



**UCO BANK**

Honours your trust

**NOTICE INVITING OFFER FOR PRE-QUALIFICATION/ EMPANELMENT OF  
FIRM/AGENCY/CONTRACTOR FOR INTERIOR FURNISHING/ AIR-CONDITIONING/  
ELECTRICAL WORK  
FOR UCO BANK ZONAL OFFICE HYDERABAD**

**Date: 08.12.2022**

UCO Bank invites application on the prescribed format from reputed and competent Firms/Agencies/Contractors for the work of Interior Furnishing, Electrical, Voice & LAN Cabling work and Air-conditioning System / Air-conditioners from Original Equipment Manufacturers for various branches of UCO bank falling under Zonal Office Hyderabad.

Interested Firms/Agencies/Contractors fulfilling the minimum eligibility criteria may apply in prescribed format, which may be obtained from UCO Bank Zonal Office Hyderabad or can be downloaded from Bank website <https://www.ucobank.com/English/TenderNotices.aspx>

**IMPORTANT DATES**

DATE OF ISSUE OF TENDER	: 07.12.2022
LAST DATE FOR SUBMISSION OF TENDER	: 22.12.2022 BY 2:00PM
DATE OF OPENING OF TENDER	: 22.12.2022 BY 4:00PM

**DISCLAIMER**

This tender invitation is neither an agreement nor an offer and is only an invitation by the Bank to the interested parties for submission of their interest for empanelment in UCO Bank. The purpose of this tender invitation is to provide the offerers the information of occurrence of empanelment of contractor in UCO bank for work and services likely to arise in future. Each offerer should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this Tender document and where necessary obtain independent advice. Bank makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this Tender.

Bank may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this Tender documents. No contractual obligation whatsoever shall arise from the Tender process until a formal contract is signed and executed by duly authorized officers of the Bank with the selected Offerers.

Date: 08.12.2022

(Zonal Manager)

Place: Hyderabad  
UCO Bank

ZO Hyderabad,

### **EMPANELMENT OF CONTRACTORS**

1. Applications are invited from bonafide Contractors for empanelment in various financial categories of the following trades:

<b>Type of work</b>	<b>Financial Category</b>
Furnishing work including repairing of furniture with civil works like flooring, painting ,repairing, Sanitary plumbing, electrical work, LAN, Cabling & Air conditioning	<b>Category A:</b> up to Rs 5 lakh <b>Category B:</b> more than Rs 5 lakh & less than Rs 10 lakh <b>Category C:</b> more than Rs 10 lakh & less than Rs 25 lakh
Electrical work with repairing & maintenance of A.C. (Electrical Audit included)	<b>Category A:</b> up to Rs 5 lakh <b>Category B:</b> more than Rs 5 lakh & less than Rs 10 lakh <b>Category C:</b> more than Rs 10 lakh & less than Rs 25 lakh

2. General instructions for guidance of applicants in respect of pre-qualification/ empanelment of Firms/ Agencies/ Contractors for Interior Furnishing/ Air-Conditioning/ Electrical Work in premises of UCO bank falling under Zonal Office Hyderabad.

- Applications should be submitted only in Bank's prescribed format (annexure-I). Additional sheet of papers may be used for submitting the applications, wherever space in the format is found inadequate.
- No Contractor should apply for more than one financial category.
- Firms/contractor applying for empanelment should have adequate manpower with adequate skill and experience and persons with ITI/Diploma/Degree in Civil Engineering/Electrical work etc will be preferred.
- Firms/contractors should have the adequate infrastructure / manpower for execution of civil & sanitary/ interior furnishing/Electrical/Air-conditioning/ LAN work.
- Firms/Contractors applying for pre-qualification in a trade should have at least 5 (five)years experience in execution of similar work in Banks /Public Sectors/Reputed Private Sector Organizations.
- Firm/Contractors applying for pre-qualification should have successfully executed at least 03 similar works of at least up to 80% of the upper limit of the financial category or/&five works upto 50% of the upper limit of the particular financial category during last five years.
- The applicants should have their office/establishment in Andhra Pradesh & Telangana

- The applicant Firm/Contractor should be profit making at least for past three financial year.
  - Firms/Contractors applying for the electrical trade should also possess valid electrical contractor's license issued by the competent authority in the name of the contractor.
  - Existing empanelled contractors of UCO Bank in any of the listed trade of Interior Furnishing work need to submit their application afresh for pre-qualification/empanelment against this notification.
  - Bank reserves the right to visit the establishment / workshop of applicants before finalization of pre-qualification.
  - Bank reserves the right to accept or reject any application without assigning any reason there for.
3. Sealed envelopes containing application for pre-qualification/empanelment and super-scribing **“Empanelment of Contractors for Furnishing Work”** should be submitted to:

**Zonal Manager**  
**UCO Bank Zonal Office Hyderabad**  
**Road No.10, Banjara Hills**  
**Hyderabad – 500034**

Along with following documents latest by 28.12.2022:

- Details of Firm/Agency/Contractor (as per annexure – I)
- List of similar works executed in last five years in Banks/ Public Sectors/ Reputed Private Sector Organization along with completion certificate mentioning therein the details of work with value & date of completion (as per annexure – II)
- Audited balance sheet for the last three years
- Address proof of local office.
- Name & address of the Banker with solvency certificate not older than one year
- Copies of PAN card, VAT registration certificate and trade license and copy of electrical contractor's license (preferably electrical auditor license issued by BEE) issued by the competent authority for electrical trade.
- Details of Key personnel permanently employed (as per annexure- III)
- Work force & workshop facilities (as per annexure- IV)
- GST & Income tax clearance certificate.
- References (at least 02) for feedback on work executed during past 02 years.

**Annexure-I**

**PARTICULARS TO BE FURNISHED FOR THE PURPOSE OF EMPANELLING OF**  
**CONTRACTORS**

1	Name of the organization	
2	Address	
3	Year of establishment	
4	Status of firm (Whether Company/Firm/Proprietary)	
5	Name of Directors/Partners/Proprietor	1 ) 2 ) 3 )
6	Whether registered with Registrar of Companies/ Registrar of Firms. If so, mention number & date.	
7	Name & address of Bankers  (enclose solvency certificate from the Bankers)	1 ) 2 ) 3 )
8	Whether registered for GST. If so, mention number and date. Furnish also copies of GST clearance certificate	
9	Whether an assessee of Income Tax. If so, mention permanent account number. Furnish copies of income tax clearance certificate	
10	Furnish copies of audited balance sheet & Profit and Loss Account for the last three years	
11	If you are registered in the panel of other organizations/statutory bodies such as CPWD, PWD, MES, Banks etc., furnish their names, category and date of registration.	1 ) 2 )
12	Detailed description and value of works done for other in the past as per annexure – II.	
13	Detailed description and value of works done for the Bank.	

14	Specify the maximum value of work executed in a year.	
15	Furnish the names and addresses of three responsible persons who will be in a position to certify about the quality as well as past performance of your organization.	1)  2)  3)

## Annexure-II

### PARTICULARS IN RESPECT OF WORK EXECUTED

[illegible]

KEY PERSONNEL PERMANENTLY EMPLOYED

SN	Name	Designation	Qualification	Experience	Years with the Firm	Any other information

### OTHER RELEVANT INFORMATION

**WORK FORCE:**

[illegible]

**WORKSHOP FACILITIES:**

[illegible]