

**NOTICE FOR PRE-QUALIFICATION OF CONTRACTORS FOR INTERIOR WORKS AT THEIR OFFICE AT ROYAL PALMS , GOREGOAN, MUMBAI.**

PROJECT MANAGEMENT INSTITUTE MUMBAI CHAPTER ( PMI MC ) invites application (as per Annexure-I) for Pre qualification from firms/ Contractors of repute for the ongoing Project of PMI MC office at Royal Palms, Goregaon, Mumbai having total built up area approx. 900.00sq.Ft (Including Loft area ).

Contractors who are desirous of tendering for INTERIOR WORKS and fulfill the following minimum requirements shall be eligible to apply:

Experience of having successfully completed similar jobs i.e. **INTERIOR WORKS** of Office/Commercial buildings (consisting of Electrical, Flooring, False Ceiling, Painting, Partitions, Panelling, reception/cabin furniture, storage etc. under the categorization of Interior work) during **last –3- years** (as on 31.12.2008) should be either of the following:

- **Two similar works each costing not less than Rs.10 lacs**

**OR**

- **One similar work costing not less than Rs. 15 lacs**

Having sufficient number of experienced personnel, technical know-how, equipments, instruments and other resources, to complete the project well in time with superior quality of materials & workmanship as per standard specifications.

*Applications by those firms who do not submit Performance Certificates from their previous employers are liable to be Summarily rejected.*

Applications complete in all respects along with relevant documents, information & in given Format duly super scribing **Pre-qualification of Contractor for Interior Works PMI MC Office, Royal Palms Goregoan, Mumbai** on sealed envelope should reach at the following address on or before **February 5<sup>th</sup> @ 17:00 hrs.**

**To,**  
Mr. Rakesh Gupta  
Chair – Interior Committee  
PMI Mumbai Chapter  
36, Manoj Udyog,  
40/A, G.D.Ambekar Marg,  
Wadala, Mumbai 400031  
Ph: 24114734  
Email: [branches@pmimumbaichapter.org](mailto:branches@pmimumbaichapter.org)

Issue of tenders will be restricted to the Contractors approved in response to this Notice. The PMI MC reserves the right to accept or reject any or all the applications without assigning any reasons whatsoever therefor.

**Instructions to the Applicants for furnishing information as a part of application for pre-qualification.**

1. Intending Applicants are required to submit their applications with full biodata giving details about their organization, experience, technical personnel in their organisation, competence and adequate evidence of their financial standing, etc. in the enclosed form which will be kept confidential.
2. While deciding upon the pre-qualification of Contractors, great emphasis will be given on the ability and competence of applicants to do good quality works within the specified time schedule and in close co-ordination with other agencies.
3. Decision of PMI MC in regard to selection of Contractors for issue of tender documents will be final. The PMI MC is not bound to assign any reason for acceptance / rejection of any applications.
4. Each page of the application shall be signed. The application shall be signed by persons / persons on behalf of the organisation having necessary authorisation / Power of Attorney to do so. (Certified copies to be enclosed)
5. If the space in the proforma is insufficient for furnishing full details, such information may be supplemented on separate sheets of paper, stating therein the part of the proforma and serial number. Separate sheets shall be used for each part. However the format shall be as per proforma.
6. Applications containing false incomplete and / or inadequate information are liable to be rejected. Also mere fulfillment of eligibility criteria does not guarantee selection.
7. While filling up the application with regard to the list of important projects completed or on hand, the applicants shall include those works only which are individually costing not less than Rs.5 lacs.
8. Canvassing in any form in connection with pre-qualification is strictly prohibited and the application of such persons / organizations who resort to canvassing will be liable to rejection.
9. The applications, which are received after due date and time, are liable to be rejected.
10. PMI MC reserves the right to reject any/ all the applications without assigning any reason, whatsoever therefore. Disputes, if any, regarding the pre qualification shall be within the jurisdiction of courts in Mumbai only.
11. Clarification, if any, may be obtained from the office of

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Chair – Interior Committee  
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Signature of the Applicant  
With Address & Seal:

**Annexure-A**

**Particulars of the Form to be furnished  
for the purpose of Pre-qualification of firms**

1.	Name of the Firm/ Organization	:
2.	Address with telephone/mobile/fax /E-mail details	:
3.	Year of Establishment	:
4.	Constitution of the firm (whether Proprietary/Firm/ partnership etc.)	:
5.	Name/list of Proprietor/Partner with their professional qualifications, membership details such as council of Architecture, Indian Institute of Architects etc with validity period, experience (Details may be furnished in a separate sheet, if necessary).	:
6.	Name and address of the Bankers. Do you have any NPA Account or defaulter with any Bank or any dispute or any litigation? If so please furnish details.	:
7.	Whether an assessee of Income Tax, VAT, service tax. If so, mention respective registration numbers.	:
8.	If you are registered in the panel of other organizations/statutory bodies, such as CPWD/PWD/MES/Banks/LIC/Public Sector under takings/Railways etc. furnish their names, category and date of registration.	: As per proforma-I
9.	Profile structure/technical personnel of the organization and technical set up for various specialization woks such as Structural/Electrical/Air- conditioning/Water supply and Sanitary/Interior decoration/Fire protection works etc.	: As per Proforma – II

10.	Detailed description of works handled for organizations in the past and works being handled at present.	: As per Proforma – III
11.	Furnish the names with address, contact telephone/mobile number of three responsible persons who will be in a position to certify about the services as well as the past performance of your organization.	i) ii) iii)
12.	Other relevant information, if any.	:

Date: -  
Place: -

S i g n a t u r e  
  
With Seal

**Note:** i) The format is to be typed or Hand written neatly. In case, the space is not Sufficient enough to fill in, a separate format may be furnished with the above details.

PROFORMA – I

Details of Registration

Name of the Firm:

Sn.	Name of the Organization and address	Category under which registered	Date of Registration and validity	Brief details of works handled for the organization	Remarks
1	2	3	4	5	6

Signature with seal

Note: - Relevant documentary evidence to be enclosed.

PROFORMA – II  
( For Technical Personnel of the Firm )

Name of the Firm:

Sn.	Name	Designation	Qualification	Experience	Years with the firm	Any other information
1	2	3	4	5	6	7

Signature with seal

**PROFORMA – III**  
**Name of the Firm:**

**Particulars in respect of works handled in the past and works in hand:**

SL	Name of work/project with address	Short description of works executed/Handled costing more than the amount as per 'AD'	Name and address of the organisation to whom services given with the names of the technical officers/Engineer-in-charge & telephone/mobile number	Cost of Works (to mention the cost of works more than as per 'AD')	Stipulated & actual time of completion of the project.	Remarks.

**S i g n a t u r e with seal**

**Note:** - Relevant information and copies of work done / agreement / credential etc. and all documentary evidence to substantiate the above information to be furnished along with the Proforma.