

APPLICATION FOR ENLISTMENT OF CLASS-A, B & C CONTRACTORS

(Delete whichever is not applicable)

- 1.0 Name of applicant :
- 1.1 Nationality :
- 1.2 **Address:**
- 1.3 Telephone No. :
- 1.4 E mail ID :
- 2.0 Whether the firm is a Govt. Under taking/ Private Limited Company/Proprietary/ Registered Partnership etc. :
(Relevant documents shall be attached)
- 2.1 Headquarters station/Place of business :
- 3.0 Nationality :
- 3.1 Address :
- 3.2 Telephone No. :
- 3.3 **Liabilities:** :
- 4.0 Names of the partners with Nationality :
- 4.1 Address, Telephone Nos., and Liabilities :
(Separate sheet may be attached if space is not sufficient)
5. Experience Certificate : (Enclose as in 4 (a) as **Annexure-I**)
6. Financial status : (Details shall be submitted as per **Annexure – II**)
7. List of works executed during the last 3 years and works on hand:
(to be furnished in the **Annexure- III**).
8. Plant and Machinery :
(to be submitted in a separate sheet as **Annexure – IV**).
9. Details of Organisation: (shall be submitted in a separate sheet as **Annexure –V** giving full details of technical staff, labour etc.)
10. Class and category of approved list to be enlisted:

Class	Category
A Class	i) Earth work ii) Buildings and Road works iii) Bridge works iv)
B Class	Track works and v) Ballast
C Class	

11. Money receipt number and amount paid with
Chief Cashier towards cost of application form:

12. Details of DD: _____ :
(Separate DD to be submitted for different
class and different category)

Date:

**Signature of the Applicant
With Seal & Address**

EXPERIENCE CERTIFICATE

Date:

Sl.No.	Work Details	Details
1.	Name of Work	
2.	Agreement Number and date	
3.	Agreement value in Rupees (in words and figures)	
4.	Due date of completion	
5.	Number of Extensions granted	
6.	Actual date of completion of Work	
7.	Value of Final Bill passed (in words)	
8.	Work completed but Final measurements not recorded a) Amount paid so far as in CC Bill No.	
9.	Work completed, Final measurements recorded with negative variation a) Amount so far paid as in CC Bill No.	
10.	Work completed, Final measurements recorded with positive variation which is not sanctioned yet a) Value of original Contract	

N O T E:

- 1) This certificate in this proforma is to be issued only for **Completed Work**.
- 2) This certificate to be issued only by Sr.DEN in charge of the work in Open Line and by Dy.CE in charge of the work in Construction. This type of Certificate may be obtained from Superintendent Engineer in charge of the Work from State Government/Public Sector Undertakings.

Signature :

Name of Officer :

Designation :

Address :

Office Seal :

ANNEXURE - II

FINANCIAL STATUS/EXPERIENCE

1. Name of applicant/Firm/Company :
(Delete whichever is not applicable)
2. Address :

3. Telephone No :
4. Name of the Banker & Address :

5. Form of Business Proprietary/Partnership/Company :
6. Whether the business partnership is registered :
if registered the number
7. Whether registered with CPWD, Railways and other :
Govt./Public Sector under taking (enclose latest
Copies of registration, validity and performance
Certificate).
8. In case you are a new Contractor enclose a attested Solvency certificate from
Revenue Authorities/Bankers in your name for:
Minimum Rs.20 lakhs for registration More than Rs.50 lakhs valued works.
9. Total turnover – (Proof for each year - such as attested copy of bills received
or audited copy of accounts to be enclosed) –

Financial year is April to March.

Financial year	Railways	Other than Railways	Total (in Rs.)
2006-07			
2007-08			
2008-09			

10. Attested copy of latest Solvency Certificate/Bankers Solvency
Certificate together with their Address :
11. Approximate value of works on hand along with details :
(Enclose attested copies of supportive documents)
12. Latest valid Income Tax Clearance Certificate.
(Copy to be enclosed). Copy of Income Tax Return filed. :

Date:

**Signature of the Applicant
With Seal and Address.**

ANNEXURE – III

Sl. No.	Name of the work with brief Particulars	Agreement No. & date	Total cost of the work executed on completion of work	Date of Award of Contract	Prescribed Completion Period/date	Date of Completion	Name & address of the Officer under whom the work was Executed.
I	Works Earlier Executed						
II	Works now on Hand						
III	No. of Years in the above fields of Work						

Note: Separate Annexure shall be submitted for each discipline of work in which inclusion in the Approved list of Contractors is sought for.

Date :

**Signature of the applicant
with seal and address.**

ANNEXURE - IV**PLANT & MACHINERY****1. PLANT & MACHINERY AVAILABLE ON HAND:**

S. No	Particulars of machinery, Plant & equipment	No. of units	Kind and make	Capacity	Age and Condition	Approx. cost in Rs. (in lakhs)	Purchase Bill No. & Date and Registration particulars
01.	02.	03.	04.	05.	06.	07.	08.
A							
B							
C							
Z							

2. PLANT & MACHINERY PROPOSED TO BE INDUCTED FROM ABOVE:

S. No	Particulars of machinery, Plant & equipment	No. of units	Kind and make	Capacity	Age and Condition	Approx. cost in Rs. (in lakhs)	Purchase Bill No. & Date and Registration particulars
01.	02.	03.	04.	05.	06.	07.	08.
A							
B							
C							
Z							

3. PLANT & MACHINERY PROPOSED TO BE INDUCTED FROM OUTSIDE:

S. No	Particulars of machinery, Plant & equipment	No. of units	Kind and make	Capacity	Age and Condition	Approx. cost in Rs. (in lakhs)	if to be purchased give likely date of receipt and supplier's Name.
01.	02.	03.	04.	05.	06.	07.	08.
A							
B							
C							
Z							

SIGNATURE OF THE TENDERER (S) :

NAME OF THE TENDERER (S) :

ORGANISATION.

1. Technical staff :

2. Labour :

3. Others :

4. Whether the staff engaged are Governed by
Payment of minimum wages Act, 1948.

5. –do- Labour Act, 1970. :

6. –do- Apprentice Act, 1961.

Date:

**Signature of the Applicant
With seal and address.**