

OFFICE OF THE CHIEF ENGINEER (ST: RE)
CHHATTISGARH STATE POWER DISTRIBUTION COMPANY LIMITED
(SUCCESSOR COMPANY OF C.S.E.B.)
GUDHIYARI, RAIPUR-492 009

APPLICATION FOR REGISTRATION AS CONTRACTOR IN CLASS-I, II, III & IV FOR
CONSTRUCTION OF 33/11KV SUB-STATIONS, 33 KV BAY, 11KV BAY, 33 KV LINES, 11KV LINES,
11/0.4 KV DISTRIBUTION TRANSFORMER SUB-STATIONS, LT LINES & LABOUR CONTRACTS –
COMMONLY KNOWN AS ST:RE WORKS.
(See Annexure-I)

Registration for Class applied for:

| | |
|--------------|--|
| Class | |
|--------------|--|

- (a) Class – I contractorship
- (b) Class – II contractorship
- (c) Class – III contractorship
- (d) Class – IV contractorship

1. Name of firm/Company/Contractor:

2. Address of firm with City, Distt:

& Pin code no.
.....
.....

3. a) Phone no. :
- b) Fax no. :
- c) E-mail ID :
- d) Mobile no. :

4. Year of establishment of firm/
Company :
(Attach attested copy in proof)

5. Nature of ownership :
(Enclose attested copy of documents in proof)

- a) 1. Proprietorship
- 2. Partnership (Enclose attested copy of partnership deed & power of attorney)
- 3. Private Limited (enclose copy of article of memorandum / article of association / resolution of B.O.D. authorizing officials/person for signing the document & affixing common seal & Company seal power of attorney).
- 4. Limited company (enclose copy of article of memorandum / article of association / resolution of B.O.D. authorizing Officials/person for signing the document & affixing common seal & Company seal power of attorney).
- 5. Other type (give specific details)

- b) Name, Design & residential :
 address of proprietor, all
 partners/Directors, which-
 ever is applicable as mentioned
 in 5(a) above

(Enclose separate list in case of more than one person's details)

6. Pre-qualifying requirement:

- (A) "A/B" Class overhead Electrical contractor License:

| | |
|--------------------|--|
| Contractor License | |
|--------------------|--|

- a) License no.& date
 (enclose attested copy) :
- b) Issuing authority :
- c) Issued in favour of :
- d) Valid upto :
- e) Service tax no. :
 (enclose attested copy of registration certificate)
- f) PAN No. (enclose attested copy:
 of PAN card)
- g] Registration Certificate from
 Labour Commissioner under
 Section 7(1) of CG Govt's
 Building & other Construction:
 Act 1996 & Rule 2008
 (Enclose attested copy of Registration certificate)

- (B) Details of Provident Fund Registration (EPF)
(Attested copy of registration certificate be enclosed)

- a) No. & date :
- b) Issuing authority :
- c) Issued in favour of :

- (C) Annual turnover of last two consecutive years

*(It shall be supported by attested
 Copy of audited balance sheet and
 profit & loss account].*

20____-____ :

20____-____ :

(Avg. Annual T/O for last 2 consecutive years to qualify shall be Rs.50 lacs for class-III, 2 Crores for class-II, 3 crores for Class-I.)

- (D) Experience/qualification [**Experience of works (*The works completed shall be running condition for last one year from the date of commissioning to the date of registration (in view of performance for one year)* completed in CSEB/CSPDCL or other SEBs, Govt. power utilities**]
- (I) For qualifying Class-I registration: (Only A-class overhead License holder)
(Construction of minimum - 3 nos 33/11kV Substation & 30km. 33 kV line OR 12 nos 33/11 kV Addl.bay & 30km. 33 kV line.)
- a) Construction of 33/11kV Sub-Station.
(Enclose the list of 3Nos. 33/11kV Sub-Stations with following details separately)
- i) Name of 33/11kV Substation.
 - ii) Date of completion
 - iii) Date of Commissioning
 - iv) Performance of the above work for 1 year from the date of commissioning.
- b) Construction of 33kV Addl. Bays.
(Enclose the list 33kV Addl. Bays with following details separately)
- i) Name of 33/11kV Substation.
 - ii) Number of 33kV Bays constructed
 - iii) Date of completion
 - iv) Date of Commissioning
 - v) Performance of the above work for 1 year from the date of commissioning
- c] Construction of 11kV Addl. Bays.
(Enclose the list 11kV Addl. Bays with following details separately)
- i) Name of 33/11kV Substation.
 - ii) Number of 11kV Bays constructed
 - iii) Date of completion
 - iv) Date of Commissioning
 - v) Performance of the above work for 1 year from the date of commissioning
- d] Construction of 33 kV line .
(Enclose the list of 30 km 33kV lines with following details)
- i) Name of 33kV line
 - ii) Length of 33kV line
 - iii) Date of completion
 - iv) Date of Commissioning
 - v) Performance of the above work for 1 year from the date of commissioning
- (II) For qualifying Class-II registration: (A-Class overhead License holder only)
(Construction of minimum- 15 km 33kV line OR 10 km 33kV line & 5nos. 33/11kV Addl. Bays OR 250 km. 11kV/L.T. lines & 50 nos. 11/0.4 kV Distribution Transformer Sub-Stations)

a) Construction of 33 kV line.

[Enclose the list of 15 km 33kV lines with following details]

- i) Name of 33kV line
- ii) Length of 33kV line
- iii) Date of completion
- iv) Date of Commissioning
- v) Performance of the above work for 1 year from the date of commissioning

b) Construction of 33kV Addl. Bays.

(Enclose the list 33kV Addl. Bay with following details separately)

- i) Name of 33/11kV Substation.
- ii) Number of 33kV Bays constructed
- iii) Date of completion
- iv) Date of Commissioning
- v) Performance of the above work for 1 year from the date of commissioning

c] Construction of 11kV Addl. Bays.

(Enclose the list 11kV Addl. Bay with following details separately)

- i) Name of 33/11kV Substation.
- ii) Number of 11kV Bays constructed
- iii) Date of completion
- iv) Date of Commissioning
- v) Performance of the above work for 1 year from the date of commissioning

d) Constn. Of 11/0.4kV Sub-Stations.

(Enclose the list of 50 Nos. 11/0.4 kV Sub-Stations with following details separately]

- i) Name of 11/0.4 kV Sub-Station
- ii) Date of completion
- iii) Date of Commissioning
- iv) Performance of the above work for 1 year from the date of commissioning

e) Construction of 11 kV /LT line .

[Enclose the list of 250 km 11 kV/LT lines with following details]

- i) Name of 11kV/LT line
- ii) Length of 11kV/LT line
- iii] Date of completion
- iv] Date of Commissioning
- v) Performance of the above work for 1 year from the date of commissioning

(III) For qualifying Class-III registration: (A-Class overhead License holder only)

(Construction of 50 km. 11kV & L.T. lines & 10 nos. 11/0.4 kV Distribution Transformer Sub-Stations).

a. Constn. Of 11/0.4kV Sub-Stations.

(Enclose the list of 10 Nos. 11/0.4 kV Sub-Stations with following details separately]

- i) Name of 11/0.4 kV Sub-Station
- ii) Date of completion
- iii) Date of Commissioning
- iv) Performance of the above work for 1 year from the date of commissioning

b. Construction of 11 kV/LT line .

[Enclose the list of 50 km 11 kV/LT lines with following details]

- i) Name of 11kV/LT line
- ii) Length of 11kV/LT line
- iii] Date of completion
- iv] Date of Commissioning
- v) Performance of the above work for 1 year from the date of commissioning

(IV) For qualifying Class-IV registration:

- (i) For 'A' class overhead License holder contractor - Labour Contracts works for all lines & Sub-Stations
- (ii) For 'B' class over head License holder contractor- Labour contract awards as applicable/entitled.

7. Details of Technical staff employed by you(attach list with qualification & year of service with the firm/company/contractor)

8. Reference of registration fee / Earnest money/Renewal charges paid:

a) **Registration fee** :D.D. No. _____ & Date _____

(Non-refundable)

The fees for registration in various Classes are:-

For Class-I -Rs.15,000/- for one year
For Class-II -Rs. 15,000/- for one year
For Class-III -Rs. 10,000/- for one year
For Class-IV -Rs. 5,000/- for one year

(Renewal charges for next one year will be Rs.1000/- only)

b) **Permanent Earnest Money Deposit:(No interest is payable by the Company)**

For class - I (Rs. 3 lacs) : D.D. No. _____ & Date _____

For class – II (Rs. 2 lacs) : D.D.No. _____ & Date _____

For class – III (Rs.50000/-): D.D.No. _____ & Date _____

For class – IV (Rs.5000/-) : D.D. No. _____ & Date _____

9. Whether undertaking on non-judicial stamp paper as mentioned in important terms & condition for registration in proforma enclosed submitted or not.
10. Whether participated in the _____ : YES/NO
Tender no.TR-01, 02, 61, 62, 63, 64, 65 & 67: whether qualified/not qualified
Issued by CE (ST: RE) & CE (O&M)

PLACE:

DATE :

SIGNATURE

NAME IN FULL _____

DESIGNATION/STATUS _____

FIRM / COMPANY SEAL

Note :

- ***It is mandatory to fill all the blank spaces. Incomplete form shall be rejected.***
- ***All documents should be attested by Notary***
- ***Registration shall be valid for 1 year and can be renewed thereafter subject to satisfactory performance of the works executed for 1 year.***

.....
(For office use only)

1. Applied for registration in Class – I/II/III/IV.-

For class -

2. Whether firm qualified our PQR -

3. If not the criteria not fulfilled -

4. Approval of Chief Engineer (ST: RE) sought vide UO note NO._____dated _____
para-____/N.

Off,Asst(Regn Sec.) E.E.(O)
O/o CE(ST:RE) CSPDCL : RAIPUR

SUPERINTENDING ENGINEER (O)
O/o CE(ST:RE) CSPDCL: RAIPUR

5. Allotted registration no. & date _____
6. Entered in contractor registration register for Class-I/II/III/IV , S.NO._____
at page no._____.
7. Registration valid up to date _____
8. Registration due for renewal _____
9. Date of renewal of registration _____
10. Remarks.

CHIEF ENGINEER (ST: RE)
CSPDCL: RAIPUR

ANNEXURE-I

IMPORTANT TERMS & CONDITIONS FOR REGISTRATION

1. Qualifying requirement for the registration of contractors in class-I, II, III & IV.

- i) The eligibility criteria for registration of contractors in class-I, II, III & IV shall be as given in the table here below:

| Class of contractor | Average annual turnover in last two years | Experience of works* completed in CSEB/CSPDCL or other SEBs, Govt. power utilities. | Over-head License | PEMD** | Qualified for |
|---------------------|---|---|-------------------|-------------|--|
| 1 | 2 | 3 | 4 | 5 | 6 |
| Class-I | Rs.3.0 Crores | 33/11KV s/s – 3 nos & 33KV line – 30KM OR 33 or 11KV Addl.bays – 12 nos & 33KV line – 30KM | A | 3.0 Lacs | 33/11KV s/s & works specified for class-II, III & IV contractors. |
| Class-II | Rs.2.0 Crores | 33KV line 15KM OR 33KV line – 10KM & 33/11KV Addl.bay – 5 nos OR 11/0.4KV s/s – 50 nos & 11KV or LT line – 250 KM | A | 2.0 Lacs | 33KV line, 11KV bay, 33KV Bay & works specified for class-III & IV contractors |
| Class-III | Rs.50.0 Lacs | 11/0.4KV s/s – 10 nos & 11KV or LT line – 50KM | A | Rs.50,000/- | D'X-mer, LT lines & 11KV lines & works specified for class-IV contractors |
| Class-IV | - | | A/B | 5000/- | LC work all lines & s/stn. |

*** The works completed shall be running condition for last one year from the date of commissioning to the date of registration (in view of performance for one year).**

**** Permanent Earnest Money Deposit in the form of MICR D.D. in favour of Assistant Manager (CAU), CSPHCL payable at Raipur.**

***** One 33/11KV S/stn. will be treated equivalent to 04 Addl.33KV or 11KV bay & vice-versa & one no Distribution Transformer will be treated equivalent to 0.5 km 11 KV line. & vice-versa.**

Valid 'A' & 'B' class Electrical contractor's over head license issued by the competent authority in favour of contractor/firm/company, but must obtain license from Govt. of Chhattisgarh prior to registration.

- ii) The contractor/firm/company wants to be registered in CSPDCL in Class-I, II, III & IV must have adequate experience required as stipulated in column-'3' of table given in (i) above on turn key basis or on labour contractor basis substantiating with required documents from the concerned authorities for successful completion of the sub-stations & lines. These sub-stations & lines must be in running condition successfully for last 1 year on the date of application for registration, for which necessary certificate has to be enclosed.
 - iii) The contractor/firm/company must have annual turn over for last 02 consecutive financial years from the date of application for registration as stipulated in column-'2' of table given in 'i' above.
 - iv) The contractor/firm/company must have P.F. code no. issued by Regional Provident fund Commissioner in favour of contractor.
 - v) The contractor/firm/company must have registration for Service tax.
 - vi) The contractor/firm/company must have PAN number as per I.T.Act/Rules.
2. Details of Technical staff employed by you (attach list giving name, qualification, designation at which employed by you & year of service with you).

3. Registration Fee:

- (i) The registration fees for class-I & II is Rs.15, 000/-, for class-III Rs.10, 000/- and for class-IV Rs.5, 000/- per year respectively with renewable fees of Rs.1000/- per year. Both the fees are non-refundable. The contractor/firm/company are required to be renewed their registration every year. An undertaking by the contractor on non-judicial stamp paper worth Rs.250/- with a revenue stamp of Re.1/- affixing on it, for acceptance of rates for a period of one year from the date of issue of registration letter by this office and during this period, contractor shall not refuse/leave the work, if any, allotted to them, otherwise CSPDCL have to right to debar them. Proforma of letter of undertaking enclosed herewith.
 - ii) The registration fees & renewal fees as mentioned above shall be acceptable in the form of MICR Demand Draft payable at Raipur in favour of Manager (CAU), CSPDCL, Raipur.
5. The application of those applicants who fulfills the pre-qualifying criteria will only be considered for registration. Applicant must enclose the documents in support of pre-qualifying conditions without which the application will summarily rejected and no correspondence in this regard will be entertained. Therefore applicant must ensure submission of notarized copy of relevant documents in support of pre-qualifying requirement such as copy of their profit & loss account and balance sheet for the last 2 years including turnover & income tax clearance certificate SARAL, registration

certification of firm/company, copy of A/B class Electrical contractor overhead license, PF registration, experience certificate, running condition certification & copy of retirement order of Electrical Engineer of MPEB/CSEB etc.

6. Tenders will be issued by the following offices of CSPDCL periodically for various construction works on total & Semi turnkey basis or on Labour contract basis depending on availability of material with the Company as briefed under:

- i. Total turnkey basis: All material required for the work to be provided by the contractor procured from approved vendors of CSPDCL.
- ii. Semi Turnkey basis: Material available with CSPDCL will be provided by CSPDCL & other material to be provided by the contractor procured from approved vendors of CSPDCL.
- iii. Labour contract basis: All materials required for the work will be provided by CSPDCL at nearest road of work site.

Material to be provided by the contractor procured from approved vendors of CSPDCL shall be in accordance with CSPDCL's technical specifications, GTP, drawings and type tested latest within 2 years as per relevant ISS in accordance with the design/drawing of CSEB/CSPDCL. The specification, GTP & drawings shall be got approved from this office prior to the pre-despatch inspection. Pre-despatch inspection of such material/equipment will be conducted at the works/factory of the approved vendor by CSPDCL's Engineer or Inspecting Engineer of reputed third party or both. Material/equipment shall be cleared for dispatch to construction site on getting satisfactory inspection report of these inspecting Engineer(s). The material/equipment used line/sub-station constructed shall have a guaranteed for performance, loss & damage of CSPDCL's material will be applicable as per terms & condition of CSPDCL.

7. Security deposit:

- i) Security deposit in the form of MICR DD payable to Manager (CAU), CSPDCL at Raipur for an amount of 10% value of the order shall be required for faithful performance of the orders and to cover guarantee period of Substation, line & equipments.
- ii) Addl. Security deposit of 5% value of the order in the form of MICR DD payable to Manager (CAU), CSPDCL at Raipur towards loss or damage to the Company (CSPDCL) valid during execution of work in case CSPDCL provides materials/equipments to the contractor.

8. The periodic tenders will be issued depending on the value of works by various authorities of CSPDCL.

Tender forms may be downloaded from our website www.cseb.gov.in . The registration will be open before the opening of the tender. Only registered contractors will be allowed to participate in the Tender. NITs shall be published in local/state level newspaper and in web-site of CSPDCL & displayed in Notice board of office of authority issuing NIT. Tender form has to be collected personally by authorized representatives for whom authority letter with his signature attested (Tender form shall not be sent by post/courier/speed post)etc.

9. The rate(s) to be quoted are based on CSPDCL's Schedule of Rate (SOR) in force including amendments/revision upto to the date of opening of the tender. The registered contractors shall have to quote-"at par/percentages below or above the SOR given" in the tender form.

Formation of tenderer's cartel is strictly prohibited. In case of quoting same rates by more than two bidders, offers of all such bidders shall be outrightly rejected. If rates of two bidders are found to be same, quantity or orders to be placed to the firm who is having lesser works under execution/in hand pending. But, in case of multi items tender, if rates of even two bidders for more than one item are found to be same, it will be considered as deliberate cartel and offers of both the bidders shall be rejected.

10. The value of work to be ordered to one contractor be as under:

| | |
|-----------|----------------------|
| Class I | - Upto Rs.3.0 Crores |
| Class II | - Upto Rs.2.0 Crores |
| Class III | - Upto Rs.50.0 lacs |
| Class IV | - Up to Rs.2.5 lacs |

Further, work will be ordered on submission of completion certificate from Engineer-in-charge for previous works allotted, so that the above ceiling shall be maintained.

11. In case of bad performance in respect of quality of work/material used or repeated delay in execution, the registration shall be liable for cancellation for specified time & in such case registration fee/renewal fee shall not be refundable.

**CHIEF ENGINEER (ST: RE)
CSPDCL: RAIPUR**

PROFORMA OF LETTER OF UNDERTAKING
(To be submitted along with application for registration)

(To be executed on non-judicial stamp paper worth Rs.250/- with a revenue stamp of Re.1/- affixing on it)

To,

The Chief Engineer (ST: RE),
C.S.P.D.C.L., Raipur.

Dear Sir,

1. I/we have read and examined your terms & conditions relating to Registration as contractor for construction of 11KV line, LT line & Pole mounted 11/0.4KV Substation on 140Kg 8 mtr. Long PCC pole, 60kg/mtr Rail pole & 175x85mm 9 mtr long RS Joist.
2. I/We hereby submit our undertaking to keep our offer valid (acceptance of rate) for a period upto one year from the date of execution of agreement of the order for contract.

We hereby further undertake that during the above said period, I/we shall not refuse/leave the work if any allotted to me/us. CSEB/CSPDCL shall have full liberty to debar me/us from CSPDCL, if any of the allotted work is refused by us against previous tenders of CSEB/CSPDCL for turnkey or labour contract award orders.

Signature alongwith Seal of Firm/Company

(Duly authorized to sign the application on behalf of the contractor)

Name.....

Design.....

Name of firm/Company.....

(In block

letters)

WITNESS:

Signature.....

Date.....

Name & Address.....

.....

.....

Date & postal address

.....

.....

.....

Telephone no.....

Fax no.....

Mobile no.....