



Business Support Department, Central Office

**Expression of Interest (EOI)
For Empanelment of local Vendors of Mumbai for Supply of
Goods / Services at Central Bank of India, Nariman Point**

Date: 03 February 2026

Business Support Department

**16th Floor, Chander Mukhi Building,
Nariman Point Mumbai– 410021**

www.centralbank.bank.in



रुचि की अभिव्यक्ति / EXPRESSION OF INTEREST
(नियम एवं शर्तें /Terms & Conditions)

तकनीकी बोली / TECHNICAL BID

Invitation for Expression of Interest (EOI)

**For Empanelment of local vendors of Mumbai for Supply of Goods/ Service to Central Bank of India
16th Floor, Chander Mukhi Building, Nariman Point, Mumbai – 410021**

विज्ञापन की दिनांक/ Date of Advertisement	03/02/2026
प्रस्तुत करने की अंतिम दिनांक / Last Date of Submission	03/03/2026 by 03:00 pm
बोली पूर्व मीटिंग / Pre-Bid Meeting	11/02/2026 at 03:00 pm at Chander Mukhi Building (16 th Floor)
ई मेल के माध्यम से पूछताछ के लिए निर्धारित समय सीमा / Deadline for enquiries via email	11.02.2026 up to 11:00 am
खुलने की दिनांक /Opening Date	तकनीकी बोली/Technical Bid 03/03/2026 at 3:30 PM
कार्य अवधि/Time Period of Work Engagement	3 Years from Finalization of Tender/ date of Agreement
रुचि की अभिव्यक्ति का प्रसंस्करण मूल्य/Processing Fee of EOI (गैर वापसी योग्य/Non Refundable)	रु./Rs. 1,000.00 (सेन्ट्रल बैंक ऑफ़ इंडिया के पक्ष में मांग ड्राफ्ट जो मुंबई पर देय हो/ DD In favor of Central Bank of India, Payable at Mumbai) "OR" The application fee of Rs. 1,000.00 for each application shall be deposited in AC NO: 1122845035, IFSC: CBIN0281067, Central Bank of India Nariman Point Branch, Mumbai and the corresponding UTR to be provided along with the application. Original DD of Processing Fee of EOI to be submitted.
MSME Registered Vendors are Exempted from Processing Fee of EOI on submission of Relevant Documents (Udyam Registration Certificate) with their Technical Bid.	
खुलने की दिनांक से निविदा की वैधता/Validity of Tender from the date of opening of Financial Bid.	120 दिन/ days
प्रस्तुत किए जाने वाले दस्तावेज/ Documents to be provided	रुचि की अभिव्यक्ति सूचना के अनुसार/As per EOI
Email for Correspondence	proco@centralbank.bank.in, dgmbdsd@centralbank.bank.in
संबन्धित का नाम /Contact person name	Dilip Kumar Baranwal, Deputy General Manager Contact Details : 022-66387834
ऑनलाइन रुचि की अभिव्यक्ति जमा करने का स्थान / Online submission of EOI documents at	EOI documents to be submitted online at https://centralbank.abcpocure.com

प्रस्तुतकर्ता/SUBMITTED BY:

ठेकेदार का नाम/NAME OF CONTRACTOR:

जीएसटी विवरण/GST DETAILS :

**Notice for Invitation for Expression of Interest (EOI) For Empanelment of local vendors of Mumbai
for Supply of Goods/ Service to Central Bank of India
16th Floor, Chander Mukhi Building, Nariman Point, Mumbai – 410021**

EOI No. : BSD/Admin/2025-26/

Date: 03rd February 2026

1. **Business Support Department, Central Bank of India, Central Office, Nariman Point, Mumbai** invites Expression of Interest (EOI) from the interested local parties in Mumbai for Empanelment for Supply of Goods / Services as mentioned in point no. 1.5 Scope of Work of this EOI.
2. The bidder must submit their proposal online in response to our e-tender (EOI) at <https://centralbank.abcpocure.com>
3. The EOI Document can be downloaded from the Central Bank website www.centralbank.bank.in or <https://centralbank.abcpocure.com>
4. The purpose of this EOI Document is to provide **local interested parties (having business in Mumbai)** with the relevant information regarding the EOI which may be useful in submitting their proposal. Applicants are advised to study this EOI Document carefully before submitting their proposal.
5. **EOI Processing Fees:**
A Non-refundable processing fee of Rs. 1000/- (Rupees One thousand only) shall be submitted in form of demand draft drawn on any scheduled bank in favour of 'Central Bank of India' or **"OR"** The processing fee of Rs. 1,000.00 for each application shall be deposited in AC NO: 1122845035, IFSC: CBIN0281067, Central Bank of India Nariman Point Branch, Mumbai and the corresponding UTR to be provided along with the EOI application. In the absence of adequate EOI processing fees, the responses received shall not be considered for further processing and the bid shall be rejected without further evaluation or response. The EOI processing fee will be exempted for company/ bidders/agency on production of valid MSME registration certificate (Udyam Registration). If any bidder is interested to submit bid for empanelment of more than one category of Goods/ services, he/ she has to submit separate processing fee for each category of Goods/ Services.
6. In exceptional circumstances, and at its own discretion, Central Bank may extend the deadline for submission of proposals by issuing an amendment/ corrigendum to this EOI on the Central Bank website, in which case all rights and obligations of Central Bank and the applicants previously subject to the original deadline will thereafter be subject to the deadline as extended. Central Bank reserves the right to amend/add further details in the EOI.
7. The applicant is requested to submit any queries in writing by email. The email shall be addressed to Deputy General Manager at the following email ids by 11.02.2026 up to 11:00 am (i.e. before schedule of pre-bid meeting), with the Email Subject 'Query re. EOI for Empanelment of Vendor for Supply of Goods / Services:

dgmbd@centralbank.bank.in
proco@centralbank.bank.in

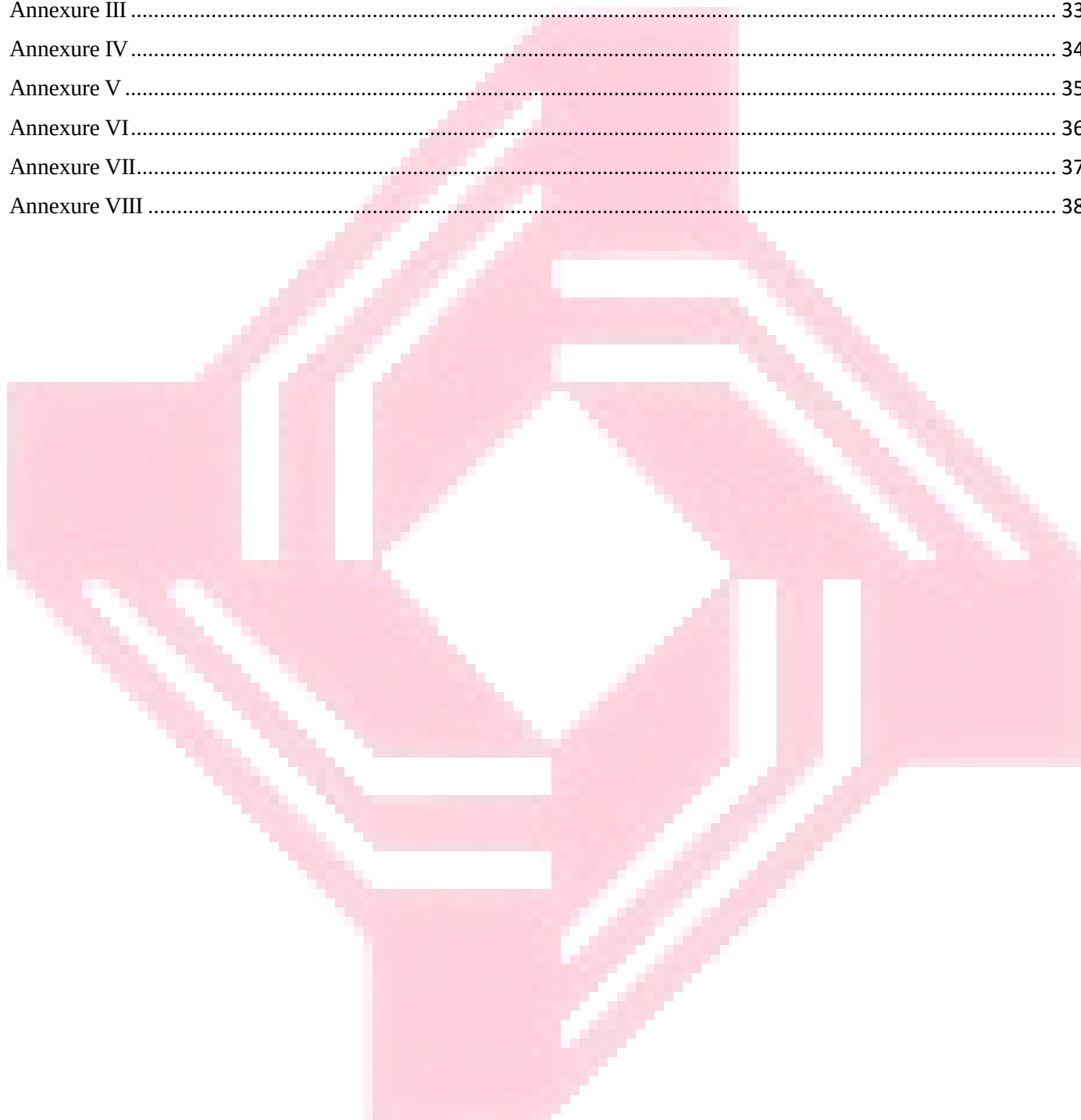
8. Central Bank of India reserves the right to call for/ cancel EOI and/or invite afresh with or without amendments, without liability or any obligation for such call for EOI and without assigning any reason. Applicants are advised to visit the Central Bank's web site regularly for updates on this EOI.

9. Further details are provided in the table below:

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DISCLAIMER

The information contained in this Expression of Interest (“EOI”) – or subsequently communicated to any bidder, whether orally, in writing, or in any other form – by or on behalf of Central Bank of India, Nariman Point is provided solely under the terms and conditions set out in this EOI (and any further terms on which such information is supplied).

This EOI is **not** an agreement, offer, or invitation to enter into a contract. Its purpose is to furnish prospective bidders (“Bidders”) with information that may assist them in preparing and submitting their proposals (“Proposals”) for empanelment.

CENTRAL BANK OF INDIA gives no representation or warranty – express or implied – and accepts no liability for any loss, damage, cost, or expense arising from reliance on the information in this EOI or otherwise provided during the empanelment process. This includes, without limitation, matters related to the accuracy, adequacy, completeness, reliability, or reasonableness of any statement, assumption, assessment, or projection.

CENTRAL BANK OF INDIA, at its sole discretion and without obligation, may amend, modify, or supplement the information in this EOI. Issuance of this document does not commit CENTRAL BANK OF INDIA to empanel any Bidder or to proceed with any project, and CENTRAL BANK OF INDIA reserves the right to reject any or all Proposals without assigning a reason.

All costs incurred in the preparation and submission of a Proposal – including, but not limited to, document preparation, copying, postage, courier charges, and expenses related to demonstrations or presentations – are the sole responsibility of the Bidder. Under no circumstances will CENTRAL BANK OF INDIA be liable for such expenses, regardless of the outcome of the empanelment process.

1.INTRODUCTION

1.1. About CENTRAL BANK OF INDIA

Central Bank of India is a leading Public Sector Bank, with pan India branch network of more than 4,500 plus branches, with total business of more than Rs 7,74,000 crores, driven by committed work force of more than 31,000 plus employees.

Established in 1911, Central Bank of India is the first Indian Commercial bank which was wholly owned and managed by Indians. It is a state-owned bank headquartered in Mumbai (Maharashtra) and having its corporate office at Chander Mukhi, Nariman Point, Mumbai- 400021.

1.2. Objective

The bank invites Expression of Interest (EOI) for empanelment of interested eligible vendors for supply of Goods / services at its Corporate Office at Chander Mukhi, Nariman Point, Mumbai.

1.3. General Terms of Empanelment

- a. Bidders must be eligible to apply for empanelment as per Clause 2.
- b. Bidding as a consortium is not permitted.
- c. The Bidder's Organization should not be owned or controlled by any Director or Employee (or directly related relatives) of CENTRAL BANK OF INDIA and those who have retired in the last one year.
- d. Franchisee arrangement is strictly not allowed to sub-let to any other agency/individual in any form. If a bidder is caught doing so at any stage, the order would be immediately terminated and payments forfeited. All the payments towards any supply of goods / services shall be made only in the name of the empaneled agency and not any other agency.
- e. Bidders who meet the eligibility criteria as per Clause 2 shall be considered for empanelment with CENTRAL BANK OF INDIA. CENTRAL BANK OF INDIA reserves the right for verification of documents provided by bidder including verification of business of bidder without any objection from bidder side.
- f. The tenure of the empanelment shall be for a period of three (3) years from the date of empanelment. CENTRAL BANK OF INDIA reserves the right for review of empanelment every year on the basis of the performance of the Agency and Agency being continuously meeting the eligibility criteria being set out in this document or any other criteria being set out by the CENTRAL BANK OF INDIA as per its requirement. Various factors may be considered for the performance review as per CENTRAL BANK OF INDIA requirement. Authority approved empanelment can extend empanelment of tenure of Agency for further period of 1 year on existing terms & conditions.
- g. At the time of empanelment renewal, documentary support for eligibility qualifications and credentials must be furnished to CENTRAL BANK OF INDIA as requested.
- h. CENTRAL BANK OF INDIA, at its discretion, can modify or terminate the empanelment of the Agency earlier than the expiry of the three (3) year period in the event of poor/ non-satisfactory performance OR any change in requirement OR not meeting the eligibility criteria as set out in this document or any other criteria set out by the CENTRAL BANK OF INDIA at the time of renewal of empanelment OR due to any other relevant reason(s) given in writing to the empaneled Agency.
- i. Empanelment with CENTRAL BANK OF INDIA does not guarantee any form of income/ award of work/retainer fees, etc.

1.4. Description of Empanelment Process

- Interested and eligible Bidders can participate in EOI for Empanelment Process by submitting their proposal in the format given in the Annexure I-IX.
- Bidder must submit separate proposals if they wish for empanelment for supply of goods/ services of more than one nature of Goods / services as specified in point no. 1.5 Scope of Work.
- The Bidders shall be shortlisted as per the criteria mentioned in this document for respective work.
- The eligible shortlisted Bidders shall be considered for empanelment with CENTRAL BANK OF INDIA and shall be invited for a technical presentation before an Evaluation Committee constituted by CENTRAL BANK OF INDIA, wherever it is required before empanelment.

1.5. Scope of Work

The selected agency will have to undertake the assignment as and when allotted by CENTRAL BANK OF INDIA. The broad scope of work would cover undertaking the following mentioned functions in the respective domains on requirement basis:

S. No.	Type of Goods / service	Scope of Work
1	Light & Sound System for meeting (including Television for display)	Providing Light & Sound System with LED TV sets for display on rental basis for meeting/ events of Bank on rental basis inclusive of its mobilization, installation, operations and decommissioning after the event.
2	LED Stage Background	LED Stage Background formation
3	Photography & Videography	Photography & Videography of events of Bank.
4	Team for Anchoring/ Musical Evening Entertainment Program	A Team of Anchors, Singers, Musician (Male/ Female) etc. for performance during events of Bank.
5	Corporate Gift (Silver/ other metal items/ Leather/ Mementos/ Other articles)	Corporate Gift of Silver articles, other metal, Leather gift items, Various Type of Mementos/ Other Gift items as per requirement of Bank.
6	Flex Banners/ Hoardings/ Standee/ Other such items	Supply of Flex Banner / Hoarding / Standee/ Selfie Point & other such items of different sizes as per requirement of Bank.
7	Digital Standee	Providing Digital Standee on rental basis for display of Bank/s artwork during events of Bank.
8	Digital Signboard	Supply of Digital Signboard of different sizes.
9	Floweriest (Plants, Bouquet & Flower decorations)	Supply of Plants, Bouquet & Flower decoration as per requirement of Bank.
10	Printers (Pamphlet/ Brochure/ Coffee Table Book/ Calendar/ Diary / Annual Report etc.	Printing of Pamphlet/ Brochure/ Coffee Table Book/ Booklet/ Calendar/ Diary/ Annual Report / Invitation Cards etc as per requirement of Bank.
11	T Shirts, Cap, Shirt, Saree	Supply of T Shirts, Cap, Shirt, Saree etc (with or without logo of Bank).
12	Tie, Tie pin, Logo Batch	Supply of Tie, Tie pin (with logo of Bank), Logo Batch
13	PR Agency (for press release assistance)	Service of assistance for publication of Press Release of Bank in Print & Electronic Media.
14	Traffic Barricades	Supply of Traffic Barricades as per requirement.
15	General Stores items	Supply of items of General stores as per requirement.
16	Travel Agency (Bus/ Train/ Air)	Booking of tickets of Bus/ Train/ Air for Bank's staff.
17	Table Stationery items	Supply of Pen, pencil, paper, folder, file cover etc.

2. PRE-REQUISITES

2.1. Eligibility Criteria;

S. No	Mandatory Eligibility Criteria	Required Supporting Document - must be submitted
1	The Bidder/Applicant should be a single entity, registered as a Company under the Companies Act 2013 or Companies Act, 1956 or Partnership Firm registered under the Indian Partnership Act, 1932 or LLP registered under the Limited Liability Partnership Act, 2008 or a Society registered under the Societies Registration Act, 1860. AND Applicant should have a fully functional office in Mumbai (Rent agreement will not be entertained) Should have been in existence in India at least for the last 3 year	a. Certificate of Registration / Incorporation under the respective Acts in India. b. The respective Memorandum of Association/Partnership Deed. c. GST Registration Certificate. d. PAN Card. e. Udyam Registration (if it is an MSME Unit) f. Any other applicable document of Registration.
2	Turnover & Profit (after Tax) of Bidder during last 3 years.	Submit Auditor Certificate showing turnover & Profit (after tax) of last 3 years (2022-23, 2023-24 & 2024-25). If Audit is not mandatory for the bidder, then please furnish a self-signed Sales & Profit figures of last 3 years.
3	The Bidder must have experience of business in the same line for atleast 3 years as on last date of submission of Bid.	Required documentary evidence must be submitted. Can submit copy of major work orders of last 3 years.
4	Whether Bidder is empaneled with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc.	Submit copy of empanelment letter.
5	The Bidder should not have been penalized or found guilty in any court of law and shall not have been black-listed/ debarred for doing business in India by any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. during the last 3 Financial Years. The bidder should not be involved in any litigation/ under liquidation that may have impact or compromise the delivery of services.	Letter of undertaking duly signed must be submitted on Rs. 100 Stamp paper.
7	The Bidder should have resource to handle supply of Goods/ services to Bank.	Letter of undertaking duly signed must be submitted.

8	ISO Certification	Submit ISO Certification, if available with Bidder.
9	EPF/ ESI Registration Certificate	Submit Registration Certificate, if applicable. If it is not applicable, submit letter of undertaking duly signed that bidder is not required to obtain EPF/ ESI Registration Certificate.

3. Pre-Bid Meeting:

- a) Pre-Bid meeting will be held on 11/02/2026 at 3:00 pm at Business Support Department, 16th Floor, Chander Mukhi Building, Nariman Point, Mumbai. Any query related to work will be accepted by the office of the General Manager, BSD, Chander Mukhi Building, Nariman Point, up to 11/02/2026 at 11:00 am.

4. Opening Of EOI:

- a) EOI Documents will be opened online on 03/03/2026 at 3:30 pm. Query from bidder, if required may be raised by Technical Evaluation Committee constituted by the Bank for the purpose and submission received from the bidder in response to query raised by Bank together with online submitted bid will be considered for final Technical evaluation.

5. Format of Proposal Submission

- a. The Bidder shall provide all information sought under this EOI including Annexure I to Annexure VIII as described in point 16 of EOI. CENTRAL BANK OF INDIA will evaluate only those proposals that are received within the stipulated time and in the required format and complete in all respects.
- b. The proposal should be legible, printed and signed by the authorized signatory of the Bidder. All pages should be numbered. All alterations, omissions, additions or any other amendments made to the proposal must be initiated by the person(s) signing the proposal.
- c. All the supporting documents and annexures should be numbered and signed by the authorized signatory of the Bidder.
- d. The documents accompanying the proposal shall be numbered serially and placed in the order mentioned in the checklist

6. Purpose of EOI

- a. The purpose of the evaluation of the proposal is to empanel the agency based on credentials, achievements and total competence.
- b. Proposals received by CENTRAL BANK OF INDIA after the specified time on the due date or not accompanying processing fees shall not be eligible for consideration and shall be rejected summarily. CENTRAL BANK OF INDIA will not be responsible in any manner for late receipt of proposal.

7. Right to accept and reject any or all proposals

- a. Notwithstanding anything contained in this EOI, CENTRAL BANK OF INDIA reserves the right to accept or reject any proposals at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof, and any such misrepresentation/improper response as described herein shall lead to the disqualification of the Bidder.

- b. In case it is found during the evaluation of proposals or at any time before signing of the Agreement or after its execution and during the period of subsistence thereof, that one or more of the prequalification conditions have not been met by the Bidder or that the Bidder has made material misrepresentation or has given any materially incorrect or false information, the Bidder shall be disqualified forthwith and the Agreement, if signed, shall be liable to be terminated by a communication in writing CENTRAL BANK OF INDIA to the Bidder, without CENTRAL BANK OF INDIA being liable in any manner whatsoever to the Bidder.

8. Confidentiality

- a. Information relating to the examination, clarification, evaluation and recommendation for the Bidders shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional advisor to CENTRAL BANK OF INDIA in relation to, or matters arising out of, or concerning the Empanelment Process.
- b. CENTRAL BANK OF INDIA will treat all information, submitted as part of the proposal, in confidence and will require all those who have access to such material to treat the same in confidence. CENTRAL BANK OF INDIA may not divulge any such information unless it is directed to do so by any statutory entity that has the power. Under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/ or CENTRAL BANK OF INDIA.
- c. The Bidders shall treat as strictly confidential all information, documents, data, records, reports, specifications, business details and any other material (whether in written, oral, electronic or any other form) received from or relating to Central Bank of India (“Confidential Information”).
- d. The Bidders shall not disclose, publish, share, copy or use any Confidential Information except for the sole purpose of performance of the Contract and shall ensure that its employees, agents and subcontractors comply with the same obligations.
- e. The Bidders shall take all reasonable security measures to protect the Confidential Information from unauthorized access, misuse, loss or disclosure.
- f. Upon completion or termination of the Contract, or upon demand by the Bank, the Bidders shall promptly return or destroy all Confidential Information and certify the same in writing.
- g. Any unauthorized disclosure or misuse of Confidential Information shall be deemed a material breach, entitling Central Bank of India to terminate the Contract, claim damages, invoke securities and seek injunctive relief, without prejudice to any other rights available under law.
- h. This obligation of confidentiality shall survive the termination or expiry of the Contract.

9. Proposal Evaluation

The bidder will not be permitted to alter or modify their proposal in any way. CENTRAL BANK OF INDIA will conduct the evaluation on the basis of the submitted proposal. However, CENTRAL BANK OF INDIA may seek clarification on any information submitted by the bidder, if required.

10. Evaluation criteria

- a. Bidders who are eligible as per the criteria mentioned in clause 2 will be evaluated on their submitted proposals.
- b. The selection for empanelment will involve technical evaluation of the Proposal of 100 Marks.
- c. Maximum 6 vendors will be shortlisted for empanelment in a category of supply of goods/ service according to marks obtained vendors (in the descending order highest to lowest submit to minimum

qualifying marks)

- d. Bidders shall be empaneled on the basis of scores obtained in Technical evaluation (as per matrix of evaluation decided for each type of goods/ services) as under :

1. Light & Sound System for meeting (including Television for display)			
Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	5	20
	Above 3 Years & upto 4 Years	10	
	Above 4 Years & upto 5 Years	15	
	Above 5 Years	20	
Various Registration for Business (Please submit copy of documents)	Only PAN	4	10
	PAN + GST of Business	7	
	PAN + GST of Business + Udyam Registration	10	
Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Not empaneled with any organization	0	10
	Empaneled for supply with 2 Organization	5	
	Empaneled for supply above 2 & upto 4 Organizations	8	
	Empaneled for supply with 5 and above Organizations	10	
Equipment Value owned by bidder (Please upload valid proof such as list of equipment & machinery / copy of Balance Sheet where cost of such items mentioned)	Upto 5 Lakhs	2	20
	Above 5 Lakhs to 10 Lakhs	10	
	Above 10 Lakhs to 20 Lakhs	15	
	Above 20 Lakhs	20	
Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	Upto 3 staff members	5	20
	4 to 6 regular staff members	10	
	7 to 10 regular staff members	15	
	11 & above regular staff members	20	
Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Upto 5 Lakhs	5	20
	Above 5 Lakhs to 12 Lakhs	10	
	Above 12 Lakhs to 20 Lakhs	15	
	Above 20 Lakhs	20	

2. LED Stage Background			
Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	4	20
	Above 3 Years & upto 5 Years	10	
	Above 5 Years & upto 10 Years	15	
	Above 10 Years	20	
Various Registration for Business (Please submit copy of documents)	Only PAN	4	10
	PAN + GST of Business	7	
	PAN + GST of Business + Udyam Registration	10	

Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Not empaneled with any organization	0	10
	Empaneled for supply with 2 Organization	5	
	Empaneled for supply above 2 & upto 5 Organizations	8	
	Empaneled for supply with 6 and above Organizations	10	
Equipment Value owned by bidder (Please upload valid proof such as list of equipment & machinery / copy of Balance Sheet where cost of such items mentioned)	Upto 5 Lakhs	2	20
	Above 5 Lakhs to 10 Lakhs	10	
	Above 10 Lakhs to 20 Lakhs	15	
	Above 20 Lakhs	20	
Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	Upto 3 staff members	5	20
	4 to 6 regular staff members	10	
	7 to 10 regular staff members	15	
	11 & above regular staff members	20	
Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Upto 5 Lakhs	5	20
	Above 5 Lakhs to 12 Lakhs	10	
	Above 12 Lakhs to 20 Lakhs	15	
	Above 20 Lakhs	20	

3. Photography & Videography

Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	4	20
	Above 3 Years & upto 5 Years	10	
	Above 5 Years & upto 10 Years	15	
	Above 10 Years	20	
Various Registration for Business (Please submit copy of documents)	Only PAN	4	10
	PAN + GST of Business	7	
	PAN + GST of Business + Udyam Registration	10	
Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Not empaneled with any organization	0	10
	Empaneled for supply with 2 Organization	5	
	Empaneled for supply above 2 & upto 5 Organizations	8	
	Empaneled for supply with 6 and above Organizations	10	
Equipment Value owned by bidder (Please upload valid proof such as list of equipment & machinery / copy of Balance Sheet where cost of such items mentioned)	Upto 2 Lakhs	2	20
	Above 2 Lakhs to 4 Lakhs	10	
	Above 4 Lakhs to 10 Lakhs	15	
	Above 10 Lakhs	20	
Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	Self only	5	20
	2 to 3 regular staff members	10	
	4 to 5 regular staff members	15	
	6 and above regular staff members	20	
	Upto 5 Lakhs	5	20

Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Above 5 Lakhs to 12 Lakhs	10	
	Above 12 Lakhs to 20 Lakhs	15	
	Above 20 Lakhs	20	

4. Team for Anchoring/ Musical Evening Entertainment Program

Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	4	20
	Above 3 Years & upto 5 Years	10	
	Above 5 Years & upto 10 Years	15	
	Above 10 Years	20	
Various Registration for Business (Please submit copy of documents)	Only PAN	4	10
	PAN + GST of Business	7	
	PAN + GST of Business + Udyam Registration	10	
Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Not empaneled with any organization	0	10
	Empaneled for supply with 2 Organization	5	
	Empaneled for supply above 2 & upto 5 Organizations	8	
	Empaneled for supply with 6 and above Organizations	10	
Equipment Value owned by bidder (Please upload valid proof such as list of equipment & machinery / copy of Balance Sheet where cost of such items mentioned)	Upto 5 Lakhs	2	20
	Above 5 Lakhs to 10 Lakhs	10	
	Above 10 Lakhs to 20 Lakhs	15	
	Above 20 Lakhs	20	
Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	Upto 2 staff members	5	20
	3 to 4 regular staff members	10	
	5 to 6 regular staff members	15	
	7 & above regular staff members	20	
Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Upto 5 Lakhs	5	20
	Above 5 Lakhs to 12 Lakhs	10	
	Above 12 Lakhs to 20 Lakhs	15	
	Above 20 Lakhs	20	

5. Corporate Gift (Silver/ Other metal items/ Leather/ Mementos/ Other articles)

Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	4	20
	Above 3 Years & upto 5 Years	10	
	Above 5 Years & upto 10 Years	15	
	Above 10 Years	20	
Various Registration for Business (Please submit copy of documents)	Only PAN	4	10
	PAN + GST of Business	7	
	PAN + GST of Business + Udyam Registration	10	
	Not empaneled with any organization	0	10

Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Empaneled for supply with 2 Organization	5	
	Empaneled for supply above 2 & upto 5 Organizations	8	
	Empaneled for supply with 6 and above Organizations	10	
Stock Value owned by bidder (Please upload valid proof such as list of equipment & machinery / copy of Balance Sheet where cost of such items mentioned)	Upto 5 Lakhs	2	20
	Above 5 Lakhs to 10 Lakhs	10	
	Above 10 Lakhs to 20 Lakhs	15	
	Above 20 Lakhs	20	
Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	Self only	5	20
	2 to 3 regular staff members	10	
	4 to 5 regular staff members	15	
	6 & above regular staff members	20	
Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Upto 5 Lakhs	5	20
	Above 5 Lakhs to 12 Lakhs	10	
	Above 12 Lakhs to 20 Lakhs	15	
	Above 20 Lakhs	20	

6. Flex Banners/ Hoardings/ Standee/ Other such items

Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	6	30
	Above 3 Years & upto 5 Years	12	
	Above 5 Years & upto 10 Years	20	
	Above 10 Years	30	
Various Registration for Business (Please submit copy of documents)	Only PAN	8	20
	PAN + GST of Business	15	
	PAN + GST of Business + Udyam Registration	20	
Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Not empaneled with any organization	0	10
	Empaneled for supply with 2 Organization	5	
	Empaneled for supply above 2 & upto 5 Organizations	8	
	Empaneled for supply with 6 and above Organizations	10	
Stock Value owned by bidder (Please upload valid proof such as list of equipment & machinery / copy of Balance Sheet where cost of such items mentioned)	Upto 1 Lakhs	2	10
	Above 1 Lakhs to 2 Lakhs	5	
	Above 2 Lakhs to 5 Lakhs	8	
	Above 5 Lakhs	10	
Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	Self only	5	15
	2 regular staff members	8	
	3 to 4 regular staff members	12	
	5 & above regular staff members	15	

Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Upto 5 Lakhs	5	15
	Above 5 Lakhs to 12 Lakhs	8	
	Above 12 Lakhs to 20 Lakhs	12	
	Above 20 Lakhs	15	

7. Digital Standee (on rent)			
Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	6	30
	Above 3 Years & upto 5 Years	12	
	Above 5 Years & upto 10 Years	20	
	Above 10 Years	30	
Various Registration for Business (Please submit copy of documents)	Only PAN	8	20
	PAN + GST of Business	15	
	PAN + GST of Business + Udyam Registration	20	
Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Not empaneled with any organization	0	10
	Empaneled for supply with 2 Organization	5	
	Empaneled for supply above 2 & upto 5 Organizations	8	
	Empaneled for supply with 6 and above Organizations	10	
Stock Value owned by bidder (Please upload valid proof such as list of equipment & machinery / copy of Balance Sheet where cost of such items mentioned)	Upto 1 Lakhs	2	10
	Above 1 Lakhs to 2 Lakhs	5	
	Above 2 Lakhs to 5 Lakhs	8	
	Above 5 Lakhs	10	
Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	Self only	5	15
	2 regular staff members	8	
	3 to 4 regular staff members	12	
	5 & above regular staff members	15	
Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Upto 5 Lakhs	5	15
	Above 5 Lakhs to 12 Lakhs	8	
	Above 12 Lakhs to 20 Lakhs	12	
	Above 20 Lakhs	15	

8. Backlit Signboard / Digital Signboard			
Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	4	20
	Above 3 Years & upto 5 Years	8	
	Above 5 Years & upto 10 Years	15	
	Above 10 Years	20	
Various Registration for Business (Please submit copy of documents)	Only PAN	8	20
	PAN + GST of Business	15	

	PAN + GST of Business + Udyam Registration	20	
Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Not empaneled with any organization	0	10
	Empaneled for supply with 2 Organization	5	
	Empaneled for supply above 2 & upto 5 Organizations	8	
	Empaneled for supply with 6 and above Organizations	10	
Stock Value owned by bidder (Please upload valid proof such as list of equipment & machinery / copy of Balance Sheet where cost of such items mentioned)	Upto 1 Lakhs	4	20
	Above 1 Lakhs to 2 Lakhs	10	
	Above 2 Lakhs to 5 Lakhs	15	
	Above 5 Lakhs	20	
Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	Self only	2	10
	2 regular staff members	4	
	3 to 4 regular staff members	6	
	5 & above regular staff members	10	
Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Upto 5 Lakhs	6	20
	Above 5 Lakhs to 12 Lakhs	10	
	Above 12 Lakhs to 20 Lakhs	15	
	Above 20 Lakhs	20	

9. Floweriest (Plants, Bouquet & Flower decorations)

Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	6	30
	Above 3 Years & upto 5 Years	12	
	Above 5 Years & upto 10 Years	20	
	Above 10 Years	30	
Various Registration for Business (Please submit copy of documents)	Only PAN	8	20
	PAN + GST of Business	15	
	PAN + GST of Business + Udyam Registration	20	
Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Not empaneled with any organization	0	10
	Empaneled for supply with 2 Organization	5	
	Empaneled for supply above 2 & upto 5 Organizations	8	
	Empaneled for supply with 6 and above Organizations	10	
Stock Value owned by bidder (Please upload valid proof such as list of equipment & machinery / copy of Balance Sheet where cost of such items mentioned)	Upto 1 Lakhs	2	10
	Above 1 Lakhs to 2 Lakhs	5	
	Above 2 Lakhs to 5 Lakhs	8	
	Above 5 Lakhs	10	
	Self only	5	15
	2 regular staff members	8	

Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	3 to 4 regular staff members	12	15
	5 & above regular staff members	15	
Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Upto 2 Lakhs	5	
	Above 2 Lakhs to 3 Lakhs	8	
	Above 3 Lakhs to 5 Lakhs	12	
	Above 5 Lakhs	15	

10. Printers (Pamphlet/ Brochure/ Coffee Table Book/ Calendar/ Diary / Annual Report etc.)

Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	6	30
	Above 3 Years & upto 5 Years	12	
	Above 5 Years & upto 10 Years	20	
	Above 10 Years	30	
Various Registration for Business (Please submit copy of documents)	Only PAN	8	20
	PAN + GST of Business	15	
	PAN + GST of Business + Udyam Registration	20	
Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Not empaneled with any organization	0	10
	Empaneled for supply with 2 Organization	5	
	Empaneled for supply above 2 & upto 5 Organizations	8	
	Empaneled for supply with 6 and above Organizations	10	
Stock Value owned by bidder (Please upload valid proof such as list of equipment & machinery / copy of Balance Sheet where cost of such items mentioned)	Upto 1 Lakhs	2	10
	Above 1 Lakhs to 2 Lakhs	5	
	Above 2 Lakhs to 5 Lakhs	8	
	Above 5 Lakhs	10	
Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	Self only	5	15
	2 regular staff members	8	
	3 to 4 regular staff members	12	
	5 & above regular staff members	15	
Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Upto 2 Lakhs	5	15
	Above 2 Lakhs to 3 Lakhs	8	
	Above 3 Lakhs to 5 Lakhs	12	
	Above 5 Lakhs	15	

11. T Shirts, Cap, Shirt, Saree & other clothing items

Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	5	20
	Above 3 Years & upto 5 Years	10	
	Above 5 Years & upto 10 Years	15	
	Above 10 Years	20	
	Only PAN	8	20

Various Registration for Business (Please submit copy of documents)	PAN + GST of Business	15	
	PAN + GST of Business + Udyam Registration	20	
Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Not empaneled with any organization	0	10
	Empaneled for supply with 2 Organization	5	
	Empaneled for supply above 2 & upto 5 Organizations	8	
	Empaneled for supply with 6 and above Organizations	10	
Stock Value owned by bidder (Please upload valid proof such as list of equipment & machinery / copy of Balance Sheet where cost of such items mentioned)	Upto 2 Lakhs	8	30
	Above 2 Lakhs to 4 Lakhs	15	
	Above 4 Lakhs to 7 Lakhs	24	
	Above 7 Lakhs	30	
Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	Self only	4	10
	2 regular staff members	6	
	3 to 4 regular staff members	8	
	5 & above regular staff members	10	
Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Upto 2 Lakhs	4	10
	Above 2 Lakhs to 3 Lakhs	6	
	Above 3 Lakhs to 5 Lakhs	8	
	Above 5 Lakhs	10	

12. Tie, Tie pin, Logo Batch, Name Plate (Metalic/ Other)

Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	5	20
	Above 3 Years & upto 5 Years	10	
	Above 5 Years & upto 10 Years	15	
	Above 10 Years	20	
Various Registration for Business (Please submit copy of documents)	Only PAN	8	20
	PAN + GST of Business	15	
	PAN + GST of Business + Udyam Registration	20	
Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Not empaneled with any organization	0	10
	Empaneled for supply with 2 Organization	5	
	Empaneled for supply above 2 & upto 5 Organizations	8	
	Empaneled for supply with 6 and above Organizations	10	
Stock Value owned by bidder (Please upload valid proof such as list of equipment & machinery / copy of Balance Sheet where cost of such items mentioned)	Upto 1 Lakhs	8	30
	Above 1 Lakhs to 2 Lakhs	15	
	Above 2 Lakhs to 5 Lakhs	24	
	Above 5 Lakhs	30	
	Self only	4	10

Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	2 regular staff members	6	
	3 to 4 regular staff members	8	
	5 & above regular staff members	10	
Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Upto 2 Lakhs	4	10
	Above 2 Lakhs to 3 Lakhs	6	
	Above 3 Lakhs to 5 Lakhs	8	
	Above 5 Lakhs	10	

13. PR Agency (for press release assistance)

Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	5	20
	Above 3 Years & upto 5 Years	10	
	Above 5 Years & upto 10 Years	15	
	Above 10 Years	20	
Various Registration for Business (Please submit copy of documents)	Only PAN	8	15
	PAN + GST of Business	12	
	PAN + GST of Business + Udyam Registration	15	
Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Not empaneled with any organization	0	20
	Empaneled for supply with 2 Organization	10	
	Empaneled for supply above 2 & upto 5 Organizations	15	
	Empaneled for supply with 6 and above Organizations	20	
PR release timeline	Above 3 days	5	30
	Within 3 days	10	
	Within 2 days	20	
	Very next day	30	
Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	Self only	4	10
	2 regular staff members	6	
	3 to 4 regular staff members	8	
	5 & above regular staff members	10	
Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Upto 2 Lakhs	2	5
	Above 2 Lakhs to 3 Lakhs	3	
	Above 3 Lakhs to 5 Lakhs	4	
	Above 5 Lakhs	5	

14. Traffic Barricades

Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	5	20
	Above 3 Years & upto 5 Years	10	
	Above 5 Years & upto 10 Years	15	
	Above 10 Years	20	
	Only PAN	8	20

Various Registration for Business (Please submit copy of documents)	PAN + GST of Business	15	
	PAN + GST of Business + Udyam Registration	20	
Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Not empaneled with any organization	0	10
	Empaneled for supply with 2 Organization	5	
	Empaneled for supply above 2 & upto 5 Organizations	8	
	Empaneled for supply with 6 and above Organizations	10	
Stock Value owned by bidder (Please upload valid proof such as list of equipment & machinery / copy of Balance Sheet where cost of such items mentioned)	Upto 3 Lakhs	8	30
	Above 3 Lakhs to 5 Lakhs	15	
	Above 5 Lakhs to 8 Lakhs	24	
	Above 8 Lakhs	30	
Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	Self only	4	10
	2 regular staff members	6	
	3 to 4 regular staff members	8	
	5 & above regular staff members	10	
Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Upto 2 Lakhs	4	10
	Above 2 Lakhs to 3 Lakhs	6	
	Above 3 Lakhs to 5 Lakhs	8	
	Above 5 Lakhs	10	

15. General Stores items			
Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	5	20
	Above 3 Years & upto 5 Years	10	
	Above 5 Years & upto 10 Years	15	
	Above 10 Years	20	
Various Registration for Business (Please submit copy of documents)	Only PAN	5	15
	PAN + GST of Business	10	
	PAN + GST of Business + Udyam Registration	15	
Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Not empaneled with any organization	0	10
	Empaneled for supply with 2 Organization	5	
	Empaneled for supply above 2 & upto 5 Organizations	8	
	Empaneled for supply with 6 and above Organizations	10	
Stock Value owned by bidder (Please upload valid proof such as list of equipment & machinery / copy of Balance Sheet where cost of such items mentioned)	Upto 1 Lakhs	8	25
	Above 1 Lakhs to 2 Lakhs	15	
	Above 2 Lakhs to 5 Lakhs	20	
	Above 5 Lakhs	25	
	Self only	4	10

Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	2 regular staff members	6	20
	3 to 4 regular staff members	8	
	5 & above regular staff members	10	
Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Upto 2 Lakhs	8	20
	Above 2 Lakhs to 3 Lakhs	12	
	Above 3 Lakhs to 5 Lakhs	15	
	Above 5 Lakhs	20	

16. Travel Agency (Bus ticket, Train Ticket & Air ticket)			
Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	5	20
	Above 3 Years & upto 5 Years	10	
	Above 5 Years & upto 10 Years	15	
	Above 10 Years	20	
Various Registration for Business (Please submit copy of documents)	Only PAN	5	15
	PAN + GST of Business	10	
	PAN + GST of Business + Udyam Registration	15	
Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Not empaneled with any organization	0	20
	Empaneled for supply with 2 Organization	10	
	Empaneled for supply above 2 & upto 5 Organizations	15	
	Empaneled for supply with 6 and above Organizations	20	
Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	Self only	5	25
	2 regular staff members	10	
	3 to 4 regular staff members	20	
	5 & above regular staff members	25	
Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Upto 10 Lakhs	8	20
	Above 10 Lakhs to 15 Lakhs	12	
	Above 15 Lakhs to 20 Lakhs	15	
	Above 25 Lakhs	20	

17. Table Stationery items (pen, pencil, paper, paper/plastic folder, file cover, envelopes etc.)			
Criteria / Particulars	Deciding Parameter	Assigned Marks	Maximum Marks
Years of experience in Business (Please submit documentary proof)	Upto 3 Years	5	20
	Above 3 Years & upto 5 Years	10	
	Above 5 Years & upto 10 Years	15	
	Above 10 Years	20	
Various Registration for Business (Please submit copy of documents)	Only PAN	5	15
	PAN + GST of Business	10	
	PAN + GST of Business + Udyam Registration	15	
	Not empaneled with any organization	0	10

Empanelment status with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Empaneled for supply with 2 Organization	5	
	Empaneled for supply above 2 & upto 5 Organizations	8	
	Empaneled for supply with 6 and above Organizations	10	
Stock Value owned by bidder (Please upload valid proof such as list of equipment & machinery / copy of Balance Sheet where cost of such items mentioned)	Upto 1 Lakhs	8	25
	Above 1 Lakhs to 2 Lakhs	15	
	Above 2 Lakhs to 5 Lakhs	20	
	Above 5 Lakhs	25	
Staff engaged (Please submit list of staff duly signed by authorized signatory of bidder)	Self only	4	10
	2 regular staff members	6	
	3 to 4 regular staff members	8	
	5 & above regular staff members	10	
Average Sales/ Turnover during last 3 years (2022-23, 2023-24 & 2024-25) - Please submit certificate duly signed by Chartered Accountant with UDIN No.	Upto 3 Lakhs	8	20
	Above 3 Lakhs to 5 Lakhs	12	
	Above 5 Lakhs to 10 Lakhs	15	
	Above 10 Lakhs	20	

e. Bidders who score at least **60 out of 100 marks** in Technical evaluation shall be qualified in technical round for selection/ empanelment and they may be award job by inviting quotations through Limited tender method / Request for quotation method or any other method of Procurement of Goods as mentioned in Procurement Policy of Bank as and when the need arises.

f. Empaneled bidder will have to quote competitive rates and those empaneled bidder with the most suitable quote and ready to deliver the goods/ service immediately for the particular job will be awarded the Work Order.

11. Award of Works to Empaneled Agencies

- Work order will be awarded to empaneled bidder by inviting quotations through Limited tender method / Request for quotation method or any other method of Procurement of Goods as mentioned in Procurement Policy of Bank as and when the need arises.
- Empaneled bidder will have to quote competitive rates and those empaneled bidder with the most suitable quote for the particular job will be awarded the Work Order.

12. Payment Terms

The payment will be made on receipt of proper Tax Invoice and other supporting documents duly approved by CENTRAL BANK OF INDIA's concerned authority post completion of assigned work.

13. Penalty Clause

- All the documents prepared by the bidder will be the property of CENTRAL BANK OF INDIA. All designs, reports, other documents submitted by the bidder pursuant to this work order shall become and remain the property of CENTRAL BANK OF INDIA.
- If at any point of time it is found that the bidder has made a statement which is factually incorrect or if the bidder doesn't fulfil any of the contractual obligations, CENTRAL BANK OF INDIA may take a decision to de-empanelment with immediate effect or may also blacklist the bidder and impose financial penalties.

- c. In case of late services / no services on assigned job, in which the agency fails to deliver the services within the period fixed for such delivery or at any time repudiates the contract, the agency shall be liable to pay Liquidated damages (LD) which will be imposed at a minimum of 5% of that particular contract value and up to maximum of 10% of the contract value.
- d. CENTRAL BANK OF INDIA will have the right to terminate the empanelment at any time without assigning any reason thereof.

14. Labour Law Adherence and Compliance with Court Directions.

The Bidders shall ensure full compliance with all applicable labour laws, employment laws, industrial relations regulations, social security legislation, and any orders/directions issued by competent Labour Courts/Industrial Tribunals/Authorities / RBI and any other Regulatory/ Statutory body in India.

The Bidders shall be solely responsible for payment of salaries, wages, statutory contributions, benefits, and all dues to its employees, subcontractors, labour, and statutory personnel deployed for execution of work under this RFP.

No employer-employee relationship shall be deemed to exist between the Bank and the personnel engaged by the Bidders.

In case of any claim, demand, dispute, or litigation arising due to non-compliance by the Bidder/Vendor, the same shall be solely borne and resolved by the Bidder/Vendor without any liability upon the Bank.

The Bidders shall indemnify the Bank against any losses, costs, or legal liabilities on account of any violation or non-compliance of applicable laws including any liabilities, costs or expenses arising in connection with any proceedings in respect thereof.

15. Digital Personal Data Protection Compliance

The Bidders shall, at all times, comply with the provisions of the Digital Personal Data Protection Act, 2023 (“DPDP Act”) and the Digital Personal Data Protection Rules, 2025 / Notifications / Guidelines and further rules made thereunder.

The Bidders shall implement appropriate technical and organizational measures to ensure lawful processing, secure handling, confidentiality, integrity, availability, and protection of personal data obtained, accessed, shared, or processed in connection with this EOI and the resultant contract.

Further, the Bidders shall take due care while collecting and dealing with sensitive personal data or information of Bank and its customer. Any processing of Personal Data by the Service Providers in the performance of the Agreement under this RFP shall be in compliance with the above Act/Rules. The Service Provider shall also ensure that any sub-contractor (if allowed) engaged by it shall act in compliance with the above Act, to the extent applicable.

The Bidders shall act only on documented instructions of the Bank and shall not process personal data for any purpose other than the performance of the obligations under this EOI.

Any data breach, unauthorized access, misuse, loss, or disclosure of personal data must be reported to the Authority/Bank in writing within [24 hours] of occurrence, along with an incident report and remedial action plan.

The Bidders shall indemnify and hold harmless the Bank against any loss, liability, penalty, claim, cost, or damages arising out of non-compliance with the DPDP Act and Rules.

16. Intellectual Property Rights

- a. The Bidders shall respect bank's intellectual property rights including without limitation, patent, copyright, trade/ service mark (s), trade names (s), trade secret(s) and logos.
- b. The Bidders agrees not to use or cause to be used the trade name, service mark or trademark or Logo or symbol, device, brand, heading, label, name, word, letter, combination of colours or any

combination thereof, owned by Bank in the course of its banking business in any communication to a third party without explicit prior written permission from the Bank.

- c. The intellectual property rights of the relative 'artwork / positives' shall be vested with the bank irrespective of the fact that the same has been supplied and/or developed by the Bank or the Printer.
- d. The Bidders hereby indemnifies and agrees to indemnify the Bank in the event of any misuse of trade name, service mark or trademark or Logo or symbol, device, brand, heading, label, name, work, letter, combination of colours or any combination thereof, owned by the Bank by the Vendor /its staff agents and any other person(s) engaged by the Vendor.
- e. Bidders shall expeditiously extinguish any such claims and shall have full rights to defend it there from.
- f. The Bank will give notice to Vendor of any such claim without delay/provide reasonable assistance to Printer in disposing of the claim, and will at no time admit to any liability for or express any intent to settle the claim.

17. Indemnity

The Bidder / Supplier / Service Provider ("Indemnifier") shall indemnify, defend and hold harmless Central Bank of India, its officers, employees and agents from and against all losses, damages, claims, liabilities, penalties, costs and expenses (including legal fees) arising out of or in connection with:

- a. any breach of this Contract, tender terms or service obligations;
- b. any act, omission, negligence or misconduct of the Indemnifier, its employees or subcontractors;
- c. defective or non-conforming goods or deficient services;
- d. violation of any applicable law; or
- e. any third-party claim, including intellectual property infringement.

The Bank shall have the right to recover any such amounts by set-off, deduction from payments, or invocation of performance security, without prejudice to any other rights.

This indemnity shall survive termination or expiry of the Contract.

18. Non-Solicitation & Corrupt Practices (CVC Compliance)

The Bidder shall not, directly or indirectly, solicit, influence, induce or attempt to influence any officer, employee or representative of Central Bank of India in connection with the bidding process or execution of the Contract.

The Bidder further undertakes to strictly comply with the Central Vigilance Commission (CVC) guidelines and shall not engage in any corrupt, fraudulent, collusive, coercive or obstructive practice, including the offering, giving, receiving or soliciting of any bribe, gratification, gift, benefit or inducement of any kind.

Any violation of this clause shall constitute a material breach and shall entitle Central Bank of India, without prejudice to any other rights, to reject the bid, terminate the contract, forfeit EMD / Performance Security, debar or blacklist the Bidder, and take appropriate legal action.

19. Force Majeure ;

Notwithstanding anything contained in the terms of reference, the selected bidders shall not be liable for liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failures to perform its obligations under the agreement is the result of an event of Force Majeure.

For purposes of this clause "Force Majeure" means an event beyond the control of the selected bidders and not involving the bidders's fault or negligence and which was not foreseeable. Such events may

include wars or revolutions, fires, floods, pandemics quarantine restrictions and freight embargos. The decision of the Bank regarding Force Majeure shall be final and binding on the bidders.

If a Force Majeure situation arises, the bidders shall promptly notify the Bank in writing, of such conditions and the cause there of. Unless otherwise directed by the Bank in writing, the bidders shall continue to perform its obligations under the agreement as far as reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

20. Resolution of Disputes

In the case of dispute arising between the Bank and the selected/empanelled bidders, which has not been settled amicably, any party can refer the dispute for arbitration under the Arbitration and Conciliation Act, 1996 and any statutory modification or re-enactment thereof, shall apply to these arbitration proceedings.

Any dispute may be referred to a panel of three arbitrators, out of which both the parties shall appoint one arbitrator each and the two arbitrators so appointed shall appoint a third arbitrator, before commencing the arbitration proceedings. Any appeal will be subject to the exclusive jurisdiction of courts at Mumbai.

The decision of the arbitrator/s shall be final and binding upon both the parties. All arbitration awards shall be in writing and shall state the reasons for the award.

The expenses of the arbitration as determined by the arbitrators shall be shared equally by the Bank and the selected bidders. However, the expenses incurred by each party in connection with the preparation, presentation shall be borne by the party itself.

- a) Arbitration proceeding shall be held at Mumbai, India, and the language of the arbitration proceedings and that of all documents and communications between the parties shall be in English.

The award of the arbitrators shall be final and conclusive and binding upon the Parties, and the parties shall be entitled to enter judgment thereon. The Parties further agree that such enforcement shall be subject to the provisions of the Arbitration and Conciliation Act, 1996.

21. Governing Law and Jurisdiction.

This Agreement shall be governed and construed in accordance with the laws of India. Subject to the provision for Dispute Resolution and Arbitration as mentioned above. The courts of Mumbai alone and no other courts shall be entitled to entertain and try any dispute or matter relating to or arising out of this Agreement. Notwithstanding the above, the Bank shall have the right to initiate appropriate proceedings before any court of appropriate jurisdiction in India, should it find it expedient to do so.

22. Miscellaneous

- a. The Empanelment Process shall be governed by, and construed in accordance with, the laws of the Republic of India and the Courts at Mumbai shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the Empanelment Process. CENTRAL BANK OF INDIA, at its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to;
 - i. Suspend and/or Empanelment Process and/or amend and/or supplement the Empanelment Process or modify the dates or other terms and conditions relating thereto;
 - ii. Consult with any Bidder in order to receive clarification or further information;
 - iii. Retain any information and/or evidence submitted to CENTRAL BANK OF INDIA, by, on behalf of, and/or in relation to any Bidder; and/or
 - iv. Independently verify, disqualify, reject and/or accept any and all submissions of other

information and/or evidence submitted by or on behalf of any bidder.

- b. It shall be deemed that by submitting the Proposal, the bidder agrees and releases CENTRAL BANK OF INDIA, its employees, agents and advisors, irrevocably, unconditionally, fully and finally from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and/or performance of any obligations hereunder, pursuant hereto and/or in connection herewith and waives any and all rights and/or claims it may have in this respect.
- c. EOI are hereby invited by Business Support Department, Central Bank of India, 16th Floor, Chander Mukhi Building, Nariman Point, Mumbai for Empanelment of Vendor for Supply of Goods / Services.
- d. EOI document should be downloaded from the following websites :

Bank's website	www.centralbank.bank.in
e-tender site	https://centralbank.abcpocure.com
- e. EOI on the prescribed format alongwith required documents, Annexures, certificates, self declaration & processing fee are to be submitted online at <https://centralbank.abcpocure.com>
- f. The EOI will be opened online on 03.03.2026 at 3:30 pm.
- g. EOI on the prescribed format should be downloaded from the Bank's website www.centralbank.bank.in A non-refundable processing fee of EOI of ₹ 1,000.00 (Rupees one Thousand Only) by way of Demand Draft favoring 'CENTRAL BANK OF INDIA' payable at Mumbai are to be submitted with Pre-Qualification Documents Envelope without which EOI will be liable to rejection.
- h. All corrections shall be attested by the initials of the tenderers with the seal of the firm.
- i. The acceptance of a EOI will rest with the Business Support Department, Central Bank of India, Central Office who reserves authority to reject any or all of the EOI received and to shortlist one or more bidders for empanelment without the assignment of a reason. All EOI in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.
- j. Canvassing in connection with EOI is strictly prohibited and the EOI submitted by the bidders who resort to canvassing will be liable to rejection.
- k. The Bidder shall give a list of his relatives working with the bank along with their designations and addresses, if any.
- l. No employee of the Bank is allowed to work as a consultant for a period of two years of his retirement from bank service, without the previous permission of the bank. This contract is liable to be cancelled if either the contractor or any of his employees found at any time to be such a person who had not obtained the permission of the Bank as aforesaid before submission of the EOI or engagement in the contractor's service.
- m. The EOI documents for the work shall not be witnessed by a consultant or consultants who himself / themselves have / have tendered for the same work. Failure to observe this condition would render EOI of the consultant tendering as well as witnessing the EOI liable to summarily rejection.

Deputy General Manager
Business Support Department

23. Checklist of documents/information to be submitted:

S. No.	Description	Reference	Document Page No.
1	Cover letter format	Annexure-I	
2	DD of Rs. 1,000/- as Processing Fee of EOI. If bidder is an MSME, please submit copy of Udyam Registration Certificate (all pages, showing type of entity, sales figures & investment in plant & machinery).		
3	Documents in support of years of experience in relevant business.		
4	Bidders Profile	Annexure-II	
5	Copy of PAN duly		
3	Copy of GST Registration of Firm		
7	Copy of Udyam Registration		
8	Other Registration documents such as Certificate of Incorporation, Memorandum & Articles of Association etc.		
9	Undertaking for Non-Blacklisting / Non-Debarment (strictly as per format)	Annexure-III	
10	Financial Capability Statement (strictly as per format duly signed by Chartered Accountant with UDIN)	Annexure-IV	
11	Work Experience, Major order executed in last 3 years.	Annexure-V	
12	Format of Authorization Letter (Notarized / On letter head of Organization)	Annexure-VI	
13	List of Staff/Employee/Human Resource on Pay Roll	Annexure-VII	
14	Details of current Empanelment with any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. (Please submit empanelment letter/ proof)	Annexure-VIII	
15	List of equipment/ machinery owner by Firm to execute business (if applicable)		
16	ISO Registration Certificate, if available		
17	FSSAI Certificate, if available		
18	Any other documents		

Annexure I
Cover Letter Format

To,

General Manager,
Business Support Department, CO
16th Floor, Chander Mukhi Building Nariman Point,
Mumbai – 410021

Subject: Proposal for ‘Empanelment of Vendor for Supply of Goods/ Services.

Dear Sir,

This is in response to the EOI issued by the Central Bank of India (Ref No. **BSD/Admin/2025-26/**) dated 03.02.2026, we (Name of the Bidder) are keen to get empaneled with Central Bank Of India as Vendor for Supply of Goods / Services -, and hereby express our interest in being considered for the same.

We have attached the receipt of processing fee paid of Rs. 1,000/- (Rupees One Thousand Only) in the form of Demand Draft No dated drawn on

We hereby confirm that:

1. The EOI is being submitted by which is the “Bidder” in Accordance with the conditions stipulated in the EOI.
2. We have examined in detail and have understood the terms and conditions stipulated in the EOI issued by Central Bank of India and in any subsequent communication sent by Central Bank of India. We agree and undertake to abide by all these terms and conditions. Our EOI is consistent with all the requirements of submission as stated in the EOI or in any of the subsequent communications from National Co-operative Exports Limited.
3. The information submitted in our EOI is complete and correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our EOI. We acknowledge that Central Bank of India will be relying on the information provided in the EOI and the documents accompanying such EOI for Selection of Bidders for empanelment as an Agency/Company, and we certify that all information provided in the application is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying such EOI are true copies of their respective originals.
4. We acknowledge the right of Central Bank of India to reject our EOI without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever. We declare that we satisfy all legal requirements and meet all the eligibility criteria laid down in the EOI.
5. This EOI is unconditional and we hereby undertake to abide by the terms and conditions of the EOI.
6. We understand that any work sanctioned in pursuance to the empanelment process detailed in this EOI shall be on the terms and conditions specified in the Letter of Award/ Work Order/ Agreement pertaining to such work, which shall be thoroughly reviewed and accepted by us before undertaking such work.

7. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

Name :

Designation

(Company Seal)

(Authorised Representative and Signatory)

Note:

1. The Cover Letter is to be submitted by the Authorized Representative and Signatory on the organization's letterhead with their dated signature and seal.

Annexure II
Bidder's Profile

Sr. No.	Profile	Details	
1	Name of Firm/Company		
2	Year of Incorporation in India /Date of Partnership Deed Execution		
3	GST Registration number		
4	PAN Number		
5	TAN Number (if applicable)		
6	CIN Number (if applicable)		
7	Name of the Partners/Directors		
8	Name and Address of the Principal Banker		
9	Address of the Firm/Company		
	a) Head Office		
	b) Local Office in Mumbai		
10	Authorized Contact Person		
	a) Name and Designation		
	b) Telephone /Mobile No.		
	c) Email Id.		
11	Financial Parameters		
	Business Parameters (last three FYs) – in Rupees	Sales	Profit after Tax
a	2022-23		
b	2023-24		
c	2024-25		
	(Only firm/company figures should be mentioned. Not to include group/subsidiary Company figures)		
12	Number of years of experience in providing services		
13	Name of projects to be considered for fulfilling eligibility criteria executed during last three years by the firm. (Details to be furnished in proforma 1)		
14	Important major clients for which supply of Goods/ Services is undertaken by Bidder during last 3 years.		
15	If you are registered in panel of other organization such as Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. furnish their name, Category and date of empanelment. (copy of empanelment letter must be enclosed)		
16	Copy of Work Order of major clients (if any) Please enclose.		

For and on behalf of:

Signature

Name:

Designation:

Date:

Note:

1. Copies of all supporting documents (Registration, GST, PAN, Tan, CIN) should be appended in the same order as mentioned in the table.
2. All supporting documents should be duly certified by the Authorised person.

Annexure III

Undertaking for Non-Black-Listing/Non-Debarment

I/ We, on behalf of..... (Name of Bidder), with its registered office at

..... do hereby declare that the above-mentioned Bidder has not been blacklisted/ debarred any Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc. during the last 3 Financial Years or punished under the Prevention of corruption Act 1988 or Bhartiya Nyaya Sanhita 2023 or any other such law for the time being in force.

I/ We, further declare that bidder organization is not owned or controlled by any Director or Employee (or directly related relatives) of Central Bank of India and those staff retired in the last one year.

I/ We further undertake that I have recourse & capacity to handle supply of Goods/ Service to Central Bank of India.

Authorised Signatory

Note: The undertaking regarding the non-blacklisting/non-debarment of firm is to be submitted on a non-judicial stamp paper of Rs. 100/- (Rupees Hundred only).

Annexure IV

Financial Capability Statement

(On company Letterhead Duly signed by the Authorised Representative and certified by a Chartered Accountant)

Please provide financial details about the bidder along with necessary supporting documents. Audited financial statement from C.A. for any three (3) consecutive years from the last 4 years must be attached as proof to the response. Along with that please provide financial information in the following format:

Year	Annual Turnover (in INR)	Profit (After tax)
2022 – 2023		
2023 – 2024		
2024 – 2025		

For and on behalf of:

Signature

Name:

Designation:

Date:

Signature & Seal of Chartered Accountant:

UDIN Number:

Date:

Annexure V

Format – Work Experience

S. No.	Assignment type	Name of organization for which order executed	Ref Page No.

For and on behalf of:

Signature

Name:

Designation:

Date:

Note: Form has to be filled for each relevant assignment with necessary documentary evidence in support of the experience claimed

Annexure VI

Format for Authorisation Letter

(On Company Letter head)

TO WHOMSOEVER IT MAY CONCERN

This is to authorise Mr./Ms., a resident of
who is presently employed with us and/or holding the position of
for doing in our name and signing on our behalf all such acts, deeds and things as are required in
connection with submission of our proposal for the “EOI for empanelment of
.....”, including but not limited to signing and submission
of all applications, bids and other documents, participating in Bidders' meeting/conferences and providing
information/responses to Central Bank Of India, representing us in all matters before the concerned
Authority, signing and execution of all contracts including the Agreement and undertakings consequent
to acceptance of our proposal, and generally dealing with the Authority in all matters in connection with
or relating to or arising out of our proposal for the said Project and/or upon award thereof to us and/or till
the entering into the Agreement with Central Bank Of India.

For and on behalf of:

Signature
Name:
Designation:
Date:

Annexure VII

List of Staff/Employee/Human resources on Pay Roll

[illegible]

Please attach separate sheet if required

For and on behalf of:

Signature

Name:

Designation:

Date:

Annexure VIII

Details of the current empanelment for supply of Goods/ Services with Central Govt. Department, Ministry, Central PSUs, State PSUs, Public Sector Banks, Private Banks, Foreign Bank, Autonomous bodies of the Central/ State Govt. etc.

S. No.	Name of the Organization	Empanelment Valid Till	Services Offered

For and on behalf of:

Signature

Name:

Designation:

Date:

Note: Copy of duly signed empanelment certificate or MoU must be attached.