



**INDRAPRASTHA POWER GENERATION COMPANY LTD.**

**AND**

**PRAGATI POWER CORPORATION LTD.**

**(A GOVT. OF NCT OF DELHI UNDERTAKING)**

**REGISTRATION FORM**

**VENDOR'S REGISTRATION**

**(FOR CONTRACTS)**

**FOR**

**THREE YEARS**

**DY.G.M.(S&M)-II  
220 KV SUB-STATION BUILDING,  
FIRST FLOOR,  
PRAGATI POWER STATION, I P ESTATE,  
RING ROAD, NEW DELHI – 110 002.  
PHONE NO. 011 -2337 8857  
FAX NO. 011- 2337 9164  
011- 2337 0533**

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## **INTENT**

1. Source standardization in respect of contracts to be awarded by IPGCL-PPCL & to ensure execution of work as per specifications.
2. To minimize processing time & cost for placing job orders.
3. To attract quality vendors & to ensure proper selection of vendors for ensuring smooth execution of work as per site requirements.
4. To ensure optimum utilization of capacities of quality vendors / contractors for Repair / Maintenance / Operation jobs at all Power Stations / Offices / Township owned by IPGCL-PPCL.
5. Contractor registration through open press publication is being done for preparation of list of contractor in specific categories. The IPGCL-PPCL may not go for open tender for every work. The suitable contractors may be nominated to execute emergency / priority job from the list of contractor drawn from the applicants.

## **VENDOR REGISTRATION**

IPGCL/PPCL, as a whole, believes in quality at all stages of activities. During constructions as well as in operation/ maintenance phase of IPGCL/PPCL power stations, a large number of services of vendors are required. For quality services of reliable and quality sources of contractors are needed. This necessitates enlistment of suppliers called as "Vendor registration"

### **OBJECTIVE**

The objective of these policy guidelines for vendor registration is to standardize this activity to the largest possible extend for the various power stations and other Contract authorities within IPGCL/PPCL.

### **IDENTIFICATION OF ITEMS AND REGISTRATION**

The identification and categorization of the services shall be done as follows:

Contractors for services falling as under:

<b>Category - A</b>	<b>For works above Rs. 25.0 Lacs.</b>
<b>Category – B</b>	<b>For works from Rs. 10.0 Lacs to Rs. 25.0 Lacs.</b>
<b>Category – C</b>	<b>For works from Rs. 2.00 Lacs to Rs. 10.0 Lacs</b>
<b>Category – D</b>	<b>For works less than Rs. 2.0 Lalcs.</b>

Contractors for items falling under above categories shall be enlisted trade GroupWise. (This list of trade groups has been prepared after clubbing together a no of sub groups form IPGCL/PPCL's works clarifications schemes falling under related ranges of manufacturing / specialized work sections as at present existing in the market.)

In addition to the reliable and proven sources of supplies have already been established, the possibilities should be further explored on a continuous basis to identify efficient vendors in the market. The fees for registration form and application are as follows, to be submitted in the form of D.D. only in favour of IPGCL.

**Registration form (as per annexure) Rs. 100/- each**

**Application Fee-Rs.500/- each**

**LAST DATE FOR RECEIPT OF APPLICATION FORM: - 15.09.2008**

NSIC and SSI parties exempted from submitting the above fees.

The parties who have responded against earlier open tender advertisement for contract works of specific items may also be recommended for registration after evaluating their credential. In this regard a specific clause shall be provided in all open tender advertisement like "IPGCL/PPCL may use this tender notice for enlistment of vendors in future".

## **SCREENING OF APPLICATION**

Preliminary screening of application would be undertaken by Contract Branch with reference to the information provided in the prescribed formats. All applications will be grouped on the basis of following criteria.

- a. Leading public sector manufacturing organizations
- b. Original Equipment Manufacturers / Suppliers.
- c. Small Scale Industries units registered with the State authorities
- d. Man power suppliers.
- d. Contractors in respective categories for particular work section.

A Contractor evaluation sheet will be prepared and put up to the registration committee. The committee will consist of members from C & M, Finance & Indenting department and FQA if any, and same will be nominated and approved by the head of the project/ division. The minimum level of Committee members will be DGM level.

**The approval of Registration** on contractors will be accorded by Competent Authority.

**The Registration will** be valid for a period of three years from the date of approval

**Registration Certificate** will be issued on receipt of refundable security deposit of Rs. 10,000/- only in the form of D.D. / Pay order in favour of IPGCL.

**Renewal of Registration** may be done for a further period of three years based on the performance of the vendor during the last three year and submission of fresh application form duly filled in along with the necessary documents like ITCC, Service / Sale Tax clearance certificate, Balance Sheet etc. with renewal fee of Rs. 500/- in the form of D.D. / Pay order in favour of IPGCL.

**Consideration of Fresh application** will be done against fresh advertisement to be published before three months from the date of expiry of validity period of the last registration.

## **Earnest Money**

Earnest money **at the rate of 2%** of the estimated cost for tenders of estimated value **upto Rs. 1 crore and 1% above Rs. 1 crore should be paid by each tenderer** to ensure that the tenderer executes the works after the same has been awarded to him. Earnest money may not be insisted upon in the case of Public Sector Undertakings.

**EMD may be furnished in any of the forms given below:-**

- (a) Call deposit receipt in favour of IPGCL/PPCL or pay order or Demand Draft.
- (b) Bank Guarantee from a Nationalized Bank /other Banks (as per the approved list) irrevocable and operative till the validity of the offer as per standard performa.
- (c) Post Office /National Savings / National Defence Deposit certificate duly endorsed in favour of IPGCL/PPCL.

- (d) Fixed Deposit Receipt issued by Nationalized Bank endorsed in favour IPGCL/PPCL.
- (e) Certified cheque in favour of IPGCL/PPCL duly endorsed by the bank on whom it has been drawn.

No BG shall be accepted for EMD amount upto Rs. 25,000/-.

**Security Deposit** shall be furnished by vendors as per IPGCL norms in the form of Demand Draft in favour of IPGCL/PPCL.

Earnest Money Deposit (other than Bank Guarantee) of successful bidders may be converted into Initial security Deposit and balance amount in any, may be asked for in any of the above forms. EMD of unsuccessful bidders may be returned immediately after release of PO/ Letter of award to successful bidder. In case of BG towards EMD, SD shall be given for the entire amount if any of the above form and after receipt and acceptance of the SD, BG against EMD shall be returned.

**Standing Earnest Money deposits:** In accordance with works policy, the Contractors / tenderers may avail of the scheme of lumpsum deposit which will be treated as standing deposit of earnest money.

Standing Earnest Money Deposit will be allowed to registered vendors/contractors only and the quantum of such EMD will be based on the monetary limit for which they are registered with IPGCL/PPCL and as per the following schedule.

<b><u>Estimated value of contracts</u></b>	<b><u>Standing EMD</u></b>
a) Up to Rs. 1 Lakh	Rs. 5,000/-
b) Upto Rs. 5 Lakhs	Rs. 10,000/-
c) Upto Rs. 25 Lakhs	Rs. 25,000/-
d) Upto Rs. 50 lakhs	Rs. 50,000/-

For cases valuing more than Rs. 50 lakhs, the scheme of depositing Standing Earnest Money will not be applicable.

The Contractors / tenderers who have deposited the Standing Earnest Money may be allowed to quote against as many tenders as they desire, provided that the aggregated value of such tender offered do not exceed the monetary limit for which they may have been registered. Standing EMD may be submitted in any one of the above forms.

- I) Standing Earnest Money deposited by a contractor / supplier cannot be adjusted against Security Deposit. The Standing Earnest Money can be forfeited in case the contractor/ supplier:-
  - a) Revokes the tender or increase the rates after opening of the tender, but before the expiry of the validity of the tender.
  - b) Refuses to enter into a contract or accept the work order, after the award of contract/ work.
  - c) Does not commence the supply / work after award in due time.
- II) Standing Earnest Money can be refunded if so desired by the Depositor, in which case the Contractor shall be required to deposit the requisite earnest money with each tender.

- III) Standing Earnest Money deposited with the IPGCL/PPCL does not entitle the supplier / contractor to any interest on such deposit, and so no interest shall be paid by the Company.
- IV) List of approved firms/suppliers / contractors, shall be circulated in April every years to all departments including Finance, Money deposited, if any, and the value of works/ supplies for which they have been registered. At any times a new contractor is enlisted the same shall be circulated to all concerned.
- V) As soon as the name of the firm / contractor is removed from the approved list intimation to all concerned should be sent immediately.

In case of purchases made on the spot by a purchase committee and when the payment are made after taking delivery of the materials, depositing of Earnest Money is not called for.

**Performance Bank Guarantee:** Contract performance guarantee @ 10% of order / award value in the form of BG may not be insisted upon with the specific approval of competent authority against Job Order/ Letters of Award valuing upto Rs. 5 lakhs except in case of Repair / Maint. of plant / equipment etc. where performance is to be watched. However, in case of services from OEM / OES or proprietary vendor, the same may also be waived off for PO/LOA value exceeding Rs. 15 lakhs depending on the merit of the case and approval of Competent Authority to approve the order/ award. However, in general the PBG shall be insisted for PO/ PLO value above Rs. 5 lakhs except otherwise specific approval is taken for waiver indicating the detailed reasons mentioned.

**Suspension, Pre- Mature termination and banning of Registered Vendors:**

Business dealing with the regd. Vendors may be suspended for a particular period if prima facie it is found on the basis of evidence that the firm is involved in offence or unethical business dealing which raises doubtful loyalty to the country. Moreover, if any intimation of banning of vendor is received from other PSUs /Government Deptt. and IPGCL/PPCL is investigating the matter, then the vendor may be suspended for a specific period.

**Pre-mature termination of registration** may be done with the approval of competent authority from the list of registered vendors if the vendor is non responsive against our enquiries or on account of its performance and disabilities as listed below :

- a) fails to execute a contract or fails to execute it satisfactorily;
- b) no longer has the technical staff or equipment considered necessary;
- c) fails to furnish income – tax clearance certificate as required under the rules, and
- d) Is declared bankrupt or insolvent or its financial position has become unsound, and in the case of a limited company, it is wound up or being liquidated.

**Banning** of vendors for future dealings shall be done in case unethical business practice is established or furnishes wrong information, false/manipulated documents otherwise if a vendor is charged by CBI for an offence against government regulation and subsequently prosecuted in a court of law. The banning order shall specify the period for which it will be effective (permanently, if required). It should also indicate the names of all the partners, directors etc., of the firm and its allied concerns, if any.

**Revocation of Orders:-**

- (i) Orders for banning/ suspension passed for a certain specified period, shall be deemed to have automatically revoked on the expiry of that specified period and it will not be necessary to issue specific formal order of revocation, except that an order of suspension / banning passed on account of doubtful loyalty or security consideration shall continue to remain in force until it is specifically revoked.
- (ii) Banning for the reasons mentioned above may be revoked if, in respect of the same facts the accused has been wholly exonerated by a court of law.
- (iii) Banning / suspension order may, on a review, be revoked by the Competent Authority if it is of the opinion that disability already suffered is adequate in the circumstances of the case.

**Performa evaluation to be done on basis of following:-**

1. Delivery period adherence.
2. Quality of work.
3. Contractual obligation.
4. Safety measure following norms.
5. Statutory requirement viz –a- viz payment ST/ ITR contractor license.

Commercial and contractual performance shall be evaluated as per proforma enclosed.



## **TERMS & CONDITIONS:**

1. The enlistment of vendors against this press advertisement shall be valid for a period of three years.
2. All applications shall be superscribed as "**Vendor registration**" and the category / work section on the envelope.
3. Separate request shall be made against each work section of item.
4. Registration form shall be available at the following address against payment of Rs. 100/- by PO / DD in favour of M/s IPGCL or downloaded from web site [www.ipgcl-ppcl.gov.in](http://www.ipgcl-ppcl.gov.in). If application is downloaded from website, bidder should submit non – refundable application cost in the form of DD/ pay order in favour of IPGCL along with application.
5. IPGCL reserved the right to accept, reject any or all the applications without assigning any reasons and to seek extra information, if required.
6. **Last date for receipt of application forms of registration is 15.09.2008.**
7. Completed forms in all respects along with necessary documents to be submitted by the date indicated in the forms along with application fee of Rs.500/- only in the form of DD/ pay order in favour of IPGCL.
8. Registration certificate will be issued on receipt of refundable security deposit of Rs.10,000/- in shape of DD / Pay Order in favour of IPGCL.
9. NSIC and SSI registered vendors are exempted from submitting the above fees. However, refundable security deposits shall have to be paid.

### **Address for Communication**

**Sh. S.P. Angurala,**  
Dy. General Manager (S&M) -II  
Tele No.: 011- 2337 8857

**Sh. V. Kumar,**  
Manager (CS-II)  
Ph. No. 011- 2337 8318

**Sh. Rajiv Mathur,**  
Manager (CS-III)  
Ph. No. 011- 2337 8318

**Sh. Mukesh Khatik,**  
Asstt. Manager (CS),  
Ph. No. 011 – 2337 8189

**Indraprastha Power Generation Company Ltd.**  
**Pragati Power Station, 220 KV Sub-Station Building,**  
**I.P. Estate, Ring Road,**  
**New Delhi – 100 002.**

**FAX: 011- 2337 9164 / 2337 0533**

**SPECIAL TERMS & CONDITIONS:**

1. Registered contractor shall have to comply with the all statutory norms applicable in the Delhi State (NCR region).
2. Registered contractor shall have to submit copies of Annual ITR filed with Income Tax equipments / machineries owned by IPGCL-PPCL.
3. Contractor may be required to mobilize the workforce for round the clock work, as per site requirement.
4. IPGCL – PPCL shall not be in any way liable for any damage to contractor's property / equipment and authorities, balance sheet after the end of every financial year.
5. Registered contractor shall have to obtain Contract Labour Licence in respect of job awarded to them which involved deployment of contractor labour.
6. Contractors shall have to abide by all Safety norms for ensuring human safety and safety of plant injury / death of contractor labour while working.
7. Standard clauses regarding Payment, Penalty, L.D. Force Majeure, Arbitration etc. shall be applicable in the contract awarded by IPGCL, which shall be acceptable to contractor. Contractor liability shall be determined in accordance with these applicable provisions of work compensation act.

**INDRAPRASTHA POWER GENERATION COMPANY LIMITED /**  
**PRAGATI POWER CORPORATION LIMITED**

**WORK SECTIONS**

**Tender Notice for vendor registration**

IPGCL/PPCL invites applications for enlistment of capable vendors under various categories like Mechanical, Electrical, Chemical, C&I and General for providing their services required for the construction, operation and maintenance as detailed below.

**MECHANICAL**

**SECTION- M-I**

**AMC's / Boiler & their associated auxiliaries:**

Erection & Commissioning / Overhauling / Repair & maintenance jobs in Boilers, HRSG with fin type tubes, Headers, Pressure parts, Valves & Pumps, Drums, Tubes of water wall, superheater, Economizer, Bends, Piping, Insulation work, refractory repairs, lining, Boiler Tube leakages, Coal Mills, Pulverizer, replacement of grinding media, making clearances, dampers, Bearings, ID Fan, FD Fan etc. Repair jobs in furnaces front fired & corner fired, cyclone furnace repair/ replacement oil guns.

**SECTION- M-II**

**AMC's / Turbine & their Associated Auxiliaries:**

Erection & Commissioning / Overhauling / Repair & maintenance jobs in Steam Turbine / Gas Turbines, AOP, JOP, BFP, Condenser, Ejector, LP & HP Heater, Pumps & valves, CW pumps / CEP, Rebabbling of Generator bearings/ thrust pads, BFP cartridge assembly etc. Air compressors vapour extraction frame / Governing Systems, Repair of turbine rotors / reblading / Casings repair including welding / Precision machining jobs of different turbine components / Linings etc. & Associated equipments, Repair of nozzle blocks / Nozzles etc.

**SECTION- M-III**

**CHP & BOP**

AMC, repair Maintenance in conveyor Belts, wagon Tiplers, weighbridge, earth moving equipments OIT Cranes, Gear box, Crushers, Magnets, Reciprocating feeders, Loco Engineers Oil Storage Tanks, unloading / decantation systems Maintenance if screw pumps. Mech. Maintenance of BOP i.e. CW Pumps / Cooling Towers / Classifiers D.M. Plants/ Tanks.

**SECTION- M-IV**

**ASH HANDLING PLANT:**

AHP, Hoppers, Ash Evacuation system, compressor, ash conveyor, slurry carrying pipe, D.W. Water Pumps.

**SECTION- MM**

**Miscellaneous**

On line leak sealing, Pipe laying / replacement, Firefighting & detection and protection system. Repair maintenance of Refrigeration & Air-conditioning plants, window/split A/C's including AMC's.

## **ELECTRICAL**

### **SECTION- E-I**

#### **Switch Yard & Equipments:**

Erection & Commissioning / Overhauling / Repair & maintenance jobs in Switch yard 33 KV / 220 KV/ 66KV, Transformers, Isolators, Circuit Breakers i.e. OCB / ABCB / VCB, GSBs of 6.6KV, 11 KV, 33 KV, 66KV & 220KV ratings, CT's, PT's, lighting arresters, Conductors, MS structure, Insulators, Power Panels, Bus bars.

### **SECTION- E-II**

#### **Generators Exciter:**

O&M, repair / Maintenance / Inspection / Testing / Overhauling taking and retaining signs & re-fixing / rewinding.

### **SECTION- E-III**

#### **Motors & Actuators:**

Repair and rewinding of LT & HT motors, Actuators / Testing / balancing of heavy / light duty motors transportation erection & commissioning of motor and associated system, oil circuits / cooling systems & associated equipments viz control panels, measuring devices etc.

### **SECTION- E-IV**

#### **C&I Equipments**

1. Servicing, overhauling, calibration installation of transmitters, pressure/ temperature/ switches/level/flow sensors etc.
2. Servicing, overhauling, calibration of pressure/temperature gauges and all types of field instrumentation.
3. Servicing overhauling calibration of pneumatic instrumentation, pneumatic drives, power cylinders, pneumatic actuators.
4. Servicing, overhauling, repairing, calibration of Control Valves.
5. Servicing repairing calibration of microprocessor / electronic control system.
6. Laying of control cables their termination and wiring / servicing of control panels.

#### **Electrical Equipments**

1. OH & servicing of motorized actuators.
2. OH & servicing of HT motors/ LT motors/Switchgears / Air Circuit breakers / Electrical Hoists / EOT Crane etc.
3. Repair / Rewinding of HT Motors / LT motors.
4. Shifting & Handling of electrical equipments / motors.
5. Cleaning of electrical equipments.

## **SECTION- E-V**

### **Electrostatic Propitiators**

O & M of Retroformers, Controls, Spirals / Electrodes / Internals.

## **SECTION- EM**

### **Miscellaneous:**

Repair & maintenance jobs in lifts, Battery Banks, Battery charges / P A Systems / UPS / EPBAX exchanges, Electronic cards etc.

## **CHEMICAL**

### **SECTION-CH-I**

O & M of DM Plant

O & M of ETP Plant

O & M of PTP Plant

O & M of R.O. Plant

O & M of Chlorination Plant

Revamping & Augmentation

Cooling Water chemical dosing

Sample collection of water steam, Coal, Oil / Environment sample / Microbiological analysis of water.

Misc: Chemical dosing pump, dewatering pump etc., any other works related to Chemical dept.

Works related to rubber lining, epoxy coating, chemical unloading, Resin replacement, Acid alkali, proof lining, Resin treatment, D.M. Plant vessel maint. including internals..

## **SECTION- CHM**

### **GENERAL**

#### **SECTION- GW**

- I. House keeping & Sanitation
- II. Hiring / Repairing and maintenance of office equipments i.e. Transport Vehicles / Dumpers / Earthmoving equipments / Photocopier machines, Fax machines, Computers, Air conditioners, Coolers etc.
- III. Consultancy Jobs, Energy Audit, Safety Audit, Plant Insurance etc.
- IV. Security Services.
- V. Secretarial services.
- VI. Catering service.
- VII. Equipment Handling.

#### **1) CIVIL**

##### **SECTION-CG**

**Const. & Maintenance for General Civil (RCC & Steel) Works of the following sub head.**

- Building and land development work.
- Road work along with experience of earth / ash handling by earth moving equipments in cutting/embankment etc. i/c premix carpeting.
- Building, Electrical wiring work, tube well, installation repair & maintenance. of water supply & sewage pumps & motor etc. complete.

#### **2) SECTION- CH**

Developments i/c Annual maintenance for Horticulture works like floriculture, plantation, Nursery. Etc.

#### **3) SECTION-CP**

Pest Control Services works.

#### **4) SECTION -CD**

Survey / Design. Consultancy / Soil Investigation / testing for civil materials/structures i/c foundations etc.

#### **5) SECTION - CM**

Special repair / water proofing / strengthening of damaged buildings & foundation, steel structures, etc. by epoxy grouting , cement grouting, guniting, or by any other specialized technology.

## QUALIFYING REQUIREMENT

### CATEGORY-A

- i) The annual turnover of the bidder for last three consecutive financial years ending 31<sup>st</sup> March, 2007, should be at least Rs. 7.5 Lacs.
- ii) The contractor must have experience of having successfully executed works in the respective section applied during the last 07 financial years ending 31<sup>st</sup> March,2007 with either of the following:-
  - a. Three executed works costing not less than Rs. 10.0 Lacs each.  
OR
  - b. Two executed works costing not less than Rs. 12.5 Lacs each.  
OR
  - c. One executed work costing not less than Rs. 20.0 Lacs.

### CATEGORY-B

- i) The annual turnover of the bidder for last three consecutive financial years ending 31<sup>st</sup> March, 2007, should be at least Rs. 3.0 Lacs.
- ii) The contractor must have experience of having successfully executed works in the respective section applied during the last 07 financial years ending 31<sup>st</sup> March,2007 with either of the following:-
  - a. Three executed works costing not less than Rs. 4.0 Lacs each.  
OR
  - b. Two executed works costing not less than Rs. 5.0 Lacs each.  
OR
  - c. One executed work costing not less than Rs. 8.0 Lacs.

### CATEGORY-C

- i) The annual turnover of the bidder for last three consecutive financial years ending 31<sup>st</sup> March, 2007, should be at least Rs. 60,000/- only.
- ii) The contractor must have experience of having successfully executed works in the respective section applied during the last 07 financial years ending 31<sup>st</sup> March,2007 with either of the following:-
  - a. Three executed works costing not less than Rs. 80,000/0 only each.  
OR
  - b. Two executed works costing not less than Rs. 1,00,000/- only each.  
OR
  - c. One executed work costing not less than Rs. 1,60,000/- only

### CATEGORY-D

The contractor must have experience of having successfully executed works in the respective section.

**INDRAPRASTHA POWER GENERATION COMPANY LIMITED./**  
**PRAGATI POWER CORPORATION LIMITED**

**APPLICATION FOR REGISTRATION OF VENDORS**

- 1.1 Name of the organization :
- 1.2 Full Address:  
Telephone & Fax No. etc.  
Registered Office :  
Regional Office :
- 1.3 Whether Registered with any other Government / Quasi Govt. Organization etc. (Preferably in Power Sector/ Industry) ( Attested copies of certificates to be attached )
- |  |                      |           |       |
|--|----------------------|-----------|-------|
|  | Deptt./ Organization | Regn. No. | Works |
|--|----------------------|-----------|-------|
- 1.4 Organizational set up of the Company with details :
- 1.5 (a) In case of companies, date place of registration and certified copies of Memorandum of Association and Articles of to be furnished. Names, Addresses and particulars of all the Directors should be furnished.
- |  |                   |         |        |
|--|-------------------|---------|--------|
|  | Enclosed          | Yes/ No | Status |
|  | Name of Directors |         |        |
|  | 1.                |         |        |
|  | 2.                |         |        |
|  | 3.                |         |        |
|  | 4.                |         |        |
|  | 5.                |         |        |
- (b) In case of partnership firm the names of all the partners and their addresses are to be furnished. Attached copies of partnership deed to be attached. (Original partnership deed to be produced for verification on demand.)
- |  |                  |         |        |
|--|------------------|---------|--------|
|  | Name of Partners | Yes/ No | Status |
|  | 1                |         |        |
|  | 2                |         |        |
|  | 3                |         |        |
|  | 4                |         |        |
|  | 5                |         |        |
- (c) In case of individual, his full name, address, place and nature of business are to be furnished.
- 1.6 Name and address of allied concerns, if any.
- 1.7 Whether already registered or applied for registration in any other name either in individual or partnership.
- 1.8 a) A solvency certificate granted by a 1st Class Magistrate or a certificate of the banker about turnover of transaction and financial capacity original to be produced on demand ( one copy must be enclosed)
- |  |             |   |          |
|--|-------------|---|----------|
|  | a) Enclosed | - | Yes/ No. |
|--|-------------|---|----------|
- b) Balance Sheet of previous 03 financial year ending 31<sup>st</sup> March, 2007 of the firm duly attested by a Chartered Accountant ( to be enclosed )
- |  |             |   |         |
|--|-------------|---|---------|
|  | b) Enclosed | - | Yes/ No |
|--|-------------|---|---------|



1.9	Income Tax, Sales Tax, Service Tax, VAT/TIN, WCT, EPF & ESI registration Nos. if any, and Income Tax, Clearance certificate (copy be enclosed)	<b>Regd. Nos.</b> i) PAN No. ii) Sales Tax/VAT iii) Service Tax iv) WCT / TIN No. v) ITCCC enclosed vi) EPF No. vii) ESI No.	Yes/No Yes/No Yes/No Yes/No Yes/No Yes/No Yes/No
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1.10 Details of relatives employed in IPGCL/PPCL (Given full particulars i.e. names designation and the department / unit in which working.)  
1.  
2.  
3.

1.11 Expansion plan, if any

1.12 Brief History of the labour Relations in the establishment in the last one year (specific strikes, lockouts, tools down etc.

1.13 Any other particulars/ merits in favour.

**2. TECHNICAL**

2.1	Section of work for which registration is sought (it should be in accordance with the section as specified in the covering note) Annexure-C.	1. 2. 3. 4. 5.	Section	Group
-----	--	----------------------------	---------	-------

2.2 If already worked as a contractor (give the following details)

Name of the Power Station	Govt. Department/ Public Sector Undertakings	Work Executed with Completion Certificate	Value	Year of Completion
1.				
2.				
3.				
4.				

2.3 List of machinery available (if manufacturer/ OEM / OES)

Name of the machinery	Size/Specification	Nos.
-----------------------	--------------------	------

2.4 If stockiest/dealer, mention details as under :

S. No.	Products	Manufacturer	Dealership Ref. No.	Date
1.				
2.				
3.				
4.				

2.5 **Details of Testing facilities available :**

Testing Machine	Specifications	Year of Purchase	Nos.
-----------------	----------------	------------------	------

2.6 If approved by reputed inspecting agencies, please give details

Inspecting Agency	Material Supplied	Customers	Year
-------------------	-------------------	-----------	------

2.7 Transport arrangement available for effecting door delivery.

2.8 Facilities / nearest branches from where service provided.

2.9 Mention any other relevant details.

**Signature of the Applicant /**  
Authorized Person  
(Seal)

Note:

- i) A separate sheet may be attached to any column where necessary.
- ii) List of enclosures.

1	Banker's Certificate	Yes / No
2	Income Tax Returns Acknowledgement	Yes / No
3	Income Tax Clearance Certificate	Yes / No
4	Performance Certificate from important customers	Yes / No
5	List of important customers	Yes / No
6	Sales Tax/VAT Registration Certificate	Yes / No
7	Service Tax Registration Certificate	Yes / No
8	WCT/ TIN Registration Certificate	Yes / No
9	EPF & ESI Certificate	Yes / No
10.	Electrical Contractor License for Electrical Work	Yes / No.
11	Balance Sheet (Audited) & Profit & Loss A/c	Yes / No

- i) Please indicate your priorities for registration.
- ii) Incomplete applications will not be considered.
- iii) No correspondence on the subject from vendors will be entertained. They will be informed, in due course, as soon as finalized.

**LIST OF REQUIRED DOCUMENTS (COPIES TO BE FURNISHED ALONGWITH OFFER**

1. ITCC
2. Balance sheets & Profit & Loss A/c of three Financial years ending 31<sup>st</sup> March, 2007
3. Copy of Job orders for job mentioned in work section for which registration is sought.
4. Valid Contractor Electrical License for Electrical job.
5. Copy of Registrations for EPF, ESI, Service tax, VAT/WCT/TIN (as applicable.)
6. Registration with Central Excise Deptt as per statutory requirement.
7. Completion certificate indicating Performance and period of execution and executed amount.

**Note:- The contractor shall have to obtain Contract Labour License after the award of job order as per statutory requirement.**