

NOTICE INVITING APPLICATIONS FOR EMPANELMENT OF INTERIOR DESIGNING FIRMS

Sri Potti Sriramulu Nellore District Cooperative Central Bank Ltd., (NDCCB) invites sealed applications from eligible, experienced, and qualified Individuals/Firms engaged in interior designing/architecture for empanelment to provide comprehensive interior consultancy services for furnishing/renovation of bank's branches.

1. Scope of Work

The empaneled Firm will be responsible for the following tasks:

Interior Works: Preparation of drawings, estimates, and verification of interior works at the bank's Head Office (HO), Branches, and any other locations specified by the Bank. This includes the scrutiny and certification of contractor bills for payment.

Repairs & Renovations: Preparation of drawings, estimates, execution and verification of repair/renovation works, as well as modifications for new cabins at the HO, Branches, and other specified locations, including the scrutiny and certification of bills.

New Proposals: Preparation of drawings, estimates, verification, execution and scrutiny/certification of bills for any new infrastructure proposals of the Bank.

2. Submission Requirements

Interested candidates or firms must submit their applications in a sealed envelope along with the following documents:

Detailed Company Profile / Resume: Highlighting qualifications, team structure, and core competencies.

Proof of Qualifications: Copies of degree certificates (B.E./B.Tech in Civil Engineering or equivalent) and professional registrations.

Portfolio of Previous Works: Photographs, project summaries, and client references of similar interior and civil works executed.

Work Orders & Completion Certificates: Documentary evidence of previous projects, specifically highlighting any work done for Government, PSU, or Banking sector clients.

PAN and GST Registration Copies.

3. Technical Evaluation & Scrutiny Criteria

Selection for empanelment will be based on a technical evaluation. The technical scrutiny sheet carries a total of 100 Marks. The weightage is distributed as follows:

1. Years of Professional Experience

(Post-qualification experience in Civil/Interior works)

30

* Above 10 Years: 30 Marks

* 7 to 10 Years: 20 Marks

* 5 to 7 Years: 10 Marks

* Less than 5 Years: 0 Marks

2. Previous Works Done: 40

(Volume, scale, and quality of interior/civil renovation works handled in the last 5 years)

* Handled > 10 major projects / Value > ₹1 Cr: 40 Marks

* Handled 5-10 projects / Value < 1 cr and up to Rs. 50 lacs: 30 Marks

* Handled 1-4 projects / Value < ₹50 lacs: 20 Marks

3. Govt. / PSU / Banking Projects Handled 30

(Experience in working with Government entities, PSUs, or Scheduled Banks)

* 3 or more Govt/PSU projects: 30 Marks

* 1 to 2 Govt/PSU projects: 15 Marks

* No Govt/PSU projects/Other than Govt/PSU: 10 Marks

TOTAL100(Minimum qualifying score for empanelment is typically set at 50 Marks)

4. Submission Details

Last Date & Time for Submission: [10/04/2026], up to 04:00 PM.

Address for Submission: The General Manager (Premises), NDCCB Head Office, Nellore

The envelope should be super-scribed as: "Application for Empanelment of Interior Designer Firms - 2026".

Note:Bank reserves the right to accept or reject any or all applications without assigning any reason thereof.