

BHARAT HEAVY ELECTRICALS LIMITED
ELECTROPORCELAINS LIMITED
Prof. C.N.R.Rao Circle, Malleswaram
Bangalore 560 012

APPLICATION FORM FOR ENLISTMENT OF CONTRACTOR

1.	Name of the organization Name of the applicant his present nationality and full address of the organization	
2	Type of the work for which enlistment sought: 2.3 Civil / Horticulture/ Transport of waste debris disposal/ Structural works/Civil services.	
3.	Whether the firm is a private or public limited concern or undivided Hindu family individual or a registered partnership firm	
4.	Name of the person holding the power of attorney, and his present nationality with their liabilities	
5.	Name of partners, their present nationality with their liabilities	
6.	Name of bankers and full address	
7.	Place of business	
8.	Value up to single contract is desired (Maximum value for single contract is Rs 25.00 lakhs)	
9.	List of work executed : (a) Name of work (b) Year of execution (c) Amount (d) Authority under which carried out (Documentary proof to be provided for last three years)	Attach Sheets.
10.	Whether the applicant has sufficient machinery and tools etc., at his disposal	
11.	Whether the applicant has any office in charge of a graduate / post graduate engineer with not less than ten years experience to deal works in all the stages	

12.	Whether the applicant has already enlisted in this undertaking ? if yes in which class and category?	
13.	Whether enlisted with another department / public undertaking? If so, in which class and category showing amount up to which qualified to tender	
14.	Whether the applicant is a shareholder or partner of any form enlisted in this undertaking?	
15.	Whether the applicant or any of his partners or share holders is a / are member (s) of the Indian parliament or any state legislatures ?	
16.	Whether the applicant or any of his partners or share holders is / are dismissed government servant (s) / employee (s) of the undertaking ?	
17.	Whether the applicant has under his employment a dismissed government servant / employee of the undertaking ?	
18.	Has applicant or any of his partners been black listed or removed from the approved list of contractor or demoted to lower class or orders assed banning / suspending business with the applicant etc., by any department in the past ?	
19.	A list of those persons who are working with the applicant in any capacity and who are near relatives to any officer in the undertaking or in the ministry / department of should be submitted the applicant should also intimate the names of such persons who are employed by him subsequently	

LIST OF DOCUMENTS TO BE ENCLOSED:

- a) Deed on articles of association/ partnership deed.
- b) Bankers sealed report giving the financial capacity
- c) Copies of work order / contract agreement of job executed in last three years and jobs in hand. (P S U/ Govt sectors)
- d) Copies of customers job completion certificates
- e) Organization chart with bio-data of permanent employees.
- f) List of tools, tackles, instrument machineries in the Organization.
- g) Copy of the balance sheet for the previous year.
- h)E S I CODE
- .
- .i) P F CODE
- j) Latest Income tax clearance. individual
- k) Labour license

(Note: please tick in the above blocks for the document enclosed)

(The contractors are not entitled to tender for works in this undertaking if they're near relative are working in accounts or engineering or stores or any other department in the undertaking. Any breach of this condition will result to delistment)

Note: By term near relative is meant wife, husband, parents and grand parents, children and grand children, brothers and sisters, uncles, aunts and cousins and their corresponding in-laws.

- a. I certify that I did not retire as an employee of this undertaking during the last two years. I also certify that I have neither such a person under my employment nor shall I employ any such person within two years of his retirement from this undertaking, except with the prior permission of the undertaking. (For individuals seeking enlistment in their own name).
- b. We certify that none of partners / directors retired as an employees of this undertaking during the last two years. We also certify that we have neither under our employment any such person within two years of his retirement, except with the prior permission of the undertaking. (For limited companies and partnership firms).

Date:

Signature of the Applicant

Address:

Important notes:

1. All relevant certificates should be attached with the application.
2. Income tax clearance certificates for the latest assessment year should be sent along with the application. Without the income tax clearance certificates the enlistment will not be made.
3. The terms, which are not applicable, may be scored out.