

**APPLICATIONS ARE INVITED FOR**

**ENLISTMENT OF CONTRACTORS FOR CIVIL  
WORKS, ELECTRICAL WORKS AND  
COMPOSITE WORKS AT IIT GOA.**



***INDIAN INSTITUTE OF TECHNOLOGY GOA***

An autonomous Institute under the aegis of  
Ministry of Education, Government of India,

GEC Campus, Farmagudi

**Ponda, Goa-403 401, India.**

## **INDEX**

### **Enlistment of Contractors for Civil Works, Electrical Works and Composite works at IIT Goa.**

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# INDIAN INSTITUTE OF TECHNOLOGY GOA

No. IIT Goa/IWD/2025/21

December 29<sup>th</sup>, 2025

## 1. Schedule of EOI:

a.	EOI Document No.	<b>IIT Goa/IWD/2025/21</b>													
b.	EOI for	Enlistment of Contractors for Civil works, Electrical Works and Composite Works at IIT Goa													
c.	Validity of Enlistment	3 year extendable up to 2 more years based on need and Performance													
d.	Processing Fee (Rs.)	<b>Rs. 2000/- (inclusive of GST)</b> The fee is to be deposited through online mode in IIT Goa Account. Detail as under: <table><tr><td>Name of the Account holder</td><td>Indian Institute of Technology Goa</td></tr><tr><td>A/C No.</td><td>520101252594859</td></tr><tr><td>Name of the Bank</td><td>Union Bank of India</td></tr><tr><td>Branch</td><td>Farmagudi</td></tr><tr><td>Address</td><td>GEC Campus, Farmagudi, Ponda, Goa - 403401</td></tr><tr><td>IFSC Code</td><td>UBIN0913286</td></tr></table>		Name of the Account holder	Indian Institute of Technology Goa	A/C No.	520101252594859	Name of the Bank	Union Bank of India	Branch	Farmagudi	Address	GEC Campus, Farmagudi, Ponda, Goa - 403401	IFSC Code	UBIN0913286
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IFSC Code	UBIN0913286														
e.	Date and Time for Issue EOI document	29.12.2025 @ 11:00 a.m													
f.	EOI document Submission Start Date and Time	29.12.2025 @ 11:00 a.m													
g.	Pre-Bid Meeting	09.01.2026 @ 11:00 a.m at IWD Office, IIT Goa													
h.	EOI document Submission End Date and Time	19.01.2026 @ 11:00 a.m													
i.	Date and Time for Opening of EOI	20.01.2026 @ 11:00 a.m													
j.	Address for Communication ( <i>for any query, through email only</i> )	The Sr. Executive Engineer, Institute Works Department, IIT Goa, GEC Campus, Farmagudi, Goa 403401. Email: sr.ex.eng.civil@iitgoa.ac.in													

The main object of enlistment of firms/agencies is to create a pool of suitable and competent agencies/contractors with valid credentials for works to minimize the requirement of verification of their credentials at the time of individual tenders without delay.

The EOI document may be downloaded from the website: <https://www.iitgoa.ac.in> or <https://eprocure.gov.in/cppp> Corrigendum, if any would appear on the IIT Goa website & CPP Portal. IIT Goa reserves the right to reject any or all the applications in part or full without assigning any reasons thereof. Online submission of Bids through <https://eprocure.gov.in/cppp> shall be the acceptable mode and no other mode of bid submission will be accepted. Manual/Offline bids/documents shall not be accepted under any circumstances.

# INDIAN INSTITUTE OF TECHNOLOGY GOA

## Notice Inviting Applications for Contractors' Enlistment

IIT Goa invites Expression of Interest (EOI) for '**Enlistment of contractors for Civil Works, Electrical Works and Composite Works at IIT Goa**' in the prescribed format from the contractors/ firms/agencies having proven experience in executing the stated works. Registration with Govt organisations such as CPWD, MES, Railways, State PWDs, PSUs, etc., in the appropriate class is desirable.

EOI No.	Subject	Tendering Limit	Enlistment Validity	Date of Issue/ Publishing	Last Date and Time for Uploading of Bids	Date and Time of Opening of Technical Bids
1	2	3	4	5	6	7
IIT Goa/IWD/2025/21	Enlistment of Contractors for Civil works, Electrical Works and Composite Works at IIT Goa.	10 Lakhs	3-years Extendable up to 2 Years	29 <sup>th</sup> Dec' 2025	19 <sup>th</sup> Jan' 2026	20 <sup>th</sup> Jan' 2026

The main object of Enlistment of firms/agencies is to create a pool of suitable and competent agencies/contractors with valid credentials for works to minimize the requirement of verification of their credentials at the time of individual tenders without delay.

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## 2. INSTRUCTIONS FOR ONLINE APPLICATIONS SUBMISSION

The applicants are required to submit soft copies of their application for Enlistment electronically on the CPP Portal. The instructions given below are meant to assist the applicants in registering on the CPP Portal, prepare their applications in accordance with the requirements and submitting their applications online on the CPP Portal. More information useful for submitting online applications on the CPP Portal may be obtained at:

<https://eprocure.gov.in/eprocure/app>.

## **2.1 REGISTRATION**

- i. Applicants are required to enrol on the e-Procurement module of the Central Public Procurement Portal ([URL: https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app)) by clicking on the link “Online vendor Enrolment” on the CPP Portal which is free of charge.
- ii. As part of the enrolment process, the Applicants will be required to choose a unique username and assign a password for their accounts.
- iii. Applicants are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- iv. Upon enrolment, the Applicants will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- v. Only one valid DSC should be registered by a vendor. Please note that the Applicants are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- vi. Vendor then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC/e-Token.

## **2.2 SEARCHING FOR TENDER DOCUMENTS**

- i. There are various search options built in the CPP Portal, to facilitate Applicants to search for active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the Applicants may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- ii. Once the Applicants have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the Applicants through SMS / email in case there is any corrigendum issued to the tender document.
- iii. The V e n d o r should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

## **2.3 PREPARATION OF APPLICATIONS**

- i. Applicants should consider any corrigendum published on the tender document before submitting their application.
- ii. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each document that need to be submitted.

Any deviations from these may lead to rejection of the bid.

- iii. Vendor, in advance, should get ready the bid documents to be submitted as indicated in the schedule, and generally, they can be in PDF format. Bid documents may be scanned with 100 dpi with black and white options, which help in reducing the size of the scanned document.
- iv. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the Applicants.
- v. Applicants can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting an application and need not be uploaded again and again. This will lead to a reduction in the time required for the bid submission process.

*Note: My Documents space is only a repository given to the Applicants to ease the uploading process. If the Vendor has uploaded his Documents in the My Documents space, this does not automatically ensure these Documents are part of the application.*

## **2.4 SUBMISSION OF APPLICATIONS**

- i. Vendor should login to the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Vendor will be responsible for any delay due to other issues.
- ii. Vendor has to select the payment option as “offline” to pay the processing fee as applicable and enter details of the instrument.
- iii. The server time (which is displayed on the Applicants’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the applications by the Applicants, opening of bids etc. The Applicants should follow this time during bid submission.
- iv. All the documents being submitted by the Applicants would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized people until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to a symmetric encryption using buyers/bid opener’s public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized Officials.
- v. The uploaded tender documents become readable only after the tender opening by the authorized officials.
- vi. Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid No. and the date & time of submission of the bid with all other relevant details.

- vii. The application summary shall be printed and kept as an acknowledgement of the submission of the application. This acknowledgement may be used as an excuse to try to pass for any bid opening meetings.

## **2.5 ASSISTANCE TO APPLICANTS**

- i. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- ii. ***Further, a session shall be conducted on the pre-bid meeting date and time, i.e., on 09.01.2026 at 11:00 a.m. at the IWD Office, to acquaint the interested bidders with the registration process.***
- iii. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed at the 24x7 CPP Portal Helpdesk.



### 3. TERMS AND CONDITIONS

3.1 The empanelled contractors may have to carry out the following work at IIT Goa:

S. No.	Works Cost	Work
(i)	Works costing up to Rs. 10.00lakh	<p><b>Civil Works:</b> All Earth Work, Concrete Work, RCC Work, Masonry Work, Stonework, Cladding Work, Woodwork and PVC Work, Steel Work, Flooring, Roofing, Renovation/Interior work, Finishing, Repairs to the buildings, Dismantling and demolishing, Road Work, Sanitary/Plumbing works, Water supply, Drainage, Aluminium Work, Water proofing etc.</p> <p><b>Electrical Works:</b> Internal And External Electrification and Installation Works/ LT/ HT Power distribution system/ Misc LT/HT wiring/ cabling repairs of Split AC/HVAC/firefighting &amp; Control works/Street light work/lifts/DG sets/addition/alteration for Services works as called for etc.</p> <p><b>Composite works:</b> All Earth Work, Concrete Work, RCC Work, Masonry Work, Stonework, Cladding Work, Woodwork and PVC Work, Steel Work, Flooring, Roofing, Renovation/Interior work, Finishing, Repair to the buildings, Dismantling and demolishing, Road Work, Sanitary/Plumbing works, Water supply, Drainage, Aluminium Work, Water proofing etc.</p> <p>Internal And External Electrification and Installation Works/ LT/ HT Power distribution system/ Misc LT/HT wiring/ cabling repairs of Split AC/HVAC/firefighting &amp; Control works/Street light work/lifts/DG sets/addition/alteration for Services works as called for etc.</p>

The items mentioned above are indicative and IIT Goa reserves all the rights to modify or add items as per the requirements of work.

Accordingly, a vendor may apply for any of the categories given below.

**Category-I Civil Works**

**Category-II Electrical Works**

**Category-III Composite Works**

3.2 However, a vendor who wishes to get empanelled for Civil Works is also allowed to get empanelled for Electrical work, provided the contractor meets the mandatory requirements in the concerned field. If the applicant wants to apply for more than one category as given in Para 1.1, separate applications should be submitted for each category.

3.3 After Enlistment, intimation of tender enquiries shall be placed to the empanelled contractors along with the scope and connected terms & conditions of work and also showing date of commencement and completion. The Estimate shall be prepared based on CPWD Delhi Schedule of Rates

(DSR) for scheduled items and Market rate for Non-Scheduled items. The work shall be carried out as per CPWD specifications 2021 Volume I & II with up-to-date correction slips and DSR. After completion of work, the item of work shall be measured in the measurement book before processing the bill as per the CPWD accounting procedures.

**3.4** *After enlistment, IIT Goa reserves the right, at its sole discretion, to limit the floating of enquiries to a limited number of enlisted firms, depending upon the specific requirements of IIT Goa. Enlistment shall not confer any right upon the enlisted firms to claim issuance of enquiries, invitation to bid, or award of work.*

## Eligibility Criteria for Enlistment

3.5 Applicants should have proven experience in executing works in the respective categories. Possessing valid registration in CPWD/MES/Railway/ State PWDs/PSUs is **desirable**.

3.6 Applicant shall furnish the documents as per the details given below related to work experience, financial soundness, PAN, GST, Electrical license, ESIC & EPF Certificate and an undertaking in the letter head of the firm, duly signed and sealed, stating that the firm/contractor has not been blacklisted or debarred from any Govt. agency.

Description	Criteria
Tendering Limit Of Contract (Rs.)	Up to 10,00,000/-
Past Experience of Completed similar work during the last Seven years. Similar works shall be executed in Central Government/State Government /Public sector under takings/ Autonomous organizations, Limited companies or reputed private builders.	(i) Three similar completed works experience of value not less than ₹ 4,00,000/- (Or) (ii) Two similar completed works each of value not less than ₹ 6,00,000/- (Or) (iii) One similar completed work each of value not less than ₹ 800,000/-
Banker's Certificate for financial soundness (Not older than 6 months from last date of submission)	Rs.10,00,000/-
Annual Turnover in any of the last Five consecutive financial years ending 31 <sup>st</sup> March 2025.	Rs. 10,00,000/-

Valid/recent PAN, GST Certificate	To be submitted
Valid Electrical License in the name of Agency with classification.	To be submitted
ESIC/EPF Registration Certificate	To be submitted
Proprietorship certificate, Memorandum and Article of Association, Certificate of Incorporation Partnership Deed, Registration Certificate issued by the Registrar of Firms etc.	To be submitted
Non-Blacklisting affidavit	To be submitted

**Note: -**

- I. *The contractors shall have to satisfy the above minimum eligibility criteria for Enlistment.*
- II. *Similar work means Civil and Electrical work, Civil-Electrical Composite Work executed in building projects.*
- III. *The contractors who apply for registration under 'Electrical' category shall have to produce valid electrical license from the competent authority issued in the name of the contractor. The license shall be kept valid throughout the period of enlistment by renewals at suitable intervals and an attested copy of the same shall be submitted. In the event of discontinuity in the validity of the electrical license of the contractor, the enlistment and the authority to submit tenders shall cease to be valid. In the case of works that are in progress, the same are liable to be terminated. In case work is terminated, the Institute shall have no liability.*

## **Enlistment Procedure**

- 3.7 The contractor shall have to submit the application for enlistment in the form prescribed at **Annexure- I** with all documents as per **Annexure II**.
- 3.8 Correct/relevant information/data have to be furnished by the Applicants.
- 3.9 The applicant should make sure before applying for a particular type of Category, that they have the required eligibility criteria & experience for that category of work.
- 3.10 Applications are incomplete in any respect, viz. non-submission of any required document or information, or fee in requisite amount are liable for rejection.
- 3.11 On receipt of the Registration Form along with the requisite documents as mentioned above and after scrutiny, the firms / agencies/ contractors shall be registered with the IIT Goa.
- 3.12 After getting the required fee, information & documents from the applicant, the registration number will be issued to the contractors with the following details:
  - A. Registration No.
  - B. Category/Code No.
  - C. Name of the Contractor.

## **General Conditions**

- 3.13 The enlistment shall be valid for a period of three years and extendable for 2 more years subject to need and performance. The extension of validity of enlistment is not a matter of right and routine. IIT Goa

reserves the right not to extend such enlistment without assigning any reason.

3.14 The said registration qualifies a particular vendor for consideration for issue of tender document in case of limited tenders for which vendor is registered/ empanelled. However, this will not give any claim to the party for the award of work/ Purchase order.

3.15 IIT Goa reserves the right to accept, consider or reject any or all applications without assigning any reasons thereof. The decision of IIT Goa in respect of registration of parties for various categories of work will be intimated by post/email and shall be final & binding on all concerned registered firms / vendors in the panel of IIT Goa.

3.16 Agencies once empanelled shall have to promptly reply to all enquiries, execute orders as per the terms of IIT Goa, and keep the Institute informed of new products/ developments / innovative ideas that will help reduce costs and improve quality, reliability, etc.

3.17 This Enlistment binds the contractors for adherence to all aspects of fair-trade practices in executing the work orders placed by IIT Goa from time to time.

3.18 All registered firms are expected to maintain absolute integrity, follow decent standards of business ethics and do nothing unbecoming of a registered Contractor. In all future correspondence with IIT Goa, empanelled Contractors are required to quote Registration No.

3.19 The selected vendor shall indemnify the IIT Goa and user departments against all third-party claims of infringement of patent, trademark/copyright or industrial design rights arising from the use of the supplied items and related services or any part thereof. IIT Goa / User department stands indemnified from any claims that the contractor/firm/ agency manpower/local authorities may opt to have towards the discharge of their duties in the fulfilment of the work orders.

3.20 In case any empanelled vendor found in breach of any terms& condition(s) or work order, at any stage during the course of work or warranty/DLP period, the legal action as per rules/laws, shall be initiated against the vendor and Security Deposits/Performance Guarantee shall be forfeited, besides debarring and blacklisting the vendor concerned for at least One year for further dealings with the Institute.

3.21 Unless otherwise specified, the brand/make of the material as specified in the list of preferred (Annexure IV) shall be used in the work. In case of non- availability of the brand specified in the contract the contractor shall be allowed to use alternate equivalent brand of the material subject to submission of documentary evidence of non- availability of the specified brand with prior written permission from the institute.

3.22 All disputes in this connection shall be settled in the Courts within the jurisdiction of Goa only.

## **Cancellation of Enlistment**

3.23 The employment of a contractor may be cancelled if any of the following is established:

- a) Fails to execute the contract or executes to our dissatisfaction.
- b) Violates any conditions of the contract.
- c) Fails to abide by the conditions of Enlistment.
- d) If found to have given false particulars at the time of Enlistment.
- e) Has indulged in any type of forgery or falsification of records.

- f) Fails to inform the authority regarding changes in name, address, constitution, and status of the empanelled firm within one month of such change.
- g) It is declared or is in the process of being declared bankrupt, insolvent, wound up, dissolved or partitioned.
- h) violates the labour regulations and rules.
- i) It is involved in complaints of serious nature received from any source, which have been proved.
- j) Defaults in the settlement of tax dues like income tax, GST, etc.
- k) Ceases to fulfil the eligibility criteria based on which Enlistment was made.
- l) Does not start the work within the stipulated time for the awarded work on two occasions.
- m) Fails to rectify construction/structural defects within a reasonable time not exceeding 2 months, pointed out to him by the engineer-in-charge during the defect liability period as mentioned in the contract from the date of completion of works.
- n) The tender may be open to contractors also. However, preference to be given to the enlisted contractors.
- o) The Enlisted contractor shall not be allowed to participate in the tender for work (s) in which his near relative is posted as an officer in any capacity.

#### 4. Criteria for evaluation of contractor's performance for enlistment

S. No.	Parameter and evaluation criteria	Maximum marks	Marks obtained
1	<b>Work experience</b> (a) 20 marks for minimum eligible value (b) 30 marks for twice the minimum eligible value or more Marks for intermediate values shall be determined by straight line variation	30	
2	<b>Contract performance</b> (a) 30 marks for completion of work without litigation (b) 18 marks for completion of work with litigation Zero mark for rescission of contract	30	
3	<b>Time over Run</b> TOR= Actual time for completion/stipulated period of completion of work plus extended time period without levy of compensation. In case, levy of compensation is not decided, extended time period without levy of compensation shall be nil. (a) 10 marks if $TOR < 0.8$ (b) 8 marks if $0.8 < TOR < 1$ (c) 6 marks if $TOR = 1$ Zero mark if $TOR > 1$	10	
4	<b>Quality of completed works</b>	25	
5	<b>Registration with CPWD/MES/Railways/State PWDs/ PSUs</b>	5	

#### Notes:

1. If the work experience consists of more than one completed works, the marks under each parameter shall be worked out separately for each work. Each work has to qualify separately.
2. The eligibility criteria for enlistment shall be minimum 60% marks.
3. Work in which compensation is levied for delayed completion is not acceptable for enlistment.
4. Work in which EOT case is not decided is not acceptable

## Annexure-I

The following self-certified documents to be submitted:

S. No	List of Documents to be uploaded
1	Duly filled signed and stamped Application form as Enclosed. <b>Annexure II</b>
2	Registration Certificate with CPWD/MES/Railway/State PWD/PSU's etc.,
3	Work Experience certificates (Completion certificate from Client). <b>Annexure III</b>
4	GST&PAN Number certificate.
5	Banker's certificate as per <b>Annexure-IV</b> (Not older than 6 months from last Date of bid submission).
6	Annual Turnover CA certified Certificate in any of the last 5 consecutive financial year ending 31 <sup>st</sup> March 2025 as per eligibility criteria. <b>Annexure-V</b>
7	Valid ESIC/EPF Registration certificate. (If vendor is registered with ESIC/EPF, then EPF/ESIC Registration certificate must be submitted. Else self-declaration by vendor for non-applicability of ESIC/EPF to be submitted).
8	Valid Electrical License with classification for Electrical works.
9	Memorandum and Article of Association, Certificate of Incorporation, Partnership Deed, Registration Certificate issued by the Registrar of Firms etc. (An affidavit in case of sole proprietor ship, Partnership deed in case of Partnership firm, Article of Association in case of Private/Public limited Companies.)
10	Labour License (if applicable)
11	Undertaking in the letter head of the firm, duly signed and sealed, stating that the firm/contractor was never blacklisted or debarred from any Govt. agency. <b>Annexure-VI</b>

**Application Form for Contractors' Enlistment**

**Category Applied for: \_\_\_\_\_**

1. Name of the Company/Agency/Contractor: -----
2. Contact Details:  
-----
- a. Head Office/Registered Office:  
-----  
-----
- b. Telephone/Mobile No: -----
- c. Email: -----
- d. Website (if any): -----
- e. Date of Establishment: -----
- f. Office in Goa (if any): -----
- g. Telephone No.: -----
3. Name of Chief Executive/Proprietor/Proprietor/Partners: -----
4. Telephone/Mobile No. -----
5. Email-----
6. Name of Contact Person -----
7. Telephone/Mobile No. -----



8. Email-----

9. Type of Organization (Documents to be enclosed)

- a) Proprietary (Trade License/An affidavit)
- b) Partnership (Deed, Trade License)
- c) Private Limited Company (Memorandum of Article)
- d) Public Limited Company (Certificate of Registration)
- e) Public Sector (Trade License)

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**DETAILS OF WORKS COMPLETED****Details of Completed Works: Eligible works completed during the last seven years**

1	Name of work	
2	Location of work (mention city and state)	
3	Name of contractor (same as mentioned in Award letter)	
4	Agreement/work order number	
5	Agreement amount (Rs.)	
6*	Gross value of completed work (Rs.)	
7*	Amount of Gross value of last paid bill, (if final bill not paid).	
8	Stipulated date of start (DD-MM-YYYY)	
9	Date of completion:	
	(a) Stipulated date of completion (DD-MM-YYYY)	
	(b) Actual date of completion (DD-MM-YYYY)	
	(c) Justified extended date of completion, if any (DD-MM-YYYY)	
10.	Details of work	
	Nature of work (Civil/Electromechanical/ /Composite)	
11.	Details of extension of time for delayed completion.	
	(a) Whether extension of time for delayed completion has been decided or not? Owner department officers are requested to only mention either “Yes or No” against this option. (Option of writing “Not applicable” is only acceptable where work is completed before stipulated date of completion).	
	(b) If extension of time for delayed completion has been decided, then amount of compensation levied if any?	
	(c) Letter number and date for extension of time approved by the authority	
12.	Is there any Conciliation/Mediation/ Arbitration/Court Case(s) (from start of work till issue of this certificate), Owner department officers are requested to only mention either “Yes or No”.	
13	Status of owner department Owner department officers are requested to only mention (Govt./PSU/ State Govt./Private)	
14	Details of owner department under which project/work executed:	
	(a) Name of Project Manager or Executive Engineer or Equivalent	
	(b) Address	
	(c) Phone	
	(d) e-mail	

Signature of Applicant

**Form of Banker's Certificate**

This is to certify that to the best of our knowledge and information  
Shri/Smt/M/s.....having registered address, a

Customers of our bank is/are respectable and can be treated as reliable for any engagement up  
to a limit of Rs (Rupees). \_\_\_\_\_

This certificate is issued without any guarantee or responsibility on the Bank or any of the officers.

This certificate is issued on..... the request of Shri/Smt/M/s For  
obtaining enlistment in IIT Goa.

(Signature)

For the Bank

Note:

1. Banker's certificates should be on the letter head of the bank, addressed to enlisting authority.
2. In the case of partnership firm, the certificate shall include names of all partners as recorded with the bank.

### FINANCIAL INFORMATION

I. Financial Analysis – Details to be furnished duly supported by figures in balance sheet/ profit & loss account for the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department (Copies to be attached).

S. No.	Description	Financial Years					Average
		2020-21	2021-22	2022-23	2023-24	2024-25	
(i)	Gross Annual turnover on construction works						
(ii)	Profit / Loss						

Signature of Chartered Accountant with Seal

Signature of Applicant

#### Note-

1. Scan of original completion certificates shall be uploaded in the portal. The certificate should be duly certified and issued by an officer not below the rank of Executive Engineer or equivalent. Work experience certificates self-certified by the authorized signatory of the Contractor firm shall also be acceptable.
2. This proforma shall be filled up separately for all three (or more) eligible works proposed for work experience for enlistment.

**Annexure-VI**

**DECLARATION BY Applicant**

- i) I/We certify that the information given above is true to the best of our knowledge. I/We also understand that if any of the information is found to be incorrect, I/we are liable to be debarred.
- ii) I/We certify that I/We will not get myself/ourselves registered as contractor(s) in IIT Goa under more than one name.
- iii) I / We hereby certify that I am not near relatives of any employee of IIT Goa. (A near relative shall mean wife, husband, parents, grandparents, children, grandchildren, brothers, sisters, uncles, aunts, cousins and their corresponding in laws)
- iv) I certify that I did not retire as an Engineer from any Department of the Government of India during the last ONE year. I also certify that I have neither such a person under my employment nor shall I employ any such person within ONE year of his retirement. (For individuals seeking enlistment).

b. We certify that none of the partners/Directors retired as an Engineer from any Department of the Government of India during the last ONE year. We also certify that we have neither under our employment any such person nor shall we employ any person within ONE year of his retirement. (For partnership firms and limited companies). (Strike out whichever is not applicable)

(Signature of Proprietor/Partner/Chief Executive)

Name.....

(In Capital Letter)

(Seal)