

ELIGIBILITY BID

For

Refurbishing of flat no. 9 & 10

Situated at

**Sutlej Apartments, Plot no. 21, Sector 14, Vashi,
Navi Mumbai, Pin code – 400 705**

Last date of submission of Eligibility bid is March 17, 2021.

APPLICATION FORM

The Chief Engineer (EPMD),

National Institute of Securities Markets (Opp. HDFC Bank, Mohopada Branch)
Plot No. IS 1 & 2, Patalganga Industrial area,
Village: Mohopada, Opp. HDFC Bank, Taluka- Khalapur,
District- Raigad, Pin code - 410222

Dear Sir,

I/We have read and understood the instructions and the terms and conditions contained in the application form.

I/We do hereby declare that the information furnished in the application form from pages 1 to _____ and in the supplementary sheets from pages _____ to _____ is correct to the best of my/our knowledge and belief. I/We am/are also aware that the shortlisting will be cancelled at any stage in case the statements and documents furnished are found to be false.

We authorize NISM to approach individuals, employers, firms and corporations to verify our competence and general reputation. **The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he / she represents.**

I/We am/are hereby submitting the complete Application Form (Part I, II, III and IV) including the requisite copies of testimonials duly signed and sealed on each page.

Yours faithfully,

Signature and Name of the Contractor

Enclosure: (i) Notice inviting applications for Shortlisting of Contractors (ii) Application form PART I (iii) Application form PART II (iv) Application form PART III (v) Application form PART IV (vi) Copies of enclosures as per check list.

**Notice inviting applications for shortlisting of agencies
for refurbishing of flat no. 9 & 10 at Sutlej Apartment, Vashi**

NATIONAL INSTITUTE OF SECURITIES MARKETS (NISM)

SHORTLISTING OF CONTRACTORS

Applications are invited in the prescribed format for shortlisting of contractors for refurbishing of flat no. 9 & 10 at Sutlej Apartment, Vashi.

The estimated cost of work is Rs. 46 Lakh.

The contractor fulfilling following criteria may apply:

1. The contractor should have satisfactorily completed at least any of the following projects during the last 7 years:
 - a. One similar project costing not less than Rs. 36.80 Lakh.
 - OR
 - b. Two similar projects each costing not less than Rs. 23 Lakh.
 - OR
 - c. Three similar projects each costing not less than Rs. 18.40 Lakh.

The period of 7 years for the purpose of having completed similar projects shall be from 01.03.2014 to 28.02.2021.

2. The annual average turnover of the contractor should not be less than Rs. 82.80 Lakh during the last 3 years ending March 31, 2020.
3. The contractor should have GST registration.

A) General conditions

1. Joints ventures are not accepted.
2. Similar work shall mean completed work in respect of "Execution of interior furnishing works."

The agencies interested in shortlisting for the captioned work and meeting eligibility criteria may download application form from NISM's website <www.nism.ac.in>. The same can also be collected from the office of Shri Jitender K. Aggarwal, Chief Engineer (EPMD), National Institute of Securities Markets (Opp. HDFC Bank, Mohopada Branch), Plot No - IS 1 & 2, Patalganga Industrial area, Village - Mohopada, Opp. HDFC Bank,

Taluka- Khalapur, District- Raigad, Pin code - 410222

For further details, please contact Sumit Kumar (Phone no. 7547007637).

Application form as per the prescribed format may be duly filled up and submitted at either of the following address:

Shri Jitender K. Aggarwal
Chief Engineer (EPMD),
National Institute of Securities Markets (Opp. HDFC Bank, Mohopada Branch)
Plot No - IS 1 & 2, Patalganga Industrial area,
Village - Mohopada, Opp. HDFC Bank,
Taluka- Khalapur, District- Raigad, Pin code: - 410222

Or

Shri Jitender K. Aggarwal
The Chief Engineer (EPMD),
National Institute of Securities Markets (NISM),
NISM Bhavan, 5th Floor, Plot No. 82,
Sector 17, Vashi, (Next to Vashi Plaza)
Navi Mumbai -400 703

The last date for submission of duly filled application form is March 17, 2021. Late applications will not be entertained.

B) Other conditions

1. Intending applicants are required to submit their full bio-data giving details about their organization, experience, technical personnel in their organization, competence and adequate evidence of their financial standing, etc., in the enclosed statements which will be kept confidential. Incomplete applications or applications without proper proofs for establishing their credentials may not be considered for shortlisting.
2. Each page of the application shall be signed by the applicant. The application shall be signed by the person / persons on behalf of the organization having necessary authorization / Power to do so.
3. If the space in the proforma is insufficient for furnishing full details, the information shall be supplemented in separate sheets of paper stating therein the part of the statement and serial number. Separate sheets shall be used for each part.

4. Applications containing false and / or inadequate information are liable for rejection. Applicant shall be disqualified at any stage at their risk and cost if they are found to have “Made untrue or false representation in the forms, statements and attachments submitted in proof of qualification and requirements.”
5. While filling up the application form with regard to the list of important projects completed or in hand, the applicants shall include only those projects which individually cost not less than Rs. 18.40 Lakh for works relating to Execution of interior furnishing works.
6. The contractor should fulfill all the criteria as detailed in the eligibility criteria, otherwise he will not be considered for shortlisting.
7. NISM reserves the right to inspect the project carried out by the contractor to satisfy itself regarding quality, finishes, workmanship and competence of the contractor to execute similar projects before considering any contractor for shortlisting. The project executed by the contractor, that fulfill the criteria stipulated above, shall only be inspected and the shortlisting of the contractor will depend upon the overall quality, workmanship, finishing of the project inspected, competence of the contractor to take up the similar projects. The decision of NISM in this regard shall be final and binding on all concerned.
8. NISM reserves the right to reject any or all the applications without assigning any reason thereof. NISM also reserves the right to restrict number of shortlisted contractors for tendering at its sole discretion. The decision of NISM regarding the shortlisting of contractors shall be final and binding on all concerned.
9. The shortlisted contractors will only be informed for further participation in the tender process and tender document will be issued to shortlisted contractors only. No costs incurred by the applicant in applying, in providing necessary clarifications or attending discussion, conferences or site visits will be reimbursed by NISM.

**Application form for eligibility of tenderer for
refurbishing of flat no. 9 & 10 at Sulej Apartments, Vashi**

Basic Information

Application form PART I

1	Name of Tenderer	:	
2	Address of the tenderer	:	
3	Name of the contact person with Phone and Mobile No.:	:	
4	Email Id:	:	
5	Type of the Organization (Whether sole Proprietorship / Partnership / Private Ltd/ Ltd. or Co-operative body etc.)	:	
6	Name of the Proprietor / Partners / Directors of the Organization / Firm (a) (b) (c) (d)	:	
7	Year of establishment	:	
8	Experience in the field of interior furnishing work	:	_____ Years
9	PAN No.	:	
10	GSTIN No.	:	
11	Technical personnel available in the organization	:	Details to be furnished in the prescribed Proforma (Statement I)
12	Yearly turnover of the firm during last 3 years (Year wise). Please	:	

	attach necessary documents in support of turnover. (a) 2017-2018 (b) 2018-2019 (c) 2019-2020		
13	Important large works executed during last 7 years costing not less than Rs. 18.40 Lakh for works relating to execution of interior furnishing work by the applicant. The full address of the clients for whom the works have been executed including name of contact persons and telephone nos.	:	Details to be furnished in the prescribed proforma (Statement II). Please attach completion certificate or any other relevant document/s in support of the project/s completed clearly showing the value, nature of the project executed, duration of the project etc. which should be considered as per the criteria mentioned in the advertisement.
14	Important large works costing not less than Rs. 18.40 Lakh for works relating to execution of interior furnishing work on which the applicant is engaged at present and their estimated cost. The full address of the clients, alongwith the name of the contact person and telephone no. shall be indicated against each work.	:	Details to be furnished in the prescribed Proforma (statement III)
15	Address of office through which the proposed work of NATIONAL INSTITUTE OF SECURITIES MARKETS will be handled and the name, contact no. and designation of the Officer-in-charge.	:	

Statement I

Application form PART II

Key personnel and Experience

**List of skilled personnel, giving their qualifications,
Experience, including that in the present organization**

Sr. No.	Name	Age	Present Designation	Qualifications	Experience in execution of interior furnishing work	Name of the major projects handled in respect of execution of interior furnishing work	Date From Which Employed In the Present Organization	Indicate Special experience, if any
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

Mention other points, if any, to show technical and managerial competency to indicate any important point in your favour.

Statement II

Application form PART III

Previous Experience

**List of important projects handled by the tenderer
during last seven years costing not less than Rs. 18.40 Lakh**

Sr. No.	Name of the Project and Location	Nature of work involved in the contract	Name of the Client with full Address. Name and telephone No. of contact person	Project Cost in Lakh	Date of commencement	Stipulated Date of Completion	Actual date of Completion	Litigation(s) , if any or any other relevant information
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

Statement III

Application form PART IV

**List of important projects IN HAND being handled
by the tenderer costing not less than Rs. 18.40 Lakh**

Sr. No.	Name of the Project and location	Nature of work involved in the contract	Name of Client with full address. Name and telephone No. of contact person	Project cost in lakh	Date of commencement	Likely date of completion	Present stage of project with reasons if the project is getting delayed	Litigations, if any or any other relevant information
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

Check List for Enclosures

Please state whether following enclosures have been enclosed or not.

Sr. No.	List of Testimonials	Enclosed	Not enclosed
1	Application form duly signed		
2	Notice inviting applications for shortlisting of Contractors duly signed		
3	Application form Part I duly filled		
4	Application form Part II duly filled		
5	Application form Part III duly filled		
6	Application form Part IV duly filled		
7	Completion certificate or any other relevant document/s in support of the work/s completed clearly showing the value, nature of the work executed, duration of the work etc. which should be considered as per the criteria mentioned in the advertisement.		
8	Copy of GST registration certificate		
9	Copy of PAN no.		
9	Necessary documents in support of annual turnover for the last three years ending March 31, 2020.		
10	Any other relevant documents. Please specify		