



**Online Expression of Interest (e-EOI)  
for  
Empanelment of Vendors / Contractors for Furniture Works for various  
Business Units / Offices of the Bank**

**e-EOI Ref. No JKB/E&ED/Empanelment-Vendors(Fur)/2025-1512  
Dated : 08-09-2025**

**Issued by:  
J&K Bank Ltd.  
Estates & Engineering Department,  
Corporate Headquarters, Srinagar,  
M. A. Road Srinagar, 190 001 J&K Tele: 0194- 2402665  
email: engineering.chq@jkbmail.com**

## Table of Contents

- 1) EMPANELMENT OF CONTRACTORS FOR FURNITURE WORKS
- 2) TERMS & CONDITIONS/GENERAL CONDITIONS
- 3) APPLICATION FORM FOR EMPANELMENT OF VENDORS FOR FURNITURE WORKS (ANNEXURE A)
- 4) WORKS COMPLETED DURING THE LAST SEVEN YEARS (ANNEXURE B)
- 5) WORKS ON HAND (ANNEXURE C)
- 6) DETAILS OF PERMANENT EMPLOYEES (ANNEXURE D)
- 7) LIST OF CLIENTS (ANNEXURE E)
- 8) DETAILS OF LITIGATION/ ARBITRATION CASES RESULTING FROM THE CONTRACTS EXECUTED IN THE LAST SEVEN YEARS OR CURRENTLY UNDER EXECUTION (ANNEXURE F)
- 9) AGREEMENT TO BE SIGNED (ANNEXURE G)
- 10) PRE BID/DOCUMENT SUBMISSION MEETING.
- 11) LIST OF DOCUMENTS TO BE SUBMITTED WITH THE FORM.

**The Schedule of Events:**

|                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>e-EOI Reference Number</b>                                                                                                                                               | <b>JKB/E&amp;ED/Empanelment-Vendors(Fur)/2025-1512</b><br><b>Dated : 08-09-2025</b>                                                                                                                                                                                                                                                           |
| <b>Issuing Department Name</b>                                                                                                                                              | <b>Estates &amp; Engineering Department, Corporate Headquarters,<br/>M. A. Road, Srinagar 190 001 J&amp;K</b>                                                                                                                                                                                                                                 |
| <b>e-EOI Details</b>                                                                                                                                                        | <b>Empanelment of Vendors / Contractors for Furniture Works for<br/>various Business Units / Offices of the Bank</b>                                                                                                                                                                                                                          |
| <b>BIDs Submission Mode</b>                                                                                                                                                 | <b>On-Line through Bank's e-Tendering Service Provider's Portal</b><br><a href="https://jkbank.abcprocure.com">https://jkbank.abcprocure.com</a>                                                                                                                                                                                              |
| <b>Contact details of concerned<br/>Department (Name, Designation,<br/>Mobile No., Email address for<br/>sending any kind of<br/>correspondence regarding this<br/>NIT)</b> | 1. Mr. Basharat Ahmad Wani (I/C Engineering Dept., CHQ)<br>2. Mr. Tawseef Nawaz (Manager, Civil Engineer, E&ED)<br>3. Mr. Nisar-UI-Nabi (Draftsman, E&ED)<br>e-mail: <a href="mailto:Tawseef.khan@jkbmail.com">Tawseef.khan@jkbmail.com</a><br>Dept. e-mail id:- <a href="mailto:engineering.chq@jkbmail.com">engineering.chq@jkbmail.com</a> |
| <b>Bid Document Availability including<br/>changes/amendments, if any to be<br/>issued</b>                                                                                  | NIT can be downloaded from and submitted on Bank's e-<br>Tendering Services Provider's Portal<br><a href="https://jkbank.abcprocure.com">https://jkbank.abcprocure.com</a> from<br>September 10, 2025 16.00 Hrs.<br>October 01, 2025 17.00 Hrs.                                                                                               |
| <b>Last Date for Pre-Bid Queries &amp;<br/>submission Mode</b>                                                                                                              | All Clarifications / Queries shall be raised online only through e-<br>Tendering Portal <a href="https://jkbank.abcprocure.com">https://jkbank.abcprocure.com</a> by or before<br>September 17, 2025 17.00 Hrs.                                                                                                                               |
| <b>Pre-bid Queries Response date</b>                                                                                                                                        | All communications regarding points / queries requiring<br>clarifications shall be given online through prescribed e-<br>Tendering Portal on<br>September 25, 2025                                                                                                                                                                            |
| <b>Last Date of Submission of EOI Bid</b>                                                                                                                                   | October 01, 2025 17.00 Hrs.                                                                                                                                                                                                                                                                                                                   |
| <b>Date and Time for Eligibility/<br/>Technical Bid Opening</b>                                                                                                             | To be notified separately                                                                                                                                                                                                                                                                                                                     |
| <b>Submission of online Technical Bid</b>                                                                                                                                   | As prescribed in Bank's online e-Tender Portal<br><a href="https://jkbank.abcprocure.com">https://jkbank.abcprocure.com</a>                                                                                                                                                                                                                   |

| <b>Tender Processing Fee (Non-Refundable)</b>   | <p>Rs.5,000/- (Rupees Five Thousand Only) : For category A<br/>Rs.3,000/= (Three Thousand Only) : For Category B<br/>Rs.2,500/= (two thousand five Hundred): For Category C<br/>Rs.1,500/= (One Thousand Five Hundred): For Category D<br/>Rs.1,000/= (One thousand Only): For Category E<br/>to be deposited through Transfer / NEFT only to below a/c :</p> <p><b>Account Name: Tender Fee/Cost Account</b><br/><b>16-digit Account No : 9931530300000001</b></p> <p>IFSC Code:JAKA0HRDCHQ(0 denotes zero)<br/>Bank: The J&amp;K Bank Ltd<br/>Branch: Corporate Headquarters<br/>MA Road Srinagar J&amp;K – 190001</p> <p><b>UTR Number / Tran No. &amp; Date may be uploaded as proof on e-Tendering Portal</b></p> |        |      |   |                               |   |                          |   |                                  |   |                            |
|-------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|------|---|-------------------------------|---|--------------------------|---|----------------------------------|---|----------------------------|
| <b>Earnest Money Deposit (EMD) [Refundable]</b> | <b>Not Applicable</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |        |      |   |                               |   |                          |   |                                  |   |                            |
| <b>Eligibility &amp; Technical Criteria</b>     | <b>As per Tender Document</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |        |      |   |                               |   |                          |   |                                  |   |                            |
| <b>CORRIGENDUM</b>                              | <p>All the Corrigendum will be uploaded on online tender portal<br/><a href="https://jkbank.abcpocure.com">https://jkbank.abcpocure.com</a> only</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |        |      |   |                               |   |                          |   |                                  |   |                            |
| <b>For e-Tender related Queries</b>             | <p><b>Service Provider:</b><br/>M/s. E-procurement Technologies Limited<br/>( Auction Tiger) , B-705, Wall Street- II, Opp. Orient Club, Ellis Bridge, Near Gujarat College, Ahmedabad- 380006, Gujarat</p> <p><b>Help Desk:</b></p> <table> <tr> <th>Sr. No</th><th>Name</th></tr> <tr> <td>1</td><td>Sandhya Vekariya - 6352631968</td></tr> <tr> <td>2</td><td>Suraj Gupta - 6352632310</td></tr> <tr> <td>3</td><td>Ijlalaeahmad Pathan - 6352631902</td></tr> <tr> <td>4</td><td>Imran Sodagar - 9328931942</td></tr> </table>                                                                                                                                                                                    | Sr. No | Name | 1 | Sandhya Vekariya - 6352631968 | 2 | Suraj Gupta - 6352632310 | 3 | Ijlalaeahmad Pathan - 6352631902 | 4 | Imran Sodagar - 9328931942 |
| Sr. No                                          | Name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |        |      |   |                               |   |                          |   |                                  |   |                            |
| 1                                               | Sandhya Vekariya - 6352631968                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |        |      |   |                               |   |                          |   |                                  |   |                            |
| 2                                               | Suraj Gupta - 6352632310                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |        |      |   |                               |   |                          |   |                                  |   |                            |
| 3                                               | Ijlalaeahmad Pathan - 6352631902                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |        |      |   |                               |   |                          |   |                                  |   |                            |
| 4                                               | Imran Sodagar - 9328931942                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |        |      |   |                               |   |                          |   |                                  |   |                            |

## CHECK LIST

| SR. NO. | PARTICULARS | SUBMITTED<br>(Y or N) | REMARKS<br>(IF ANY) |
|---------|-------------|-----------------------|---------------------|
| 1       | Annexure-A  |                       |                     |
| 2       | Annexure-B  |                       |                     |
| 3       | Annexure-C  |                       |                     |
| 4       | Annexure-D  |                       |                     |
| 5       | Annexure-E  |                       |                     |
| 6       | Annexure-F  |                       |                     |
| 7       | Annexure-G  |                       |                     |

Sign & seal of the applicant / Authorized Signatory

Place :-

Date:-

## NOTICE INVITING APPLICATION FOR EMPANELMENT OF CONTRACTORS/VENDORS/ AGENCIES

| <u>Sr.No:</u> | <u>Description</u>                                                | <u>Tender ID</u> |
|---------------|-------------------------------------------------------------------|------------------|
| I             | Empanelment of Contractors for Furniture works "Up to Rs.200 Lacs |                  |

J&K Bank intends to empanel contractors/ vendors/agencies on an ongoing basis under Furniture Category for its various interior projects, facility management works etc. for various Offices/branches situated across the country.

The eligibility criteria, terms and conditions, application format and other detail/requirement are as under:-

## (I) EMPANELLMENT OF CONTRACTORS FOR FURNITURE WORKS

### SCOPE OF WORK

The scope of work of **Contractors for Furniture works** mainly involves manufacturing of furniture items like fabricated workstations, Officer Tables, Cash cabins, Flush doors, sofas, satties and other allied works for furnishing of branches and offices of the Bank.

#### ELIGIBILITY CRITERIA

| Category | Work /Trade                                                | Eligibility Criteria                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|----------|------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| FUR-A    | Furniture works :-<br>Above Rs.100 Lacs & upto Rs.200 Lacs | <ol style="list-style-type: none"> <li>1. Average Annual Financial Turnover during the last three years preceding current financial year ending 31<sup>st</sup> March '25 should not be less than Rs. 60 Lacs.</li> <li>2. Should have successfully completed similar works during the last seven years ending last day of the month previous to the one in which application is submitted as under:- <ol style="list-style-type: none"> <li>a. Three works each costing not less than Rs.80 Lacs. OR</li> <li>b. Two works each costing not less than Rs. 100 Lacs. OR</li> <li>c. One work costing not less than Rs.160 Lacs.</li> </ol> </li> </ol> |
| FUR-B    | Furniture works:-<br>Above Rs.50 Lacs & upto Rs.100 Lacs   | <ol style="list-style-type: none"> <li>1. Average Annual Financial Turnover during the last three years preceding current financial year ending 31<sup>st</sup> March '25 should not be less than Rs.30 Lacs.</li> <li>2. Should have successfully completed works during the last seven years ending last day of the month previous to the one in which application is submitted as under:- <ol style="list-style-type: none"> <li>a. Three works each costing not less than Rs.40 Lacs. OR</li> <li>b. Two works each costing not less than Rs. 50 Lacs. OR</li> <li>c. One work costing not less than Rs.80 Lacs.</li> </ol> </li> </ol>            |
| FUR-C    | Furniture works -<br>Above Rs.25 Lacs & upto Rs.50 Lacs    | <ol style="list-style-type: none"> <li>1. Average Annual Financial Turnover during the last three years preceding current financial year ending 31<sup>st</sup> March '25 should not be less than Rs.15 Lacs.</li> <li>2. Should have successfully completed similar building construction works during the last seven years ending last day of the month previous to the one in which application is submitted as under:- <ol style="list-style-type: none"> <li>a. Three works each costing not less than Rs.20 Lacs. OR</li> <li>b. Two works each costing not less than Rs. 25 Lacs.</li> </ol> </li> </ol>                                        |

|       |                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-------|------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       |                                                      | OR<br>5. One work costing not less than Rs.40 Lacs.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| FUR-D | Furniture works - Above Rs.10 Lacs & upto Rs.25 Lacs | 6. Average Annual Financial Turnover during the last three years preceding current financial year ending 31st March '25 should not be less than Rs.7.50 Lacs.<br>7. Should have successfully completed similar building construction works during the last seven years ending last day of the month previous to the one in which application is submitted as under:-<br>a. Three works each costing not less than Rs.10 Lacs. OR<br>b. Two works each costing not less than Rs.12.50 Lacs. OR<br>c. One work costing not less than Rs.20 Lacs. |
| FUR-E | Furniture works - Upto Rs.10 Lacs                    | 1. Average Annual Financial Turnover during the last three years preceding current financial year ending 31st March '25 should not be less than Rs.3.33 Lacs.<br>2. Should have successfully completed similar building construction works during the last seven years ending last day of the month previous to the one in which application is submitted as under:-<br>a. Three works each costing not less than Rs.4 Lacs. OR<br>d. Two works each costing not less than Rs.5 Lacs. OR<br>e. One work costing not less than Rs.8 Lacs.       |

| EMPANELMENT EVALUATION MATRIX |                                                           |               |
|-------------------------------|-----------------------------------------------------------|---------------|
| Maximum Score for Evaluation  |                                                           | 100 marks     |
| Minimum Score for Qualifying  |                                                           | 60 marks      |
| S.NO.                         | Description                                               | Marks         |
| 1                             | Years of experience                                       | Max. 15 Marks |
| A                             | More than 3 years and up to 5 years                       | 5 Marks       |
| B                             | More than 5 years and up to 7 years                       | 7 Marks       |
| C                             | More than 7 years and up to 10 years                      | 10 Marks      |
| D                             | More than 10 years and up to 15 years                     | 12 Marks      |
| E                             | More than 15 years                                        | 15 Marks      |
| 2                             | Constitution of Firm                                      | Max. 15 Marks |
| A                             | Sole Proprietary                                          | 10 Marks      |
| B                             | Partnership                                               | 11Marks       |
| C                             | Private Limited                                           | 12 Marks      |
| D                             | Public Limited                                            | 15 Marks      |
| 3                             | Average Annual Turnover                                   | Max. 20 Marks |
| A                             | Up to 30% of (A)*                                         | 5 Marks       |
| B                             | More than 30% and up to 50% of (A)                        | 10Marks       |
| C                             | More than 50% and up to 75% of (A)                        | 15 Marks      |
| D                             | More than 75% of (A)                                      | 20 Marks      |
| 4                             | Value of Single Largest Project Completed in Last 7 Years | Max. 20 Marks |

|          |                                                  |                      |
|----------|--------------------------------------------------|----------------------|
| <b>A</b> | Up to 50% of (A)                                 | 5 Marks              |
| <b>B</b> | More than 50% and up to 80%                      | 12Marks              |
| <b>C</b> | More than 80% and up to 100%                     | 15 Marks             |
| <b>D</b> | More than 100%                                   | 20 Marks             |
| <b>5</b> | <b>Empanelled with Organisations</b>             | <b>Max. 15 Marks</b> |
| <b>A</b> | With J & K Bank                                  | 15 Marks             |
| <b>B</b> | PSU Banks, PSU's, Other Government Organizations | 12 Marks             |
| <b>C</b> | other Banks/ Govt. Financial Institutions        | 7 Marks              |
| <b>6</b> | <b>Performance Report from Client</b>            | <b>Max. 15 Marks</b> |
| <b>A</b> | Good/Satisfactory                                | 10 Marks             |
| <b>B</b> | Very Good                                        | 12 Marks             |
| <b>C</b> | Excellent/Outstanding                            | 15 Marks             |

\*(A) signifies the higher value of the applied category as stipulated in Table of the Minimum Eligibility Criteria. (for e.g. If applied for the category Above Rs.50 lakh up to Rs.100 lakh, then 'A' is Rs.100 lakh).

**Note:** Out of the various applicants achieving minimum 60 Qualifying marks, reasonable no. of contractors/vendors/agencies will be shortlisted in each category based on the above evaluation. Obtaining Minimum qualifying marks does not ensure that the vendor will be empanelled; the empanelment will be finally done based on the merit basis. The no. of contractors to be empanelled, trade and category wise are tabulated below:

| CATEGORY WISE NUMBER OF CONTRACTORS TO BE EMPANELLED FOR FURNITURE WORKS |                                              |                                 |
|--------------------------------------------------------------------------|----------------------------------------------|---------------------------------|
| S. No.                                                                   | Trade/Category                               | No. of Vendors to be empanelled |
| 1.                                                                       | FURNITURE Works:                             |                                 |
| A)                                                                       | FUR-A                                        | 2                               |
| B)                                                                       | FUR-B                                        | 3                               |
| C)                                                                       | FUR-C                                        | 5                               |
| D)                                                                       | FUR-D                                        | 10                              |
| E)                                                                       | FUR-E                                        | 10                              |
|                                                                          | <b>TOTAL NO. OF VENDORS TO BE EMPANELLED</b> | <b>30</b>                       |

### Terms and Conditions applicable for the above mentioned categories:

- i) Applicant should have valid GST registration.
- ii) The applicant should be bona-fide resourceful and well experienced and SSI registered for carrying out Furniture Works.
- iii) Applicants should have experience in having successfully completed similar work during last 7 years of value as prescribe in tables above for Government/Semi-Government/PSUs/Banks/Government Financial Institutions, reputed MNC's. The information must be supported with the copies of Work Order, Satisfactory Completion Certificate, relevant TDS certificate etc.
- iv) Applicants should have minimum average annual turnover prescribed in above table during last 3years ending on 31 March of last financial year.
- v) The applicants should submit Solvency of specified value issued by any Scheduled Bank. The Solvency Certificate should be 30 % (Thirty percent) of the higher amount for a particular category.
- vi) Pay roll must be supported with copy of EPF and ESIC payment slip paid for the latest month, (If Applicable).
- vii) The Vendors must submit a valid labour registration certificate from concerned labour department.

***The application not fulfilling any of the above minimum eligibility criteria will be summarily rejected and no further processing will be carried out.***

### Other Important CONDITIONS:

- (i) Applications without Processing Fees and supporting documents will be summarily rejected.
- (ii) The applicant should be bona-fide resourceful and well experienced and SSI registered for carrying out Furniture Works.
- (iii) The applicant should not have been disqualified / debarred / terminated on account of poor or unsatisfactory performance / blacklisted from any Governments, Semi-governments, PSUs, Banks or any other organizations including J K bank during last 7 years from the date of publication / application of this notice. A suitable declaration to be submitted on the Letter Head of the Firm duly signed by the Authorized Signatory only. The application of disqualified/debarred/blacklisted/terminated on account of poor or unsatisfactory performance applicant shall be summarily rejected.
- (iv) The Bank may choose to carryout physical inspection of works mentioned by the applicants in their application forms in addition to calling for confidential reports from the respective employer/department to ascertain their capability and quality of works.
- (vii) The performance of all the empanelled contractors shall be reviewed by the Bank at periodical interval of 12 months or so and the contractors with unsatisfactory performance and also those who do not to respond to Five consecutive tender enquiries of the BANK without providing any valid reasons will be suspended from the panel without notice and no correspondence will be entertained in this regard. Such contractors shall not be eligible for participation in any tender in the Bank for next 6 months, thereafter, if they wish they can participate again.  
**Kashmir Division based Contractors** not applying for 10 consecutive Tender Enquires (under the category in which they have been empanelled for works) in the Kashmir Division shall be suspended.  
**Jammu Division based Contractors** not applying for 10 consecutive Tender Enquires (under the category in which they have been empanelled for works) in the Jammu Division shall be suspended.  
**Other UTs and States based Contractors** not applying for 10 consecutive Tender Enquires (under the category in which they have been empanelled for works) in their respective places shall be suspended.
- (viii) The contractors should be equipped with necessary infrastructure like SSI Unit, machinery and tools, labour strength etc.
- (ix) The contractor is required to furnish their PAN No, GSTIN Registration details of firm with GSTIN No. etc. to the Bank along with supporting documents.

- (x) The contractor should furnish the registration details for the EPF, ESI and the Labour license details under the Labour Contract Act.
- (xi) Preference will be given to those contractors who have history of timely completion of works/projects taken up by them during the last 7 years. The contractors prone to delay the projects without valid reasons may be disqualified by the Bank within its sole discretion.
- (xii) The panel of contractors will be valid for the entire country and contractors will be entitled to participate anywhere within these states, subject to receipt of their mandatory state/UT GST registrations.
- (xiii) The Bank shall invariably invite online tenders for its projects. Thus, the contractor will have to submit valid e-mail ID, cell no. , address details, contact person numbers and **Digital Certificate** to enable the firms for participation in the online **procurement/e-tendering**.
- (xiv) For assessing the Annual Turnover of the last 3 years, contractor must submit valid documents viz copy of Income Tax Return, copies of IT assessment order, Profit & Loss Account and Audited Balance Sheet, other legal relevant financial documents as proof, for the last 3 years.
- (xv) The firm/ contractor should be profit making during last three financial years ending 31.03.2025 (Not mandatory for works up to Rs. 10.00 lakh).
- (xviii) The applicant shall agree and authorize the Bank to obtain the confidential report from the clients of the applicant contractors, to obtain credit opinion from the Bankers and to verify the work executed by the contractors.
- (xix) All the pages of application shall be duly signed with stamp of firm by the contractors, else their application shall be summarily rejected.
- (xx) The intending applicants are categorically advised to submit the empanelment documents strictly in the attached formats only. The information required should be neatly filled/typed in each and every columns and rows of the Formats. The applications received with“ partly filled formats” not containing desired information in each and every columns/points/row of various annexures shall be treated as INCOMPLETE and such applications are liable to be summarily rejected without any reference to the applicant and at the applicant’s risk and responsibility.
- (xxi) The applicants are categorically advised to refrain from mentioning the remark “AS PER ATTACHEMENT/ENCLOSURES” in their applications and annexures to avoid rejection of their applications.

- (xxii) All the details must be incorporated in the application form downloaded from the Bankswebsite. Incomplete information / not fully filled form will be rejected.
- (xxiii) All costs and expenses incurred by interested bidders in any way associated with the development, preparation, and submission of responses, including but not limited to the attendance at meetings, discussions, demonstrations, etc. and providing any additional information required by J&K bank, will be borne entirely and exclusively by the Bidder.
- ii. **Bank's Rights** - Bank reserves the right to:
- (i) Reject any or all proposals received in response to the EOI without giving any reason whatsoever.
  - (ii) Reject the proposals received in response to the EOI containing any deviation
  - (iii) Waive or Change any formalities, irregularities, or inconsistencies in proposal format delivery.
  - (iv) Extend the time for submission of proposal.
  - (v) Modify the EOI document, by an amendment that would be notified by issuing corrigendum,
- iii. The successful bidder undertakes to keep the J&K Bank indemnified in case of any loss or damage including but not limited to any damages to the bank's premises howsoever arising out of or related to breach of contract, statutory duty or negligence by the contractor in his performance of the contract.
- iv. The bidders shall observe the highest standard of ethics during the procurement and execution of such contract and shall not to indulge in any corrupt and fraudulent practice.
- v. The selected bidder shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if any to the extent that its delay in performance or other failure to perform its obligation under contract is the result of an event of force Majeure.
- For purpose of this clause, "Force Majeure" means an event beyond the control of the contractor and not involving the contractor's fault or negligence and not foreseeable. Such events may be due to but are not restricted to wars, riots, earthquakes, fire, epidemic, quarantine restrictions, any act of god, act of govt of India, trade embargos, or any other such cause, which is beyond the reasonable control of the party
- The party claiming benefit of force majeure shall however not be entitled to the same unless it has intimated the other party of the occurrence of such an event within five working days from the occurrence of such force majeure event indicating therein the steps that it is taking or intending to take to mitigate the effect of such force majeure on the performance of his obligations under this agreement and shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
- Notwithstanding above, the decision of the bank shall be final and binding on the contractor regarding termination of contract or otherwise".
- vi. The Bank will be within its rights to ask the bidder to furnish any document at any point of time during technical evaluation and failure on the part of bidder to do so may lead to rejection of his bid.

## B.GENERAL CONDITIONS:

(i) The applicants should submit separate applications along with non-refundable “Processing Fees” for the respective categories as defined in table “A” and fees for those categories as defined below and certified copies of supporting documents *to be submitted online on or before the scheduled date and time.*

*The Details of the Fee to be paid are as under:*

|                                        |                                                                |                                                         |
|----------------------------------------|----------------------------------------------------------------|---------------------------------------------------------|
| Tender Processing Fee (Non-Refundable) | To be credited through NEFT/ Bank Transfer vide below details: |                                                         |
|                                        | Account Name:                                                  | TANDISD PAYMENT A C                                     |
|                                        | 16-digit Account No :                                          | 0993010100000003                                        |
|                                        | IFSC Code:                                                     | JAKA0HRDCHQ (0 denotes zero)                            |
|                                        | Bank:                                                          | The J&K Bank                                            |
|                                        | Branch:                                                        | Corporate Headquarters MA Road<br>Srinagar J&K - 190001 |

| Category of Work | Empanelment Document Cost (Non-Refundable) |
|------------------|--------------------------------------------|
| Fur-A            | Rs. 5000/-                                 |
| Fur-B            | Rs. 3000/-                                 |
| Fur-C            | Rs. 2500/-                                 |
| Fur-D            | Rs. 1500/-                                 |
| Fur-E            | Rs. 1000/-                                 |

The applications without processing fees will be summarily rejected

## Annexure- A

### APPLICATION FORM FOR EMPANELMENT OF VENDORS FOR FURNITURE WORKS

#### CATEGORY APPLIED / ELIGIBLE FOR:

|    |                                                                                                       |  |
|----|-------------------------------------------------------------------------------------------------------|--|
| 1. | Name of the Contractor/Vendor/Firm                                                                    |  |
| 2. | Address                                                                                               |  |
| 3. | Phone No.                                                                                             |  |
| 4. | a) Landline No. with STD code                                                                         |  |
|    | b) Mobile                                                                                             |  |
|    | c)E-Mail ID                                                                                           |  |
| 5. | Year of Establishment                                                                                 |  |
| 6. | Status of the Firm (Whether Company/Firm/Proprietor)                                                  |  |
| 7. | Name of the Director / Partners / Proprietor                                                          |  |
| 8. | Whether registered with Registrar of the Companies/Registrar of firms. If so, Mention number and date |  |
| 9. | Name and Address of Bankers                                                                           |  |

|     |                                                                                                                                                                                                                     |  |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| 10. | Whether registered for GST, if so, Registration No. and date (Enclose Copy)                                                                                                                                         |  |
| 11. | Whether an Assessee of Income Tax, if so, Mention PAN number (Furnish copies of latest IT Clearance certificate).                                                                                                   |  |
| 12  | Whether registration/Obtention of License from State/Central Govt. Authorities e.g. MSME, SSI, Labour Deptt, ESIC etc. are in place (Enclose Copies)                                                                |  |
| 13  | If you are registered in panel of organization/Statuary bodies such as CPWD, PWD, MES, Banks etc. Furnish their names, category and date of registration.                                                           |  |
| 14  | Detailed description of high value of three works done during last 7 years, as per the criteria given (i.e. name of the organization, value of the work done and date of completion), certificates must be enclosed |  |
| 15  | Annual Turnover for the last 3 years.                                                                                                                                                                               |  |
| 16  | Names and addresses of the persons who will be in a position to certify about the quality as well as performance of your entity.                                                                                    |  |
| 17  | Whether willing to work anywhere in India.                                                                                                                                                                          |  |
| 18  | Enclose copy of valid SSI Registration for the state/UT (wherever applicable)                                                                                                                                       |  |
| 19. | Application Fee Details<br>Amount (in Rs.)<br>UT NUMBER / DC NUMBER / REFERENCE NUMBER                                                                                                                              |  |

|     |                                                                    |  |
|-----|--------------------------------------------------------------------|--|
| 20. | Whether registered with the DIC, if yes enclose registration copy. |  |
|-----|--------------------------------------------------------------------|--|

I hereby confirm that all information, particulars, copies of certificates & testimonials in connection with my empanelment are correct and genuine. I am, therefore, liable to face appropriate actions as deemed fit by the Bank in the event of any of the information, particulars, copies of certificates and testimonials are not found correct and genuine.

**Signature with seal**

**Place:**

**Name:**

**Date:**

**Note:** Enclose certified Xerox copies of all relevant documents in support of the information furnished above.

## Annexure-B

### WORKS COMPLETED DURING THE LAST SEVEN YEARS

| Name of the Work and location | Date of Allotment | Allotted/Final Amount of Work | Stipulated Date of completion | Actual Date of Completion | Name, Contact No. and address of Client | Name, Address & Phone No. of Architect |
|-------------------------------|-------------------|-------------------------------|-------------------------------|---------------------------|-----------------------------------------|----------------------------------------|
|                               |                   |                               |                               |                           |                                         |                                        |

Please attach evidence like copy of Allotment letter and completion certificate given by client / architect.  
Please also attach colored photographs of completed work.

Signature of the Firm/Vendor

## Annexure-C WORKS ON HAND

| Name of the Work and location | Contract Amount | Date of Award | Stipulated Date of completion | Present Status | Name, Contact No. and address of Client | Name, Address & Phone no's of Architect |
|-------------------------------|-----------------|---------------|-------------------------------|----------------|-----------------------------------------|-----------------------------------------|
|                               |                 |               |                               |                |                                         |                                         |

Please attach evidence like copy of allotment letter given by client / architect. Please also attach colored photographs of work being executed.

**Signature of the Firm/Vendor**

## ANNEXURE- D

### DETAILS OF KEY PERSONNEL (PERMANENT EMPLOYEES), GIVING DETAILS ABOUT THEIR TECHNICAL QUALIFICATION & EXPERIENCE INCLUDING THEIR INHOUSE EXPERIENCE IN THE ESTABLISHMENT

| S.No. | Name | Qualification | Experience | Particulars of<br>work Done | Employed in<br>Yours Firm since | Any other<br>Information |
|-------|------|---------------|------------|-----------------------------|---------------------------------|--------------------------|
|       |      |               |            |                             |                                 |                          |
|       |      |               |            |                             |                                 |                          |
|       |      |               |            |                             |                                 |                          |
|       |      |               |            |                             |                                 |                          |

(Add separate sheet If required)

Notes:

1. Information has to be filled up specifically in this format.
2. Indicate other points, if any, to show your technical competence to indicate any important point in your favor.

Sign & seal of the applicant/ Authorized Signatory



ANNEXURE-E

DETAILS OF THREE RESPONSIBLE CLIENTS/ PERSONS TO WHOM THE  
MAJOR WORKS CARRIED OUT BY THE APPLICANT

| S. No. | Name of the<br>CLIENT/CUSTOMER | Organization& Address | Contact<br>Numbers | E-mail ID |
|--------|--------------------------------|-----------------------|--------------------|-----------|
|        |                                |                       |                    |           |
|        |                                |                       |                    |           |
|        |                                |                       |                    |           |

(Add separate sheet If required)

Notes:

- 1. Information has to be filled up specifically in this format.
- 2. Indicate other points, if any, to show your technical competence/Experience to indicate any important point in your favor.

Sign & seal of the applicant/ Authorized Signatory





**ANNEXURE- F**  
**DETAILS OF LITIGATION/ ARBITRATION CASES RESULTING FROM THE**  
**CONTRACTS EXECUTED IN THE LAST SEVEN YEARS OR CURRENTLY UNDER**  
**EXECUTION**

| Year | Award for or against Applicant | Name of Client/ Customer | Cause of Litigation and Matter of Dispute | Disputed Amount | Actual Awarded Amount |
|------|--------------------------------|--------------------------|-------------------------------------------|-----------------|-----------------------|
|      |                                |                          |                                           |                 |                       |
|      |                                |                          |                                           |                 |                       |
|      |                                |                          |                                           |                 |                       |

(Add separate sheet if required)

Notes:

- 1. Information has to be filled up specifically in this format.
- 2. Indicate other points, if any, to show your technical and Professional competence to indicate any important point in your favor.

**Sign & Seal of the applicant/Authorized Signatory**



## Annexure G

### FORM OF AGREEMENT (On Stamp Paper 100/=)

ARTICLE OF AGREEMENT made at Srinagar this day of Two Thousand Twenty Two between J.K. BANK, having its Head office at Maulana Azad Road, Srinagar (J&K), through the Deputy General Manager (BSD) hereinafter called “Bank” (which expression shall include its successors and assigns wherever the contract meaning shall so require or include its successors & assigns wherever the contract meaning shall so require or permit of the one part and M/s.) hereinafter called the “Contractor” of the other part.

WHEREAS the Bank is desirous of having provided and getting executed, completed and maintain certain works for Furniture works, enumerated or referred to the Documents forming part of the “TENDER” and acceptance, copies of all of which hereto annexed are designed to form part of this contract and are included in term “CONTRACT” wherever herein used.

AND WHEREAS the Bank accepted the tender of the contractor for the provisions of execution, completion & maintenance of work under defect liability period of the above said work.

AND WHEREAS the individual rates filled in by the CONTRACTOR are exclusive of GST but inclusive of all material plus labour, delivery, transportation, handling, wastage, levies and the such and include ALL costs/overheads to be incurred by the CONTRACTOR for executing these works as per the drawings, details, specifications, of the Engineer with the care, expertise and post execution responsibilities outlined in this Tender. THE CONTRACTOR confirms that no additional claim over the rates shall be entertained later by THE BANK.

AND WHEREAS the contractor has agreed with the Bank to execute complete and maintain during the defect liability period subject to the conditions and instructions set forth herein (hereinafter referred to as “the said conditions”) the works, shown upon the documents forming part of the contract as stated hereinafter, on the item rate basis & as set forth, amounting to the contract sum of Rs.\_\_\_\_(IN WORDS) (hereinafter referred to as “the said contract amount /Price/Sum”).

#### NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. The terms and conditions laid down in the documents stated herein in the Clause shall be read and construed as forming part of this Agreement and the contractor shall abide by, terms and conditions,

specifications and rates specified therein and perform agreement in accordance with such conditions”.

2. The following documents shall be deemed to form and be ready and construed as part of this agreement:

- a. The said tender and Appendix
- b. Form of Tender
- c. General conditions of Contract
- d. The Special Conditions of Contract.
- e. Specifications
- f. Preamble to bill of quantities and priced bill of quantities as accepted.
- g. The letter of Acceptance
- h. Other additional documents as required

3. In consideration of the payment to be made by the Bank to the contractor for the work to be executed by him, the contractor does hereby agree with the Bank to provide, execute & complete the said work on or before the date mentioned in the time schedule of completion of work attached to the tender documents strictly as per the contract agreement and shall maintain the same at his own cost during the defects liability period , thereafter perform all such aspects and things in the contract mentioned or described or which are to be implied thereafter or may be reasonable necessary for the completion of the said works and at the time and the manner subject to the terms and conditions or stipulations mentioned in the contract.

4. In consideration of the due provisions, execution and completion of the said works the Bank does hereby agree with the contractor that the Bank will pay to the contractor the respective amount for the work actually done by him and such other sums as may become payable to the contractor under the contract. Such payment to be made at any such time & in such manner as provided for in the agreement.

5. All disputes arising out of or any way connected with this agreement shall be deemed to have arisen in J & K and only the courts at Srinagar shall have jurisdiction to determine the same.

6. The several parts of this contract have been ready by/to us and fully understood by us.

7. This Agreement shall come into effect on \_\_\_\_\_( the effective date ). The agreement shall remain in force for a period of \_\_\_\_\_( the time frame for completion of

scope of work under the agreement ) from the said effective date.

8. Bank shall be entitled to terminate this agreement in case of breach of any of the terms and conditions of this agreement and related tender documents after serving a notice of \_\_\_\_ days on the contractor.
9. That upon expiration or termination of this agreement for any reason whatsoever, the contractor shall;
  - i) Immediately refrain from any action that would cause or may indicate any relationship between it and the bank .
  - ii) Forthwith hand over to the bank, the possession of all the documents, material or any other property belonging to the bank that may be in its possession.
10. The bank reserve the right to terminate this agreement without assigning any reason thereof.
11. The contractor hereby agrees and undertakes to indemnify the bank and keep it indemnified against any loss or damage suffered by the bank on account of any act or omission on part of the contractor.
12. The provision of this agreement, which are intended to survive the term of this agreement by their very nature, shall survive the termination of this agreement. Notwithstanding any, arbitration and applicable law and jurisdiction shall survive the termination/expiration of this agreement.
13. The Security deposit will be forfeited by the bank in case of breach of any of the terms and conditions of this agreement.
14. IN WITNESS WHEREOF, the parties have caused their respective common seals to be here unto affixed (or have here unto set their respective hands and seals) the day and the year first above written:
15. All notices or other communication under or in connection with this agreement shall be given in writing and may be sent by personal delivery, or post or courier or facsimile or email. Any such notice or other communication will be deemed to be effective if sent by personal delivery, when delivered, if sent by post, five days after being deposited in the post office and if sent by courier, three days after being deposited with the courier, if sent by facsimile, when sent (on receipt of a confirmation of having been sent to correct facsimile number) and if sent by mail (on receipt of confirmation).

\_\_\_\_\_ (contact details of contractor) \_\_\_\_\_ (contact details of Bank).





16. In the case of any dispute arising upon or in relation to or in connection with this Agreement between parties, the disputes shall at the first instance be resolved through negotiations. If the dispute cannot be settled amicably within fourteen (14) days from the date on which either Party has served written notice on the other of the dispute then any party can submit the dispute for arbitration under Arbitration and conciliation Act,1996 through sole arbitrator to be appointed mutually by the parties.

The place of Arbitration shall be Srinagar, India and the language of the arbitration proceedings and that of all the documents and communications between the parties shall be English.

The decision of the arbitrator shall be final and binding upon the parties. The expenses of the arbitrator as determined by the arbitrator shall be borne equally.

The parties shall continue to be performing their respective obligations under this Agreement, despite the continuance of the arbitration proceedings, except for the disputed part under arbitration.

NAME \_\_\_\_\_  
ON BEHALF OF THE BANK  
1 SEAL  
2 ADDRESS

NAME \_\_\_\_\_  
ON BEHALF OF THE CONTRACTOR  
SEAL  
ADDRESS

In Presence of:



## **LIST OF DOCUMENTS TO BE SUBMITTED WITH THE APPLICATION FORM FOREMPANELMENT PROCESS:**

1. GST REGISTRATION/LATEST GST RETURN.
2. SSI REGISTRATION CERTIFICATE.
3. TURNOVER CERTIFICATE /PROFIT-LOSS STATEMENT (LAST 3 YEARS).
4. SOLVENCY CERTIFICATE (30 % OF THE CATEGORY APPLYING FOR).
5. ITR RETURN (LAST 3 FINANCIAL YEARS).
6. PAN CARD.
7. LABOUR REGISTRATION.
8. EPF DETAILS (IF APPLICABLE).
9. WORK EXPERIENCE (AS PER CATEGORY)—Last 7 years (WORK COMPLETION CERTIFICATES).
10. PROCESSING FEES AS PER CATEGORY APPLIED.
11. LETTER OF UNDERTAKING (FORMAT ATTACHED).
12. OLDEST WORK ORDER (FOR DETERMINING THE EXPERIENCE OF CONTRACTOR).
13. DIC REGISTRATION CERTIFICATE.

**FORMAT for LETTER OF UNDERTAKING**

**LETTER OF UNDERTAKING**

Dated: XX/XX/2025

I, \_\_\_\_\_ S/o \_\_\_\_\_ R/O \_\_\_\_\_  
on behalf of our firm namely M/S \_\_\_\_\_ hereby certify that:

1. Our Firm M/S \_\_\_\_\_ have not abandoned any Work allotted to us nor any such contract has been terminated by the concerned department during the last 7 years.
2. Our firm has no history of any litigations borne out of any kind of dispute during our work with different departments (Govt./Semi-Govt/Central Govt.).
3. Our Firm has not been disqualified/Debarred/Terminated of poor and unsatisfactory Performance or blacklisted from any Government , Semi Government, PSU's or any other organization including J & K Bank for participation in tendering during last 7 years.

Certified that the above information is true and correct to the best of my knowledge and belief.

For M/S \_\_\_\_\_