

CMC VELLORE, CHITTOOR CAMPUS

PRE-QUALIFICATION DOCUMENT FOR SELECTION OF INTERIOR CONTRACTORS

FOR

CMC VELLORE CHITTOOR CAMPUS TEACHING HOSPITAL - INTERIORS

JANUARY, 2026

**Pre-qualification Document for Selection of Interior Contractors
For
CMC Vellore Chittoor Campus Teaching Hospital – Interiors**

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NOTICE INVITING APPLICATION

**CHRISTIAN MEDICAL COLLEGE VELLORE
CHITTOOR CAMPUS, AP**

**Pre-qualification of CMC Vellore Chittoor Campus Teaching
Hospital - Interiors**

Applications are invited from reputed and competent contractors for Interior works package with adequate technical and financial capabilities and having experience of executing works of similar nature for Hospital and Institutional buildings for pre-qualification for the project mentioned below:

Name of Project	Area
CMC Vellore Chittoor Campus Teaching Hospital - Interiors	7,32,904 SQFT

The interested contractors may apply in the format prescribed in the pre-qualification document, which also contains proforma for submission of details. The pre-qualification documents may be obtained from below mentioned address during any working days from 25/01/2026 onwards in person (or) Downloaded from our website www.cmch-vellore.edu →Tender Notice→Download (CMC Vellore Chittoor Campus Teaching Hospital - PQ Interiors)

Pre-qualification documents duly completed should be submitted at the address below not later than 15.00 hrs on 09/02/2026 and be clearly marked “Pre-qualification for CMC Vellore Chittoor Campus Teaching Hospital – Interiors”.

Documents sent by courier or post, if received late, will not be accepted. Incomplete documents are liable to be rejected.

Interested contractors may obtain further information from CMC Vellore at the address below from 8.00 hrs to 16.30 hrs on working days.

Address for communication:

The Superintending Engineer
Engineering Planning Dept
Christian Medical College
Ida Scudder Road
Vellore – 632 004
TN
Tel: 0416 – 228 2140 / 2008
Email: projects.chittoor@cmcvellore.ac.in
Website: www.cmch-vellore.edu

LETTER OF TRANSMITTAL FOR PRE-QUALIFICATION APPLICATION

**LETTER OF TRANSMITTAL
PRE- QUALIFICATION APPLICATION**

To
The General Superintendent
Christian Medical College
Ida Scudder Road
Vellore – 632 004
TN

Sub: Pre-qualification of CMC Vellore Chittoor Campus Teaching Hospital - Interiors

Ref: Your ----- Dt--

Dear Sir,

Having examined the pre-qualification document, we hereby submit all the necessary information and relevant documents for pre-qualifying us for bidding for the under mentioned works:

“CMC Vellore Chittoor Campus Teaching Hospital - Interiors”

The application is made by us on behalf of _____ (Group of firm) in the capacity of _____ duly authorised to submit the offer.

The necessary evidence admissible in law in respect of authority assigned to us on behalf of the firm/group of firms for applying and for completion of the contract document is attached herewith.

We are interested in bidding for the works given in Enclosure to this letter. We understand that the Employer reserves the right to reject any application without assigning any reason.

Signature of applicant
including name, title and
capacity in which application is made

Date:

Encl:

1. Schedules duly filled in the prescribed form.
2. Evidence of authority to sign.
3. Latest Company brochures.

GENERAL CONDITIONS

GENERAL CONDITIONS

1) INTRODUCTION

Applications are invited from well reputed and experienced Interior contractors for being pre-qualified for Tendering for the CMC Vellore Chittoor Campus Teaching Hospital - Interiors.

2) BRIEF DESCRIPTION OF THE PROJECT

The site for construction of proposed Buildings is located at, at 190 Ramapuram, 189 Kothapalli Post , Gudipala mandal ,Chittoor District, AP

The proposed teaching hospital comprises of a 400 Bedded Teaching Hospital having a total built up area of 7,32,904 sqft (G+4) and other related infrastructure developments. The construction started in the month of October 2025 and expected to be completed in 30 months' time.

3) SCOPE OF WORK

- 3.1 The scope includes execution of all civil and fixed interior works comprising wall finishes such as painting, texture, panelling and cladding; floor finishes including tiles, vinyl, wooden flooring, granite, marble, any other natural stone and carpets; installation of false ceiling systems (such as grid, plain gypsum, metal, laminate etc.); provision and fixing of all type of doors, frames and architraves; execution of dry-wall partition works (gypsum/metal stud partitions, ply partitions, glass partitions and other approved light-weight partitions); and complete built-in joinery/carpentry works including fixed wardrobes, cabinets, counters and related accessories, all in full coordination with the Electrical, Mechanical, ELV, Plumbing, Medical Gases, HVAC and other services executed by other agencies.

All works shall be carried out as per approved drawings, Bill of Quantities, Technical specifications and the instructions of the Engineer-in-Charge.

The work shall be carried out in parallel and coordinated with all other packages under execution/ yet to be executed/awarded as per agreed datelines of the blocks.

A full-scale mock-up of the specified interior works, including dry-wall partitions, wall finishes, ceiling systems, joinery elements and related details, shall be executed at site for review and approval prior to commencement of bulk execution.

- 3.2 Applicants shall fulfil the following basic pre-qualification criteria and documentary evidences to this effect are to be furnished in all respects as per attached schedules.

- a) The applicant must be an Interior contractor of repute with prime activity in construction of buildings preferably having a base in India with a local office and equipment and manpower (Information to be supplied in Schedule A).
- b) The applicant should have minimum Turnover of around Rs 150-200 crores per annum during the last 3 years (Information to be supplied in Schedule B).
- c) The applicant must have completed the Interior works for R.C Framed Multi-storey buildings for a) four projects of minimum value of Rs. 50 crores, or b) three projects of

- minimum value of Rs. 75 crores, or c) two projects of minimum value of Rs. 100 crores within the originally stipulated contract period during the last five years (Information to be supplied in Schedule C-1 and C-2).
- d) Clear status of Income Tax as on date with copy of latest income tax clearance certificate.
- e) The applicant should have strong organisation with adequate number of qualified engineers and other technical staff (Information to be supplied in Schedule F).
- f) The applicant should not have any history of Litigation and levy of Liquidated Damages (Information to be supplied in Schedule D).
- g) Verification of Satisfactory Performance of the Contractor's work will be made by a committee by approaching the owners of the building that have been successfully completed by the contractor.

The applicant should give additional information, if asked by the Client

4) INSTRUCTIONS TO APPLICANTS

4.1 Pre-qualification documents including questionnaire as detailed hereinafter complete in all respects shall be submitted to **The General Superintendent, Christian Medical College, Ida scudder Road , Vellore – 632004** , on or before **09/02/2026 by 15.00 hrs.**

4.1.1 Pre-qualification document contains 9 numbers of forms as follows:

- a) Prequalification Application
- b) Schedule 'A' Structure and organisation
- c) Schedule 'B' Financial statement
- d) Schedule C1 & C2 Working experience (for works completed and in progress)
- e) Schedule 'D' Abandonment of work
- f) Schedule 'E' Sub contractors
- g) Schedule 'F' Engineers & Technical Staff
- h) Schedule 'G' Affidavit
- i) Schedule 'H' Additional information

4.1.2 The documents shall be sealed in an envelope and submitted to the above address on or before the scheduled time and date specified in the Notice Inviting Applications for Pre-qualification of Contractors. The envelope shall be super scribed as "Application for Pre-qualification CMC Vellore Chittoor Campus Teaching Hospital – Interiors" and shall show the name(s) and address of the applicant(s).

4.1.3 If necessary, additional sheet can be added to the schedules. Such attachments should be clearly marked as follows:

Attachment 1 to Schedule "A", Attachment 2 to Schedule "A", etc.

4.1.4 While submitting the schedules duly filled in, applicant shall enclose latest copies of brochures and technical documentation giving additional information about the applicant and all the parties of the consortium, if any.

4.1.5 Each page of pre-qualification document shall be duly signed by the applicant or his authorised representative.

- 4.2 No costs incurred by applicant(s) in making this offer, in providing clarifications or attending discussions, conference, on site visits will be entertained for reimbursement.
- 4.3 Incomplete and inappropriately filled in applications are liable to be rejected.
- 4.4 The language for submission of Application shall be English.
- 4.5 In the event of any firm wishing to withdraw from pre-qualifications, the firm must return the document with an explanatory letter to the Employer.
- 4.6 The enclosed schedules shall be filled in completely and all questions shall be answered and information required given. If any particular question/item is considered not relevant, it should be replied as "not applicable". Any question or item left blank will be taken as a negative qualification for that aspect.
- 4.7 Back up by specialised agencies/sub-contractors for certain items of work may be permitted, subject to the specific approval of the Employer to the items of specialisation and the proposed agencies/sub-contractors.

All works, including specialised items, shall be executed directly by the Contractor using their own resources. The Contractor shall possess adequate in-house manufacturing and/or fabrication facilities required for the execution of the works. Details of such in-house facilities, equipment, and manpower shall be submitted to the Employer for verification and approval prior to commencement of the work.

- 4.8 Financial data, project costs, value of works, etc. shall be given in Indian Rupee only.
- 4.9 Applications shall be accepted **only from single entities**. Applications made by firms in partnership or through joint ventures/consortia shall **not** be permitted and will be summarily rejected. The Applicant shall be a sole proprietorship or a single legal entity applying on its own behalf and not as a partner, associate, or representative of any other firm.

The applicant shall be of OEM or through its authorized dealer. OEM can submit its application through only one of its authorized dealers and submission of applications through more than one dealer is not admissible. Their Authorized dealer's applications shall be submitted with supporting letter from the OEM. Subletting of works to third party is not permitted.

Applications will be accepted only from **single OEM entities** possessing their own in-house manufacturing/fabrication facilities. Applications from partnerships, joint ventures, consortiums, dealers, agents or representatives shall not be permitted.

The Contractor shall submit full details of its manufacturing/fabrication facilities, production capacity, technical manpower and quality control systems for verification and approval by the Employer prior to commencement of work.

- 4.10 If the application is made by a limited company or a limited corporation it shall be signed by a duly authorised person holding the power of attorney for signing the application in which case a certified copy of the power of attorney shall accompany the application. Such limited company or corporation will be required to furnish satisfactory evidence of its existence before the contract is awarded.
- 4.11 The information furnished must be sufficient to show that the applicant is capable in all respects to successfully complete the envisaged work.

- 4.12 The applicant must have sound financial status.
- 4.13 The applicant must submit within the stipulated time additional information, if any asked by the Client.
- 4.14 Verification of Satisfactory Performance of the Contractor's work will be made a committee by approaching the owners of the building that have been successfully completed by the Contractor.
- 4.15 All recipients of document (whether they submit application or not) should treat the document as strictly confidential.
- 4.16 The decision of the ADMINISTRATION to accept or reject any application will be final. The Employer reserves the right to reject any or all pre-qualification application without assigning any reason.

SCHEDULES

SCHEDULE 'A'

A. STRUCTURE AND ORGANISATION

Name of Applicant

1. Head Office Address (if not Local Office):

Telephone no.
Fax

Email Address
2. Local Office Address:

Telephone no.
Fax

Email Address
3. Description of Applicant (attach relevant excerpts from article of deed or other relevant document including the names of principals).
4. Country and year of incorporation (attach copy of certificate of registration)
5. Name and address of Bankers:
6. Main lines of business:
7. Name(s) and address(es) of Principals of companies to be associated in the project and whether parents/subsidiary, etc.
8. Attach a detailed organisation chart showing the structure of the company including names and positions of Directors and key personnel.
9. Site Organisation Chart with names and bio-data of personnel intended to be deployed at site.

Notes: 1. Particulars for item 2,3,4,5,6 & 7 above to be furnished separately incase of sub-consultancy.

1.1 Name of Firm / Company	
1.2 Address(s): Registered Office: Head Office: Branch Office(s):	
1.3 Telephone No.: Mobile / Landline(s): Contact Person(s): Telex No.: Fax No.: E-mail:	
1.4 Legal Status of the applicant: Type of Company (Attach copies of original document defining legal status): (Please attach a copy of the Registration Certificate of the Company) (a) An individual (b) A proprietary Firm (c) A Firm in Partnership (d) A Limited Company / Corporation (*Please delete accordingly)	
1.5 Particulars of registration with various government bodies (attach attested photocopies) Organization / place of registration. (1) (2) (3)	Registration No.

1.6 Name and Titles of directors and officers with designation to be concerned with this work.	
1.7 Designation of individual authorized to act for the organization.	
1.8 Was the applicant ever required to suspend supplies for a period of more than 6 months continuously after you commenced the supplies? If so, give the name of the project and reason of suspension of work.	
1.9 Has the applicant or any constituent partner in case of partnership firm ever abandoned the awarded work before its completion? If so, give the name of the project and reason of abandonment.	
1.10 Has the applicant or any constituent partner in case of partnership firm ever debarred/black listed for tendering in any organization at any time? If so, give the details.	
1.11 Has the applicant or any constituent partner in case of partnership firm ever been convicted by a court of law? If so, give details.	
1.12 In which field of interiors the applicant has specialization and interest?	
1.13 Any other information considered necessary but not included above.	

SCHEDULE 'B'

FINANCIAL STATEMENT

- A. Name of Applicant
- B. Income Tax Clearance Certificates (Attach copies of latest income tax certificate)
- C. Financial Status

	YEAR 2022-2023 (Rs Lakhs)	YEAR 2023-2024 (Rs Lakhs)	YEAR 2024-2025 (Rs Lakhs)
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1. a) Authorised Capital
b) Subscribed Capital
c) Paid-up Capital
2. a) Name(s) of Partners
b) Solvency Certificate
3. a) Audited Balance Sheets
for the last three years
duly attested by CA/
Auditor.

4. Annual value of construction works, undertaken for each of the last six years and projected for current year in Rupees:

Current year 2025	1 year before 2024	2 years before 2023	3 years before 2022	4 years before 2021	5 years before 2020
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SCHEDULE - C-1

WORK EXPERIENCE

Name of the Firm:

List of building projects completed during the last five years having:

- A) Four projects of minimum value of Rs. 50 CR , or**
- B) Three projects of minimum value of Rs. 75 CR , or**
- C) Two projects of minimum value of Rs. 100 CR**

Name of Employer	Name, location, Nature & discipline of work	Name of the Architect & Engineer responsible for supervision	Contract price in Indian Rs.	Percentage of participation of the company	Contractual date of commencement of construction	Contractual date of completion of work	Actual date of start of work	Actual date of completion of work	Reasons for delay in completion, if any	Amount of LD imposed for the whole work or part thereof

Notes:

- a) Certificates from the Employers/Architects are to be attached in respect of information furnished.
- b) Attach photographs of completed projects.
- c) Attach additional photocopied pages, if required.

- Note: In addition – To provide details of projects completed or in progress for interiors related scope of work**

SCHEDULE - C-2

WORK EXPERIENCE (Contd.)

Details of completed projects:
(Use 1 sheet for one project only)

1. Nature of Project :
(Hospital, Multi-storeyed Residential, Office, Hotel,
Public, Institutional, etc.)
2. Location of Project :
3. Details of Employer :
 - a. Name
 - b. Address
 - c. Telephone
 - d. Fax
 - e. Email
4. Name of Architect :
5. Name of supervising agency :
6. Contract value :
7. Number of storeys :
8. Total built-up area in square metre :
9. Number of Basements :
10. Principal External finish :
11. Schedule Time of Completion as per Contract:
12. Actual Time taken for Construction in months :
13. Liquidated Damages levied if any :
14. Any special feature :
15. Completion Certificate to be attached

SCHEDULE - D

INFORMATION REGARDING CURRENT LITIGATION, LIQUIDITY DAMAGES, DEBARRING/EXPELLING OF TENDERER OR ABANDONMENT OF WORK BY TENDERER

- | | | | |
|----|-----|--|-----------|
| 1. | (a) | Is the Applicant currently involved in any Arbitration / litigation relating to the contract works | YES/NO |
| | (b) | If yes, details | |
| | | | |
| 2. | (a) | Has the Applicant or any of its constituent partners been debarred/expelled by any Agency in India, during the last 5 years | YES/NO |
| | (b) | If yes, give details: | |
| | | | |
| 3. | (a) | Has the Applicant or any of its constituent partners failed to complete on any contract work in India during the last 5 years due to any reason. | .. YES/NO |
| | (b) | If yes, give details | |
| | | | |
| 4. | (a) | Has the Applicant or any of his constituent partners been levied Liquidated Damages by any of the Client during the last 5 years | ..YES/NO |
| | (b) | If yes, give details | |

Note: If any information in this schedule is found to be incorrect or concealed, pre-qualification application will be summarily rejected.

SCHEDULE - E

INFORMATION REGARDING SUB CONTRACTING

1. Would you sub-contract any part of work Yes/No
2. If yes, how much value of work you propose to sub-contract
 - <25% of value of work
 - >25% <50% of value of work
 - >50% <75% of value of work
3. Type of work proposed to be Sub-contracted -
4. Details of the sub-contractors and their relevant experience as per Schedule-D1 & D2. -

SCHEDULE -G

DETAILS OF QUALIFIED ENGINEERS & OTHER TECHNICAL STAFF

Name of the Firm:

Sl.No.	Name	Qualification	Years of Experience	Years with Firm	Designation
1.					
2.					
3.					
4.					
5.					
6.					
8.					
9.					
10.					
11.					
12.					

SCHEDULE - H

AFFIDAVIT

1. I, the undersigned, do hereby certify that all the statements made in the required attachments are true and correct to the best of my knowledge.
2. The undersigned also hereby certifies that neither our firm _____ nor any of its constituent partners have abandoned any work or works of similar nature & magnitude in India nor any contract awarded to us for such works has been rescinded during last five years prior to the date of this bid.
3. The undersigned hereby authorise(s) and request(s) any bank, person, firm or corporation to furnish pertinent information deemed necessary and requested by the Employer/P.M.C. to verify this statement or regarding my (our) competence and general reputation.
4. The undersigned understands and agrees that further qualifying information may be requested, and agrees to furnish any such information at the request of the Employer.

(Signed by an Authorised Officer of the Firm)
with Company's Seal

Title of Officer

Name of the Firm

Date

SCHEDULE - I

ANY OTHER RELEVANT IMPORTANT INFORMATION

- List of enclosures to be appended here.