



VJTI

Veermata Jijabai Technological Institute

(Central Technological Institute, Maharashtra State, INDIA)

H.R.Mahajani Marg, Matunga, Mumbai - 400 019

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www.vjti.ac.in

No. VJTI/ID&M/Empanelment /2024

Date: 26th November 2024

Empanelment of the Civil Contractors, Electrical Contractors, Plumbing Contractors, Labour Contractors, Horticultural Contractors, Solar System contractors (Solar thermal & Solar Photovoltaic System), Landscape Development Contractors, Tree and Garden Contractors, Structural Consultants, Repair Consultants, MEP (Mechanical, Electrical, Plumbing) Consultants, Design Architects, Liaising Consultants (for liaising with Govt. authorities, Municipal Authorities, etc.) Surveyors (Quantity Surveyor, Total station & Building survey), Motor winding agency, Suppliers for Building Materials, Hardware, Sanitary wares, Plumbing and Electrical items.

We are pleased to invite applications for the empanelment of **Contractors and Consultants** for various infrastructure development and maintenance works within VJTI.

Become a Part of VJTI's Growth

We offer a rewarding opportunity for experienced and qualified contractors and consultants to join our network of trusted partners. By collaborating with us, you'll contribute to the continued development and maintenance of VJTI's infrastructure.

Easy Online Registration

The registration process is streamlined for your convenience. Simply follow these steps:

1. Download the registration form from our website.
2. Complete the form accurately and thoroughly.
3. Attach all required documents.
4. Submit the completed form and documents electronically by email to **dean_infra@vjti.ac.in**.

Application Processing

We review applications regularly. The processing frequency depends on the volume received (monthly, bi-monthly, or tri-monthly). A list of approved contractors and consultants will be updated and published following each processing cycle.

Looking Forward to Partnering with You

VJTI is committed to working with skilled and reliable partners. We look forward to receiving your application.

**Prof. Abhay Bambole,
Dean, Infrastructure Development Maintenance**

To be printed on Letterhead of company/organization

No. _____

Date: _____

To,
Director,
VJTI,
Matunga, Mumbai.

Kind Attention: Dean, Infrastructure Development and Maintenance.

Subject: Empanelment of contractors and consultants for carrying out various infrastructure development and maintenance works in VJTI Mumbai.

Dear Sir,

I/we, herewith submitting our application for empanelment as Contractor / Consultant. The duly filled application form along with the necessary documents are enclosed herewith.

You are requested to consider my /our firm for empanelment. I/we shall abide by the prescribed rules for executing the works in VJTI.

Signature
Name of Consultant/Contractor

Seal of the company

VEERMATA JIJABAI TECHNOLOGICAL INSTITUTE

Infrastructure Development & Maintenance Section

Empanelment form

NOTE:

1. Applications are invited from the various agencies (Contractor, Consultant & Material Supplier) for Empanelment in VJTI for carrying out various Infrastructure and maintenance work.
2. Empaneled contractors/consultants may be awarded the work by inviting limited quotations for cost of work up to Rs. 3,00,000/- (discretion to award the work will solely lie with of Institute Authorities)
3. Institute authorities has full right to accept / reject the application for empanelment.
4. Institute reserves right to cancel the registration at any point of time without giving any explanation / reason.

A) Type of Contractor: (please put Tick ✓ in anyone or more boxes)

1. Civil Work
2. Structural Repairs
3. Carpentry Work
4. Electrical Work
5. Painting Work
6. Monsoon Protection Work
7. Plumbing Work
8. Motor Winding works
9. Pump/Fan /motor Repair Work
10. Fabrication & Metal work
11. Pest Control work
12. Air Conditioner Repair & AMC Work
13. Water Tank/ Water cooler/Drainage Cleaning & Repairs Work
14. Mandap Decoration Work
15. Telephone / LAN Wiring work
16. Landscape Development Work
17. Sewerage/drainage Cleaning Works
18. Sewerage/drainage Repair Works
19. Solar Thermal system Works
20. Solar Photovoltaic System Works
21. Tree Cutting Works
22. Tree Planation Works
23. Manpower Supply (Plumbers, Electricians, Carpenters, Labours, Masons)
24. Waste (Debris, Scrap, etc.) Disposal Contractor
25. Electronics Waste Disposal Contractor
26. Demolition Contractor
27. Wooden Scrap Dealer
28. Metal Scrap Dealer
29. Contractor for removal of vegetation growth on buildings
30. Deep Cleaning Contractor
31. Repair contractor – Heritage buildings/structures
32. Others (Mention specialization: _____)

B) Type of Consultancy Services: (please put Tick ✓ in anyone or more boxes)

1. Liasoning work with Various Govt government Approvals / NOC :

- i) BMC ii) PWD iii) CPWD iv) MHADA
v) MMRDA vi) MIDC vii) CIVIL AVIATION viii) Govt. of Maharashtra
ix) Ministry for Environment and Forest
x) Govt. of Maharashtra environmental clearance (State Environmental Impact Assessment Authority)
xi) Mumbai heritage conservation Committee (MHCC)
xii) Others (Specify_____)

2. Architectural services (Planning & Design)

3. Quantity Surveyor 4. Structural consultant 5. Repair consultant

6. Waterproofing Consultant 7. Surveyors (Total station & Building survey)

8. MEP Consultant (Mechanical, Electrical, Plumbing)

9. Landscape Architect/ Consultant

10. Solar Water heating system consultant 11. Solar Power system consultant (photovoltaic)

12. Horticulturist

13. Heritage Architect

14. Heritage structure repairs consultant

15. Others (Mention specialization:_____)

C) Material Supplier: (please put Tick ✓ in anyone or more boxes)

1. Supply of Plumbing and sanitary wares 2. Supply of Electrical material

3. Supply of wooden materials (Plywood, battens, laminates, veneer, etc.)

5. Supply of Wooden furniture 6. Supply of Metal Furniture

7. Supply of Plasticwares, Nylon rope, Dust bins, etc.

8. Supply of tarpaulin, plastic sheets

9. Building materials (Sand, cement, aggregates, steel, bricks, AAC blocks)

10. Air Conditioner supplier

Name, address and other details of the company

Name of Company/ Firm/ Agency: _____

Address of Company/Firm/Agency/Shops/ Establishment (with Attached Proof):

Name of Owner/ Partner/Proprietor: _____

Mobile No. _____

Permanent Address of Owner / Partner / Proprietor:

Name of Contact Person (if different than above): _____

Mobile No.: _____

Email Id: _____

Aadhaar No.: _____

Date of start/inception of firm: _____

PAN No.: _____

GST No: (if available) : _____

Please Provide attested copies of relevant document/certificate listed below (as applicable):

1. PAN card
2. GST certificate
3. Income Tax Return document (last 3 years)
4. Registration Certificates from any Government organization / Private organization (MCGM, MSME, etc.)
5. Licenses for Electrical / plumbing / government approved Licensing work (MCGM, PWD, etc.)
6. List of Technical Manpower available with Contractor/consultant (Proforma - I).
7. List and details of Machinery/Equipment/Instruments Available with the Contractor/Consultants (Proforma - II).
8. List of clients (give name of organisation, name of the contact person, address, tel. no, and Email id of clients) with details of work/contracts completed/ongoing (Proforma - III)
9. Details of turnover for last three financial years (Proforma - IV)

10. Copies of work orders (last 3 years).
11. Copies of work completion certificates (last 3 years).

Declaration

I/We are hereby solemnly affirmed that we have given the correct information in Empanelment form. I/We understand that if the information supplied by us is found to be untrue/false, I/We are subjected to disqualification for the empanelment in V.J.T.I. We shall abide by the rules and regulations of the Institute while carrying out the work.

Date:

Signature

Name of Contractor/Consultant:

Seal of the Company

Proforma I

(Details of Technical Personnel)

Sr. No.	Name	Designation in the Organization	Qualification	Work Experience No. of Years and other details
1				
2				
3				
4				

NOTE: Scanned Attested copies of qualification certificates and details of work experience shall be submitted / uploaded.

Proforma- II

(Details of Machinery/Equipment/Instruments Available with the Conatrctor/Consultants)

Proforma-V			
Sr. No.	Description of Machinery/Equipment/Instruments	Nos.	Owned/Leased/ Assured Access
1			
2			
3			
4			

Note: The tender(s) shall furnish/upload the requisite Scanned Attested documents of ownership/leased of machinery. The undertaking from the suppliers will not be accepted.

Proforma III

(Details of works executed/ongoing in last 3 years with client details)

Sr. No.	Name and address of the Client and Name of Engineers/Architect in-charge with Telephone No. and Email –id	Name of the work/ project executed with address	Stipulated time of completion	Date of commencement of work	Date of completion/Scheduled date of Completion	Any other relevant information on
	1	2	5	6	7	8
1						
2						
3						
4						
5						
6						
7						

Proforma-IV

Yearly turnover during last three years.

Sr. No.	Financial Year	Annual Turnover of Civil works	Updated value to current year	Maximum of last 3 years	Page No.
1					
2					
3					
4					
5					
Total					

NOTE: The above figures shall tally with the audited balance sheets uploaded by the tenderers duly certified by Chartered Accountant