



STATE BANK OF INDIA
PREMISES & ESTATE DEPARTMENT, BLOCK -A, 3RD FLOOR
LOCAL HEAD OFFICE, GUWAHATI
G.S ROAD, DISPUR, -781006

EXPRESSION OF INTEREST (EOI) FOR THE
PRE-QUALIFICATION OF CONTRACTORS

FOR

COMPOSITE WORKS COMPRISING CIVIL, SANITARY & PLUMBING, INTERIOR & FURNITURE
AND ELECTRICAL INSTALLATION WORKS FOR THE RENOVATION OF SBI, LOCAL HEAD
OFFICE, GUWAHATI IN PHASED MANNER

LAST DATE & TIME FOR SUBMISSION OF APPLICATION: 26/06/2026. TILL 4:30 PM

Application submitted By :

Name of Contractor:

Postal Address:

GSTIN:

Mobile no:

E-mail ID.....

Date:.....

Project Architect :

M/S ENARC CONSULTANT

M.G. Road, Thrissur, Kerala-680001.

Email ID: office.enarc@gmail.com

Contact Person: Ar. Praveen Pallankara

Mob: (+91) 8129333440

Tel: (+91 487) 2441901,05

IMPORTANT EVENTS AND DATES :

Sl. No.	EVENT	Date
1	Publication of a brief Notice inviting Tenders in the following daily Newspapers – <i>i)</i> The Times of India (English), <i>ii)</i> Navbharat Times (Hindi) <i>iii)</i> Asomiya Pratidin (Assamese)	31.05.2026
2	Website Publication of Tender in Bank's website : https://sbi.bank.in/web/sbi-in-the-news/procurement-news	31.05.2026
3	Last Date & Time for submission of application	26.06.2026

1.0 GENERAL TERMS & CONDITIONS

- 1) This EOI is limited to the pre-qualification of contractors for the composite works comprising civil, sanitary & plumbing, interior & furniture and electrical installation works for the renovation of SBI, Local Head Office, Guwahati in phased manner.
- 2) This EOI is not an offer by SBI, but an invitation to receive responses from the eligible contractors. No contractual obligation whatsoever shall arise from the EOI process. The contractors who are prequalified as per the eligibility criteria will be allowed to participate in the tenders invited by SBI for the above works only and not for any other tender that the Bank may invite from time to time.
- 3) The applicants are required to provide their E-mail id, contact nos. and postal address in the bid documents. Henceforth, all official communication from the Bank shall be through E-mail. The SBI reserves the right to cancel or postpone or modify the pre qualification process at any stage without assigning any reason.
- 4) The applications may be submitted in the TENDER BOX kept in the Ground Floor of SBI Local Head Office, G.S Road, Dispur, Guwahati-781006 or sent by post on or before the cut off date and time as mentioned in this EOI. Applications received after the cutoff date and time will not be accepted under any circumstances including postal delay. Extension of submission time including addendum / corrigendum, if any will be published only in the Bank's website <https://sbi.bank.in/web/sbi-in-the-news/procurement-news>. No newspaper publication will be made in this regard.
- 5) No conditions other than mentioned in the EOI will be considered, otherwise the application is liable for rejection. Further, there should not be any deviation or assumption in terms and conditions as stipulated in the EOI documents.
- 6) All pages of the documents must be signed by the applicant / authorized person.
- 7) The applicants are expected to examine all instructions, Annexures, forms in the EOI document. Failure to furnish all information required by the EOI document or to submit an application not substantially responsive to the EOI document in all respects will be at the applicant's risk and may result in rejection of the application. The applications received within the cutoff date and time will be scrutinized and those who are found eligible as per the qualifying criteria will be prequalified to participate in the tenders for the composite works as and when called for by the Bank.
- 8) The prequalification will remain valid for a period of three years from the date of its approval by the competent authority after which it will automatically become null and void. The Bank may, however, in its sole discretion but not under any obligation to do so, extend the validity of the prequalification period for another term to be decided by the Bank.

- 9) The SBI reserve their rights to accept or reject any or all the application(s) without assigning any reason for doing so and no claim / correspondence shall be entertained in this regard.

S/d-
Assistant General Manager
Premises & Estate

2.0 ELIGIBILITY CRITERIA FOR PRE-QUALIFICATION:

The applicant should comply with the following minimum eligibility criteria for prequalification which is to be supported by all valid documentary proofs:

2.1 Eligibility Criteria:

a) Contractors having required experience in composite work comprising civil, sanitary & plumbing, interior & furniture and electrical installation works will be considered for prequalification.

b) The contractors should have executed similar project for Public Sector Banks / Central Government / State Government /Semi-Govt/ PSU (Central or State) / Public Limited Companies listed in Indian Stock Exchanges or MNC listed in reputed International Stock Exchanges.

2.2 EXPERIENCE:

The contractor have satisfactorily completed “similar works” of minimum Rs. 5.00 Crore within the last 7 (seven) years, ending on 31.05.2026. Experience of having successfully completed * **similar works** (single order) during last 7(seven) years ending on 31.05.2026 should be as per following:

(a) Three similar completed works costing not less than the amount equal to 40% of 5 crore i.e 2 crore.

OR

(b) Two similar completed works costing not less than the amount equal to 50% of 5 crore i.e 2.5 crore.

OR

(c) One similar completed work costing not less than the amount equal to 80% of 5 crore i.e 4 crore.

The detailed breakup of the above-mentioned experience criteria, for the composite work is as under:

Minimum value of Composite work (Rs. in Crore)	Min Average Annual turnover (Rs. in Crore)	Minimum Eligibility Criteria		
		3 Similar works costing not less than (Rs. in Crore)	2 Similar works costing not less than (Rs. in Crore)	1 Similar works costing not less than (Rs. in Crore)
5	1.5	2	2.5	4

Note :

i)The work value preferably should comprise 50% Interior & Furniture work, 30% Civil works and 20% Electrical works in the single contract in building works.

ii)Works not comprising all the three components viz. Civil and Sanitary & Plumbing, Interior & Furniture works and Electrical works in single contract for building works will not be considered.

iii)Howwver the Bank. In its sole discretion may change the propotion of the components without assigning reason or clarification for the same.

2.3: DEFINITIONS OF SIMILAR WORKS:

Construction / renovation / rehabilitation work comprising civil, sanitary & plumbing, interior & furniture and electrical installation works in single contract for Bank / Corporate or Govt. Office / Semi-Govt/ Academic / Institutional / Hospital / Hotels or Commercial building projects in last 7 years ending on 31.05.2026.

2.4 TURNOVER: The Applicant should have average minimum annual financial turnover of Rs. 1.50 Crore during the last 3 financial years ending 31/03/2026. This should be duly audited and certified by a Chartered Accountant (Copy to be attached). Year in which no turnover is shown will also be considered for working out the average.

2.5 Contractor applying for this prequalification should have Registration of EPF and ESIC., GST, PAN NO., and submit proof of the same.

2.6 The Contractor should also have a full-fledged office or ready to establish an office in Assam (documentary proof to be submitted).Self decleration Annexure-F

2.7 Electrical License:

The applicant or his associate should possess a valid Electrical contractor's Class A license for HT & LT electrical works issued by the competent authority in his/her name.

3. EVALUATION CRITERIA FOR PRE-QUALIFICATION:

For pre-qualification, applications will be evaluated in the following manner:

1. The eligibility criteria prescribed herein above (in respect of experience of similar class of works completed) shall be scrutinized and the applicant's eligibility for pre-qualification will be determined. Only the applicants who meet the eligibility criteria specified as above will be prequalified for participating in the tender for the work mentioned above.
2. ***The applicant must submit executed Bill of Quantities (BOQ)/ bills of completed project for evaluation comprising Civil and Sanitary & Plumbing works, Interior & Furniture works and Electrical works to find out the proportion of each component.***

The applicant failing to submit the executed BOQ /bills will not be considered for evaluation.

3. If necessary, the authorized representatives of SBI & Architect will visit Projects sites which are completed in all respect by the applicant's, in order to evaluate the performance of the applicants and quality of work. In such case, the applicant's will be required to obtain/give them necessary permission / facilities and arrangements for site visit as required. If it is found that the performance of the applicants for the inspected works is not satisfactory in terms of quality/ overall performance etc., the applicants may get disqualified even though the documents submitted by them will meet the eligibility criteria as laid down.
4. On the basis of the prequalification criteria mentioned above and after the evaluation of the applicants based on the site visit, credentials submitted, satisfactory Virtual Completion / completion certificates in respect of "Similar work" as spell out above, confidential reports obtained from various clientele (wherever necessary) etc., applications will be shortlisted.
5. Merely fulfilling the prescribed minimum prequalification criteria does not entitle the applicants for shortlisting, which is subject to the verification of documents/information furnished by the applicants, inspection of work, quality, and timely execution of project, seeking confidential performance reports from the client, etc.
6. The broad criteria inter-alia for prequalification will also include the following parameters:
 - Quality Consciousness.
 - Quality of finishes.
 - Timely execution.
 - Integrity as regards working.
 - Ease in setting extra work, if any.
 - Litigation, if any involving Arbitration/court of Law.
 - Financial soundness.
 - Magnitude of work undertaken.
 - List of work executed.
 - Establishment, plant and equipment.
 - Performance report from other employers

7. Bank reserves the right to accept or reject any or all applications without assigning any reason thereof. **This prequalification does not bind SBI to award any job/project to the pre-qualified contractors.**
8. A applicant's shall not use the credentials of the original/ parent entity of the applicant's from which it has been demerged and come into existence, to meet the turnover, profit, experience or other eligibility criteria of Tender. *Joint Venture and Consortia will not be considered for prequalification.*

Note: - To validate the work Completed, SBI may ask additional documents like TDS Certificates, Original Invoices copies etc. against bills produced by the Applicants to their respective clients.

4.0 INSTRUCTIONS TO APPLICANTS

4.1 GENERAL INSTRUCTIONS:

- i. Please read these instructions carefully before filling up the application form.

The application must be submitted in the proforma to be downloaded from <https://sbi.bank.in/web/sbi-in-the-news/procurement-news> without editing the text whatsoever. Any violation of this condition shall render the application invalid.

4.2 Contents of Tender Documents:

- (i) The Documents are to be submitted offline along with all relevant documents and annexures, in addition to above documents, certified and self-attested true copies of following documents.
 - Proof of establishment / constitution of the Company.
 - List and addresses of their offices.
 - List of works executed during last 7 years ending on 31.05.2026 along with details and supporting proof viz., copies of work orders, satisfactory completion certificates mentioning all trades of work, etc.
 - Certificate/ proof of empanelment / enlistment in other Organizations / Govt. / Semi-Govt. / Public sector undertakings / Banks (if any).
 - Satisfactory completion certificate in respect of “Similar work” as mentioned above (during last 7 years ending on 31st May 2026 from clients. (To be furnished as per the format enclosed in Annexure-A & B).
 - Audited balance sheets and P & L Account - for last 3 years certified by Chartered Accountants.
 - Details of tools and equipment, if any, to be used in the project.
 - Declaration (To be furnished in the letter head of organization as per the format enclosed in Annexure-E).
 - Electrical contractor’s license
 - ***Executed Bill of Quantities (BOQ)/ bills of completed project for evaluation comprising Civil and Sanitary & Plumbing works, Interior & Furniture works and Electrical works to find out the proportion of each component.***
- (ii) The applicant’s/authorized signatory should sign & stamp each page of this Tender Document and its annexures / documents and submit the same in hard copies. The duly filled-in documents shall be submitted in sealed envelope super-scribed “***Prequalification of Contractor for composite works comprising Civil and Sanitary & Plumbing works, Interior & Furniture works, Electrical works for Renovation of Local Head Office in phased manner***”.

- (iii) 'Bank' or 'SBI' are used interchangeably shall mean State Bank of India through its Local Head Office, Guwahati situated at G.S Road, Dispur-781006.
- (iv) The applicants may visit the site at his/their own cost to examine the site & local conditions and collect all information before submission of application.
- (v) All information called for in the enclosed forms should be furnished against the relevant columns therein. If, for any reason, information is required to be furnished on separate sheets, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a "Nil" or "no such case" or "Not Available" entry should be made in that column. If any particulars/queries are not applicable in case of the applicants, it should be stated as "Not Applicable".
- (vi) The Applicants may please note that giving false/misleading-information called for in application forms, or making any changes in the prescribed forms, or deliberately suppressing any information, may result in disqualification of the Applicant summarily at any stage.
- (vii) Overwriting and using correcting fluid should be avoided. **Corrections, if any, should be made by neatly crossing out and should be rewritten authenticated with initials and date.**
- (viii) All Pages of the document must be numbered. Additional sheets, if any added by the applicant, should also be numbered by him. The documents submitted should be indexed and numbered. If uploaded documents are in unstructured and in orderly manner, such applications may be summarily rejected.
- (ix) References, information, and certificates from the respective clients certifying suitability, technical know-how or capability of the Applicant should be signed by an officer not below the rank of Engineer / Project Manager or equivalent of the Organization.
- (x) EOI documents submitted will be treated as Bank's property and will not be returned.
- (xi) **Corrigendum / addendums (if any) to this notice shall only be available / posted on SBI's website.** Based on Pre-bid meeting, addendum / Corrigendum if any will be issued and the same shall form a part of tender document

Date:

Place:

Sign & Stamp of Applicant/
Authorized Signatory

5.0 Forms & Annextures

5.1 Application Form

1	Name of the contractor Firm/ company:			
2	Address Phone No. (a) Landline with STD code (b) Mobile (c) Email-ID			
3	Year of establishment of the Firm/company			
4	Status of the firm whether company/firm/ proprietary.			
5	Name of Directors/Partners/Proprietor			
6	Whether registered with the registrar of companies / registrar of firms if so, mention number & date.			
7	Name/s of Partners / Proprietor/ Directors/ Key Person of The Firm (Details of address, contact number, qualification etc. to be submitted as per the Bio data form)	Sr. No.	Mobile No	Email
		i.		
		ii.		
		iii.		
		iv.		
v.				
8	Name and address of Bankers			
9	Whether an assesses of Income Tax. If so, mention PAN number. (Furnish copies of I.T. clearance certificate)			
10	Whether registration/obtention of license from Govt authorities e.g., labour dept., ESIC, etc are in place:			
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			

12	Detailed description of high value of three works done during the last 7 years ending on 31.06.2026, as per the criteria given. (i.e. name of organization, value of work done and date of completion)- copies of work orders, completion certificates must be enclosed	As per format Annexure A and Annexure B
13	Average annual turnover of the Company as per Audited Balance Sheets as on 31st March 2024, 2025, 2026.	2023-24: 2024-25: 2025-26 : Average:
14	Declaration regarding near relatives working in the Bank	As per Annexure-E
15	Name, mobile number & email ID of contact person: i. ii. iii. iv. v.	
16	Address of office in Assam, if available.(If not available undertaking to open office to be submitted as per Annexure F	
17	GST Registration number (Photocopy to be attached)	
18	Registration for EPF/ ESI (Photocopy to be attached)	
19	Registration under the Contract Labour Act	
20	Registration number under Labour Welfare Act	
21	Total number of Similar Works completed in last seven years as on 31.05.2026.	
22	Value of Single Largest Project for Similar Work completed in the last 7 years as on 31.05.2026.	
23	Details of Similar work under execution	As per format Annexure-A & B.
24	Details of skilled workforce provided.	As per format Annexure D
25	Mention if blacklisted and / or blacklisting proceedings pending with any client. Details of the same, with reasons, to be furnished.	
26	Details of disputes /litigation, if any, during the period of last 07 years ending on 31.05.2026 should be either of the following. If yes, please	

	provide details thereof, with reasons.	
27	Whether any penalty imposed by law enforcing agencies such as Labour Department, Sale Tax, GST, Municipal Corporations, Development Authorities, etc.	
28	Details of penalty / liquidated damage imposed by any client for defective / delayed / non-completion of work or violation of terms of the contract, during the last 7 years ending on 31.05.2026 should be either of the following. If yes, please provide details thereof, with reasons.	
29	Whether firm had been barred from participating in the bidding process or kept in cooling period/under suspension by any client, during the last 7 years, ending on 31.05.2026 . If yes, please provide details thereof, with reasons.	
30	Please indicate details of any Bankruptcy /winding up proceedings at any point of time in past.	
31	Enclose copy of valid Electrical Contractor's License. (Mention Class)	

I/We hereby confirm that all information, particulars, copies of certificates and 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.

Place:

Date:

Sign & Stamp of Authorized Signatory/Applicant

Name:

Designation:

Note: [Furnish certified photocopies of all relevant documents in support of the information furnished above.](#)

5.2 BIO-DATA OF THE PROPRIETOR/DIRECTORS/PARTNERS/ KEY ASSOCIATES

1. Name :
2. Date of Birth :
3. Associates with the organization since:
4. Professional Qualification :
5. Professional Experience :
6. Professional Affiliation :
7. Membership in :
8. Details of Published papers in Magazine / Journals (if any) :
9. Details of cost-effective methods/ innovative techniques adopted in the projects :
- 10 Exposure to new materials/ Technology.
- 11 Details of address, email ID & Contact No.

Signature of Applicant/Authorized Signatory

Note : Add separate sheet for each individual

ANNEXURE- A

5.3 DETAILS OF ALL 'SIMILAR' WORKS COMPLETED DURING THE LAST SEVEN YEARS ENDING ON 31.05.2026

1	2	3	4	5	6	7	8	9	10	11	12
S. No.	Name of work/ Project & location	Owner or sponsoring organizations	Date of Agreement with the owner	Scope of work executed	Built up area of the project in sqm.	Cost of project work in Crores	Date of commencement as per contract & actual date of commencement	Stipulated Date of Completion & Actual Date of completion	Litigation / Arbitration pending/ In progress with details (if any)	Name and address with contact No. of Officer of client to whom reference shall be made	Remarks

Note:

Actual date of completion of the project should be within 7 years, **ending** on 30th Nov 2025 for taking into eligibility consideration. The projects mentioned in the above format shall be sorted in the order of cost of the project (Descending order).Add separate sheet if required

Signature of Applicant/ Authorized Signatory

ANNEXURE - 'C'

5.6 PERFORMANCE REPORT FOR 'SIMILAR' MAJOR COMPLETED WORKS FROM CLIENT

1. Name of the work/ Project & Location-
Scope of work. –
(Shall Clearly Mention Each Tarde of Works)
2. Agreement No & Date.
3. Estimated Cost / Tendered Cost
(Shall Clearly Mention Cost of Each Tarde of Works, Separately)
4. Actual Value of work done
- 4.1 Value of Extra Items Executed
5. Date of commencement
 - a. Stipulated date of commencement.
 - b. Actual date of commencement.
6. Date of completion
 - a. Stipulated date of completion.
 - b. Actual date of completion.
7. Amount of compensation levied for delayed completion if any.
8. Performance report based on

Quality of Work,	: Very Good / Good / Fair / Poor
Time Management,	: Very Good / Good / Fair / Poor
Resourcefulness	: Very Good / Good / Fair / Poor
Financial Soundness	: Very Good / Good / Fair / Poor
Technical Proficiency	: Very Good / Good / Fair / Poor
QA / QC at Works.	: Very Good / Good / Fair / Poor
Safety & Health Measures at Work	: Very Good / Good / Fair / Poor
Ability to Work within Contract's Allotted Cost	: Very Good / Good / Fair / Poor

Engineer /Project Manager or
Equivalent

Date: (Name of Organization) :

Note:

1. The performance report is to be submitted separately for all major works mentioned in Form 'B'.
- 2. The performance report preferably be submitted in the above Performa. In case, different proforma is used, the Applicant shall ensure that the report / certificate shall contain all the above information/details.**

ANNEXURE 'D'

5.7 DETAILS OF KEY TECHNICAL AND ADMINISTRATIVE PERSONNEL EMPLOYED IN THE ORGANIZATION

Sr. No.	Designation	Total Number	Names	Educational Qualification	Professional Experience	Length of continuous service with employer in years
1	2	3	4	5	6	7

Signature of Applicant/ Authorized Signatory

Note:

1. Details of Technical personnel shall be provided qualification-wise.
2. Organization chart of the company, additional information about Technical and administrative personnel, if any, may be submitted on separate sheet.

ANNEXURE - E

DECLARATION OF NEAR RELATIVES IN SBI

With reference to the EOI No:.....dated
.....

I/we hereby declare as under:-

(strike out which is not applicable)

1.I/We have no near relative working in SBI at present.

2. I/We give below the details of my/our near relatives working in SBI.

SI No	Name of the near relative	Name of the Branch/Office where posted

Place :

Date :

Signature of the bidder

Name of the bidder :.....

ANNEXURE - F

UNDERTAKING FOR OPENING OF OFFICE IN ASSAM

I/We having registered office at , hereby undertake that I/We intend to open and operate an office at Assam within 30 days after Letter of Intent/Work Order issued after finalization of tender for the purpose of carrying out the renovation at Local Head Office at Dispur, Guwahati.

02. We further undertake that:

1. The office shall operate in compliance with all applicable laws, rules and regulation of the Govt. of Assam and other statutory authorities.
2. Necessary registrations, permission and license, if required shall be obtained from the competent authorities before commencement of work.
3. We shall be responsible for payment of applicable taxes, rents, utilities and other statutory dues related to the office operation.

Signature of Applicant/ Authorized Signatory

CHECK LIST
Details of Enclosures.

Sl. No.	Information	Confirmation of Submission	Ref.
1	EOI documents duly signed	Yes/No	
2	Proof of constitution:	Yes/No	
	(a) In case of sole proprietorship/HUF: an affidavit executed before a 1 st Class Magistrate that the Applicant is the sole proprietor of the firm/Karta of HUF		
	(b) In case of partnership firm: (Submit attested copies)		
	In case of private/Public Ltd. Co. Article of Association duly attested by Notary Public		
	Power of attorney, if any, attested by Notary Public		
3	Certificate of Registration as contractor	Yes/No	
4	Certificate of Registration with taxation authorities	Yes/No	
5	Certificate of Tax Clearance (ITCC, GST, etc)	Yes/No	
6	Details of requisite licenses	Yes/No	
7	Registration with EPF	Yes/No	
8	Audited Balance sheets for the last 3 years	Yes/No	
9	Details of completed work as given in Annexure-A, Annexure-B	Yes/No	
10	Excuted Bill of Quantities (BOQ)/Bills of completed Project	Yes/No	
11	Attested copies of award letters/work orders/LOI for completed work	Yes/No	
12	Original or attested copies of certificate for works done, from concerned clients	Yes/No	
13	Performance report of completed works given in Annexure-C	Yes/No	
14	Attested copies of award letters/work orders/LOI for on Going projects / Works on Hand	Yes/No	
15	Details of key personnel as given in Annexure-D	Yes/No	
16	Declaration as given in Annexure-E	Yes/No	
17	Undertaking as given in Annexure-F	Yes/No	