



The Lakshmi Vilas Bank Ltd.
Corporate Office, LVB House,
4/1, Sardar Patel Road, Guindy,
Chennai - 600 032,

ADMINISTRATION DEPARTMENT

PREQUALIFICATION OF CONTRACTOR'

Lakshmi Vilas Bank invites application for prequalification of contractors for construction of currency chest and branch office at Dindigul Tamilnadu . The scope of works includes Builder's work, Water Supply & Sanitary Installations, Internal Electrification , External facade for main building and ancillary works. The proposed construction shall be of RCC framed structure with modern architectural finishes of high order, shall be carried out using latest & best quality materials, fittings & fixtures.

Contractors, who have sound experience in carrying out similar nature job and have requisite credentials against prescribed eligibility criteria as per details given below, may apply:

S.No	Eligibility criteria	Amount in lakh
01	Single job of similar nature executed during the last 4 years	100
02	Average annual turn over	150
03	Two jobs of similar nature of works during the last 4 years	75

INSTRUCTIONS FOR FILLING & SUBMISSION OF ENROLMENT FORM

The Enrolment Form along with the Annexures shall be completely filled in all respects and to be submitted to this office along with enclosures, on or before 30.12.2016.

- Contractors to note that all particulars required as per the form and Annexures shall be filled in completely in relevant blanks strictly as per the format.
- The forms not submitted strictly as per the above instructions within stipulated period are liable to be rejected.
- The eligible contractors who will be selected for issue of tenders forms. After scrutiny of enrolment forms and shall be informed. Please note that no enquiries or correspondence regarding the selection for issue of tenders shall be entertained.
- The contractors are advised to follow the instructions given below :-
 - Enrolment Form shall be filled-up in clean handwriting in capital letters or typed.
 - Full address of the site of work, owner or authority under whom the works have been carried out should be given (Please refer Annexure).
 - The contractors should ensure to submit the satisfactory Completion Certificate giving the value of work, year of completion and it should also tally with the value of final bill in Annexure 'D'.
 - The annual turnover should be based on latest Income-tax Clearance Certificate, duly cleared by Income-tax Department.
- Please note that the submission of this enrolment form does not confer any right on you to claim issue of tenders and the LVB reserve the right not to issue tender to any/all applicants without assigning any reason whatsoever.

FORM FOR ENROLMENT OF CONTRACTORS

I/We

M/s am/are desirous of being enrolled on the list of contractors for and hereby apply for the same. I/We give the following details for your consideration.

Sl. No.	Particulars	To be furnished
1.	Name of the firm	
2.	Permanent Address	Address of Correspondence
3.	Telephone Number Office	
	Residence	
	Fax No., if any	
	E-Mail, if any	
	PAN No.	
	TIN No.	
	VAT No.	
	Service Tax No.	
4.	Month and year in which the firm was established in present name	
5.	Particulars of old firm(if present firm is new), if main partners of the present firm were working as construction contractors, in some other name in the past (The partnership deed of old firm be enclosed)	

Sl. No.			
6.	Particulars of sister construction firms if any		
7. i)	What is the constitution of firm viz. Sole Proprietor, Partnership, Pvt. Ltd., Public Ltd., etc.		
ii)	Enclose copy of partnership deed, Articles of Association or Affidavit in case of sole proprietorship as per Annexure A-1		
iii)	Fill-in enclosed Annexure A-2		
8.	Fill and enclose Annexure-B giving details of enrolment with LVB in the past and with other Organizations		
9.	Has the applicant or his partners or Directors been black listed in the past by any Central or State Government Dept./ Organization		
10. i)	Annual Turn Over for last four years (enclose documentary evidence or proof to support figures)	Year	Rs. in Lacs
		i) FY 2015-16	
		ii) FY 2014-15	
		iii) FY 2013-14	
		iv) FY 2012-13	
ii)	What evidence of proof is enclosed to support the amounts of yearly turnover		
iii)	Enclose for the last four years income tax clearance certificate	Certificate enclosed for Assessment years.....	
11. i)	Name and complete postal address of bankers		

SI. No.			
ii)	Whose supporting certificate is enclosed		* of..... Date
ii)	Enclose solvency certificate indicating amount if any		
iii)	Bank Guarantee limit with various banks		i) * lacs with ii) * lacs with Total `.
12. i)	Enclose list of immovable properties with complete postal addresses, full description & reasonable market value of property duly supported by certificate of DM/Collector/First Class Magistrate/Approved valuer/Revenue authorities		
ii)	Whose supporting certificate is enclosed		* of..... Date
13. i)	Particulars of movable properties along with Banker's reference		
	Value of tools & plants		*
	Other Assets		*
ii)	Whose reference is enclosed		
14.	Fill in and enclose list of tools & plants as per Annexure enclosed		
15.	Fill in enclosed Annexure giving full particulars about major works completed during the past three years Note : List of only those works which were similar in nature and carried out by the firm requesting for enrolment is to be given		
16.	Work in progress		
i)	Whether full details of major work on hand given in Annexure		

Sl. No.			
ii)	Are copies of work orders for such large works enclosed		
17.	Whether full information regarding permanent technical staff employed given in Annexure		
18.	Whether check list submitted as per Annexure		
19.	Any other information the applicant might like to give		

DECLARATION

I/We agree to notify the officer accepting this application and registering my/our names on list of contractors of Lakshmi Vilas Bank, of any changes in the foregoing particulars as and when they occur and to verify and confirm these annually.

I/We understand and agree that the appropriate Lakshmi Vilas Bank Authority has the right as he may decide, not to issue tender form in any particular case and also to suspend, remove or blacklist my/our name from Lakshmi Vilas Bank Limited list of contractors in the event of my/our submitting non-bonafide tenders or for technical or other delinquency in regard to which the decision of appropriate Lakshmi Vilas Bank Limited Authority shall be final and conclusive.

I/We certify that the particulars furnished in the enrolment forms are correct and that should it be found that I/We have given a false certificate or that if I/We fail to notify the fact of my/our subsequent amalgamation with another contractor or firm, the Lakshmi Vilas Bank Limited may remove my/our name from the list of contractors and any contract that I/We may be holding at the time may be rescinded.

PLACE:

Signature Of Contractor with Seal

DATE:

PLEASE NOTE THAT THE COMPLETE FORMS SHALL BE SUBMITTED/SEND TO THE BELOW MENTIONED ADDRESS BEFORE 30/12/2016.

**Admin Department,
The Lakshmi Vilas Bank Ltd,
Corporate Office, LVB House,
4/1, Sardar Patel Road, Guindy,
Chennai – 600 032**