

EXPRESSION OF INTEREST FOR HORTICULTURE
AND GARDENING WORKS AT STATE BANK OF
INDIA, LOCAL HEAD OFFICE, GUWAHATI

**ASSISTANT GENERAL MANAGER
PREMISES & ESTATE DEPARTMENT
3RD FLOOR, BANK LHO BUILDING,
P.O. ASSAM SACHIVALAYA,
DISPUR
GUWAHATI-781 006**

State Bank of India invites EOI from experienced Contractors for Horticulture and Gardening Works at SBI Local Head Office building, Guwahati, Assam.

1	Name of the work	Expression of Interest for Horticulture and Gardening Works at SBI Local Head Office, Guwahati as per scope of work as at Annexure-I and BOQ as at Annexure-II. e-tender for Price Bid will be conducted at a later date among the technically qualified contractors upon giving prior information.
2	User Department	Premises & Estate department, State Bank of India, 3 rd floor "A" Block, Local Head Office, Guwahati-781 006, Assam
3	Availability of Tender Documents	The EOI documents can be downloaded from Bank's website www.Bank.co.in >Bank in the News> Procurement News from 05.07.2021 to 26.07.2021
4	Technical Bid	<p>The EOI documents (Hard copy) with all supporting documents should be submitted in a sealed cover containing the name and complete address/contact no. of the Contractor on the cover and bear the title <u>"Application for Expression of Interest for Horticulture and Gardening works at Local Head Office, State Bank of India, Guwahati"</u></p> <p>in the "TENDER BOX" kept at Ground Floor, Local Head Office Building of State Bank of India, Guwahati on or before 26.07.2021 up to 02:00 PM along with the following :-</p> <p><u>Earnest Money Deposit (EMD)</u> amounting to ₹7000.00 (Rupees Seven thousand only) to be deposited to the Bank's A/C No. 10242804581 (Name of the Account :- SBI, LHO, PREMISES & ESTATE Department Misc. Deposit account, maintained at SBI, Dispur Branch, IFSC code-SBIN0003030) through Online Transfer or in the form of Demand Draft in favour of AGM (P&E) payable at Guwahati and submit the Bank Draft/deposit voucher copy as proof of deposit of the amount.</p> <p>The contractor who fails to submit any of the mentioned documents and supporting technical documents fulfilling basic minimum eligibility criteria, will be disqualified in Technical Bid and will not be allowed to participate in the Price Bid.</p>
5	Price Bid	<p>The Price Bid will be through e-tendering amongst the contractors who qualified in Technical Bid through SBI Service Provider M/s e-Procurement Technologies Pvt. Ltd Ahmedabad for finalization of L1 tender amount.</p> <p>The date and time for submission of price bid through e-tender will be intimated to the qualified contractors separately through SBI Service Provider M/s e-Procurement Technologies Pvt. Ltd Ahmedabad after finalization of Technical bid.</p> <p>The contractor should have valid Digital Signature (both</p>

		Signing & Encryption certificates) for participation in e-tender.
6	Validity of Tenders	For a period of 90 days from the date of opening of Price Bid.
7	Last date and time of submission of tender	26.07.2021 up to 02:00 PM Authorised representatives of the Contractor may be present during opening of the Technical Bids. However, Technical Bids would be opened even in the absence of any or all of the Contractor's representatives. After opening, the Technical Bids will be evaluated on the basis of the minimum eligibility criteria as at Annexure-III including deposit of specified amount for Earnest Money as mentioned.
8	Date and time of opening of tender	26.07.2021 at 03:30 PM
Note:		
i)	The contractors are advised to visit the site before submission of the offer.	
ii)	The contractors are expected to examine all instructions, forms, terms and specifications in the tender documents. Failure to furnish all information required as per the Tender Documents or submission of bids not substantially responsive to the Tender Documents in every respect will be at his own risk and shall result in rejection of the Tender.	
iii)	In case the date of submission of EOI documents including EMD is declared as a holiday, the next working day at the same time will be considered. The contractor, who is the authorized representative and participating on behalf of the contractor should have a valid digital signature certificate (DSC) for this tender.	
iv)	Bank reserves the right to cancel or postpone or modify the tenders at any stage without assigning any reason.	
v)	The EMD of the unsuccessful contractors in Technical bid shall be returned after finalization of the Price bid.	
vi)	All the pages of the EOI documents shall be signed by the authorized person(s) of the applicant only. The person(s) signing the bid shall sign all the pages along with rubber stamp affixed on each page.	
vii)	Corrigendum, if any, is to be followed as published in SBI website, www.sbi.co.in	

**Assistant General Manager
Premises & Estate Department
Local Head Office
3rd Floor 'A' Block
Guwahati**

APPLICATION FORM :-

(Please strike-off whichever not applicable)

1)	a) Name of the applicant/organization b) Full Postal Address of the Firm c) Contact Details (i) Phone No. (ii) Mobile No. (iii) E- mail address	
2)	Year of establishment Please enclose documentary evidence	
3)	Constitution of Firm Enclose certified copies of documents as evidence. Sole proprietorship/ Partnership /Private Ltd. / Ltd. Co. / Any other (Please specify)	
4)	Name of the Proprietor/Partners/Directors of the organization/firm Enclose certified copies of document as evidence	
5)	Name/s of authorized signatory with designation	
6)	Mode of Authorization Enclose certified copies of document as evidence Resolution / Partnership Deed / Registered Power of Attorney / Proprietor / Any Other (Please specify)	
7)	Details of registration-whether partnership firm, company, etc. Name of registering authority, date and registration number (Note: partnership firms not registered with the appropriate authority need not apply), if any Enclose certified copies of document as evidence	
8)	Whether registered with Govt. / Semi Govt./ Banks/ CPWD/ Municipal Authorities or any other Public Organization and if so, since when? (Enclose certified copies of document as evidence) i. Name of Organization No. & Date of Registration ii. Name of Organization	Yes/No

	No. & Date of Registration iii. Name of Organization No. & Date of Registration	
9)	No. of years of experience in the field and details of work in any other field	
10)	Average annual turnover of the organization for the last 3 (three) years and furnish balance sheet and Profit & Loss A/c. for the last 3 years.	
11)	Banker's Details (i) Banker's Name (ii) Full Postal Address (iii) Telephone No. (iv) Account No. (v) Type of Account	
12)	Bank's Solvency Limit (Please enclose latest valid Solvency certificate from the Banker for minimum Rs. 2.00 Lakhs)	
13)	PAN No. (Income tax) Enclose certified copies of document as evidence	
14)	Goods & Service Tax (GST) No. Please enclose documentary evidence	
15)	Whether last three years IT returns filed (Pl. enclose certified copies of the IT returns of the last three FY years)	
16)	Details of similar works in operation/completed	Please fill up enclosed Annexure –A & enclose copies of work completion / in operation certificates
17)	Details of Key Personnel Permanently employed	
18)	Furnish the names of 3 responsible persons along with their designation, address, telephone no., etc., for whose organization, you have completed / in operation for similar jobs and who will be in a position to certify about the performance of your organization (Annexure-A)	
19)	Whether any Civil Suit/ litigation arisen in contracts executed during the last 10 years. If yes, please furnish the name of the employer, nature of work, contract value, work order and brief details of litigation. Give name of the Court, place, and status	

	of pending litigation. Attach a separate sheet if required	
20)	Information relating to whether any litigation is pending before any Arbitrator for adjudication of any litigation or else any litigation was disposed off during the last ten years by an arbitrator. If so, the details of such litigation are required to be submitted. (The applications from Individual/ Firms/ Organisations including their Partners/Directors who have been blacklisted/prosecuted by any departments/statutory bodies, anywhere in India or by any Court of Law, shall not be entertained)	
21)	Please mention whether your any relative(s) is (are) working in the State Bank of India with the name, relationship, address etc	
22)	Registration details for EPF/ESI/Labour License/Trade License details under the Labour Contract Act. as applicable	

I/We have read and understood the Press notice, EOI documents & this Application form along with Annexure and my/our firm fulfills the eligibility criteria for qualifying in technical bid described in this EOI documents.

(SIGNATURE OF AUTHORIZED SIGNATORY)

I/We hereby confirm and certify that the information given above is correct and true and the enclosures annexed herewith are genuine to the best of my / our knowledge.

I/We are authorized to sign and submit these documents.

I /We understand that if any stage it is found / noticed by Bank that any information thus provided by us is false / incorrect partly or fully and in case of receipt of adverse / unsatisfactory report from other clients / Bankers, Bank may not consider our application or may take any appropriate action against us.

I /We also understand that partly / wrongly filled application and / or applications not on prescribed pro-forma and / or applications not accompanying relevant documents / enclosures / annexed documents may liable to be summarily rejected by SBI.

I / We understand that this is merely an application & does not entitle me /us to be necessarily qualified in Technical Bid by Bank and Bank reserves the right to reject all and / or any application without assigning any reason whatsoever.

All the terms & conditions etc. mentioned in this Tender are understood and acceptable to us

(SIGNATURE OF AUTHORIZED SIGNATORY)

NAME:

SEAL OF THE FIRM

PLACE:

DATE :-

Note: Please enclose all the Annexure with relevant supporting documents duly self attested

ANNEXURE-A

List of clients whose work has been undertaken/in operation for the last 7 years (copy of work orders to be attached):

Sl. No.	Name of the Client, Location, and Name and Mobile No. of Contact Person	Details of Horticulture & Gardening services carried out	Contract Value / Total Monthly Bill amount (Rs.)
1			
2			
3			

A) GENERAL TERMS AND CONDITIONS OF THE TENDER:

1. Application form must be filled in either English or Hindi. All columns & information must be filled properly. If any of the documents are missing or unsigned, the tender will be treated invalid and cancelled.
2. The contractor should quote their lumpsum monthly charges considering all costs towards all materials, chemicals, tools, plants, equipment, wages payable as per Minimum Wages Act as per terms of the tender, contractor's profit, etc. as applicable. Taxes as applicable will be recovered from the bill.
3. No advance payment will be made by the Bank. The payment of contractor's Monthly Bills for the services rendered, will however be made within a week time from the date of receipt of bill subject to satisfactory performance during the month.
4. The contract shall be valid initially for a period of 02 (two) years from the date of award of work or date of agreement whichever is earlier, and subject to renewal for another (02) two terms of one year each upon satisfactory performance. However, the services of the successful contractor shall be reviewed by the Bank every year and in case of unsatisfactory performance, Bank may choose to terminate the contract any time by giving 02 (two) months' notice during the currency of contract.
5. The monthly charges shall remain same and shall be valid for a period of minimum 02 (two) years from the date of award of work.
6. The contractor will be responsible for payment of wages to the workers engaged by him and Bank will not be responsible for non-payment of wages to the workers.
7. The successful contractor whose tender is accepted by Bank shall deposit a sum equivalent of 01 (one) month contract value in the form of STDR towards Initial Security Deposit which will be retained by Bank during the entire contract period. In case the contractor fails to complete the contractual obligations as per tender or leaves the job half way or do not undertake the job within stipulated period, Bank shall forfeit the said Security Deposit.
8. The contractor shall study the scope of work, technical specifications, site conditions, soil, water, weather/climate, conditions of vegetation/plants/trees/indoor plants, local conditions, etc. for its sufficiency considering all the regulations of local authorities and supply company and code of standard as applicable at the time of submitting the tender and shall bring to the notice addition or deletion, if any, in writing along with the tender. The successful contractor should work as per the scope of work mentioned in the tender and also as per the direction of the Bank.
9. The contractor must obtain for himself on his own responsibility and at his own expenses all the information which may be necessary for the purpose of making a tender and for entering into a contract of work and acquaint himself with all local conditions, means of access to the work, nature of work and all matters appertaining thereto.
10. The contractor at the time of tender shall study carefully the materials, chemicals, machines, equipment specifications, the frequencies of different operations and conditions of the tender documents to fully appreciate the scope of work before quoting his rates.

11. All the materials/chemicals/consumables brought to site by the contractor shall be protected suitably and duly wrapped/packed & stored so as to avoid any damage during loading transportation/unloading & handling due to weather conditions etc. at any stage. Bank shall not be responsible for any loss of material of the contractor at site.
12. Bank shall provide suitable space for storage of equipment/machines, material and pesticides, fertilizers etc. with minimum required infrastructure like Electricity, Water Supply etc. for which no rent for space will be recoverable.
13. No inflammable materials shall generally be allowed to be stored at site. However, reasonable quantity may be permitted for storage subject to the compliance of all rules / instructions issued by the competent authorities and as per the direction of Officer - in- Charge.
14. The contractor shall not grow his own plants and fruit bearing trees in any of the Bank's premises and shall not be allowed to sell the plants and flowers from the gardens of Bank's premises in the outside premises.
15. The contractor shall not remove or take out any wood or other articles from any of the Bank's premises, without the prior permission of the competent Official of the Bank.
16. The contractor and their workers to follow strictly all safety precautions required for handling machines, electrical power, work on heights, wet conditions, etc. and the Bank will not be responsible for any untoward accidents.
17. Pipes and water connection required for watering the plants shall be arranged by the contractor.
18. Existing drains, pipes, cables, overhead wires, sewer lines, water lines and other lines, services encountered in the course of the execution of the work shall be protected against the damage by the contractor at his own expense. The contractor shall not store materials or otherwise occupy any part of the site in a manner likely to hinder the operation of such services.
19. The work shall be carried out in the manner complying in all respects with the requirements of relevant bye-laws of the local body under the jurisdiction of which the work is to be executed or as directed by the Officer- In-charge & nothing extra shall be paid on this account.
20. The contractor has to submit the photo copy of identity card with photo attached of the workers to our security department / as directed by Security Department. All the employee skilled/unskilled has to wear the company uniform approved by the Bank while on duty with Identity Cards etc.
21. The contractor shall engage fully trained and adequately experienced staffs who are medically fit. They should be free from all infectious diseases. The contractor shall get his staff medically examined. The contractor shall not permit workers and person(s) who is /are suffering from any disease. He shall not engage any child labour for any job.
22. The contractor shall comply with proper & legal orders & direction of the local or public authority or municipality and abide by their rules & regulations & pay all fees & charges which may be liable.
23. The contractor shall conduct his work so as not to interfere with or hinder with the operations of other contractors/agencies/Bank or he shall arrange his work with that

of the others in an acceptable & co-ordinate manner and shall perform it in proper sequence to the complete satisfaction of Officer- In-charge.

24. The antecedent of all the workers deployed by the contractor will have to be verified from the police. The Contractor's workers shall not enter into any unlawful activity within the Bank's premises and shall have good moral character.
25. The contractor shall not assign the contract to any other party. He shall not sub-let any portion of the contract except with the prior written consent of the Bank.
26. Bank will be at liberty to refuse permission without assigning any reason to any or all the staff of the contractor from entering the premises. Bank reserves the right to order any worker of the contractor to leave the premises of the Bank if his/her presence at any time is felt undesirable.
27. The contractor will ensure that the workers/employees engaged by them are not engaged in any illegal activities and will not permit them in alcoholic condition at the time of duty. If such instance is noticed, Bank reserves the rights to remove the employee immediately and may consider imposing a penalty of **Rs. 5,000.00** per instance which shall be recovered from the amount payable to the contractor for the month.
28. Bank does not bind itself to accept the lowest contractor and reserve the right to reject any or all the tenders received without assigning any reason(s) thereof.
29. Performing all such other relevant maintenance services in accordance with all Laws, rules & regulations, Bank instructions including complying with all legal formalities required in engaging suitably qualified, experienced, competent gardeners as may reasonably be required for the performance of the services.
30. The Contractor shall strictly comply with the provisions of Contract Labour Act or any other act pertaining to the contract labour that may be in force or that may be introduced during the currency of contract. Compliance of such acts now or subsequently will be at the contractor's cost.
31. The contractor shall take at his own cost, if required, necessary insurance cover in respect of staff and other personnel to be employed or engaged by him in connection with the mentioned services to be rendered to Bank and shall comply with all relevant Labour Laws as applicable to the area as existing or as may be mentioned during the contract period and shall indemnify Bank against all acts of omissions, fault, breaches and or any claim or demand, loss injury and expenses to which Bank may be party or involved as a result of the contractors failure to comply and of the obligation under the relevant act law which the contractor is to follow.
32. The contractor shall be responsible to ensure uninterrupted services on all days to the Bank at all sites. In case, any worker engaged by the contractor is on leave or on weekly rest and/or on holiday to which he is entitled in compliance if any regulatory provisions., under such circumstances, alternative arrangement shall be made by the contractor without extra cost to the Bank.
33. The contractor will be liable to reimburse to the Bank for any loss or damage caused on account of any breach of law on the part of the contractor or its staff. The contractor shall be responsible for proper maintenance of all registers, records and accounts so far as these relate to the compliance of any statutory provisions/obligations.

34. In the event of finding the office premises not in the above mentioned spirit, penalty up to 20% of the total amount of monthly bill will be imposed for the concerned month.
35. In the event of any restriction being imposed by the security contractor, Bank or any other authority having jurisdiction in the area on the working or movement of labour/material, the contractor shall strictly follow such restrictions and nothing extra shall be payable to the contractor on this account. General Security restriction are given as under :
- a) Labour / workmen will not be allowed to reside within the Bank's premises.
 - b) Proper Identity cards to be given to the employees.
 - c) As and when there will be security requirements, certain additional restrictions can be imposed as per the requirement of the situation.
 - d) The contractor shall be responsible for behavior and conduct of his laborer. No laborer with doubtful integrity of having bad record shall be engaged by the contractor.

Note: These terms and conditions are part of the Contract/Agreement as indicated in the Agreement between Bank and the contractor and any non-compliance shall be deemed as breach of the Contract/Agreement.



LETTER OF DECLARATION

**The Assistant General Manager,
P&E Department
State Bank of India
Local Head Office, Guwahati**

Dear Sir,

HORTICULTURE AND GARDENING WORK AT SBI LHO GUWAHATI

Having examined the terms & conditions, the schedule of items, technical specifications, site conditions, soil, water, weather/climate, conditions of vegetation/plants/trees/indoor plants, local conditions, specifications, etc. relating to the works specified in the memorandum hereinafter set out and having visited and examined the site of the works specified in the said memorandum and having acquired the requisite information relating thereto and affecting the tender, I/We hereby offer to execute the works specified in the said on Monthly Charges mentioned in the attached schedule and in accordance in all respect with the specifications and instructions in writing referred to in conditions of tender, the articles of agreement, conditions of contract and with such conditions so far as they may be applicable.

MEMORANDUM

- a) Description of Work : Horticulture and Gardening Work at SBI LHO Building Guwahati
- b) Earnest Money Deposit: - Rs. 7000/-
- c) Contract period: - 02 (Two) years subject to renewal for another two terms of one year each upon satisfactory performance of work.

Should this tender be accepted, I/we hereby agree to abide by and fulfill the terms and provisions of the said conditions of Contract annexed hereto so far as they may be applicable or in default thereof to forfeit and pay to Bank, the amount mentioned in the said conditions.

I/we have deposited through online transfer/demand draft for a sum of Rs. 7000/- as Earnest Money Deposit with Bank. Should I/we do fail to execute the contract when called upon to do so, I/we hereby agree that this sum shall be forfeited by me/us to Bank.

We, hereby, also undertake that, we will not raise any claim for any escalation in the prices of any of the material during the currency of contract/execution/completion period.

Yours faithfully,

Seal & Signature of contractor

ANNEXURE-I
BROAD SCOPE OF WORK

(1) GARDEN MAINTENANCE & HORTICULTURE WORK:

Garden means the existing landscaping area in the front portion of SBI LHO building in 05 (five) separate locations of total area of 2000 sft approx.

The purpose of garden maintenance & horticulture work is that the whole garden area as indicated must look rich with lush green lawns and beautiful seasonal flowers so as to provide an excellent ambience of work-environment. While undertaking this work, the contractor must execute the work in consultation with the designated officer. The other normal job in this regard would be:

- a) To maintain all the existing trees, plants, shrubs, hedges and lawn/ carpet grass including supply & maintenance of **200 nos. new seasonal flower plants per year** as required by the Bank.
- b) To plant trees, shrubs etc by excavation/digging as and when required.
- c) Preparation of seasonal flower beds, plants, seeds etc. shall be at contractor's cost and as directed by Officer- in- charge.
- d) The contractor shall take such steps that snakes/bandicoots/worms/pests, etc. do not cause any menace in the garden, surroundings of premises.

(2) SUPPLY OF 600 POTS OF SEASONAL FLOWER PLANTS & THEIR MAINTENANCE:

To supply and maintain **600 pots with healthy seasonal flower plants per year**, viz. marigold, dahlia, zinnia, chrysanthemum, etc. of different breeds at the front side steps of the building as well as near the entrance gate of the building, i.e. both sides of the ramp or as identified by the Bank.

(3) INDOOR/OUTDOOR PLANTS:

- a) To maintain all the existing 1100 nos. approx. of indoor and outdoor potted plants, shrubs, etc.
- b) To regularly rotate the plants to outside weather , sunlight to keep them healthy.
- c) To supply **3 new air purifying plants per month** with pots to indoor cabins. E.g. Rubber plant, Ficus, Dracaena, Erica palm, Raphis Palm, Daisy, Mostics, Green Bamboo, Fern, Aloe Vera, Spathyphyllum, etc.
- d) If for any reason the indoor plants gets unhealthy or dies, the contractor has to replace it at his own cost immediately.
- e) He will also ensure that due to closure of office on weekends, the plants and flowers in the pots kept in the officers' room do not suffer in any way.

(4) REGULAR MAINTENANCE OF ALL EXISTING/ NEW PLANTS/SEASONAL FLOWER PLANTS (BOTH INDOOR & OUTDOOR):

- a) Regular watering of grass, lawns, trees, plants, shrubs etc. and hoeing and weeding in and around them.
- b) Spraying of insecticide and fungicide application/spreading of chemical and applying Neem oil as and when required/advised and also provide suitable and seasoned bio-manure/gobar / compost /fertile red soil to the plants as and when necessary or at least twice a year. Vermi-culture may be done in the garden to make the soil more fertile.
- c) Cutting of grass in lawns, pruning of plants in the premises of LHO, removing the dead leaves, cleaning the area including disposal of waste and dead leaves, twigs, garbage on day to day basis and keeping the lawn area, garden and the surroundings in a clean and neat condition, replacing all the dead, diseased plants, etc. including the potted ones as when and where it occurs.
- d) Erosion of soil on any part of the garden due to rain or for whatsoever reason will have to be filled up with good red soil and levelled.
- e) The contractor shall thoroughly clean the dust and dirt, debris etc., and remove all the scaffoldings and other materials used for the works away from the site and keep the site free from all the above.
- f) Overgrowing trees from gardens spreading on to premises will have to be pruned periodically.

NOTE: All the above mentioned scope of works is indicative and not exhaustive. Bank reserves the right to add/delete any work under the scope of work. However, the Contractor has to properly maintain the garden, trees, plants, flower plants, etc. inside the premises.

I HAVE READ, STUDIED THE SITE, WORK, UNDERSTOOD THEM AND ACCEPT THE ABOVE TERMS & CONDITIONS.

Date:

Signature of the Contractor

ANNEXURE-II**PRICE BID**

SI No	Description of work	Total Monthly charges in Rs. (excluding GST)
1)	Monthly Charges for the scope of work as mentioned in Annexure-I and as per terms & conditions of the tender	

ANNEXURE-III**MINIMUM ELIGIBILITY CRITERIA FOR QUALIFICATION IN TECHNICAL BID**

Only those applicants who possess the following eligibility criteria along with the documentary proof will be technically qualified and eligible to participate in the Price Bid.

1. The applicant shall be an established firm having adequate similar experience works in PSU organizations/Nationalized Banks, State and Central Govt. Deptt. Organizations, Universities, etc. during the last 07 (Seven) years.
2. The Applicant's average Annual Financial Turnover during last 3 (three) years should be at least INR 2.00 lakhs.
3. Bank's solvency certificate amounting to INR 2.00 lakhs.
4. The applicant must possess valid certificates / license for Horticulture & Gardening from concerned Authority as applicable.
5. The applicant must be in continuous operation for the last 3 (Three) years.
6. The applications from Individual/Firms/Organizations including their Partners/Directors who have been blacklisted/prosecuted by any departments/statutory bodies, anywhere in India or by any Court of Law, shall not be considered.
7. The contractor must have sufficient no. of experienced staffs.
8. The cut-off date for reckoning experience would be 30th June 2021.
9. The Contractor should have Office at Guwahati or should be in position to open office in Guwahati within 3 months of receiving work order, failing which the contract will be terminated by Bank.

The contractors should possess the following supporting documents and must submit self-attested photocopies of the following supporting documents along with Application form:

- a) Valid Certificate / License from the appropriate authority as applicable.
- b) PAN Card in the name of the proprietor/firm/company.
- c) Goods & Service Tax (GST) registration.
- d) Documents supporting Applicant's average Annual Financial Turnover during last 03 (three) years for minimum INR 2.00 lakhs.
- e) Details of sufficient experienced Staff engaged by the firm.
- f) Latest valid Bank's solvency certificate amounting to INR 2.00 lakh.
- g) Income Tax return for last 03 (three) years.
- h) Work order & completion/in operation satisfactory certificate from the clients whose work has been undertaken in the last 07 (Seven) years.
- i) Document as proof of year of Establishment of the firm with not less than 03(Three) years
- j) Details of Contractor's Office at Guwahati or an undertaking to establish the office at Guwahati within three months from the date of issue of the work order.
- k) Registration details for EPF/ESI/Labour License/Trade License.