



**CIRCLE OFFICE, HYDERABAD  
S D ROAD,  
SECUNDERABAD - 500026.**

**EMPANELMENT OF ARCHITECTS/  
CONSULTANTS, CONTRACTORS AND  
SERVICE PROVIDERS AT CANARA BANK,  
CIRCLE OFFICE: HYDERABAD**

**IMPORTANT**

To be submitted in a sealed cover super scribing the name of the work and name and address of the tenderer.

**TENDER REFERENCE NO: GA/CO:HYD/EMPANELMENT/TENDER/05-2022**

**DATE OF TENDER ISSUE: 08.05.2022**

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CO:HYD

## **NOTICE INVITING APPLICATIONS**

Canara Bank, Circle Office, Hyderabad invites Applications in the prescribed format for empanelment of Architects/Consultants, Contractors and Service Providers for executing the works of the Bank's branches/offices coming under the jurisdiction of Circle Office, Hyderabad.

### **1. Name of the work:**

Empanelment of Architects/Consultants, Contractors and Service Providers

- **Applicants having their office / Sales & Service centers in Telangana will only be considered.**
- All consultants, contractors and supplier/vendors in the existing panel shall also apply afresh for this empanelment.
- Separate panels of Architects, Consultants, Contractors and Service Providers for the following specialization of works are invited.

#### **i. Consultants:**

1	Architectural Consultant
2	Civil Engineering /Structural Engineering Consultant
3	Electrical Consultant
4	Electrical Fire Safety Audit/ Energy Audit Consultants

#### **ii. Contractors:**

1	Civil Engineering Works
2	Interior Furnishing
3	Electrical & LAN Cabling works

#### **iii. Suppliers Cum Service Providers:**

1	Electrical, Plumbing fixture / fittings suppliers
2	Air conditioning, HVAC equipments Service Provider
3	Fire Fighting and Extinguishing Equipments
4	CCTV
5	Fire, Burglar, Electronic alarms, Biometric access controls, Time locks etc.
6	UPS and Inverter Servicing

- It is also proposed to further classify the above categories by fixing the financial limits. The eligibility criteria and other requirements for each of the above categories are detailed under "Scope, cost-wise sub-classification and Eligibility criteria".

## 2. Validity of Empanelment:

1 year from the issue of Empanelment certificate/ letter.

1. The eligible and interested Architects/Consultants, Contractors and Service Providers may download the document from the website of the Bank namely [www.canarabank.com](http://www.canarabank.com)-Tender link and Govt. of India procurement portal (<https://www.eprocure.gov.in>). The Offer document processing fee of Rs.1180.00 (Rupees One Thousand One Hundred and Eighty Only) inclusive of 18 % GST as detailed above (in the form of DD) may be submitted along with the duly filled in document. The document submitted without the prescribed fee will be summarily rejected.
2. MSE's (Micro and Small enterprise) NSIC/ KVI etc. are exempted from paying the processing fees of Rs 1180/- for which the concerned enterprise needs to provide necessary valid certificates/ documentary evidence of the said work. For MSE's Govt. of India provision shall be considered while evaluating the offer.
3. The duly completed document in the prescribed format with all supporting documents shall be sealed in a cover and super scribed as 'Application for EMPANELMENT of (Category name)' and shall be submitted to the above mentioned office of **CANARA BANK** on or before **23.05.2022 up to 3.30 PM**.
4. The Bank reserves the right to accept or reject any or all the applications without assigning any reasons thereof.

Place: Hyderabad  
Date: 06.05.2022

Sd/-  
Assistant General Manager  
General Administration Section  
CO: Hyderabad

**ANNEXURE-I: GENERAL RULES AND INSTRUCTIONS TO THE INTENDING APPLICANTS**

1. Generally, the routine works of the Bank are awarded/procurements are made on calling competitive tenders/quotations from the empanelled contractors/suppliers and in case of emergent works/ works of small magnitude, the Bank may opt to award the work/procure supply from any of the empanelled agencies, depending on the exigencies of the work on nomination basis and also has the right for open tendering process for any particular work, depending on the nature & magnitude of the work.
2. The details of the applicants and their experience shall be furnished in the prescribed "Application Format" only. Wherever required and if the space provided is not sufficient, particulars can be furnished in Annexures but such details shall be clearly mentioned in the respective columns of the Application Format. Applicant shall enclose latest copies of brochures and technical documentation giving additional information about the applicant. Each page of the document shall be duly signed by the Applicant or their authorized representative (Letter regarding Authorization (power of attorney) also to be attached).
3. **The Consultants/Contractors/suppliers, who intend to apply for more than one category, have to apply for each category using separate application forms and submit in independent covers super scribing in the envelope the category of work applied for.**
4. No costs incurred by the applicant in applying, in providing necessary clarifications or attending discussions, conferences or site visits will be reimbursed by the Bank.
5. **Documentary proof with respect to the prequalification criteria shall be furnished along with the application form. In this regard, copies of the work orders and completion certificates and or such other documents shall be submitted. Incomplete applications or applications without proper proofs for establishing their credentials will be liable for rejection and no correspondence will be entertained in this regard.**
6. The authorised person of the firm/ company shall sign in all the pages of the application with seal of the company/ firm.
7. The empanelment will be made for a specific category depending on the credentials submitted. However, the applicant empanelled in higher category shall be eligible for works in the lower category.

8. The evaluation will be based on the experience, reputation, empanelment with other Banks, PSUs, Govt institutions, manpower & logistical support of the applicant, their financial capabilities, quality consciousness, etc and if found necessary may also include inspecting the works undertaken by them for which, necessary co-ordination shall be made by them. Based on the details furnished and inspection of works, eligibility criteria, the applicants will be empanelled. Decision of the Bank regarding selection / rejection for empanelment will be final and binding and no further correspondence will be entertained. The empanelled contractors will only be informed by post.
9. If the information and details furnished by applicants are found to be false at any time in future or any information withheld, which comes to the notice of the Bank at a later date, the empanelment of such applicant will be cancelled immediately.
10. Applications received after the due date and time is liable for rejections.
11. The Applicants having their office in the geographical jurisdiction of the Hyderabad City/ Telangana will be preferred. The empanelment shall be valid for a period of one year from the date of intimation letter to the shortlisted contractors.
12. The present empanelment is mainly for works for value upto the limits mentioned in respective categories. In case of any high value works, Bank may undertake the works by project specific pre-qualification exercise.
13. The applicant should be a profit making firm for the last 3 years as on 31.03.2021 (CA certified Profit & Loss Statements to be submitted for the Financial Years 2018-19, 2019-20, 2021-21 for the turnover more than Rs.20.00 lakh and above).
14. Canara Bank reserves its right to reject any / or all the applications without assigning any reasons whatsoever.
15. Firms should submit a undertaking (On their Letter Head) that they have not been “Blacklisted” by any of the Govt. Authority / PSUs / PSBs duly signed by authorised signatory with company seal
16. Empanelment provides an opportunity to firms to participate in the tender process invited from time to time for various routine works. Empanelment does not provide a guarantee for getting any work assigned.

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**ANNEXURE -II: SCOPE, ELIGIBILITY CRITERIA AND RELATED DETAILS**

As the process of empanelment deals with submission of documents and fulfilling the require eligibility criterion, the list of empanelled vendors will be made based on a source of 100maximum points in 10 different parameters. The applicant, who scores minimum 40 points out of 100, will be considered as successful, as per following evaluation/ scoring system.

Sl. No.	Parameter	Scoring Criterion with Score points
1.	How old is the firm?	More than 10 years - 10 points
		10-5 years - 8 points
		5-3 years - 6 points
		3-1 year - 4 points
		Less than a year - 2points
2.	Turnover of the company	100% of required criterion - 10 points
		80-90% pf the required criterion -8points
		70-80% pf the required criterion -7points
		60-70% pf the required criterion -6 points
		50-60% pf the required criterion - 5points
		40-50% pf the required criterion - 4points
		30-40% pf the required criterion -3points
3.	Spread of services in Telangana	More Than Telangana States Covered - 10points
		Any one RO Covered -3 points
4.	Compliance to Registered Authorities	All the required License available and returns filed - 10 points
		If few returns are not filed - Proportionally reduce weightage
5.	Number of Employees	Adequate as per the eligibility criterion - 10 points
		If permanent employees are less - Proportionally reduce weightage
6.	Works Completed	All completed as per eligibility criterion - 10 points
		If works are in progress - Proportionally reduce weightage
7.	Expertise in field	Experienced staff and service as per eligibility - 10 points
		If any deficiency - Proportionally reduce weightage
8.	Customer Feedback	Best customer feedback as per eligibility - 10 points
		If feedback is lacking - Proportionally reduce weightage
9.	Documents Submitted	Minimum 100% authentic and certified documents - 10 points
		If documents are less - Proportionally reduce weightage
10.	Empanelment status	Empaneled in our Bank with good track record - 10 points
		Empaneled in peer Banks with good track record - 9 points
		Empaneled in other as per eligibility - 7 points
		Empanelled in private / cooperative sector - 5 points

In case where quantifiable information is not available / provided, for calculation of points, following proportionate scale will be used, and accordingly, points will be awarded.

Excellent/ Best -- Very Good -- Good -- Satisfactory -- Bad --Very Bad/ Worst  
(High Points) ---→ ←---- (Low points)

The scores will be awarded on the basis of information provided, inquires made by phone or email or similar means, feedback received from other counter parts and agencies, visits made under and similar methods as approved by our authorities. This score may also be used for distribution of works in case of multiple firms eligible by fulfilling the criterion.

### **SCOPE, COST WISE SUB-CLASSIFICATION AND ELIGIBILITY CRITERIA FOR ARCHITECTS/ CONSULTANTS:**

It is proposed to classify each category of consultants depending on their past performance, technical and financial capabilities. The consultants empanelled under lower class/category will not be eligible to participate for the works of higher class/category.

#### **Note:**

1. In the categories of consultants, other things being equal, the consultants having the experience in the contract administration for government, PSUs and Public Sector banks and Financial Institutions will be preferred.
2. The firms /companies meeting the eligibility criteria and having the qualified personnel as detailed above can also apply.

### **CONSULTANTS:**

The professionals experienced in planning, designing, preparation of tender documents, supervision of works wherever required, assisting the Bank in techno-commercial aspect with exposure to Government & Central Vigilance Guidelines will be preferred.

#### **GENERAL ELIGIBILITY:**

The consultant should have the following minimum eligibility criteria:

1. The consultant should have provided consultancy services for similar works for:  
**One project costing 80% of the class limit or**  
**Two projects costing 50% of the class limit or**  
**Three projects costing 40% of the class limit during the last Five years prior to 31.03.2022.**
2. The consultant should be an assessee of Income Tax, Service tax, etc.



S. No	CATEGORY	VALUE OF THE WORKS UPTO WHICH THE CONSULTANT CAN PARTICIPATE (AMOUNT IN LAKHS)		
		CLASS- C	CLASS- B	CLASS- A
1	Architects	10	30	50
2	Civil engineering Consultant/Structural Engineering	10	30	50
3	Electrical Engineering Consultant	10	30	--
4	Electrical Fire Risk Audit And Energy Auditor	5	10	--

#### **A. ARCHITECTS:**

**Scope:** Architects' services include planning, designing, supervising & execution of Civil Engineering works, interior furnishing works, other infrastructure creation works for the offices/residences of the Bank, providing the specifications of the materials, assisting the Bank in finalizing the contractor and supervision of the interior works ,if sought by the Bank. The panel architect's services will also be availed for planning, designing and execution of redeveloping of Banks own buildings involving the approval for the same from the local Authorities.

#### **Eligibility:**

1. Graduate/ Post graduate degree in Architecture with minimum 5 years of experience in the respective field as on 31.03.2021.
2. The Architect must have registered with the council of Architecture/Members of the Indian Institute of Architecture and should have experience in planning, designing and supervising Civil Engineering, Interior works for the Banks, Financial Institutions and for software companies.
3. Architectural firms having engineering department with personnel having required qualification and meeting the other eligibility criteria can also apply.

#### **B. CIVIL ENGINEERING CONSULTANT:**

**Scope:** Civil Engineering consultants' services shall be used for planning, designing, estimation, tendering and supervision of execution of Buildings construction & repairs/ renovations/ maintenance and other Civil works of Bank's own buildings.

#### **Eligibility:**

1. Graduate in Civil Engineering with minimum 5 years of experience in planning, designing and supervision of buildings, sanitary and plumbing services and other allied works as on 31.03.2021. The consultant with post graduation in structural Engineering with experience in repairs and rehabilitation of the structures will be preferred.

2. Should have experience in planning, designing and supervision of Civil Engineering Constructions repair/ renovation works including water proofing works of buildings.

**C. STRUCTURAL ENGINEERING CONSULTANT:**

**Scope:** The scope of Structural Engineering Consultants include assessment of repairs, renovation (in some cases involving structural evaluation) and recommending correct rectification works, periodical evaluation of buildings for structural conditions, if necessary by undertaking necessary structural studies and submitting technical assessment reports suggesting remedial measures, providing structural stability reports for Bank Buildings, providing structural fitness certificate to preparation of tender papers and assisting the Bank in undertaking repair works with or without their site supervision.

**Eligibility:**

1. Graduate in Civil Engineering with specialization (Post Graduation) in Structural Engineering having minimum 5 years of post-qualification experience in planning, designing and supervision of buildings.
2. Experience in planning and estimation of multi storied buildings shall be an added advantage.

**D. ELECTRICAL CONSULTANTS:**

**Scope:** The services of Electrical consultants will be used for planning and execution of the electrical works for the Bank offices including procurement of electrical equipment's like Generators, UPS, Transformers and other allied items, electrical auditing, energy audit and coordinating/ liasoning with State Electricity board in Telangana and their subsidiaries (If any) & such other local authorities.

The electrical system of the Bank owned buildings are with HT substation and some are supported by DG sets. Bank may propose to upgrade such electrical HT system. In such cases Bank may avail the services of consultants who have specialized in the field of electrical engineering with the knowledge on HT sub-station, internal electrical system for a computerized office environment, specialized electro-mechanical works like DG sets, lifts, Building Management System, air-conditioning, solar Projects etc.

**Eligibility:**

1. Graduate in Electrical Engineering with minimum 5 years of experience in the respective field as on 31.03.2021.
2. Should have experience in planning, designing and supervising of electrical works for computerized environment including experience in LT/HT works, generator and motors, UPS, lifts.

#### **E. PHYSICAL SECURITY CONSULTANTS**

**Scope:** The services of Physical Security consultants will be used for planning better security arrangements for Branch and other assets of Bank including fixing of CCTV, Electronic Alarm and other Surveillance systems to ensure the safety and security of the branches/offices/ ATMs etc.

#### **Eligibility:**

1. Graduate in Engineering (preferably in Electrical/ Electronics Engineering) with minimum 5 years of experience in the respective field as on 31.03.2021.
2. Should have experience in planning, designing and supervising of various Physical Security measures including CCTV, electronic Alarm and various other Surveillance Systems and related gadgets applicable for Banks for computerized environment.

#### **F. ENERGY AUDIT:**

**Scope:** Planning and utilization of equipments and systems with maximum capacity utilization. The energy manager shall assess the total requirement of systems and equipments for offices and effective usage of the same with maximum efficiency.

#### **Eligibility:**

3. Graduate in Engineering with minimum three years of work experience in energy auditing methodology; auditing instrumentation; auditing tools; economic analysis; building systems technology; lighting; HVAC; building envelope; controls.
4. Shall possess BEE Certification for Energy Auditors/Manager issued by Bureau of Energy Efficiency, Govt. of India.

#### **GENERAL CONDITIONS APPLICABLE FOR ALL CONSULTANTS:**

Generally, the routine interior works, Civil, electrical and air-conditioning works as detailed above are being carried out by the Bank's Engineers. The services of the consultants will be availed as and when it is required depending on the magnitude and specialization required for the project.

It is proposed to avail services of consultants from the approved panel for the interior works costing up to Rs.50.00 lacs, Civil works costing up to Rs.50.00 lacs, Electrical works up to Rs.30.00 lacs. However, the Bank has right to avail the services of any consultant from outside the panel depending on the circumstances.

**Note:** In all the above categories of consultants, if other things being equal, the consultants having the experience in the contract administration for Government, PSUs and Public Sector Banks and Financial Institutions will be preferred.

**SCOPE, COST WISE SUB-CLASSIFICATION AND ELIGIBILITY CRITERIA FOR - CONTRACTORS, SUPPLIERS CUM SERVICES**

Empanelment of Contractors/suppliers is sought for the following categories of works under various cost limits. The contractors/suppliers empanelled under lower cost limit will not be eligible to quote for the works costing more than the limit. However, the contractors/suppliers empanelled under higher class can participate even for works/ supply in lower cost limits.

The various Categories & Cost limits are furnished below: -

Sl. No	CATEGORY	VALUE OF THE WORKS UPTO WHICH THE CONTRACTOR CAN PARTICIPATE (AMOUNT IN LAKHS)			
		CLASS- D	CLASS- C	CLASS- B	CLASS- A
<b>CONTRACTORS</b>					
1	CIVIL ENGG WORKS	1	10	30	50
2	INTERIOR FURNISHING	1	10	30	50
3	ELECTRICAL WORKS	1	10	30	-
<b>SUPPLIERS CUM SERVICE PROVIDERS</b>					
1	ELECTRICAL, PLUMBING FIXTURE / FITTINGS SUPPLIERS	1	5	25	-
2	AIR CONDITIONING, HVAC EQUIPMENTS SUPPLIER AND SERVICE PROVIDER	1	5	25	-
3	FIRE ALARM SYSTEMS	-	5	25	-
4	BURGLAR ALARM SYSTEMS	-	5	10	-
5	FIRE FIGHTING AND EXTINGUISHING EQUIPMENTS	1	10	-	-
6	OFFICE READY FURNITURE SUPPLIERS ALMIRAH/STOREWELL	1	5	10	25
7	SECURITY ITEMS (CCTV, BIOMETRIC ACCESS CONTROLS AND TIME LOCK)	-	10	25	-
8	UPS AND INVERTER SUPPLY AND SERVICING	1	5	10	25

**Eligibility:**

The applicant should have the following minimum eligibility criteria:

- i. The applicant should have undertaken works in Government Departments/ Public Sector Undertaking/ Central Autonomous Bodies/ State Autonomous Bodies/ Financial Institutions during last 3 years prior to 31.03.2022:  
**One work/project costing 80% of the class limit or  
Two works/projects costing 50% of the class limit or  
Three works/projects costing 40% of the class limit**
- ii. The applicant should be an assessee of Income Tax and must possess GST Registration. Should submit copy of the income tax PAN, GST certificate with valid registration number.
- iii. The applicant shall have the average annual financial turnover of atleast 30% the value of the class limit in the respective category during last 3 years ending with 31.03.2022.
- iv. The Suppliers should be original manufacturers/ Suppliers of the items having wide dealer and service network in the geographical Jurisdiction of Telangana. They should be established in this field for minimum of 5 years.
- v. The supplier shall provide details of the personnel, equipment and manufacturing facilities.
- vi. Submit Solvency Certificate from Nationalized /scheduled banks issued within one year for an amount equal to cost limit in the respective field (only for Class A, B AND C)

**Based on the assessment of details furnished like works undertaken, technical & financial capabilities, selection will be made. From such panel, competitive offers/tenders will be called for specific works.**

1. **CIVIL ENGINEERING WORKS:** The scope of work of Civil Contractors broadly is to undertake new constructions, redevelopment of existing properties, periodical repairs & renovations, painting, plumbing & sanitary, demolition works, structural steel fabrication, wood work (doors and windows only) waterproofing works of terrace, lift well, toilets etc. and other allied works for residences and offices of the Bank.

Except for Class-D, the contractors for other classes should have well-established office with adequate engineering staff.

2. **INTERIOR FURNISHING WORKS:** The scope of works of Contractors for Interior works mainly original works, alterations and renovations involving erection of partitions work both wood & aluminium, counters, paneling, false ceiling, cavity flooring, storage units, furniture and fabricated workstations and other allied works for furnishing of our bank branches.

**The Class A, B contractors shall have full-fledged work shop for preparing the furnishing/ furniture items.**

- 3. ELECTRICAL CONTRACTORS:** The scope of work for Electrical Contractors is to undertake HT as well as LT works, panel board for LT applications, will be mainly used for internal and external electrification, associated cabling, copper plate earthing, wiring for air-conditioners, UPS, liasoning with State Electricity Boards or their allied bodies for obtention of additional power, breakdown repair, interior wiring for computerized office environment and other allied works.

The electrical works also involves domestic electrical works attending to LT side, State Electricity Boards or their allied bodies in case of meter burn outs etc. attending to repairs of electrical appliances like fans, geysers, pumps & motors, switch boards, re-wiring and cabling works.

Electrical contractors shall have necessary permits / license from Electrical Inspectorate and familiar with rules & regulations of the electricity board.

- 4. ELECTRICAL FIXTURES AND FITTINGS SUPPLIERS:** The suppliers of electrical fittings and fixtures should be reputed manufacturers of such products like fan, tube lights, wires and established in the field for more than 5 years. They should have dealer and service network in the geographical area of Telangana.
- 5. FIRE ALARM:** The suppliers should have minimum 5 years experience in supply and installation of Fire Alarm system for various offices, Public Sector/ Private Sector Banks or Financial Institutions. The scope of work of the Fire detection and alarm contractors mainly involves all original works, alterations and modifications involving supply, installation, testing and commissioning of fire detection and alarm system for various Offices /branches and maintaining and servicing (AMC) of the installations. The supplier should have after sales and service centre in at least one of the above mentioned Districts of Telangana.
- 6. BURGLAR ALARM:** The suppliers should have minimum 5 years experience in supply and installation of Burglar Alarm system for various offices, Public Sector/ Private Sector Banks or Financial Institutions. The scope of work of the Burglar alarm suppliers mainly involves supply, installation, testing and commissioning of Burglar alarm system for various branches/offices and maintaining and servicing (AMC) of the systems. The supplier should have after sales and service centre in at least one of the above mentioned Districts of Telangana.

7. **FIRE EXTINGUISHERS & FIREFIGHTING SYSTEM:** The suppliers should have minimum of 5 years experience in supplying various type of Fire fighting equipments with different Capacity to large Offices. Also the suppliers should have experience in maintenance of all type of Fire extinguishers. If Banks requires imported FE the vendor should have the direct dealership of the products he needs to be supplied.
8. **SUPPLY, INSTALLATION, TESTING, COMMISSIONING AND PERIODIC SERVICING OF CCTV, BIO-METRIC, ACCESS CONTROL, TIME LOCK:** The supplier should have executed minimum of 45 standalone CCTV system in any of the public sector banks / financial institutions in Region during the last three financial years ending on 31.03.2021. The supplier should have after sales and service centre in at least one of the above mentioned Districts of Karnataka and Goa (Separately for State of Goa Only will also be considered). The supplier should have executed minimum of 20 Bio-Metric/ Access Control / Time-Lock system in any of the public sector banks / financial institutions in Region during the last three financial years ending on 31.03.2021
9. **UPS & INVERTERS:** The supplier of the UPS/ Inverter machines should be in the field for more than 3 years, the items should be of reputed brands, supplier should be OEM authorized dealer cum service provider and the branches should also be established in the field for more than 3 years. OEM should have dealer and service network in Karnataka and Goa state. Periodic Maintenance & Services have to be provided
11. If other things being Equal, the professionally qualified contractors and the contractors who have undertaken the works for Govt. organizations will be preferred.
12. All class of contractors must be Income Tax Assessee. The contractors, otherwise eligible but not Income tax assesses, will not be considered for empanelment.
13. All contractors, consultants should have registered for GST. If otherwise eligible but not registered for GST will not be considered for empanelment.

**ANNEXURE - III: APPLICATION FORMAT**

The Consultants/Contractors/Suppliers, who intend to apply for more than one category, have to apply for each category using separate application forms along with separate Demand Draft and submit in independent covers super scribing in the envelope the category of work applied for.

**APPLICATION FOR EMPANELMENT OF CONSULTANTS/ CONTRACTORS /SUPPLIERS and SERVICE PROVIDERS**

(TICK WHICH-EVER IS APPLICABLE)

APPLIED FOR:

ARCHITECT/ CONSULTANT	
CONTRACTORS	
SUPPLIERS CUM SERVICE PROVIDER	

Sl. No.	CATEGORY	CLASS			
		D	C	B	A
	CONSULTANT / ARCHITECT				
01	ARCHITECTURAL CONSULTANT				
02	CIVIL ENGINEERING /STRUCTURAL ENGINEERING CONSULTANT				
03	ELECTRICAL CONSULTANT				
04	ELECTRICAL FIRE AUDIT/ ENERGY AUDIT CONSULTANTS				
	CONTRACTORS				
01	CIVIL ENGINEERING WORKS				
02	INTERIOR FURNISHING				
03	ELECTRICAL WORKS				
	SUPPLIER CUM SERVICE PROVIDERS				
01	ELECTRICAL, PLUMBING FIXTURE / FITTINGS SUPPLIERS				
02	AIR CONDITIONING EQUIPMENTS SUPPLIERS/ SERVICE PROVIDER				
03	FIRE ALARM SYSTEMS				



OFFER DOCUMENT FOR EMPANELMENT OF ARCHITECTS/ CONSULTANTS, CONTRACTORS AND  
SERVICE PROVIDERS AT CANARA BANK, CIRCLE OFFICE: HYDERABAD

04	BURGLAR ALARM SYSTEMS				
05	FIRE EXTINGUISHING AND FIRE FIGHTING EQUIPMENTS				
06	OFFICE READY FURNITURE SUPPLIERS ALMIRAH/STOREWELL				
07	SECURITY ITEMS (CCTV, BIOMETRIC ACCESS CONTROL AND TIME LOCK SYSTEMS )				
08	UPS & INVERTER WITH BATTERIES SUPPLIERS/ SERVICE PROVIDER				
	ONLY SERVICE PROVIDERS				

1	Name of the Applicant	
	Address	
	Telephone No.	
	Office	
	Residence	
	MOBILE	
	FAX	
	E-MAIL	
2	a) Status of the Firm (Whether company/Partnership / proprietary)	
	b) Name of the Proprietor/ Partners/ Directors (with professional qualifications, if any):	i. ii. iii. iv.
	c) Year of establishment	

OFFER DOCUMENT FOR EMPANELMENT OF ARCHITECTS/ CONSULTANTS, CONTRACTORS AND SERVICE PROVIDERS AT CANARA BANK, CIRCLE OFFICE: HYDERABAD

3	Whether registered with Registrar of Companies/ firm. If so, No. & Date :	
4	Registration with Tax Authorities	
	a. Income-tax No.	
	b. GST No. (furnish copies of PAN, registration certificate)	
	c. Registration Number (Enclose the copies) with Council of Architects, in case of Architects or Professional bodies	
	d. Reg No. in case of other consultants	
	e. Reg No. in case of Electrical contractor.	
5	Turnover of the Company/firm (Please attach copy of audited balance sheet and profit and loss account for three years).	
	Year	TURN OVER
	2020-2021	
	2019-2020	
	2018-2019	
	AVERAGE	

6. Registration with Government / Public Sector / Banks

NAME OF THE ORGANISATION	NATURE OF WORKS	VALUE OF WORKS	DATE OF REGISTRATION

7. What are your fields of core competence? Mention the fields on preference Basis

---

1)

2)

3)

Name of the Bankers with address:

i.

ii.

Details of solvency certificate enclosed:

Details of the qualifying works executed ( please mention only such works which qualifies for the category/class for which you have applied)

OFFER DOCUMENT FOR EMPANELMENT OF ARCHITECTS/ CONSULTANTS, CONTRACTORS AND  
SERVICE PROVIDERS AT CANARA BANK, CIRCLE OFFICE: HYDERABAD

Sl No.	Name of Work	Work executed for (name of the organization with address, concerned office & telephone no)	Nature of work (in brief)	Location of the work	Actual Value of the works	Stipulated time for completion	Actual time for completion	If work left Incomplete or terminated (furnish reasons)

Note: Copies of satisfactory completion certificate obtained from the client shall be enclosed.

OFFER DOCUMENT FOR EMPANELMENT OF ARCHITECTS/ CONSULTANTS, CONTRACTORS AND  
SERVICE PROVIDERS AT CANARA BANK, CIRCLE OFFICE: HYDERABAD

Details of Present works under execution (enclose copies of work orders issued by clients)

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

Key personnel permanently employed in your organization:

Sl No	Name	Qualifications	Experience	Particulars of work done	Employed in your firm since	Any other

Furnish the names of three responsible clients/ persons to whom the major works carried out by the applicant in past 3 years with address and telephone number who will be in a position to certify about the quality as well as past performance of your organization.

NAME OF THE OFFICIAL	ORGANISATION & ADDRESS	CONTACT NUMBERS

## DECLARATION

All the information furnished by me / us here above is correct to the best of my knowledge and belief.

I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets / annexures.

I / We agree that the decision of CANARA BANK in selection of contractors will be final and binding to me / us.

I / We have read the instructions appended to the proforma and I / we understand that if any false information is detected at a later date the empanelment shall be cancelled at the discretion of the bank.

Place:  
Date:

SIGNATURE OF THE APPLICANT  
NAME & DESIGNATION  
SEAL OF ORGANISATION