



# महात्मा गांधी अंतरराष्ट्रीय हिंदी विश्वविद्यालय

संसद द्वारा पारित अधिनियम 1997, क्रमांक 3 के अंतर्गत स्थापित केंद्रीय विश्वविद्यालय

पोस्ट हिंदी विश्वविद्यालय, गांधी हिल्स, वर्धा - 442001 ; महाराष्ट्र, भारत

[ Phone No. 07152-232669, Fax No. 07152-247602 ]

[ Website : www.hindivishwa.org ]

Notice No. MGAHV/CD/34/2020-21/09

Date : 23.03.2021

## Empanelment of Contractors for Civil and Other Works for MGAHV Wardha Campus

The MGAHV Wardha intends to empanel contractors for a period of 01 years for undertaking Civil and other Works at its offices and residential buildings (costing of buildings Rs 190 cr.)

The details of eligibility criteria and the application form is available on the University website [www.hindivishwa.org](http://www.hindivishwa.org). Application forms to the eligible persons will also be issued free of cost from 23.03.2021 to 12.04.2021 (on working days-10.00 hrs to 16.00 hrs), from Campus Development Department, MGAHV, Gandhi Hills, Wardha or can be downloaded from website. In case of downloaded application forms the documentary proof of their eligibility for the work will have to be submitted in a separate sealed cover.

The University reserves the right to accept or reject the application form which does not fulfill the eligibility criteria.

Duly completed application in sealed cover super-scribing "Empanelment of Contractors for Civil and Other works" should be submitted to the above address on or before 4.00 pm 12.04.2021. The University reserves the right to accept or reject any or all the applications without assigning any reasons thereof.

Date : 23/03/2021

कादर राज 23/03/21  
Registrar  
MGAHV, Wardha

## NOTICE FOR Empanelment of Contractors for Civil and Other Works for MGAHV, Wardha Campus

MGAHV, Wardha invites applications for empanelment of contractors to undertaking Civil and other Works including renovation /modernisation/ maintenance and repair / repainting works of University properties at MGAHV Campus for following nature of works.

The panel will remain valid for three years. Interested applicants may apply for empanelment for single or multiple trades under any category.

Sr. No	Name of trade	Category			
		I Upto Rs. 2 lakhs	II Above Rs. 2 lakhs upto Rs. 5 lakhs	III Above Rs. 5 lakhs upto Rs. 10 lakhs	IV Above Rs. 10 lakhs upto Rs. 25 lakh
	<b>CIVIL and OTHER WORK</b>				
1.	Civil work including repairs, Carpentry, Sanitary, Operation of pump sets and Plumbing work/Structural re-habitation, Water proofing of terrace, sunk slab etc works	Yes	Yes	Yes	Yes
2.	Painting works/Repainting University building and Colonies	Yes	Yes	Yes	----
3.	Fabrication works of steel, aluminum and iron.	Yes	Yes	----	----
4.	Supply and fixing of name boards, banners etc.	Yes	Yes	----	----
5.	Pest control and anti - termite treatment	Yes	----	----	----

The Contractors fulfilling the following pre-qualification criteria can collect application forms from Campus Development Department, MGAHV, Wardha or downloaded from University website,

### PRE QUALIFICATION CRITERIA

- 1) **Past Experience:** Should have minimum 5 years of experience of executing similar works (during last 5 years ending last day of month previous to the one in which applications are invited).
- 2) Applicant should furnish their Client list showing the details of work carried out by them during the last 5 years.
- 3) The list shall include details such as Name of the Client, Value of work executed, Date of Start and Finish of the work, Reasons of delay, if any etc. The Applicant should submit documentary evidence in support of minimum experience of 5 years (**Copy of work orders, Completion certificates to be enclosed**).
- 4) **Minimum value of each completed work (qualifying):** Experience of having successfully completed similar works during last 5 years ending last day of month previous to the one in which the applications are invited should have minimum value as per the following table:

Category	Amount of work for category	Minimum value of each completed work during last 5 years (in Rupees)		
		For 3 works	For 2 works	For 1 works
I	Up to Rs.2 lakh	Rs.80,000	Rs.1,00,000	Rs.2,00,000
II	Up to Rs.5 lakh	Rs.2,00,000	Rs.2,50,000	Rs. 5,00,000
III	Up to Rs.10 lakh	Rs.4,00,000	Rs.5,00,000	Rs. 10,00,000
IV	Up to Rs.25 lakh	Rs.10,00,000	Rs.12,50,000	Rs. 25,00,000

5) Minimum Yearly Turnover during the last three financial years ending 31st March, duly certified by a Chartered Accountant and Income Tax Clearance certificate / Assessment orders.

Category	Yearly turnover during the last 3 financial years (year ending 31st March) (in Rupees)
I	2 Lakh
II	5 Lakh
III	10 Lakh
IV	25 Lakh

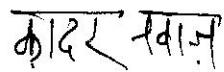
6) Solvency Certificate issued by Banker

Category	Solvency certificate, specifically for the purpose of empanelment, issued by the applicant's banker for an amount of
I	Rs 1 Lakh
II	Rs 2 Lakh
III	Rs 5 Lakh
IV	Rs 10 Lakh

The application forms will be issued free of cost from the Campus Development Department, MGAHV, Wardha from 23.03.2021 to 12.04.2021 on all working days (Mon-Fri) between 10.00hrs and 16.00hrs. Application forms can also be downloaded from the website i.e. [www.hindivishwa.org](http://www.hindivishwa.org).

Duly completed application in sealed cover super scribing "Empanelment of Contractors for Civil and Other works" should be submitted to the above address on or before 4.:00 p.m. 12.04.2021.

The University reserves the right to accept or reject any or all applications without assigning any reasons thereof.

  
 Registrar 22/03/21  
 MGAHV, Wardha

## **GENERAL CONDITIONS**

- 1) The MGAHV intends to prepare a panel of reputed contractors for under taking renovation/modernization/maintenance and repair /repainting work of University properties at MGAHV Campus, Wardha
- 2) Panels of work are as mentioned in the NOTICE FOR EMPANELMENT OF CONTRACTORS. Contractors, who are registered with the Government / Semi- Government Undertaking/s as Maintenance Contractors or have executed similar maintenance and repair works, should apply in the prescribed format only.
- 3) Applicants are required to indicate the Trades and Sr. No. of Trades in which they intends to be empanelled.
- 4) Intending applicants are required to furnish details about their Organization, work experience, competence and evidence of their financial status as per the enclosed proforma which will be kept confidential.
- 5) Client's Certificate/Satisfactory Performance Certificate is to be attached along with application form. The applicant has to submit the said Clients certificate/Satisfactory Performance Certificate from at least two of their clients for whom they have carried out Eligible works in terms of pre-qualification criteria which is mentioned in the notice inviting application in a sealed cover.

Client's certificate/Satisfactory Performance Certificate issued by a Government/Semi Government organization or a PSU should be signed by an official of the rank of Executive Engineer or equivalent and must be supported by adequate proof of payments received by the contractor for the work done by them. Client's report issued by private organization shall also accompany TDS Certificates.

Applications received without the specified certificates in the prescribed format shall be rejected and the University shall have the right to verify the submitted certificates.

Certificate must be submitted along with the application in sealed Cover addressed to Registrar, MGAHV, Wardha.

- 6) While deciding upon the selection of the Contractors, emphasis will be given on the ability, experience, performance, value of works executed and competency to do good quality work in accordance with the specifications and within the schedule time.
- 7) Application should be submitted along with a covering letter. The application form shall be signed by a person on behalf of the Organization, who is duly authorized to do so. Each page of application shall be duly signed.
- 8) If the space in the application form is insufficient for furnishing full details, such information may be supplemented on a separate sheet of paper duly signed stating therein the part of the statement and serial number if any.
- 9) The performance of all the enlisted contractors shall be reviewed by the MGAHV once a year and their name shall be removed from the approved list of contractors in the event of occurrence of any one or more of the failure on their part as given below:

- a) If fails to respond to the call notice inviting tenders /quotations consecutively on two occasions in a period of 06 months or fails to execute the contracts awarded.
  - b) If it is proved to be responsible for constructional defects in two contracts awarded.
  - c) If performance either in work /supplies, are unsatisfactory in two awarded contract/supply.
  - d) Persistently violates any important conditions of the contracts like maintaining time schedule and business dealing, etc.
  - e) If fails to abide by the condition of registration /empanelment or found to have given false information at the time of registration /empanelment.
  - f) If declared or in the process of being declared bankrupt /insolvent, wound up, dissolved or partitioned.
  - g) Persistently violates labour regulation rules.
- 10) Application containing false or inadequate information is liable for rejection
  - 11) The MGAHV reserves the right to accept or reject any or all the applications without assigning any reason thereof.
  - 12) Authorized dealers and Applicants should submit the necessary documentary evidence of their claim for confirmation
  - 13) Clarifications, if any, required may be obtained from the office of Assistant Registrar, Campus Development Department, MGAHV, Wardha.

**SIGNATURE OF APPLICANT WITH SEAL**

**NAME AND ADDRESS**

**MGAHV, Wardha**

<b>Trades &amp; Categories applied for (Please tick in blank cells)</b>					
<b>Sr. No</b>	<b>Name of trade</b>	<b>I Upto Rs 2 lakhs</b>	<b>II Above Rs 2 lakhs upto Rs 5 lakhs</b>	<b>III Above Rs 5 lakhs upto Rs 10 lakhs</b>	<b>IV Above Rs 10 lakhs upto Rs 25 lakh</b>
	<b>CIVIL and OTHER WORK</b>				
1.	Civil work including repairs, Carpentry, Sanitary, Operation of pump sets and Plumbing work/Structural re-habitation, Water proofing of terrace, sunk slab etc works				
2.	Painting works/Repainting of University building and Colonies				
3.	Fabrication works of steel, aluminum and iron.				
4.	Supply and fixing of name boards, banners etc.				
5.	Pest control and anti - termite treatment				

**Note : For each of the trade apply separate set of documents in respect of the requisite experience, application form & eligibility criteria must be submitted.**

**SIGNATURE & SEAL**

**APPLICATION FORM  
BASIC INFORMATION**

**Name of TRADE:** .....

**Category Number:** .....

No.	Particulars	Details	Enclosure Number
1	Name & Address of the organization / applicant		
2	Type of Organisation <input type="checkbox"/> (Whether Proprietorship, Partnership/Pvt. Limited / Limited or Body Corporate etc.) Please enclose related certificate /document.		
3	Name of the Proprietor / Partners / Directors of the organization		
4	Details of Registration (firm, Company etc.) / Registering Authority, date, Registration number etc. Please enclose related document / certificate		
5	Experience in the respective field of work. Please, enclose documents in support thereof.		
6	Whether financially sound to undertake works for the value up to which the application is made. If so, enclose Banker's Certificate and latest GST & Income Tax Clearance Certificate		
7	Name, address, telephone, fax no. & mail ID of the Bankers		
8	Yearly turnover of the Organization for the last 3 years* (Income Tax Year) Year 2017-18 Year 2018-19 Year 2019-20 Audited balance sheet duly certified by a Chartered Accountant / Turnover Certificate shall be submitted		
9	Details of PAN/VAT/TIN and GST number. Please enclose documentary evidence.		
10	Copy of Pest Control, Sanitary & Plumbing, Electrical Contractor License		

11(a)	Registered Office address, e-mail, Fax, and telephone no.		
11(b)	Office address, through which the work will be handled and the name of the Officer-in Charge/ Top Executive		
12	Whether working with any of the Govt./ Semi Govt. Undertakings/ PSU/ Financial Institution as approved contractors and if so, furnish details thereof		
13	Details of Service Set-up at Wardha & address thereof		
14	Whether any technical personnel are employed in the organization and if so, details of their experience, qualification		
15	Details of skilled, unskilled, qualified licensed PWD Supervisor/Wireman (for applicants applying for electrical works)		
16	Indicate if involved in any litigation, or any civil suits pending in any of the works executed during last 5 years/being executed. If yes, please furnish the name of the project, employer, and nature of work, contract value, work order and date and brief details of litigation.		

Note:

- a) Documentary evidence of having carried out said works (Such as work order, completion certificate etc.) should be submitted.
- b) If the space in the application form is insufficient for furnishing full details, such information may be supplemented on a separate sheet of paper duly signed stating therein the part of the statement and serial number
- c) I/We have read and understood the Empanelment Notice and Instructions appended to the application proforma and I/We understand that if any false information is detected at a later stage, any future contract made between me and the MGAHV on the basis of the information given by me/us will be treated as invalid by the MGAHV.
- d) I/we agree that the decision of the MGAHV in selection of the contractors will be final and binding on me/us.
- e) All the information furnished are correct to the best of my/our knowledge and belief.
- f) I/we also agree that I/we have no objection if enquiries are made about the works listed by me/us in the accompanying sheets or any other inquiry on the information furnished herewith in the accompanying sheets.

**SIGNATURE OF APPLICANT  
WITH SEAL NAME AND ADDRESS**



## EXPERIENCE

Details of work executed as per the eligibility criteria

Sr. No.	Name of the work	Name and address of the Owner	Nature & specification	Name and full address of the officer under whom the work was carried out	Amount	Whether work completed in time (Give stipulated time & actual time taken/present stage of work)		Remarks
						stipulated	actual	

SIGNATURE OF APPLICANT WITH SEAL

**List of Technical Personnel, giving details about their Technical qualifications, Experience, etc.**

Name	Age	Qualification	Experience	Name of work handled	Date from which employed in your organization	Remarks

**SIGNATURE OF APPLICANT WITH SEAL**

**NAME AND ADDRESS**