

**ALLAHABAD U P GRAMIN BANK**  
**REGIONAL OFFICE, BHARUHANA (VARANASI ROAD) MIRZAPUR (UP) 231001**

**Tender Notice**

**Empanelment of contractors for Furniture/ Fixtures**

Allahabad U P Gramin Bank, Regional Office, Mirzapur having its area of operation in District Mirzapur and Sonbhadra, intends to empanel the contractors for Furniture, Fixtures, Counters, Partitions, Interior Work etc. The panel is likely to be continued for 03 years.

Hence, sealed tenders having full information from reputed and capable contractors (on enclosed format) are invited to make a panel in the Bank. The eligibility criteria for contractors are appended subject to change/modification as & when required.

**Eligibility**

- 1 Office/shop should be within 200 kms from the boundary of operational area of the Bank.
- 2 Contractor should have a good track record in the field of related work in the institutions.
- 3 Minimum 10 years experience in the related field.
- 4 Minimum 05 years experience in the related field with the Banks
- 5 Contractor should be well equipped with modern & latest technology of the job to which he is applying.
- 6 Contractor should not be black listed by any public or private institution since last 03 years.
- 7 Contractor must be capable to carry out the order of the Bank within stipulated time frame and no fund problem should come ahead to materialize the order.

While sending the tender, the firm must ensure that under noted documents are being enclosed there with. In absence of these documents tender will be liable to be cancelled.

- 1 Certified copy of Registration of the firm
- 2 Certified copy of TIN number of the firm
- 3 Certified copy of PAN of the firm
- 4 Security deposit of Rs 5000.00 in the form of demand draft in the favor of Allahabad U P Gramin Bank payable at any bank at Mirzapur.

The above DDs will be refunded in original, if the related firm is not empanelled in the Bank. Received tenders will be opened by a committee constituted for the purpose and all the tender documents along with attachments there with will be examined care fully as per norms as well as terms & conditions of the bank in this regard. After proper scrutiny, firms having satisfactory level in all aspects will be empanelled in the Bank. The empanelled contractor will be informed accordingly well in time.

Last date of mailing the tender over our e-mail [augb\\_ho@rediffmail.com](mailto:augb_ho@rediffmail.com) is 15<sup>th</sup> Sept. 2015 which must reach us as hard copy latest by 15<sup>th</sup> Sept. 2015 along with original DD and documents required.

The tenders will be opened on 16<sup>th</sup> Sept. 2015 at 02.00pm at our REGIONAL OFFICE, BHARUHANA (VARANASI ROAD), MIRZAPUR in presence of representatives of firms. Hence firms may send the representative on the said date & time but if representative of any or all firms is not present, the process of opening the tenders will be continued and decision taken by the committee in this regard will be final and binding to all concerned.

Date.17-08-2015  
Place - Mirzapur

  
for Regional Manager

**ALLAHABAD U P GRAMIN BANK**  
**HEAD OFFICE: D.M. Colony, Civil Lines, Banda (UP) 210 001**

**APPLICATION FORM FOR EMPANELMENT OF CONTRACTORS**

PARTICULARS OF THE FORM TO BE FURNISHED FOR THE PURPOSE OF EMPANELMENT OF CONTRACTORS

SL **Sub-Category:**

**Please tick the sub-category for which application is made.**

- 2.1 Civil Structural, Sanitary & Plumbing Works, Painting Work.  
 2.2 Furniture, Fixtures, Counters, Partitions, Interior Work etc.  
 2.3 Electrical goods supply & repairing work  
 2.4 Water Proofing Work  
 2.5 Supply & installation of Air conditioners  
 2.6 Supply of readymade/modular furniture for residences/offices  
 2.7 Fire extinguisher services  
 2.8 Pest control services

- 1) Name of the Organization .....
- 2) Address .....
- 3) Year of Establishment .....
- 4) Status of the firm  
(Whether Company/Firm/Proprietary) .....
- 5) Name of Directors/ Partners/Proprietor.  
 i) .....  
 ii).....  
 iii).....
- 6) Whether registered with the Registrar of Companies/  
Registrar of Firms. If so, mention number and date. ....
- 7) a) Name and address of Bankers. \
- |     |     |
|-----|-----|
| i)  | ii) |
| ii) | iv) |
- b) Enclose Solvency Certificate from the Bankers.
- 8) Whether registered for sales tax purposes. If so, mention number and date. Furnish also copies of sales tax clearance certificate.
- 9) Whether an assessee of Income Tax. If so, mention permanent account number. Furnish copies of Income Tax clearance Certificate.
- 10) Furnish copies of audited Balance Sheet and Profit & Loss Account (Audited) for the last three years.

11) If you are registered in the panel of other Organizations/ Statutory Bodies, such as CPWD, PWD, MES, Banks etc., furnish their names, category and date of registration.

- i) \_\_\_\_\_ ii) \_\_\_\_\_
- iii) \_\_\_\_\_ iv) \_\_\_\_\_
- iv) \_\_\_\_\_ vi) \_\_\_\_\_

12) What are your fields of activities? Mention the fields on preference basis.

- i) \_\_\_\_\_ ii) \_\_\_\_\_
- ii) \_\_\_\_\_ iv) \_\_\_\_\_

13) Whether willing to work.

Any where in our operational area of 11 districts or mention the places where you are willing to work.

14) i) Detailed description and value of works done for others in the past.  
(As per proforma -1 in a separate sheet)

ii) Detailed description and value of works done for the Bank (As per proforma-1 in a separate sheet.)

15) Specify the maximum value of work executed in a year.

16) Furnish the names with address of three responsible persons who will be in a position to certify about the quality as well as past performance of your organization.

- i).....
- ii).....
- iii).....

17) Whether you have taken any credit facility/loan from Allahabad UP Gramin Bank. If yes, whether said account is performing or non-performing. Please furnish details.

18) Other relevant information (As per proforma - 2&3)

**Note:** Where copies are required to be furnished these are to be certified copies preferably by the concerned agencies or a Government Officer.

Place \_\_\_\_\_

Date \_\_\_\_\_

Name & Signature with seal

## PROFORMA -1

PARTICULARS IN RESPECT OF WORK EXECUTED.

SN	Name of work/ Project with Address	Short Description of work Executed	Name & Address of Owner	Value of work Executed	Stipulated time of Completion With date of commencement	Actual time of Completion with date of completion	Name of Architect/ Consulting Engineer.
1	2	3	4	5	6	7	8

Name and Signature with Seal

PROFORMA-2

KEY PERSONNEL PERMANENTLY EMPLOYED.

SN	Name	Designation	Qualification	Experience	Years with the Firm	Any other
1	2	3	4	5	6	7

Name and Signature with Seal

