

**FORMAT FOR VENDOR SELECTION CRITERIA  
FOR  
BUILDINGS & FINISHING WORKS**

S.No	Documents required to be submitted
1	Copy of memorandum and article of the company along with certificate of incorporation Annual turnover of the company for past 3 years with details of turnover in similar activities as envisaged in EOI issued by Mahindra World City (Jaipur) Ltd. Details about projects having total value in excess of Rs. 500 Lac completed during past 3 years.
2	Does your company have local presence in Jaipur? Who is the person who heads the local team in Jaipur? Please give details of staff.
3	Indicate AT LEAST 6 client references with address / phone nos, for whom your company has executed work with value in excess of Rs. 200 Lac during one single financial year or one contract having value in excess of Rs. 500 Lac.
4	Indicate AT LEAST 6 Architects with address/phone nos, whose designed projects your company has executed in last 5 years with value in excess of Rs. 500 Lac.
5	What is the maximum value of contract handled in the past 5 years? Indicate details.
6	Quality benchmarks and acceptance criteria will be comparable to international levels. What are the quality assurance standards you propose for this project? What are the quality standards achieved by your company? Do you have any systems procedures standards in place?
7	If you are awarded the project, what site staff organization you propose? Submit org chart. What will be the qualification of the PM?
8	Time and quality is the essence of this project! Are you willing to work with a stiff penalty clause in the contract document?
9	Do you have any minimum value of contract, which will be acceptable to you?
10	Please enclose the following documentation as given below. a) Copy of Power of Attorney of the Signatory. b) Latest Income Tax Clearance Certificate. c) Sales Tax Clearance Certificate. d) Certified copy of the Memorandum of Association & Articles of Association. e) Plant and equipment f) Organization chart. g) Quality assurance manual/procedures h) List of ongoing Projects with photographs during and after completion. i) List of Projects executed in last 5 years. j) Solvency Certificate from a Scheduled Bank. k) Bankers l) Registration number/documents for Statutory Requirements (ESI, PF labour license etc). (Please note that this is a mandatory requirement and no tenders shall be issued to the contractor in absence of these registrations) m) Performance Standards for Health and Safety. n) ISO Certification if any.
11	Any other relevant information.