u>	<u>Description of work</u>	<u>Contract No.</u>	<u>Value of Contract (Rs.crores)</u>	<u>Date of Issue of work order</u>	<u>Date of completion of contract</u>

Existing commitments and on-going works:

Description of work	Place & State	Contract No. & Date	Value of contract (Rs.crores)	Date of completion of contract
(1)	(2)	(3)	(4)	(5)

1.4 Proposed subcontracts and firms involved.

Sections of the works	Value of Sub contract	Sub-contractor (name & address)	Experience in similar work

1.5 Evidence of access of financial resources to meet the requirement of working capital : cash in hand, lines of credit, etc. list them below and attach copies of support documents.

1.6 Name, address, and telephone, telex and fax numbers of the Bidders' bankers who may provide reference if contacted by the Employer.

1.7 Information on litigation history in which the Bidder is involved.

Other party(s)	Employer	Cause of dispute	Amount involved	Remarks showing present status

APPENDIX – G

DECLARATION

We hereby solemnly affirm that we have given the information in Appendix A to Appendix G which is correct. We understand that if the information supplied by us is found to be untrue/false, we will be disqualified for the Registration of works in V.J.T.I.

Signature of Contractor / Authorized Person

Name of the Firm

Address of the Firm

