**SECTION-3**

1. **PARTICULARS/STRUCTURE&ORGANISATION OF THE FIRM/COMPANY**

|  |  |  |
| --- | --- | --- |
| 1.1 | Name of Firm/Company |  |
| 1.2 | Address(s):  Registered Office:  Head Office:  Branch Office(s): |  |
| 1.3 | Telephone No :  Mobile / Landline(s):  Contact Person(s) :  Telex No.:  Fax No :  E-mail : |  |
| 1.4 | Legal Status of the applicant:  Type of Company  *(Attached copies of original document defining legal status):*  *(Please attach a copy of the*  *Registration Certificate of the*  *Company)* | (a) An individual  (b) A proprietary Firm  (c) A Firm in Partnership  (d) A Limited Company / Corporation  (\*Please tick accordingly) |
| 1.5 | Particulars of registration with various government bodies (attached attested photocopies)  Organization/ place of registration.  (1)  (2)  (3) | Registration No. |
| 1.6 | Name and Titles of directors and officers with designation to be concerned with this work. |  |
| 1.7 | Designation of individual authorized to act for the organization. |  |
| 1.8 | Was the applicant ever required to suspend supplies for a period of more then 6 months continuously after commencement of supplies? If so, give the name of the project and reason of suspension of work. |  |
| 1.9 | Has the applicant or any constituent partner in case of partnership firm ever abandoned the awarded work before its completion? If so, give the name of the project and reason of abandonment. |  |
| 1.10 | Has the applicant or any constituent partner in case of partnership firm ever debarred/ black listed for tendering in any organization at any time? If so, give the details. |  |
| 1.11 | Has the applicant or any constituent partner in case of partnership firm ever been convicted by a court of law? If so, give details. |  |
| 1.12 | In which field of HEAT PUMP based water heating Systems the applicant has specialization and interest? |  |
| 1.13 | Any other information considered necessary but not included above. |  |

**Signature of applicant**

**2.0 FINANCIAL CAPACITY**

2.1 Credit Facilities/Overdrafts

|  |  |
| --- | --- |
| Name of Bank | Credit Facilities/Overdrafts |
|  |  |
|  |  |
|  |  |
|  |  |

2.2 Financial Standing of the last 3 years (as on 31/3/2017);

|  |  |
| --- | --- |
| Length of Establishment |  |
| Shareholder’s Fund |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Year \_\_\_\_ | Year \_\_\_\_ | Year \_\_\_\_ |
| Authorized Capital |  |  |  |
| Paid Up Capital |  |  |  |
| Net Worth |  |  |  |
| Turnover |  |  |  |
| Net Profit/Loss after Tax |  |  |  |
| Current Assets |  |  |  |
| Current Liabilities |  |  |  |

*Note: To attach complete annual reports with corresponding Statement of Profit & Loss Account certified by chartered accountants and a certified copy of the audited Balance Sheet for the last 3 (three) years as on 31-03-17.*

**2.3 Financial Information**

1. Financial Analysis – Details to be furnished only supported by figures in balance sheet. Profit and loss account for the last 3 years duty certified Chartered Accountant as submitted by the applicant to the Income Tax Dept. (copies to be attached) years.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | 31/3/2017 | 31/3/2016 | 31/3/2015 |
| (i) | Gross Annual turnover |  |  |  |
| (ii) | Net Profit / Loss after tax |  |  |  |

1. Financial arrangements for carrying out the proposed work.

Following certificates are enclosed:

1. ………………………………………………………………………………...
2. Solvency certificate from Scheduled Bank / Bankers of the applicant in prescribed form as below;

**TABLES FOR INFORMATION /ANNEXURE**

**TABLE A - DETAILS OF ALL WORKS OF CLASS/ NATURE COMPLETED DURING THE LAST SEVEN YEARS ENDING LAST DAY OF THE MONTH** 30th Nov 2017

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S. No. | Name of work/ project and location  (Give brief of nature of work) | Owner or sponsoring organization and designation  Name of officer signing agreement | Cost of works in crores of rupees  Estimated cost put to tender  Tendered Cost | Stipulated date of start as per agreement  Actual date of start | Stipulated date of completion  Actual date of completion | Litigation/ Arbitration Pending / in progress with details\* | Name and Address and Phone no. of officer to whom reference maybe made | Give brief reason for delay in execution | Remarks |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) | (10) |
|  |  |  |  |  |  |  |  |  |  |

\* Indicates gross amount claimed and amount awarded by arbitrator

**Signature of applicant(s)**

**TABLE-B: PARTICULARS OF CURRENT PROJECTS IN PROGRESS/AWARDED**

**- PARTICULARS OF PROJECTS UNDER EXECUTION OR AWARDED**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S.No. | Name of work/ project and location  (Give brief of nature of work) Role in project (as main contractor or NSC, State name of main contractor) | Name of client Owner or sponsoring organization | Cost of works in crores of rupees  Estimated cost put to tender  Tendered Cost | Stipulated date of start as per agreement  Actual date of start | Stipulated date of completion | Up to date percentage progress of work | Slow progress if any and reasons thereof | Name and Address/ Phone no. of officer to whom reference maybe made | Remarks |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) | (10) |
|  |  |  |  |  |  |  |  |  |  |

Certified that the above list of works is complete and no work has been left over and that the information given is correct.

**Signature of applicant**

**TABLE-C: PARTICULARS OF SIMILAR PROJECTS COMPLETED IN THE LAST SEVEN YEARS**

**– DETAILS OF ALL WORKS OF SIMILAR CLASS COMPLETED DURING THE LAST SEVEN YEARS ENDING LAST DAY OF THE MONTH AS ON** 30th Nov 2017

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S. No. | Name of work/ project and location  (Give brief of nature of work) | Owner or sponsoring organization name and designation  of officer signing agreement | Cost of works in crores of rupees  Estimated cost put to tender  Tendered Cost | Stipulated date of start as per agreement  Actual date of start | Stipulated date of completion  Actual date of completion | Litigation/ Arbitration Pending in progress with details\* | Name and Address and Phone no. of officer to whom reference maybe made | Give brief reason for delay in execution | Remarks |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) | (10) |
|  |  |  |  |  |  |  |  |  |  |

**Signature of applicant(s)**

**FORM OF PERFORMANCE REPORT OF WORKS (REFERED TO IN TABLE ‘A’ & ‘B’)**

1. Name of work/Project and location
2. Agreement Number
3. Estimated cost put to tender
4. Tendered Cost
5. Stipulated date of start
6. Date of completion
   * 1. Stipulated date of completion
     2. Actual date of completion
7. Amount of compensation levied for delayed completion, if any
8. Amount of reduced rate items, if any
9. Performance of work
   1. Quality of work - very good/ good/ fair/ poor
   2. Financial soundness - --do--
   3. Technical proficiency - --do—
   4. Resourcefulness - --do—
   5. General Behavior - --do—

Dated:

* + to be signed by Executive Engineer in case of Government Department
  + General Manager in case of Public Sector Undertaking
  + Owner in case of Private

**Table C1 – Detailed information of at least one similar completed work for Minimum value of 0.56 Crores each during the last 7 years ending** 30th Nov 2017

**Project name:**

**Client: (**Name and Address, contact Number of

officer to whom reference can be made)

ROLE IN PROJECT

(As Main Contractor, if not, state name of Main Contractor with address)

**Architect:**

Name:

Address:

Contact No.:

**Consultants:**

Name:

Address:

Contact No.:

**Project description:**

1. Heat Pump based water heating System

**Estimated Cost put to tender cost:**

**Tender Cost:**

**Actual Cost:**

1. **Project duration (as per contract):** (in months)
2. **Stipulated date of start(dd/mm/yy):**
3. **Stipulated date of** **Completion (dd/mm/yy):**
4. **Actual date of Completion**
5. **Actual duration** (Months)**:**
6. **Reasons for delay (if any):**

**Certificates to be attached:**

Original or attested copies of letter of award of work and completion certificate mentioning name of work, Estimated cost put to Tender, Tendered Cost, Stipulated period of Completion, Actual period of Completion. Client name & Address, Location of work, Stipulated start and completion date, Actual Start and Completion date, Reasons for Delay (if any), Nature of Work etc.

**Table C2 – Detailed information of at least two similar completed work for Minimum value of 0.42 Crores each during the last 7 years ending** 30th Nov 2017

**Project name:**

**Client: (**Name and Address, contact Number of

officer to whom reference can be made)

ROLE IN PROJECT

(As Main Contractor, if not, state name of Main Contractor with address)

**Architect:**

Name:

Address:

Contact No.:

**Consultants:**

Name:

Address:

Contact No.:

**Project description:**

1. Heat Pump based water heating System

**Estimated Cost put to tender cost:**

**Tender Cost:**

**Actual Cost:**

1. **Project duration (as per contract):** (in months)
2. **Stipulated date of start(dd/mm/yy):**
3. **Stipulated date of** **Completion (dd/mm/yy):**
4. **Actual date of Completion**
5. **Actual duration** (Months)**:**
6. **Reasons for delay (if any):**

**Certificates to be attached:**

Original or attested copies of letter of award of work and completion certificate mentioning name of work, Estimated cost put to Tender, Tendered Cost, Stipulated period of Completion, Actual period of Completion. Client name & Address, Location of work, Stipulated start and completion date, Actual Start and Completion date, Reasons for Delay (if any), Nature of Work etc.

**Table C3 – Detailed information of at least three similar completed for Minimum value of Rs 0.28 Crores each during the last 7 years ending** 30th Nov2017

**Project name:**

**Client: (**Name and Address, contact Number of

officer to whom reference can be made)

ROLE IN PROJECT

(As Main Contractor, if not, state name of Main Contractor with address)

**Architect:**

Name:

Address:

Contact No.:

**Consultants:**

Name:

Address:

Contact No.:

**Project description:**

1. Heat Pump based water heating System

**Estimated Cost put to tender cost:**

**Tender Cost:**

**Actual Cost:**

1. **Project duration (as per contract):** (in months)
2. **Stipulated date of start(dd/mm/yy):**
3. **Stipulated date of** **Completion (dd/mm/yy):**
4. **Actual date of Completion**
5. **Actual duration** (Months)**:**
6. **Reasons for delay (if any):**

**Certificates to be attached:**

Original or attested copies of letter of award of work and completion certificate mentioning name of work, Estimated cost put to Tender, Tendered Cost, Stipulated period of Completion, Actual period of Completion. Client name & Address, Location of work, Stipulated start and completion date, Actual Start and Completion date, Reasons for Delay (if any), Nature of Work etc.

**TABLE D – LIST/DETAILS OF TOOLS AND EQUIPMENT**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.no | Name of equipment | Quantity | Ownership Status | | | Current Location | Remarks |
| Personally owned | Leased | To be purchased |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

**Signature of applicant(s)**

**TABLE-E: PROPOSED PERSONNEL FOR THESE PROJECT- DETAILS OF TECHNICAL & ADMINISTRATIVE PERSONNEL TO BE EMPLOYED FOR THE WORK**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| S. No. | Designation | Total number | Numbers available for this work | Names | Qualification | Professional experience and details of work carried out | How these would be involved in this work | Remarks |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) |
|  |  |  |  |  |  |  |  |  |

**Signature of applicant(s)**

**TABLE F - LIST OF SUB-CONTRACTORS FOR SPECIALISED WORKS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.NO. | SUB-CONTRACT WORKS | NAME OF CONTRACTOR | YEAR ESTABLISHED | PROJECTS OF SIMILAR  NATURE |

Note: Copies of the proposed Sub-Contractr's printout of ROC and BCA