



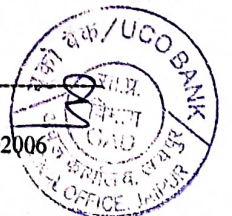
**NOTICE FOR EMPANELMENT OF ARCHITECTS OF VARIOUS
TRADERS FOR BANK'S WORK**

Applications are invited from bonafide Architects for empanelment in various financial categories:

- Work value: ≤ Rs. 30.00 Lakhs – Category: A
Work Value: > Rs. 30.00 Lakhs < Rs. 50.00 Lakhs – Category: B
Work Value: > Rs. 50.00 Lakhs < Rs. 100.00 Lakhs – Category: C

General Instruction for guidance of applicants In respect of empanelment of Architects:

1. Applications should be submitted in Bank's prescribed format only (as per annexure- I). Applications in any other form will not be considered.
2. Firms applying for empanelment of Architect should have the persons with Graduate/post Graduate Degree in Architecture/Civil Engineering from India or abroad and/ or possessing the membership of the Indian Institute of Architects/Council of Architecture/Institute of Engineers.
3. Firms should have the adequate infrastructure/manpower for execution of civil & sanitary/interior furnishing/electrical/Air-conditioning/Fire alarm & detection system/LAN work.
4. Architects applying for empanelment should have at least three years experience in execution of similar work in Banks/Public Sectors/Govt. Dept. /Reputed Private Sector Organization.
5. Architects applying for empanelment should have successfully executed at least two similar works at least up to 75% value of the upper limit of the particular financial category during last three years.
6. The applicants should have their office/establishment with adequate infrastructure in Rajasthan.
7. The Bank reserves the right to visit the establishment of applicants before finalization of empanelment.
8. The Bank reserves the right to accept or reject any application without assigning any reason therefore.
9. Existing empanelled Architects of the Bank need to submit their application afresh for new empanelment against this notification.
10. Bank reserves the right to call for report from the existing clients of the applicant if required.



यूको बैंक
सम्मान आपके विश्वास का

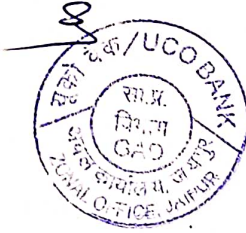


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11. Sealed envelopes containing the application for empanelment and super scribing " Application for empanelment of Architects" should be submitted the Zonal Manager, UCO Bank, Zonal Office, General Administration Department, Arcade International, 2nd Floor, Civil Lines, Ajmer Road, Jaipur – 302006 by 4:00 P.M. on 21/12/2023, along with the following documents/papers:

- The list of similar works executed in last three years in Banks/Public Sectors/Govt. Dept./Reputed Private Sector Organization along with completion certificate mentioning therein the details of work with value & date of completion (as per annexure –II)
- Copies of PAN card, GST Certificate, and any other registration certificates, as may be necessary, as per Rules of local Statutory Authorities.
- Copies of certificates on Graduate/Post Graduate in Architecture/Civil Engineering from India or abroad and/ or the membership of the Indian Institute of Architects/Council of Architecture/Institution of Engineers.
- Audited account and Balance Sheet for last three years for Category 'B' & 'C'.
- Key personnel permanently employed (as per annexure –III)

(Rajesh Kumar)
DGM & Zonal Manager
Encl: Annexure I to IV



सामान्य प्रशासन विभाग, अंचल कार्यालय, आर्केड इंटरनेशनल, सिविल लाईंस, अजमेर रोड, जयपुर-302006
General Administration Department, Zonal Office, Arcade International, Civil Lines, Ajmer Road, Jaipur-302006
Phone: 0141-2226156; E-Mail: zojaipur.gad@ucobank.co.in



Annexure-1

Particulars of the form to be furnished for the purpose of empanelling of Architects

Trade/Services.....

Financial Category.....

1 Name of Company/Firm:

2 Registered Address of the Company with
Telephone No. & E-mail ID:

3 Address of the Company in Uttar Pradesh with
Telephone No. & E-mail ID:

4 Year of Establishment:

5 Status of the Company (whether Proprietary /
Private Ltd. / Public Ltd. / Co-operative Society/
Public Sector/ Autonomous body / Govt.
Department):

6 Name of the Proprietor / Directors /
Partners / Controlling body:

(i)

(ii)

(iii)

7 Whether registered with the Registrar of
Companies / Registrar of Firms / Registrar
Of Co-operative societies. If so, please mention
the number of such registration and date:

8 a) Name and Address of Bankers:

i)

ii)

iii)

b) Enclose solvency certificate from at least one Banker in a sealed envelope marked
confidential.

9 Whether registered for GST. If so,
please mention the GST registration
number and furnish a copy of such
registration certificate:





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10 Whether an assessed of Income Tax.
if so, please mention the Permanent
Account Number (PAN):

11 Furnish copies of audited Balance Sheet with Profit & Loss account for last three year in case of applicants applying for the financial category of 10 lakh & above;

2020-21

2021-22

2022-23

12 Whether empanelled with other PSU Bank / Govt. Deptts. / PSUs / autonomous bodies. If so please furnish the following particulars:

Name of the Organisation/
Trade/Services

Date of Empanelment

Validity

Financial Institute

13 Furnish the names of three responsible persons who will be in a position to certify about the quality as well as past performance of your organization.

i)

ii)

iii)

The particulars furnished in the application are true to the best of my/our knowledge & belief. I/we understand that if any of the particulars is found incorrect, even at a later stage, my/our empanelment will be cancelled.

Date:

Signature of Applicant

(Seal)

Encl: Annexure II to IV





Annexure- II

Particulars in respect of work executed

S. No.	Name of the Project with address	Short description of work executed	Name and address of the owner	Value of the work executed	Stipulated time of completion	Actual time of completion





Annexure- III

Key Personnel permanently employed

S.No	Name	Designation	Qualification	Experience	Years with the firm	Any other





Annexure- IV

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DOCUMENTS TO BE ATTACHED FOR EMPANELMENT

S. No.	Document	YES	NO
1	The list of similar work executed in last three years in Bank's / Govt. Departments/ Public Sector Organizations/ Reputed private Sector Organizations along with completion certificates/ Purchase Order / Work Order mentioning therein the details of work value & date of completion.		
2	Copies of PAN card, GST registration certificate, Trade licence and any other registration certificates, as may be necessary, as per rule of local Statutory Authorities.		
3	Audited account and Balance Sheet for last three years for financial category of works above 10 lacs or more.		
4	Total annual Turnover in last three years.		
5	Key personnel permanently employed (as per annexure-III).		
6	Particular in respect of work executed (as per annexure- II).		
7	Registration Certificate of Proprietary/Partnership Deed, in case of partnership firm		
8	Article of Association, in case of private /Public Ltd Co.		
9	Power of Attorney, if any		
10	Valid Electrical License, for Electrical Category.		
11	Certificate of empanelled with other PSU Banks/Govt. Dept./PSUs/Autonomous bodies.		
12	Any other documents, which is mentioned in the application form		

