

QUALIFICATION DATA SHEETS TO BE FILLED UP BY THE BIDDER

The qualification questionnaire contains the following forms:

SL. NO.	FORM NO.	DESCRIPTION OF PERFORMA
1	Form-0	Letter of transmittals
2	-	Performa for "Letter for submission of tender".
3	Form-1	Vendor registration form (attached separately) as Form - V
4	Form-2	Financial data
5	Form-3	List of works already completed by the Bidder
6	Form-4	Details of works on hand with Bidder- For reference only.
7	Form-5	Additional Information and Litigation History / Debarment / Blacklisting
8	Form-6	Form-H (Declaration)

Note:

1. If necessary, additional sheets may be added to the forms. Each page of each form should be clearly marked in the right top corner as follows: Form I, page 1; Form I, page 2, etc.
2. Some of the forms will require attachments. Such attachments should be clearly marked as follows: Attachment 1 to Form I, Attachment 2 to Form I, etc.

FORM- O

SR NO	LIST OF SUBMITTALS		CONFIRM IF SUBMITTED (YES/NO)	PAGE NO
1	Covering Letter	Letter of transmittal (Scanned Copy)		
2	Power Of Attorney	Power of attorney on Rs. 300/- Non Judicial stamp paper duly notarised, if power is delegated for signing the bid to other persons by applicant. (Scanned Copy)		
3	Certificate Of Registration / proof of relevant experience.	Certificate of registration, if available, as approved contractor of concerned State Government/ Railway/ CPWD/ Government bodies. The applicant(s) who are registered with other Government (State/Central), Board, Corporation, and Government Undertaking / Organizations of state & central government including all Public Sector Units or proof of relevant experience. (Scanned copy) .		
4	Permanent Account Number (PAN) ,Income Tax details,	Copy of the latest Income Tax Return with permanent account number (PAN) and Income Tax ward where assessed. (Scanned copy) .		
5	Company Establishment Details	Letter of Incorporation of the company (individual or any member in case of JV/ consortium)		
6	List Of major Work On Hand And Work Completed (For last three years)	A scanned copy of declaration showing the details of all works completed and works on hand with the contractor and the value of works that remain to be executed.		
7	Earnest Money Deposit	Scanned copy of E.M.D. in accordance with relevant clause in "Tender Notice" of tender notice and the original shall also be submitted in physical form by RPAD/Speed post/Hand Delivery/Courier.		

FORM- O

SR NO	LIST OF SUBMITTALS		CONFIRM IF SUBMITTED (YES/NO)	PAGE NO
8	Tender Fee	NOT APPLICABLE		
9	Solvency Certificate	Scanned Copy of the Solvency Certificate from Bank of required amount as per Tender Notice.		
10	Undertaking Regarding Document Submitted, Are True.	The bidder should submit undertaking on non-judicial stamp paper of Rs. 100/- duly notarized regarding document submitted, are true.		
11	Bidder Past Performance	The bidder, whose contracts are earlier terminated on account of poor performance in GNFC or any government organisations works, will not be eligible. For this tender Self Declaration by bidders is required		
12	Supporting Document	For all attached forms.		

Note: All submittals shall be numbered chronically and reference of page nos. shall be mentioned in “**FORM-0**”. The same is to be uploaded online and submitted in physical form as well

LETTER FOR SUBMISSION OF TENDER

To,
The Senior Manager,
TDI-II Plant, GNFC
Dahej.

Sub: Submission of tender application for Annual Rate Contract (ARC) for Civil maintenance activities at GNFC, TDI-II Dahej-2026-28, with all allied works at village Rahiyad, Taluka Dahej, Dist: Bharuch”

Respected Sir,

- 1 Having examined the details given in the invitation to Bidder for qualification and brief note, the condition of contract, and bill of quantities and Number of forms for the execution of above named work, we the undersigned, offer to execute and complete such works and remedy any defects therein in conformity with the conditions of contract, Specifications, Bill of Quantities and quoted amount in accordance with the said conditions.
- 2 We hereby certify that all the statements made and information supplied in the enclosed forms and accompanying statements are true and correct.
- 3 We have furnished all information and details necessary for qualification and have no further pertinent information to supply.
- 4 We submit the certified solvency certificate of Rs.20.0 Lakhs and authorize the GNFC to approach the Bank issuing the solvency certificate to verify the correctness thereof. We also authorize, GNFC to approach individuals, employers, firms and Corporation to verify our competency and general reputation.
We hereby apply for qualification for “Annual Rate Contract (ARC) for Civil maintenance activities at GNFC, TDI-II Dahej-2026-28 at village Rahiyad, Taluka Dahej, Dist: Bharuch”
- 5 We undertake, if our Tender is accepted, to commence the works immediately after the receipt of the Engineer’s notice to commence, and to complete the whole of the works comprised in the contract within the time stated in the Appendix to tender.
- 6 We agree to abide by this Tender for the period of 90 days from the last date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- 7 We enclose here with cross demand draft amounting to Rs.1,00,000/-Towards Earnest Money Deposit which is to be absolutely forfeited by GNFC should we not Deposit the amount of Security Deposit specified the tender.
a) We enclose DD No_____ dated ____ in favour of GUJARAT NARMADA VALLEY FERTILIZERS AND CHEMICALS LTD. amounting Rs. 1,00,000/- EMD.
- 8 We submit the following certificates in support of our suitability, and capability for having successfully completed the following works.

Sr. No.	Works	Client / owner
9	We hereby confirm that there are no deviations to the terms & conditions of the contract and we are liable for execution of this contract in accordance with the stipulated conditions of the contract.	

- 10 We understand that you are not bound to accept the lowest or any tender you may receive. Dated this _____ day of _____(Year) Signature _____ in the capacity of _____ Duly authorized to sign tender for and on behalf of _____
- 11 We are enclosing herewith "Form H"
- 12 Irrespective of whatsoever has been stated to the contrary anywhere else in our offer no technical deviations have been taken and the entire work shall be performed as Tender documents.

Signature of Applicant.

(NAME IN BLOCK CAPITALS)

Address _____

Seal of Applicant

Date of submission

Witness _____

Address _____

Occupation _____

Enclosures :

Annual Rate Contract (ARC) for Civil maintenance activities at GNFC, TDI-II Dahej-2026-28.

FORM –1

Attached separately As Vendor Registration Form No V

GNFC

FORM - 2
FINANCIAL DATA

1)	Name of Firm	
2)	Name of Partner / Director	
3)	Capital (a) Authorized (b) Issued and paid up	
4)	Furnish Balance sheet and profit and loss statement with Auditor's Reports and Income Tax assessment orders for last Three (3) financial years. It should, include the following information i) Working Capital ii) Turnover for the last Three (3) financial year (Furnish reference page number to balance sheet attached)	
Contract Receipt For Civil Engineering Works In The Last three (3) Financial Year		
Sr. No.	Year	Turnover (Rs in Lakhs)
(I)	2023-2024	
(II)	2024-2025	
(III)	2025-2026	
Gross Income In The Last three (3) Financial Year		
Sr. No.	Year	Gross Income (Rs in Lakhs)
(I)	2023-2024	
(II)	2024-2025	
(III)	2025-2026	
6.	Maximum gross income from contract works (Civil Engineering Works) during last three(3) financial year	
7.	What is the maximum cost of the civil that has been handled? (Please give details)	

8.	Have you ever been denied tendering facilities by any Government / Government Undertaking Organisations etc.? (If Yes, Please give details)	
9.	List your sources of finance	
10	Amount of financial soundness certified by Bank. (Attach copy of certificate)	
11.	Name and address of Bank from whom reference can be obtained	
12.	Have you ever been declared bankrupt? (If yes, please give details)	

Note:

- Firms owned by individuals, and partnerships, may submit their balance sheets certified by a registered accountant, and supported by copies of tax returns. Attach Certificate(s) issued by any Bank or Financial Institution for available credit to the Lead partner and joint venture partner.

SIGNATURE OF BIDDER

FORM-3

LIST OF MAJOR WORKS ALREADY COMPLETED BY THE BIDDER DURING LAST 3 FINANCIAL YEARS i.e. from 2023-2024 to 2025-2026 in the following Proforma.

S r. N o.	Name of work	Place/ Dist./ State	Tendered amount Rs. In Lac	Cost on completion Rs. In lac	Date of starting	Actual date of compl etion	Reason for delay in completion	Remarks
1.	2.	2a.	3.	4	5a	5b	6	7

Note:

- Necessary completion certificate with amount of work done from concerned officers shall be attached with the tender.

Date:

Signature of the Bidder.

FORM-4
DETAILS OF WORKS ON HAND WITH BIDDER – For Reference only.

Details of major jobs on hand.

1)	Name of Work	
2)	Work Order No. and Date	
3)	Location	
4)	Client's Name and Address	
5)	Tendered Cost of work (Rs. in Lacs)	
6)	Brief description of works	
7)	Details of work on hand	
8)	Name of Applicant's Engineer In-charge with Professional Qualification.	
9)	Details of Litigation / Arbitration cases, if any pertaining to ongoing works.	

SIGNATURE OF BIDDER

FORM - 5

ADDITIONAL INFORMATION AND LITIGATION HISTORY / DEBARMENT / BLACKLISTING

Name of Applicant :

1. **PLEASE DESCRIBE:** Company's history of litigation or arbitration / Debarment / Blacklisting from contract executed in the last three years or currently under execution. Please indicate for each case the year, name of govt./ semi govt./ joint sector employer, cause, matter in dispute, disputed amount, and whether the award was for or against the company.
2. Please add any further information that you consider to be relevant to the evaluation of your application. If you wish to attach other documents, please list below:

SIGNATURE OF BIDDER