

	<p align="center"> BHARAT HEAVY ELECTRICALS LIMITED TRANSMISSION BUSINESS GROUP (Subcontracts Management) Industry Sector, Lodhi Road, NEW DELHI - 110 003 TELEPHONE:011- 41793381, FAX: 011 -24369509, E-mail:- rlodwal@bhelindustry.com </p>
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APPLICATION FROM FOR ENLISTMENT OF SUBCONTRACTOR
FOR
CIVIL WORKS RELATED TO SUBSTATIONS / BUILDINGS
AND/ OR
ERECTION, TESTING & COMMISSIONING OF SUBSTATIONS
AND/OR
SOIL INVESTIGATION / CIVIL DESIGN WORK

1. **INSTRUCTIONS TO SUBCONTRACTORS APPLYING FOR ENLISTMENT.**

- 1.1 The application form is to be filled by the subcontractor applying for enlistment returned in original to the address given below:

DGM (TBSM)
SUBCONTRACTS MANAGEMENT,
TRANSMISSION BUSINESS GROUP,
BHARAT HEAVY ELECTRICALS LIMITED,
IOC, Lodhi Road, New Delhi - 110 003

PHONE : 011- 41793381
FAX : 011 - 24369509

- 1.2 The enclosed form shall be duly filled-in complete in all respects otherwise the request for enlistment as subcontractor may not be considered.
- 1.3 Please enclose a Bank Draft of Rs.1000/- as an application fee (Non refundable) favouring BHEL, TBG and payable at New Delhi with this application form.
- 1.4 Incomplete application form/ document/ false information may lead to delay or rejection of the case.

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- 1.5 BHEL reserves the right the accept or reject any application without assigning any reason.
- 1.6 Subcontractor shall send all relevant documents DULY INDEXED (preferably in A4 size neatly filed in a folder) along with this application form.
- 1.7 If answer to a question in enclosed form is 'YES' fill (Y), if it is 'NO' fill (N) and if it is 'Not applicable' then fill (NA).

2. CHECK LIST FOR APPLICATION FORM AND DETAILS.

2.1.1 Name of the Firm:.....

2.1.2 Address of Regd. office:.....
:

Tel. No.Fax

Address of all (i)

Regional / branch

offices Tel. No.....Fax.....

(ii)

.....

Tel. No. Fax.....

2.1.3 Date of
Establishment

2.1.4 Type of work for :
which enlistment
sought (Specify Civil and /or ETC and /or Soil investigation).

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- 2.1.5 Preferred area for work :
Write name(s) of states or all over India)
- 2.1.6 Design work Capability available ----Yes/ No/ NA
- 2.2 Photocopies of following documents enclosed. (Please specify in following spaces YES or NO or NOT APPLICABLE and other information as asked).
- 2.2.1 Certification in incorporation :.....(Y/N/ NA).
- 2.2.2 Proprietary certificate :.....(Y/N/ NA).
- 2.2.3 Partnership deed :.....(Y/N/ NA).
- 2.2.4 Bank credit facility and its utilisation certificate. :-.....(Y/N/ NA).
- 2.2.5 Audited balance sheets for last 3 years audited by CA. :-..... (Y/N/ NA).
- 2.2.6 Solvency certificate :-..... (Y/N/ NA).
- 2.2.7 Latest Income tax clearance certificate :-..... (Y/N/ NA).
- 2.2.8 Power of attorney of all authorised official who shall be contacting BHEL. :-..... (Y/N/ NA).
- 2.2.9 List of qualified personnel working in the organisation with their experience. :-..... (Y/N/ NA).

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2.2.10 List of plant & machinery and testing equipments. :-..... (Y/N/ NA).

2.2.11 List of reputed customers worked for with full postal address and details of projects executed in the last FIVE years. :-..... (Y/N/ NA).

2.2.12 Any other details not covered above, furnished in brief :-..... (Y/N/ NA).

2.2.13 It is understood that any relevant detail/ proof there-of, not enclosed along with the application form may lead to rejection.

3. NATURE OF COMPANY (State relevant information in following spaces as asked or write NA if not applicable).

3.1 Government undertaking/ :-..... organisation (central of state).

3.2 Public Ltd., or Private Ltd. :-.....

3.3 Partnership or proprietary . :-..... concern.

3.4 Employee provident fund :-..... account no., if any (Attach proof).

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4. ORGANISATION SET UP OF SUBCONTRACTOR

4.1 Name of the Chief Executive :-.....

4.2 Name and designation of :-.....
authorised officials (having power of attorney) to be contracted.

4.3 Total strength of organization

Graduate Engineers. :-.....

Engg. Diploma Holders :-.....

Managers :-.....

Supervisors :-.....

Skilled / Unskilled workers :-.....

Ministerial staff :-.....

Others :-.....

Total :-.....

4.4 State "No" or "YES" in the following spaces.

4.4.1 Whether banned or removed :-
by any Govt. organization at
any time. if yes, details may be furnished.

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4.4.2 Whether enlisted with other :-
 BHEL units. If yes, furnish details
 like code nos. & category for which enlisted.

4.4.3 If related to any BHEL :-
 employee – mentioned details
 about him/ her.

4.5 Weekly holidays :-

5. FINANCIAL SET-UP OF SUBCONTRACTOR

5.1 Name of the subcontractor :-

5.2 Capital Outlay

a) Land & Building :Rs.....

b) Plant & Machinery :Rs.....

c) Working Capital :Rs.....

d) Other Assets :Rs.....

Total :Rs.....

Note :If partnership concern, then financial standing of each partner to be indicated separately.

5.3 Annual turnover of the company
 for the last THREE financial

YEAR	TURNOVER IN RS. LAKHS
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years.

5.4 Present order book in Rs. Lakhs :.....

5.5 Name(s) of banker(s) :.....

5.6 If you are accredited with ISO
9000 or ISO 14000 certification, indicate Yes or No.
If Yes, please enclose a copy of the certificate.

5.7 Details of Demand Draft enclosed (non refundable application fee of Rs.1000/-)
(DD No. Date ,Bank Name
.....)

Signature of Sub-Contractor's
Authorised Person

Date

Name :
Designation :
Seal of the Company: