



**Application for Empanelment of Contractors for Structural Repair and Rehabilitation works for Reserve Bank of India, Ahmedabad**

Reserve Bank of India, Estate Department, Ahmedabad is inviting applications for Empanelment of Contractors for Structural Repair and Rehabilitation works for its properties in the following categories:

- i) Panel I - Above ₹50 lakh, up to ₹100 lakh
- ii) Panel II – Above ₹100 lakh, up to ₹300 lakh
- iii) Panel III - Above ₹300 lakh, up to ₹500 lakh
- iv) Panel IV – Above ₹500 lakh, up to ₹1000 lakh

2. Only those contractors who fulfill the pre-qualifications criteria may apply.

3. For details, terms and conditions as well as for downloading the application form, please visit our website at [https://www.rbi.org.in/Scripts/BS\\_ViewTenders.aspx](https://www.rbi.org.in/Scripts/BS_ViewTenders.aspx). The duly completed application form along with the annexures and supporting documents, should be sealed and addressed to Shri Rajesh Kumar, Regional Director, Reserve Bank of India, Near Gandhi Bridge, Ahmedabad-380014 so as to reach on or before 2.00 pm on August 12, 2022.

4. Amendments / corrigendum to the application form, if any, issued hereafter will only be notified on the RBI Website. The Bank reserves the right to issue, accept or reject any or all the applications without assigning any reasons therefor.

Rajesh Kumar  
Regional Director  
Gujarat, Dadra and Nagar Haveli, Daman and Diu



**RESERVE BANK OF INDIA  
Estate Department  
Ahmedabad**

**Application for Empanelment of Contractors for Structural Repair and  
Rehabilitation works for Reserve Bank of India, Ahmedabad**

Name of the firm/ company /contractor: M/s \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone No: \_\_\_\_\_

Last date of submission: Up to 2.00 pm on August 12, 2022

## **Letter of Undertaking**

Shri Rajesh Kumar  
Regional Director  
Reserve Bank of India  
Near Gandhi Bridge  
Ahmedabad - 380014

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 and in the supplementary sheets from pages 1 to 30 is correct to the best of my/our knowledge and belief.

Signature

Name

Designation

Address

Place

Date

Seal

## Preparation of Panel of Contractors:

1. Reserve Bank of India, Ahmedabad proposes to prepare a panel of Contractors for Structural Repair and Rehabilitation works for Reserve Bank of India, Ahmedabad. Applications are invited from the eligible contractors/firms/companies of repute in the prescribed application form.

The **Pre-qualification criteria** for application are tabulated below:

<b>1) Duration of past experience:</b> Should have minimum 5 years of experience in executing similar works as on June 30, 2022				
<b>2) Minimum value of each similar completed work (Qualifying):</b> (Applicants should submit applications with evidence in the prescribed proforma). Experience of having successfully completed similar works during last 5 years ending June 30, 2022 should be either of the following:				
	Above ₹50 lakh – Up to ₹100 lakh	Above ₹100 lakh - ₹ Up to 300 lakh	Above ₹300 lakh – Up to ₹500 lakh	Above ₹500 lakh – Up to ₹1000 lakh
Three similar completed works of at least 40% of upper band	₹40 lakh	₹120 lakh	₹200 lakh	₹400 lakh
(or)				
Two similar completed works of at least 50% of upper band	₹50 lakh	₹150 lakh	₹250 lakh	₹500 lakh
(or)				
One similar completed work of at least 80% of upper band	₹80 lakh	₹240 lakh	₹400 lakh	₹800 lakh
<b>3) Yearly turnover:</b> The minimum annual financial turnover during the last three consecutive financial years ending March 31, 2022 mandatory in the respective category				
Annual turnover of at least (for the respective category)	₹100 lakh	₹300 lakh	₹500 lakh	₹1000 lakh
<b>4) Solvency:</b> The minimum amount for which the solvency certificate is mandatory				
Solvency certificate from the bank of at least (for the	₹100 lakh	₹300 lakh	₹500 lakh	₹1000 lakh

respective category)				
<b>5) Technical Staff:</b>				
Minimum number of dedicated technical staff committed for the project under consideration should be as follows:				
Minimum number of Engineers with degree in civil engineering and 10 years' experience, of which 5 years to be in rehabilitation work	1	2	2	2
Minimum number of Engineers with diploma in civil engineering and 5 years' experience in rehabilitation	2	4	4	4
6) The Contractor shall have adequate number of key personnel ( <b>Owner/ Partner and/or Technical Head</b> ) having experience in structural rehabilitation jobs, of which one should have a degree in Civil engineering with minimum 10 years' experience in civil works of which minimum 5 years should be in rehabilitation of structures.				
<b>7) Infrastructure:</b>				
i) Equipment for sand blasting, injection grouting, epoxy grouting, pan mixers for mortars and micro-concrete, vibrators, grinders, electric chisels, magnetic bar locators, core cutting machines (used in jacketing), small portable compressors etc. should be available with the contracting firm.				
ii) Availability of adequate number of scaffolding materials in steel such as 'H' frames, cup lock system, pipes and coupler systems, with access ladders, planks, winches, cranes, suspended platforms and safety equipment to cover the job scope is mandatory. Shuttering material in sufficient quantity and of desired quality for jacketing/ new concrete casting shall be with the contracting firm.				

*\*It may be noted that the applicant can apply for empanelment in one or more than one of the categories stated above*

2(a) The applicants shall be required to submit the following written information and documents in the prescribed formats as per the Annexures listed below to satisfy the Bank about their eligibility for participating in the empanelment process:

Name of the annexure	Brief description	Annex No	Pg no
Common Application Form	Checklist to be filled by all applicant contractors	--	11
Composition of the firm	Full particulars of the composition of the participating individual/ firm/ contractor/ company in detail should be submitted along with name(s) and address (es) of the partners, copy of the Articles of Association, Power of Attorney, areas of operation, and any other relevant documents.	Annex-I(A)	12
Technical Staff details	Details of the requisite Minimum number of dedicated technical staff committed for the project under consideration	Annex-I(B)	14
Sub-letting details	Subletting the work by the Contractor to another agency shall not be allowed in general. However, if the contractor is involved in subletting any part of the work to a subcontractor, the requisite details have to be furnished.	Annex-I(C)	15
Undertaking from the Sub-contractor	The undertaking shall be furnished by the Sub-Contractor in his/her letterhead.	Annex-I(D)	16
Infrastructure	Organizational set-up, supervisory staff/ engineers, infrastructure available with them for satisfactorily handling the works.	Annex-II (A)	17
Details of the eligible works completed during the last five years	The client-wise names of work(s), year(s) of execution of work(s), awarded and the actual cost(s) of executed work(s), completion time stipulated in the Contract(s) and actual time taken to complete the work(s), etc. should be furnished.	Annex-II (B)	18
Documentary proof of work experience & completion of similar works of specified value during the specified period	<p>Copies of the detailed work orders indicating date of award, value of awarded work, time given for completing the work etc. and the corresponding completion certificates indicating actual date of completion and actual value of executed similar eligible works stipulated above should be enclosed in proof of the work experience and completion of similar works.</p> <p>The details along with documentary evidence of previous experience, if any, of</p>	Annex-III (A)	19

Name of the annexure	Brief description	Annex No	Pg no
	carrying out works for Reserve Bank of India should also be given.		
Details of the clients for whom eligible works have been executed	Written information about the names and addresses of their clients along with full details, like names, postal addresses, e-mail IDs, telephone (landline and mobile) nos., fax nos., etc. of officers/ authorities/ contact executives under whose control the work(s) was/ were executed.	Annex – III (B)	20
Details of the bankers	Written information about the name and address of the bankers along with full details like names, postal addresses. E-mail IDs, telephone (landline and mobile) no., etc., of the contact executives (i.e. the persons who can be contacted at the office of their bankers in case it is so needed) should be furnished.	Annex-IV (A)	21
Details of bank Accounts	Full particulars of their Bank accounts, like account no., type, when opened etc., should be given.	Annex-IV (B)	22
Details of the current clients & commitments	The client-wise names of work(s), date(s) of work(s) being presently executed, the value(s) of the awarded work(s), completion time stipulated in the Contract(s) etc. along with the committed current capacity etc. should be furnished.	Annex – V(A)	23
	Written information about the names and addresses of their clients along with full details, like names, postal addresses, e-mail IDs, telephone (landline and mobile) nos., fax nos., etc. of officers/ authorities/contact executives under whose control the work(s) is/ are being executed should be furnished.	Annex – V(B)	24
Client's certificate	Client's certificate from all the clients for whom the applicant has carried out eligible works in terms of the eligibility (Prequalification) criteria described above.  <i>[Certificate should be signed by an official of the rank of superintendent Engineer or</i>	Annex- VI	25

Name of the annexure	Brief description	Annex No	Pg no
	<i>equivalent in respect of a Government/ Semi-Government organization or a PSU and should be supported by adequate proof of payments received by the contractor for the work done by them. The Client's Certificate issued by the private organizations shall also accompany Tax Deducted at Source (TDS) Certificates.]</i>		
Banker's & Solvency Certificate	Banker's Certificate from the applicant's banker/ bankers.	Annex - VII	28
Declaration	Duly filled-in, signed and stamped in the given format	Annex- VIII	30
Financial Standing, Creditworthiness and Turnover	Submit copies of the <b>Income Tax Clearance certificates/ Income Tax assessment orders</b> along with latest <b>audited final accounts</b> of the business of the contractor duly certified by a Chartered Accountant should be enclosed in proof of their creditworthiness and also turnover for the period of <b>consecutive 3 financial years ending March 31, 2022</b> duly certified by a Chartered Accountant.	--	--

2(b) Application forms can be obtained on any working day from 10 am to 5 pm between July 18, 2022 to August 11, 2022 and between 10 am to 2 pm on August 12, 2022 from Estate Department, fourth floor, Reserve Bank of India, Near Gandhi Bridge, Ahmedabad. The intending firms of contractors shall have to satisfy the Bank with documentary evidence in support of their possessing required eligibility for issue of blank application forms.

2(c) The application forms can also be downloaded from the Reserve Bank of India website at [www.rbi.org.in](http://www.rbi.org.in) up to 2.00 pm on August 12, 2022. The application form attached with duly filled in the prescribed formats at Annexures listed above and the requisite documents as specified above shall be sealed in an envelope/ cover superscribing "**Application for Empanelment of Contractor for Structural Repair and Rehabilitation works for RBI, Ahmedabad**" shall be addressed to



Shri Rajesh Kumar, Regional Director, Reserve Bank of India, Near Gandhi Bridge, Ahmedabad - 380014 so as to reach on or before 2.00 pm on August 12, 2022.

2(d) For any queries, you may send an email to [estateahmedabad@rbi.org.in](mailto:estateahmedabad@rbi.org.in) or contact 079-27548413/ 8415.

3) The Bank reserves the right to issue, accept or reject any or all the applications without assigning any reasons therefor.

### **Instructions to the Applicants and General Terms & Conditions:**

1. Intending applicants are required to submit their full bio-data giving details about their organization, experience, supervisory staff/ engineers in their organization, spare capacity, proven competence to handle major works etc. in the enclosed proforma.
2. As time is the essence of the contract and also emphasis will be given on the ability and competence of applicants to do good quality works, the ability and competence of the applicants to render required service within the specified time frame and in close coordination with other agencies (if any) will be a major factor while deciding the selection of the contractors for empanelment of contractors.
3. The applications shall be signed by the person/s on behalf of the organization having necessary Authorization/ Power of Attorney to do so. Each page of application shall be signed (copy of Power of Attorney/Memorandum of Association shall be furnished along with the application).
4. If the space in the proforma is insufficient for furnishing full details, such information may be supplemented on separate sheet stating therein the part of the proforma and serial number. Separate sheets shall be used for each part of the application.
5. Applicant firms/ contractors/ companies have to invariably furnish details along with documentary evidence of previous experience, if any, of working with the Reserve Bank of India.
6. The applicant (regional office/ headquarters) should preferably be located at Ahmedabad or in places nearby.
7. The Bank will invite the competitive two-part tenders from the panel of eligible contractors to select the contractor for the proposed work of Structural Repair and Rehabilitation works for Reserve Bank of India, Ahmedabad.

At the time of inviting tenders:

- a. The form of the tenders will be made available to the empanelment contractors at prescribed non-refundable fees (if any).
- b. The tenders will contain relevant clauses of Earnest Money Deposit, Security Deposit, Retention Money, Completion Period, Defects Liability Period, Liquidated Damages, Performance Bank Guarantee, registration under various Acts, etc.

c. The successful contractor shall fulfil all the statutory requirements in respect of various tax authorities of Govt. of India/ State Govt. and shall be solely responsible for the compliance thereof. They shall produce necessary documentary evidence to the Bank as and when required.

8. The panel shall be valid for a period of three years and subject to annual review as per the guidelines applicable.

9. Applications containing false and/ or incomplete information are liable for rejection. The Bank may also independently obtain the Confidential Reports from the clients and bankers of the applicants and inspect the works to verify the various details and the credentials.

10. Decision of the Bank in regard to empanelment of the contractors shall be final. The Bank shall not be bound to assign any reasons therefor.

I/We have read and understood the instructions and the terms and conditions contained in the application form and agree to abide by all the terms and conditions.

Date:

Place:

Signature of the Applicant

Full Address

Office Seal

## Common Application Form

**i) Name of the firm:**

**ii) Application for empanelment in the following panel:**

Categories of empanelment	Tick the category applicable (✓)
Above Rs.50 lakh – Up to Rs.100 lakh	
Above Rs.100 lakh – Up to Rs. 300 lakh	
Above Rs.300 lakh – Up to Rs. 500 lakh	
Above Rs.500 lakh – Up to Rs. 1000 lakh	

**Note: Contractor can apply for empanelment in one or more than one of the categories stated above**

**iii) Checklist for mandatory criteria:**

Categories of empanelment	Tick if the mandatory criteria is fulfilled and documentary proof provided(✓)
1. Duration of past experience	
2. Minimum value of each similar completed work	
3. Minimum Annual Turnover	
4. Minimum Solvency	
5. Minimum number of Technical Staff with specified Qualification	
6. Adequate key personnel (owner/ partner) with requisite experience and qualification	
7. Infrastructure requirement	
8. Annexures I to VIII	

Signature, date and stamp of the  
Applicant / Authorized Representative

**Composition of the firm**

1.	Name of the firm:	
2.	Legal Status of the firm: (Individual company/Partnership firm/Joint Venture firm) <i>(Attach an attested photocopy of Certificate of Registration)</i>	
3(a)	Registered Address/ Head Office:	
3(b)	Other areas of operation/ Regional Offices	
3(c)	Telephone:	
4(a)	Name of the Contact Person:	
4(b)	Designation	
4(c)	Full Postal Address	
4(d)	Email ID	
4(e)	Mobile no.	
5.	Whether any supervisory staff/ engineers are employed in the organization and if so, give details of their experience, qualification etc. in Annex-II	
6.	Number of years of experience:	
7.	Number of similar eligible works executed during the last five years:	
8.	Names and titles of Directors or Partners:	
9.	In case the company is subsidiary, the involvement, if any, of the Parent Company in the Bank's proposed work:	

10.	State whether in-house expertise is available for all services/ sub-systems.	
11.	Was the applicant ever required to suspend the eligible works for a period of more than six months continuously after commencement?	
12.	Has the applicant or any constituent partner in case of partnership firm, ever abandoned the awarded works before their completion? If so, give name of the project and reasons for abandonment.	
13.	Has the applicant or any constituent partner in case of partnership firm, ever been debarred / black-listed for competing in any organization at any time? If so, give details	
14.	Has the applicant or any constituent partner in case of partnership firm, ever been convicted?	

Signature, date and stamp of the  
Applicant / Authorized Representative

**Technical Staff details**

Minimum number of dedicated technical staff committed for the project under consideration should be as follows:

Engineer with degree in civil engineering and 10 years' experience, of which 5 years' to be in rehabilitation work	Nos.	Name of the staff:  Degree details:  Details of Experience (10 years):  Details of Experience in rehabilitation work (5 years):
Engineer with diploma in civil engineering and 5 years' experience in rehabilitation	Nos.	Name of the staff:  Diploma details:  Details of Experience in rehabilitation work (5 years):  Details of other relevant experience, if any:

**Composition of the Sub-contractor**

1.	Name of the sub-contractor:	
2.	Registered Address/ Head Office:	
3.	Extent of sub-letting by the bidder to the firm	
4.	Technical capabilities	
5.	Financial capabilities (Also attached Copies of: i) Audited balance sheet statement of the firm for the past 3 years ii) Solvency Certificate)	
6.	Terms of Association/ sub-letting	

Signature, date and stamp of the  
Applicant / Authorized Representative



**Irrevocable Undertaking by the Sub-contractor**

I/ We..... (Name of the Sub-contractor)  
hereby submit an irrevocable consent to be engaged  
with.....(Name of the primary firm/  
contractor) for undertaking .....  
(nature of the work).

Signature, date and stamp of the  
Sub-contractor

Signature, date and stamp of the  
Primary firm/ Contractor

**Annex-II (A)**

(A) List of **supervisory staff/ engineers**, giving their technical qualifications, experience including that in the present organization. The statement should also show the **administrative staff** available in the organization.

<b>Sr. No.</b>	<b>Name</b>	<b>Age</b>	<b>Qualifications</b>	<b>Experience</b>
1.	2.	3.	4.	5.

<b>Nature of works handled</b>	<b>Name of the projects handled with cost details*</b>	<b>Date from which employed in the present organization</b>	<b>Indicate special experience if any</b>
6.	7.	8.	9.

Signature, date and stamp of the  
applicant / Authorized Representative

\*It is mandatory to attach the relevant **project completion certificate**.

*Note: Mention points, to show spare capacity, proven competence to handle major works and other points, if any, to indicate any important point in your favor.*

**INFRASTRUCTURE AVAILABLE FOR HANDLING THE WORK**

List of all available essential infrastructure with requisite details shall be furnished by the contractor here, including mandatory infrastructure listed at page 4 above.

Signature, date and stamp of the Applicant  
/Authorized Representative

**DETAILS OF THE ELIGIBLE WORKS COMPLETED IN THE LAST FIVE YEARS**

Sr. No.	Name and address of the Client	Details of the work									
		Name and location of the project	Scope of the work	Value of the work	Date of award/ actual commencement of the work	Time allowed for completion of the work	Date of Completion of work	Reason for delay, if any	Whether Liquidated Damages / penalties, if any, imposed?	Litigation/ Arbitration, if any With details.	
											Whether copies of the detailed work orders indicating date of award, value of awarded work, time given for completing the work etc. and the corresponding completion and TDS certificates indicating actual date of completion and actual value of executed similar eligible works in proof of the work experience have been attached

*Note: The applicants are required to provide the Documentary Proof in respect of the information furnished above.*

Signature, date and stamp of the Applicant/

Authorized Representative

**DETAILS OF THE CLIENTS FOR WHOM ELIGIBLE WORKS HAVE BEEN  
EXECUTED/COMPLETED DURING LAST 5 YEARS**

S N	Name and address of the Client /Firm*	Details of the officers/ authorities/contact executives under whose control the work(s) was/ were executed					Type of organization/ firm
		Name	Postal address	e- mail IDs	Telepho ne (mobile) nos.	Telepho ne (landline) Nos.	(Government / Semi Government /Government of India Undertaking/ Private body)

Signature, date and stamp of the Applicant /

Authorized Representative

**DETAILS OF THE BANKERS**

Sr. No.	Name and address of the banker	Details of the contact executive of the banker					
		Name	Postal address	e-mail IDs	Telephone (mobile) nos.	Fax nos.	Telephone (landline) Nos.

Signature, date and stamp of the  
Applicant / Authorized Representative

**DETAILS OF THE BANK ACCOUNTS**

<b>Sr. No.</b>	<b>Name and address of the banker</b>	<b>Details of the Bank Account</b>				
		<b>Number</b>	<b>Type</b>	<b>Opened on (Date)</b>	<b>Nature of operation</b>	<b>Operated by (Name)</b>

Signature, date and stamp of the Applicant/  
Authorized Representative

**DETAILS OF THE ONGOING WORKS**

Sr. No.	Name and address of the Client		Details of the work					Committed current capacity to undertake similar works simultaneously of value more than or equal to the above limit of the category being applied to (₹100 lakh/ ₹300 lakh /₹500 lakh/ ₹1000 lakh)
			Name and location of the project	Scope of the work	Value of the work	Date of award/ actual commencement of the work	Time allowed for completion of the work	

Signature, date and stamp of the Applicant/  
Authorized Representative



**DETAILS OF CLIENTS FOR WHOM WORKS ARE CURRENTLY BEING EXECUTED**

Sr. No	Name and address of the Client /Firm (also indicate whether Government / Semi Government /Government of India Undertaking or Private body)	Details of the officers/ authorities/contact executives under whose control the work(s) is/ are being executed					
		Name	Postal address	e-mail IDs	Telephone (mobile) nos.	Fax nos.	Telephone (landline) Nos.

Signature, date and stamp of the  
Applicant/ Authorized Representative

**CLIENT'S REPORT**

**(To be issued by the Client on its letterhead)**

Note:

1. Applicants shall request its clients to issue this report.
2. The report shall be addressed by name to Shri Rajesh Kumar, Regional Director, Reserve Bank of India, Near Gandhi Bridge, Ahmedabad - 380014.
3. The certificate shall be accepted only when the same are signed by an official of the rank of Superintendent Engineer or equivalent in respect of a Government/ Semi-Government organization or a PSU and only when they are supported by adequate proof of payments received by the contractor for the work done by them. The Client's Certificate issued by the private organizations shall also accompany Tax Deducted at Source (TDS) Certificates.
4. Format of the said certificate is placed below.

Shri Rajesh Kumar  
Regional Director  
Reserve Bank of India  
Near Gandhi Bridge  
Ahmedabad-380014

Sir,

**PERFORMANCE REPORT IN RESPECT OF ELIGIBLE WORK**

Name & address of the Client:

Details of Works executed:

1.	Name of Project, location with brief particulars	
2.	Agreement No. and date	
3.	Agreement Amount	
4.	Date of commencement of work	
5.	Stipulated date of completion	
6.	Actual date of completion	
7.	Details of compensation levied for delay (indicate amount) if any	
8.	Amount of the work completed	
a.	Gross amount of the work completed and paid	
b.	Amount of work under the same contract	
9.	Name and address of the authority under whom works executed	
10.	Whether the contractor employed qualified Engineer/ supervisor during execution of work	
11.	Description/ Nature of work	
12.	Whether Repairs and Restoration (by structural repairs) of buildings executed was on	

	comprehensive basis and was including allied works and/ or all ancillary works viz. Civil, Sanitary & Plumbing, Water Proofing etc.	
13.	Performance Report	
a.	i) Quality of work (Outstanding /very good / good / satisfactory / poor)	
	ii) Amount of work paid on reduced rates, if any	
b.	i) Did the contractor go for arbitration (Yes/ No)	
	ii) If yes, total amount of claim	
	iii) Total amount awarded	
c.	Comments on the capabilities of the contractor (please indicate grading: Outstanding /very good / good / satisfactory / poor)	
	i) Technical proficiency	
	ii) Financial soundness	
	iii) Mobilization of adequate T&P	
	iv) Mobilization of manpower	
	v) General behavior	
14.	Any other information/remarks	

Signature of the Reporting Officer,  
designation and stamp

Date:

**BANKER'S CERTIFICATE**

**(To be issued by the banker on its letter head)**

Shri Rajesh Kumar  
Regional Director  
Reserve Bank of India  
Near Gandhi Bridge  
Ahmedabad - 380014

Dear Sir,

This is to certify that to the best of our knowledge and information M/s/  
Shri....., having address  
at.....,  
a customer of our bank are/ is respectable and can be treated as good for any  
engagement up to a limit of  
₹.....(Rupees.....  
.....) and are/ is solvent for ₹ ..... (Rupees  
.....). This certificate is issued without any  
guarantee or responsibility on the bank or any of its officers.

(Signature with date)  
Authorized Signatory for the bank  
Seal of the bank

Other particulars are given below for your perusal and record:

SN	Particulars	Comments of the bank
1	Composition of the firm (Whether proprietorship / partnership/ Public Ltd., etc)	
2	Names of the proprietor/ partners/ Directors of the firm	
3	Full particulars of their bank accounts:	
	(a) Account No.	
	(b) Type of Account	
	(c) Opened on	
4	Turnover of the firm for the last 3 years (year wise)	
5	Credit facility / overdraft facility enjoyed by them	
6	Dealings of the firm	
7	The period from which the firm has been banking with our bank	
8	Any other remarks	

This certificate is issued without any guarantee or responsibility on the bank or any of its officers.

Yours faithfully,

(Signature with date)

Authorized Signatory for the bank

Seal of the bank

**Kindly Note:**

1. Contractor shall request its bankers to issue this report.
2. In case of partnership firm, certificate to include names of all partners as recorded with the bank.
3. The report shall be addressed by name to Shri Rajesh Kumar, Regional Director, Reserve Bank of India, Near Gandhi Bridge, Ahmedabad – 380014
4. Format of the report to be issued is placed below.

**Declaration by the APPLICANT FIRM**

Name of the Applicant firm:

<b>SN</b>	<b>Criteria</b>	<b>Yes</b>	<b>No</b>
1	Whether the Applicant has abandoned any work in the last five years or has he/it been blacklisted by any Government department / PSU or have any of its contracts terminated for failure to perform?		
2	Whether the Applicant is involved in frequent litigations in the last five years?		
3	Whether any misleading information has been given in the Application?		
4	Whether the applicant has suffered bankruptcy/ insolvency in the last five years?		
5	Whether the Net Worth is negative?		

Signature, date and stamp of the Applicant/  
Authorized Representative