



BHARAT HEAVY ELECTRICALS LIMITED

INDUSTRIAL VALVES PLANT, GOINDWAL – 143422

(Maintenance Department)

Applications are invited from experienced contractors in the prescribed format for **Registration of contractors for Maintenance & Services Department, BHEL-IVP, Goindwal** for the following works.

Works Category	Name of the Work	Estimated Value	Tick(✓) The Relevant Box
I	Electrical Maintenance and Electrification of Work Shop/Building	Up to Rs.2 Lakhs	
		Up to 10 Lakhs	

Application forms can be obtained from the M&S office, BHEL-IVP , Goindwal or can be freely downloaded from BHEL Web-Site.

Contractors can apply for registration for one or more work categories listed above. However separate documents shall be submitted for each category of works along with Contractor Registration Form. The envelop containing the documents shall be superscribed clearly for the category of work.



INSTRUCTIONS TO APPLICANTS FOR FILLING UP THE FORM

1. The form should be filled neatly without any overwriting and all details required should be submitted along with the application form.
2. Applicant must furnish following details along with application:
 - (i) Copies of valid registration with statutory authorities viz, PF, ESI and Labour license (in case of 20 or more workers).
 - (ii) Details of organization and Name (s) of the Owner/ Partners/Promoters and directors.
 - (iii) Details of Annual Turn-Over and copies of Balance Sheets & I.T>Returns for last 3 years. (year - 09-10, 10-11,11-12)
 - (iv) Registration with Central Govt./ State Govt./ PSUs./ other civic bodies
 - (v) Detail of works that have been executed completely during last 3 financial years (09-10, 10-11,11-12)along with performance report from the principal employer. Incomplete works shall not be considered in evaluation for eligibility.
 - (vi) Detail of major projects/ works in hand.
 - (vii) Qualification detail of applicant/ owner/ partners/ promoters/ employees.
 - (viii) Major equipments owned by the applicant.
 - (ix) Self disclosures regarding litigations, liquidated damages, disqualifications pending legal cases etc.
 - (x) Self certificate that contractor will abide by all statutory & regulatory obligations while carrying out works at BHEL Goindwal
 - (xi) PAN, TIN and Service Tax No.
3. Bank A/C Details for e – payment
4. The applicant must sign all the pages of the application form.
5. All applications shall be submitted to Engineer/M&S, BHEL, IVP Goindwal

**Checklist / Minimum qualification criteria**

Please fill in this check list before submitting your application

I	Legal Requirements	Mark (Yes/No)
	PF no.	
	ESI no.	
	PAN no.	
	Labour License	
	License or Authorization for specific work. A class or B class license for Electrical Works in Punjab	
	Service Tax registration.	
	VAT registration code	
II	Financial Soundness	
	Income tax returns and balance sheets for last three 3 years enclosed	
III	Details of Tools, Plants & Machinery enclosed	
IV	Ability of technical and skilled manpower enclosed	
V	Self Declaration for not been found guilty by a court of law in India for any acts of fraud, dishonesty and moral turpitude enclosed.	
VI	Qualifying Criteria	
	Experience of having completed electrical works in last 7 years ending 31.03.2012 should be any of the following.	
a	Three electrical completed works costing not less than the amount equal to 40% of estimated cost.	
b	Two electrical completed works costing not less than the amount equal to 50% of estimated cost.	



c	One electrical completed work costing not less than the amount equal to 80% of estimated cost.	
d	The contractor or firm having no past experience of electrical works is also eligible for enlistment upto Rs.2 lakhs provided the working capital is not less than Rs.20000. The individual or one of the partners of the firm should be a diploma holder or ITI in Electrical/civil Engineering and having experience of not less than one year. The diploma/ITI holder should have executed satisfactorily in a responsible capacity works at least one work of not less than Rs.20000/-.	
VII	Solvency certificate not less than the amount equal to 20% of the estimated cost in the prescribed performa. Working capital certificate from a schedule bank to be produced as per prescribed performa.	



FORM OF SOLVANCY CERTIFICATE FROM A SCHEDULED BANK

This is to certify that to the best of our knowledge and information M/s./Sri..... having marginally noted address, a customer of our bank are/is respectable and can be treated as good for any engagement upto a limit of Rs..... (Rupees.....). This certificate issued without any guarantee or responsibility on the bank or any of the officers.

Signature
For the Bank

Note : In case of partnership firm, certificate to include names of all partners as recorded with the bank.

FORM OF WORKING CAPITAL CERTIFICATE FROM A SCHEDULED BANK

Certified that Sri/Smt/M/s..
S/o/W/o..... and resident(s) of
has/have been maintaining a savings bank account/current account/fixed deposit account with this branch of bank sinceand an amount not less than Rs.....
(Rupees.....) has been available to the credit in his/her/their account number for the last six months.

Signature
For the Bank

Note : In case of partnership firm, certificate to include names of all partners as recorded with the bank.