



मोतीलाल नेहरू राष्ट्रीय प्रौद्योगिकी संस्थान इलाहाबाद  
प्रयागराज-211004(भारत)  
Motilal Nehru National Institute of Technology Allahabad  
Prayagraj-211004(India)

**EMPANELMENT OF CONTRACTORS FOR CIVIL AND ELECTRICALWORKS AT  
MOTILAL NEHRU NATIONAL INSTITUTE OF TECHNOLOGY ALLAHABAD,  
PRAYAGRAJ.**

**NOTICE INVITING APPLICATION  
FOR  
EMPANELMENT OF CONTRACTORS**

LAST DATE OF SUBMISSION: 12.12.2022

TO BE SUBMITTED TO: Senior Executive Engineer (C), MNNIT Allahabad, Prayagraj.

**C O N T E N T S**

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**NOTICE INVITING APPLICATIONS  
FOR  
EMPANELMENT OF CONTRACTORS**

**EMPANELMENT NOTICE NO. 351/CWM/2022-23, dated: 15 November, 2022**

The Director, Motilal Nehru National Institute of Technology Allahabad, Prayagraj invites application for empanelment of contractors from the firms, registered with Central Public Works Department [CPWD]/ Military Engineering Service (MES)/ Indian Railway as contractors, for undertaking various Civil & Electrical Maintenance works at Motilal Nehru National Institute of Technology Allahabad, Prayagraj.

Applicants are required to submit the separate filled-in Application Form for each category as given in point no. 1.1 with complete details and necessary enclosures along with earnest money of Rs. 25,000/- (Rupees Twenty Five Thousand Only) in the form of F.D.R. pledged in favour of Director, MNNIT Allahabad, Prayagraj.

Applicants are required to apply for empanelment in the prescribed format only, available on the website of the Institute [www.mnnit.ac.in](http://www.mnnit.ac.in). The last date of submission of applications is 12.12.2022 up to 3 :00 p.m.

**Important Dates:-**

- (i) Last date and time for submission of Application: **12.12.2022** up to **3:00 P.M.**
- (ii) Date, Time & Venue of opening the submitted Applications: **same day** at **5:00 PM** in Room no. 203, **Admin Building, MNNIT Allahabad, Prayagraj.**

The Director, Motilal Nehru National Institute of Technology Allahabad, Prayagraj, reserves the right to accept or reject any or all the offers submitted in response to this advertisement without assigning any reasons thereof.

**Note: - 1.** Only contractors enlisted with Central Public Works Department (CPWD) / Military Engineering Service (MES)/ Indian Railway are eligible to apply.



## 1. SCOPE OF WORK:

The empanelled contractors may have to carry out the following works at MNNIT Allahabad, Prayagraj:-

| Sl No. | Works Cost                        | Work   |
|--------|-----------------------------------|--|
| (i)    | Works costing up to Rs. 5.00 lakh | <u>Civil Works:</u> All Civil Maintenance and Horticulture works.<br><u>Electrical Works:</u> Electrical Maintenance Works.<br>Composite Works: Combination of Civil & Electrical Work |

1.1. **Category of Work:** There are two categories of work as per CPWD norms

(i) Building and Road works

(ii) Horticulture

Accordingly, a bidder may apply for any of the categories given below

**Category I** : Only Civil Works

**Category II** : Only Electrical Works

**Category III** : Combination of Civil & Electrical Works

## 2. ELIGIBILITY CRITERIA:

Prospective applicant will be required to fulfill the following criteria for Empanelment as Contractor.

- The Firm / Contractor must be registered/ enlisted with Central P.W.D// Military Engineering Service (MES)/ Indian Railway. as a contractor on the closing date of submission of application as per advertisement (Copy of the enlistment certificate issued by CPWD/ Military Engineering Service (MES)/ Indian Railway as documentary evidence to be enclosed).
- The firm must not have been blacklisted/ debarred by the CPWD/ Military Engineering Service (MES)/ Indian Railway on the last date of the advertisement. It is mandatory for an applicant firm to submit an affidavit on **Non-Judicial stamp paper of Rs. 10/-** duly attested by Notary certifying that the applying firm has not been black listed/ debarred by any Govt./ Public department as on closing date of the advertisement as per **Annexure-8**.
- The financial soundness shall be judged on the basis of the bankers certificate or the working capital certificate, issued by the Bankers of the contractor as the case may be. Such certificate shall be issued by a scheduled bank and shall be submitted, in original in a bank sealed cover, addressed to Director, MNNIT Allahabad, Prayagraj.



d) Submission of earnest money of Rs. 25,000/- (Rupees Twenty Five Thousand Only) in the form of F.D.R. pledged in favour of Director, MNNIT Allahabad, Prayagraj.

e) **Near Relatives Working in MNNIT Allahabad, Prayagraj**. Applicants whose near relatives are working in MNNIT Allahabad will not be considered for empanelment. For this purpose, a near relative shall mean wife, husband, parents, grandparents, children, grandchildren, brothers, sisters, uncles, aunts, cousins and their corresponding in-laws as per **CPWD guidelines**. A necessary certificate to this effect is to be furnished as per **Annexure-6**.

### **3.0 TERMS AND CONDITIONS**

- 3.1 Application form for empanelment shall be submitted in a sealed envelope super scribing thereon "Application for Empanelment as category I/ II/ III contractor" separately as applicable. (Please refer to point 1.1)
- 3.2 However, a bidder who wishes to get empanelled for Civil Works is also allowed to get empanelled for Electrical any other specialist works provided the contractor meets the mandatory requirements in the concerned field".
- 3.3 If the applicant wants to apply for more than one category as given in Point 1.1, separate application should be submitted for each category.
- 3.4 The application shall be submitted strictly in the prescribed format along with supporting documents as per the check list.
- 3.5 The tender document/application shall be signed by the bidder or authorized person(s) on behalf of the bidder by enclosing an Authority Letter/ Power of Attorney.
- 3.6 Each page of the tender document/ application should be signed. Overwriting should be avoided. Correction(s), if any, should be countersigned as per point 3.5 above. If the space in the application is insufficient for furnishing full details, the applicant may give the details on a separate sheet.
- 3.7 Applications containing false and/ or incomplete information are liable for rejection.
- 3.8 If any information or details furnished by applicants are found to be false at any time in future, the empanelment of such applicant will be cancelled immediately.
- 3.9 MNNIT Allahabad, Prayagraj may approach/ visit the contractor's clients to verify contractor's general reputation/ competence.
- 3.10 Documentary proof with respect to the details furnished in the application form regarding eligibility criteria shall be furnished along with the application form. With regard to the completed works, copies of the work order and completion certificate shall be submitted as per Annexure 3&4.
- 3.11 Decision of the Director, MNNIT Allahabad, Prayagraj in the selection of contractors will be final



and binding and no further correspondence will be entertained. Contractors empanelled will be informed by post.

- 3.12 Generally, the routine works at MNNIT Allahabad, Prayagraj will be awarded by calling competitive quotations /tenders from the empanelled contractors.
- 3.13 The empanelment shall be valid initially a period for three years, which may be extended for further two years after reviewing of performance of the work.
- 3.14 The contractors who would be empanelled are required to deposit Rs. 50,000/- (Fifty thousand only) as a security and **Permanent Earnest Money**. Such deposit does not carry any interest and it will remain with the Institute till the validity period of the empanelment.
- 3.15 The empanelled firm is required to keep updated the Institute about the change of address, change of the Management etc. from time to time.
- 3.16 The applicant should ensure that the application is delivered at the given address within the prescribed date and time as mentioned in the advertisement.
- 3.17 Director, MNNIT Allahabad, Prayagraj, on the recommendation of Engineer-in-Charge, may remove the name of the firms from the empanelled list if the contracting firm,
- Has, on more than one occasion failed to execute a contract or has executed tunsatisfactorily and/or
  - is proved to be responsible for construction defects in two or more works; and/or
  - persistently violates any important conditions of the contract; and/or
  - Fails to abide by the conditions of enlistment or is found to have given false particulars at the time of enlistment, and/or
  - Has indulged in any type of forgery or falsification of records, and/or
  - Changes constitution of the firm or individuals without prior approval of the enlistment authority, and/or
  - Changes permanent address/business address without intimation to the enlistment authority, and/or
  - Is declared or in the process of being declared bankrupt, insolvent, wound up, dissolved or partitioned, or
  - Violating the labour regulations and rules, and/or
  - Is involved in complaints of serious nature received from other departments which prima fascia appear to be true, and/or
  - Default in settlement of tax dues like income tax, and other taxes etc. and/or



- Ceases to fulfil eligibility criteria, based on which enlistment/revalidation was done, is considered not required to be in the list of MNNIT Allahabad, Prayagraj for any reason considered fit by enlistment authority.
- 3.18 No individual, or a firm having such individual as one of the partners, who is a dismissed government servant, or reverted to lower class, or having business banned or suspended by any government department in the past or convicted by a court of law shall be entitled to enlistment. However, cases where disciplinary action was taken against a contractor for a specified period and such penalty period is already over, his case for enlistment/revalidation can be considered.
- 3.19 An applicant firm is not allowed to have enlistment in more than one name. On one enlistment certificate of CPWD/ Military Engineering Service (MES)/ Indian Railway only one enlistment is allowed in each category.
- 3.20 MNNIT Allahabad shall have the right to independently verify the details furnished by the contractor and to get works done by the contractor inspected and/ or to get such reports as may be considered necessary.
- 3.21 MNNIT Allahabad reserves the right to limit number of the contractor to be enlisted in any class or category.
- 3.22 The Director, MNNIT Allahabad, Prayagraj, reserves the right to accept or reject any or all the offers submitted in response to this advertisement without assigning any reasons thereof.





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प्रयागराज-211004(भारत)  
Motilal Nehru National Institute of Technology Allahabad  
Prayagraj-211004(India)

**EMPANELMENT NOTICE NO.351/CWM /2022-23, dated: 15 November, 2022**

**APPLICATION FOR EMPANELMENT AS CONTRACTOR**

**A. Details of the Applicant firm:**

| Sr. No. | Particulars   | Details | Enclosures                   |
|---------|---|---------|------------------------------|
| 1.      | Category of Empanelment as per point no.1.1                                   |         |                              |
| 2.      | Name of the Applicant Firm  |         |                              |
| 3.      | Postal Address  |         |                              |
| 4.      | Contact Details Telephone, Email address                                      |         |                              |
| 5.      | Year of Establishment   |         |                              |
| 6.      | Nature of Company Proprietorship/ Partnership/ Private Ltd. , Etc.            |         |                              |
| 7.      | Name of the Director/Partners/Proprietor                                      |         | To be filled in Annexure - 1 |
| 8.      | Details of Registration with Tax Authorities                                  |         | To be filled in Annexure - 2 |
| 9.      | Enlistment with CPWD/ Military Engineering Service (MES)/ Indian Railway etc. |         | To be filled in Annexure - 2 |

Name and Signature of the applicant with date

Seal of the Firm



**B. Details of Compliance to Eligibility Criteria**

| Sr. No. | Particulars  | Details             | Enclosures/<br>Annexure No.  |
|---------|--|---------------------|--|
| 1       | Enlistment with CPWD/ Military Engineering Service (MES)/ Indian Railway   | Yes/No              |  |
| 2       | Affidavit for not black listed by CPWD// Military Engineering Service (MES)/ Indian Railway/ any other Central/ State Government Department. | Submitted<br>Yes/No | As per format given in Annexure-8<br>(Non-Judicial stamp paper of Rs. 10/- duly notarized) |
| 3       | Certificate of Financial Soundness   | Submitted<br>Yes/No |  |
| 4       | Submission of Earnest Money  | Submitted<br>Yes/No |  |
| 5       | Certificate for none of the near relatives working in MNNIT Allahabad  | Submitted<br>Yes/No | As per Annexure -6   |

Name and Signature of the applicant with date

Seal of the Firm



**C. Bank details and other information**

| Sr. No. | Particulars  | Details | Enclosures                   |
|---------|--|---------|------------------------------|
| 1       | Name and Address of the Bankers  |         |                              |
| 2       | List of major projects executed during the last 5 years by the applicant                   |         | To be filled in Annexure - 3 |
| 3       | List of major projects under execution by the applicant                                    |         | To be filled in Annexure - 4 |
| 4       | Audited Balance Sheet with profit & loss statement for last 3 years                        |         | To be filled in Annexure - 5 |
| 5       | Details of litigation involved during execution of contract in the past 5 years            |         |                              |
| 6       | Details of civil suit, if any, that arose during execution of contract in the past 5 years |         |                              |

Noted: All above Annexures to be filled separately for each category of Works.

Name and Signature of the applicant with date

Seal of the Firm



**EMPANELMENT OF CONTRACTORS AT MNNIT ALLAHABAD, PRAYAGRAJ**

**ANNEXURES**

Annexure-1

**DETAILS OF DIRECTOR / PARTNER / PROPRIETOR OF THE FIRM**

| Sr. No. | Name | Designation | Qualification | Key Experience |
|---------|------|-------------|---------------|----------------|
|         |      |             |               |                |
|         |      |             |               |                |

Name and Signature of the applicant with date

Seal of the Firm



## DETAILS OF REGISTRATION

| Sr. No. | Name of Organization / Department                  | Registration No. | Date & year of Registration | Valid Upto |
|---------|--|------------------|-----------------------------|------------|
| 1       | Registration of Companies / Firms for Constitution |                  |                             |            |
| 2       | Income Tax Department (Mention PAN No.)            |                  |                             |            |
| 3       | GST No.  |                  |                             |            |
| 4.      | CPWD Registration No.                              |                  |                             |            |

Name and Signature of the applicant with date  
Seal of the Firm



**List of Works/ Projects executed during the last 5 years by the Firm**

| Sr. No. | Name of the work | Name & Address of the Owner | Value of work executed | Stipulated time of Completion | Actual time of Completion | Month and Year of Completion |
|---------|------------------|-----------------------------|------------------------|-------------------------------|---------------------------|------------------------------|
|         |                  |                             |                        |                               |                           |                              |

Name and Signature of the applicant with date  
Seal of the Firm



**List of Works/ Projects under execution by the Firm**

| Sr. No. | Name of the work | Name & Address of the Owner | Value of work | Stipulated time of Completion | Present stage of work |
|---------|------------------|-----------------------------|---------------|-------------------------------|-----------------------|
|         |                  |                             |               |                               |                       |

Name and Signature of the applicant with date

Seal of the Firm



**FINANCIAL STATEMENT**

| Sr. No. | Financial Year | Turnover of the Firm (in Rs.) | Profit / Loss (in Rs.) |
|---------|----------------|-------------------------------|------------------------|
| 1.      | 2018-2019      |                               |                        |
| 2.      | 2019-2020      |                               |                        |
| 3.      | 2020-2021      |                               |                        |

**OR**

| Sr. No. | Financial Year | Turnover of the Firm (in Rs.) | Profit / Loss (in Rs.) |
|---------|----------------|-------------------------------|------------------------|
| 1.      | 2019-2020      |                               |                        |
| 2.      | 2020-2021      |                               |                        |
| 3.      | 2021-2022      |                               |                        |

Name and Signature of the applicant with date  
Seal of the Firm



**CERTIFICATE**

I / We hereby certify that none of the near relatives of the applicant of the firm is working with MNNIT Allahabad, Prayagraj, in any capacity.

Note :- Near relatives includes wife, husband, parents, in-laws, children, brothers, sisters, uncles, aunts and cousins.

Name and Signature of the applicant with date

Seal of the Firm

(Signature of Contractor)



**DECLARATION**

I / We (including all partners) certify that I / We have read and understood the instructions and the Terms & conditions mentioned in the application form and shall abide by them.

I / We certify that the information given in the application is true to the best of my knowledge and belief. I / We also understood that if any of the information is found wrong, I am / We are liable to be debarred.

I / We agree that the decision of the Director, MNNIT Allahabad, Prayagraj, in the selection of contractors will be final and binding to me/ us.

I / We agree that I / We have no objection if enquiries are made to our clients to verify the facts submitted by us.

Name and Signature of the applicant with date

Seal of the Firm



**Black List Declarations Proforma**

(An undertaking to this extent should be given on Rs. 10.00 Non-judicial stamp paper duly notarized stating)

I / WE \_\_\_\_\_ the proprietor/ partner/Director in the firm/company  
\_\_\_\_\_ having office address \_\_\_\_\_

undertake & confirm that I / We have never been blacklisted, suspended nor barred by any Government Institute/ Department/ Govt. Labs/ Autonomous bodies so far due to breach of contract or any reason including corrupt and fraudulent practices adopted by us. I / We also undertake and confirm that our contract with any Government Institute/ Department/ Govt. Labs/ Autonomous bodies was never discontinued/ terminated during contact period due to breach of contract or any reason including corrupt and fraudulent practices adopted by us.

Name and Signature of the applicant with date  
Seal of the Firm



**Empanelment of contractors for Civil & Electrical works at MNNIT Allahabad, Prayagraj**

**[Check List]**

LIST OF DOCUMENTS TO BE SUBMITTED

1. Duly filled Application form along with Annexure – 1 to 8, where applicable.
2. Profile of the Firm.
3. Details of Constitution of the firm and its registration certificate.
4. Power of Attorney / Letter of Authorization for authorized signatory.
5. Audited balance sheet with profit & loss statement in support of Annexure – 5.
6. Copy of registration certificates in support of Annexure – 2.
7. Copies of Work order, completion certificate etc. in support of Annexure – 3 and 4.
8. Certificate as per Annexure-7.
9. Black List Declaration Proforma as per Annexure-8.

Name and Signature of the applicant with date  
Seal of the Firm

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