

## APPENDIX – 1

### Rules for Registration for Contractors:-

1) The Contractors shall be classified according to their financial status and technical capability. The classification, solvency, registration fees, annual turnover and cost of works in hand and officer competent to sanction the registration/renewal of registration/ Up-gradation are shown in the following table.

### Civil Works

Class	Minimum solvency (Rs. In Lakhs)	Capable of executing the work estimate to cost upto (Rs. In Lakhs)	Average annual turnover (Rs. In lakhs)	Cost of work in hand (Rs. In Lakhs)	Registration Fee (Amount in Rs.)	Registration Sanctioning Authority	Registration Authority/Office
1	2	3	4	5	6	7	8
I A	150	Without limit 5000 & above	850	1500	75000/-	EC of State Health Society	State Office
I B	150	1500 to 5000	550	750	60000/-	Commissioner, NHM, Mumbai	State Office
I C	150	750 To 1500	300	750	50000/-	Commissioner, NHM, Mumbai	State Office
II	75	300 to 750	200	300	45000/-	Commissioner, NHM, Mumbai	State Office
III	30	150 to 300	90	90	30000/-	SE, IDW	State Office
IV	15	90 to 150	60	60	15000/-	SE, IDW	State Office
IV-A	9	50 to 90	40	40	15000/-	SE, IDW	State Office
V	5	upto 50	25	25	10000/-	SE, IDW	State Office

### Electrical Works

Class	Minimum solvency (Rs. In Lakhs)	Capable of executing the work estimate to cost upto (Rs. In Lakhs)	Average annual turnover (Rs. In lakhs)	Cost of work in hand (Rs. In lakhs)	Registration Fee (Amount in Rs.)	Registration Sanctioning Authority	Registration Authority/Office
A	25	Unlimited	20	40	20000/-	Commissioner, NHM, Mumbai	State Office
B	10	7.50 to 25 Lakhs	10	25	15000/-	SE, IDW	State Office
C	5	0 to 7.5 Lakhs	6	7.5	6000/-	SE, IDW	State Office

2. (a) For Registration of Contractors from other states all the documents and certificates of work done, solvency certificate etc. shall be sent confidentially to the concerned department of the other state for verification and certification and proposed shall be forwarded to registration sanctioning authority after getting confirmation report.

(b) Electrical Contractor enlisted in any other Department/organization in the same category will be allotted in the applicant after verification of documents.

3. No contractor may be registered or his registration renewed / up-graded unless he has a registered office in the state of Maharashtra and without full inquiry as to his stability in regard to –

4.a) Financial status supported by a certificate of solvency obtained from the collector of the District/ S.D.O of Concerned District or a Banker`s Solvency certificate (Scheduled/Nationalized). Banker`s Solvency Certificate should be obtained in the following from:

“ This is to certify that to the best of our knowledge and information M/s Shri....

..... A customer of our bank is respectable and can be treated as good for any engagement up to limit of Rs. (Rs. In Words)

This certificate is issued without any guarantee or responsibility on the Bank or any of its officer”.

i) A solvency certificate shall not be accepted for the purpose of registration more than twelve months after the date on which it was granted

ii) A Bankers certificate which brings out the financial soundness of the contractor of the extent required for relevant category shall be accepted.

iii) A solvency certificate in the name of the firm need not be insisted up on if such A certificate for the required amount in the name of one or more partners, is forth coming and it is made clear in the partnership deed that all the partners are jointly and severally responsible to meet all liabilities over and above the business of firm. Solvency certificate issued by the revenue department and produced by the contractor from outside Maharashtra state can be accepted for the above purpose. However, solvency certificate issued by the bank from a branch of a scheduled bank located in Maharashtra only shall be accepted.

The contractor shall produce The GST Registration Certificate, Under Maharashtra Goods & Services Act 2017.

b) Professional capacity and reliability supported by certificates or recommendations of officers who have had personal knowledge of the application and his work.

The concerned officers should ask the contactors to produce the list of works together with the information in the proforma given below, supported by the original or attested copies of certificate from the concerned departmental authorities in respect of works carried out, the works in progress in proforma along with performance certificate.

Sr. No.	Name of Work	Amount of work put to tender	Date and year of commencement	Amount spent during each of last 5 years (Preceding year of application)					Amount of work still remaining to be executed	Remark
				2018-19	2019-20	2020-21	2021-22	2022-23		

They seek enrolment. If the criteria given in rule I) above is not fulfilled, in any particular Department or organization to opine about

i) Contractor`s/ Organization of work and resources

ii) Quality / performance of contractor.

Note: - If any Organization wants to communicate specific remarks about work, they may do so by sending report through next higher officer to the registering authority.

- i. The experience gained by an individual partner in the execution of works in the past may be taken into consideration while deciding the category of contractors if the partner concerned has to his credit execution of such works by virtues of monetary share and other interest. Experience gained merely as a servant will not count as proof of the capability of the firm as a whole.
- ii. The officers concerned shall ensure that the contractors have the required experience and that they have undertaken / executed works of sufficient magnitude justifying their competency to take up the works in the class in which deserving case, such case may be sanctioned on merits explaining the reasons why the case deserves special considerations, such special consideration would be for example only one large work completed but it is several times larger than required limit, work in hand failing short but turnover is machinery. All the facts taken together should convey that the contractor is really capable of doing works of the required size in the particular class i.e. In case contractor fulfills all the conditions except one, should be considered by the officer competent to sanction the registration.
- iii. The contractor's registration in Government/ Semi- Government's Organization such as Public Works Department/ Railways / Port Trust/ Bombay Municipal Corporation/Central Public Works Department/Military Engineering services/ City and industrial Development corporation etc. and type of work he is doing in those organizations should also be taken into consideration while granting registration in any particular category.
- iv. The cost of works in hand should be taken as total estimated cost of works in hand. Emphasis should be more on the average annual turnover of the last 3 years.
- v. In case of private works executed by the contractor while working out annual turnover and value of works in hand 50% of the estimated cost of this private work should be considered if supported by the contract cost in income tax clearance certificate.
- vi. In case of works pertaining to registered co-operative Institutions executed by the contractor, while working out annual turnover and value of work in hand 100% of the estimated cost of these works should be considered if certified by the Licensed Architect for value of works done in hand and the annual turnover by the chartered Accountant or Registered Income Tax Practitioner in prescribed Proforma.
- vii. The work done certificate submitted by contractor shall be confirmed from issuing authority by sending it to them by registered post. In case of work co-operative societies such as sugar factory, cotton mills, the work, and done certificate shall be confirmed from sugar commissioner or Director of Handlooms, Powerloom & Textiles, Nagpur as the case may be.
- viii. In case of private works, the actual works done shall be confirmed by inspection by officers not below the rank of Deputy Engineers.
- ix. The Executive Engineers submitting registration proposal shall attach certificate with the proposal that, "All the certificates attached with proposal are confirmed from issuing authority/ authority mentioned in G.R. for its trueness."

#### **4. Registration:**

(a) For registration, the contractor shall submit an application in the form given in annexure A to the registration authority. The application shall be accompanied by necessary documents referred to in Rule 2 a) and b) above. In addition the contractor shall produce the following documents along with his application.

- Up to date income tax clearance certificate.
- List of technical personnel employed by the contractors with their qualifications and experience. The minimum inputs by contractor as far as technical personnel to the engaged by the contractor will be as follows

I) General Works :

##### **Class – I and Class II**

Two Graduates in Civil Engineering or equivalent four Diploma Holders in Civil Engineering and six Civil Engineering assistants trained in I. T. or its equivalent course. Minimum 50 % of the staff in each category should have minimum experience of 5 years.

##### **Class- III and- IV**

One Graduate in Civil Engineering or equivalent one Diploma holders in Civil Engineering and two Civil Engineering assistants trained in I. T. I. or its equivalent course.

##### **Class – IV A & Class V**

One Diploma holder in Civil Engineering and one civil Engineering assistant trained in I, T, I Or its equivalent course.

II) Electrical Works:

##### **Class - A & Class - B (Electrical Contractors.)**

One Bachelor of Engineering Electrical or equivalent Diploma in Electrical Engineering and two supervisors holding competency certificate issued by the State Government.

At the Stage of initial registration, contractors who desired to be registered in Class-I to Class – V Shall employ qualified engineers domiciled in Maharashtra who have passed their Diploma/ Degree in Engineering within a period of 3 months from their registration as mentioned in the para 3. A ii) above. And produce the proof of appointment by way of valid Professional Tax Registration Certificate in the form PT/R/....Under Section I) of section 5 of Maharashtra State Tax on Profession, Trad, Callings 7 Employment Act 1975, Rule 3 (2) for Employees including technical personnel from the profession Tax Officer of the concerned District in Maharashtra If they fail to Produce the certificate to that effect they should not be allowed to tender for the future work.

III) List of machinery owned by contractor with its present condition and location.

This should be insisted for registration in Class - V and above. The contractor should have at least one of the following three groups of machineries in good condition. This is not required for electrical contractors.

**Contractor should have set of machinery of any one group as mentioned below.**

Details of Machinery	Class I-A	Class I-B	Class I-C	Class II	Class III	Class - IV	Class -IVA	Class -V
Trucks / Tipper / Tractor-Trolley.	5	5	5	3	3	3	1	
Reversible Drum Mixer.	3	3	3	2	2			
RMC -60 cmt capacity	1 OR 2x30							
RMC -30 cmt capacity		1 x 30						
Sand Screening Washing Machine	2 Set	2 Set	2 Set	1 Set				
Vibrator (40 mm)	10	5	5	2	2	1	1	1
Vibrator (20 mm)	10	5	5	2	2	1	1	1
10 HP Pump	5	5	5	2	2			
5 HP Pump	5	5	5	3	3	2	1	
Centering Material (Sqmt)	1000	1000	1000	500	500	200	100	50
Mechanical Hoist	2	1	1					
Water Tanker	2	1	1					
Excavator	2	1	1					

Note: As a proof of ownership of machinery the contractor shall submit Purchase Invoice copy of RC book, certificate from Assistant Chief Engineer Mechanical, If any.

- iv) Attested copy of partnership deed of the firm in case of partnership firm
- v) Attested copy of power of attorney in case of companies of partnership firms.
- vi) Attested copy of valid electrical licenses issued under Indian Electricity rules 1956 as amended from time to time this will be applicable to the registration in case of electrical contractors only.
- vii) “The GST Registration Certificate, Under Maharashtra Goods & Services Act 2017.
- viii) Affidavit stating that contractor is not Black listed in any other Govt./Semi Govt.

Organization

(b) The registration sanctioning authority should preserve all the above documents produced by the contractor and those should not be returned to the contractor under any circumstance.

(c) The contractor applying for registration shall pay 50 % of the registration fees as application fees in the form of DD of Nationalized bank which will be non - refundable, along with his application form for the class in which he intends to get himself registered.

If his application is accepted, he shall pay the remaining 50% registration fees. The registration fees so received shall be credited to the Account “INFRA DEV WING NATNL HEALTH MISSION MAHA” If as a result of the scrutiny of application a particular contractor is not found suitable for the class of which he has applied for registration , the

(d) concerned authority after receipt of written consent from the contractor may reconsider his application for registration for a lower class in which case a separate application or application fee will not be required. In such cases, the registration fee applicable to the class of registration granted shall only be recovered from the contractor.

(e) As registration is to be effected at the State level, application for registration shall be sent by Executive Engineer to Superintending Engineer, National Health Mission, Mumbai.

(f) In order to avoid delay in registration, the Executive Engineer shall fix a day in the week on which he will personally examine the applications and explain to them what is required and return the application for resubmission. The applications received for registration should be processed and finalized by the registering authority as well as the registration sanctioning authority within a period of 30 days each. Where the case is beyond the competence of any authority the same should be forwarded to the concerned authority with necessary documents and remarks within a period of 15 days. In any case, registration cases should be finalized within a total period of three months.

(g) Initial registration will be valid for a period of 3 years from the date of order of sanctioning the registration unless there are adverse circumstances.

(h) Every change in partners and leading technical employees or disposal of machinery Or change in name of machinery should be intimated by the contractors to the registering authority forthwith

(i) The partnership deed executed in Maharashtra and in other States in India can be accepted for the purpose of registration.

(j) The application for registration should be considered only if the contractor has carried out least two sizable works where the value of work done in each case is not less than the maximum limit of the category two stages below the category for which he has applied (e.g. category - III or registration in category - I and so only.) The weightage to be given for works carried out for private persons/ bodies shall be 100 % of the value of work as certified by the chartered accountants or Registered Income Tax Practitioner.

(k) All the certificates submitted by contractor as mentioned in para 3 (a) above shall be got confirmed from issuing authority, by sending it to them by registered post.

5. If any of the contractors who apply for registration in Class- I or Class- II are specialized for general works and class 'A' for electrical works in one or more distinct types of works mentioned below the facts should be brought to the notice of Government, while forwarding registration cases, for making a note against their names in register of approved contractors.

#### **I. General Works;**

- (i) General Engineering (which includes building and other works which do not require specification).
- (ii) Water supply (including construction of water purification plants)
- (iii) Drainage and sewage disposal.
- (iv) Pile foundations.
- (v) Major Bridges and Canal structures.
- (vi) Tunneling.
- (vii) Earthen and concrete dams.
- (viii) Road Engineering & Hot Mix Bitumen treatment.

## **II. Electrical Works:**

- ii) Air-conditioning
- iii) Fire-fighting.
- iv) Lift and escalators.

Such specialization shall be treated as an additional qualification.

## **6. UPGRADATION:**

- a) The contactors who desire up-gradation to higher class should submit their applications in the same form which is used for initial registration along with fresh solvency certificate and all other documents as mentioned in rule 3 (a) above through registering authority and pay fresh registration fee as per rule 3 (c) above. The registering authority should submit these proposals directly to the Registration Sanctioning Authority
- b) Up gradation from one class to another should be made on merits by the authority competent to do so taking into account the cost of works in hand and the annual average turnover, technical personnel as per the requirements for initial registration.
- c) Subsequent to the registration in a particular category. Application for up gradation to the higher category should be considered only if the contractor has carried out at least one sizable work of this government or of Semi-Government bodies, such as MHADA, MSEB, MIDC, CIDCO etc. or local bodies, registered co-operatives or Public Limited companies where the value of each work is more than the maximum limit of the lower category in which the contractor is seeking registration.
- d) The Contractor's up gradation to higher category should not be normally considered within first two years of his registration. The contractor should prove his capacity by executing sizable works as mentioned above in his existing category during this period before applying for up gradation. However, the registering authority after considering the merit of individual case may consider relaxation of the limit of 2 years in deserving cases if all other criteria are satisfied.
- e) Up gradation given on merit as above will be valid for a period of 5 years from date of order of sanctioning the up gradation unless there are adverse circumstances.
- f) The application for up gradation should be processed and finalized as quickly as Possible as laid down in rule 3 (f) above.

7. While applying for renewal of registration for Class - I to V, the contractor should satisfy the registering authority that he has continuously employed such Engineer as prescribed in Rule 3 since he is registered in that category.

8a) i) The retired engineers or the resigned engineers from Government of Maharashtra or any Maharashtra Government Undertaking/NHM/Board of the categories of Executive Engineer and above shall be eligible for granting direct registration in class IVA while the engineers at lower level will be enrolled in class V of the revised category of civil works as well as in class C category of Electrical works respectively. This concession may however, not be granted to persons who were compulsorily retired by way of punishment and with unsatisfactory record of service.

- ii) Intending engineers will have to fulfill the conditions of solvency certificate, security deposit, Earnest Money etc. as in the case of other contractors. They are however exempted in respect of requirement of average annual turnover and works in hand at the time of first registration.
  - iii) The concession may be granted to those who apply for registration within five years from the date of their retirement /resignation. It is also considered that registration may not be permitted for the first 2 years after the retirement/ resignation except with the permission of Government, for Engineers of the category of Executive Engineer and above.
- b) Unemployed graduates, diploma - A.M.I.E. Holders in civil/electrical engineering who are domiciled in Maharashtra and have passed the qualifying examination and have obtained the degree or diploma from University/Institution, recognized by the Director of Technical Education, Maharashtra State/ State concerned may get themselves directly registered in Class-IV in case of Civil Engineers and in Class 'C' in case of Electrical Engineers by applying in the prescribed proforma to be accompanied by the following.
- a) Application in prescribed form (Annexure - C)
  - b) Attested copy of certificate of Degree/ Diploma - A.M.I.E. examination
  - c) Domicile Certificate.
  - d) Receipt of 50% amount for registration fees.
  - e) Attested passport size photograph.
  - f) Certificate from the Director, Technical Education, Maharashtra State stating that the Institution conferring the Degree/ Diploma in Engineering/ polytechnic, if situated outside Maharashtra State, is recognized institution.
  - g) Undertaking from Non employed Engineer about not employed in any organization.

This concession will be available for a period of 10 years from the date of passing the respective degree or diploma examination.

The engineer registered as above, shall be exempted from the payment of (I) earnest money and (ii) Security Deposit to the extent of 50% of what is normally due in each case. In respect of 50 % of security deposit (which is required to pay) a nominal amount of 1% of the estimated cost subject to a minimum of Rs. 100 shall be recovered initial and the rest by a pro-rata deduction from bills.

Unemployed Engineers, Labour Co-operative Society competing in open tender will not eligible for concession of EMD and Security Deposit.

9. A Laborer's Co-operative Society shall be given registration in class – V on its applying in the prescribed form the Registrar of Co- operative Societies / Districts Deputy Registrar or District Federation regarding its capacity and financial resources as prescribed for appropriate class of registration in lieu of solvency of a Banker's Certificate, a certificate of professional capacity from the Executive Engineer in whose division it has carried out works and necessary registration fees. Such registration will be valid for a period of 5 years from the date of issue of orders provided the society remains registered with the register during that period and shall be renewed on production of fresh certificate from the registrar / District deputy Registrar or District Deputy Registrar or District Federation regarding its capacity and financial resources and a certificate of professional capacity from concerned Executive Engineer



before expiry of the validity period.

10. (i) A register containing names and the addresses of the Registered Contractors shall be maintained by the Registering Authorities and the Registration Sanctioning Authorities as prescribed in Annexure – B. Such consolidated list shall be circulated by the Registering Authorities to all Public works and Irrigation Divisions once in a year for the first time and subsequently the list of contractors added or deleted from the list should only be circulated from the next year.

ii) The register shall be examined by the Registration Sanctioning Authority on the 1<sup>st</sup> July of each year and at other times, if found necessary on report of specification failure or default by a contractor, while submitting tender or during execution of work or that the financial circumstances or technical capacity of a contractor have so deteriorated that he ought to be removed from register or placed in a lower class. He may proceed to do so after calling on the contractor to state within a stated time, as to why the action as proposed should not be taken against him. The authority sanctioning the registration should take action against the contractors for their removal from the approved list or downgraded to a lower class, he will not be entitled to any refund of registration fees.

#### **11. RENEWAL:**

- (i) For the renewal of registration, contractors shall submit their applications in prescribed form (Annexure 'A') along with fresh solvency certificate issued not earlier than one month period to the date of application and all other documents mentioned in Rule-3(a) above to the concerned Executive Engineer, three months prior to expiry of the validity and shall pay prescribed registration fee. The Executive Engineer should submit the proposal of renewal of registration directly to the authority competent to sanction /renewals. It should be ensured that all the necessary documents are submitted along with the proposals.
- (ii) While recommending the proposal, it should be examined that the contractor has executed a least one sizable work of the Government or Semi Government bodies such as PWD, MHADA, MSEB, MIDC & CIDCO etc./ local bodies and registered co-operatives has fulfilled the requirement of Annual Turnover and cost of works in hand. Costing of the sizable work should be more than the top limit of lower, but one class as compared to the class in which contractor is seeking renewal. While doing so turnover shall appear in the Income tax clearance certificate.
- (iii) The contractor's performance certificate should be considered before granting sanction to renewal of registration.
- (iv) The proposals of renewal of registration should be processed and finalized quickly as laid down in rule 3() above.
- (v) The renewal of registration if granted by the competent authority will be valid for a further period up to 5 years and the concerned Executive Engineer should issue renewal certificate to the contractor on payment of balance of registration fees.
- (vi) In order to avoid delays, the contractors shall apply for up gradation and renewal of their registration separately.
- (vii) If the contractor has applied for renewal of his registration three months prior to the expiry of his registration and in case the renewal is delayed in processing. Then the already eligible contractors may be allowed to tender for works by extending validity of the registration by 180 days by the Executive Engineer issuing registration. This period will not be extended further in any case.

(viii) If any contractor fails to apply for renewal of his registration in time as per (1) above, his registration should be treated as cancelled. He shall have to apply for registration De novo<sup>12</sup>

12. (a) The name of contractor who has not tendered for any work and who has tendered but failed to secure any contract of this Government or Semi- Government bodies, local bodies or registered co-operatives during the period of five years from the date of registration/ renewal, should be removed from the registrar of approved contractors.

(b) In order to facilitate scrutiny by the registering authority, the contractors shall submit by 30th of April every year to the registering authority concerned in issuing registration/ renewal as well as the Superintending Engineer the contractor has in whose tendered, executed works, an annual return March every year in the ending form prescribed regarding his in the Annexure 'D' with the remarks performance from the Executive Engineer has contractor in whose Division the Superintending tendered/ executed works shown in the return. All the prescribed return concerned Engineers without fail concerned shall ensure that all contractors submit the proposal on due date and transmit the return to the registering authority after proper scrutiny.

c) It is likely that some contractors may omit from annual return, works where their performance is not satisfactory. The Executive Engineer concerned should insure that whenever it is observed that the performance of contractor is not satisfactory and some action towards his down grading or removal from a particular category is necessary, he shall report the matter directly to the registration/renewal Sanctioning Authority with full justification for taking necessary action against the contractor.

13. If the contractor, whose name has been removed, desired to take up contracts subsequently, he should apply for re-enrolment along with all present documents with payment of prescribed fees. Such application shall consider on its merit.

14. The work of registration of contractors or their removal or down gradation will be at State Office at Superintending Engineer's Level, Commissioner Level or Executive Committee level.

15. Any contractor, whose registration is rejected, cancelled or downgraded by an officer who is competent to do so, may appeal against the orders to the scrutinizing committee at State Office.

16. Contractor registered in one division shall be allowed to tender for works in other divisions provided he produces a certificate of registration or thereof from the renewal originating division that he is a Division for a particular registered contractor in that category and such certificate is valid at the time of issue of tender forms.

17. In some of the partners of any registered firm desire to float a new firm and apply for registration by seeking benefit of turnover by virtue of experience gained and annual their being the partners in that firm having some percentage share to their credit, such benefit equivalent to their share can be newly floated granted to the firm for registration in appropriate class the First firm and provided they retire from produce retirement deed along with other the required documents to registering authority. It should further be verified that the classification of original firm does not get adversely affected as a result of withdrawal of a major partner. If any partner who desires to join another Company without retiring from original Company can be permitted subject to condition in that he will not claim his experience gained for registration of this new Company.

(Enclosure: - Annexure A to I)

**“Annexure A”**

**Application for Enrolment / Up gradation / Renewal as "CONTRACTOR"**

1. Name of the applicant and full address	
2. Where the firm is a joint stock company, undivided Hindu family, individual or a registered partnership firm (Attested copy of deeds or article of Association to be enclosed)	
3. Name of person holding the power of attorney (Attested copy of power of attorney is to be enclosed)	
4. Name of sole proprietors/ partner with particulars/ liabilities (Attested copy of partnerships deed to be enclosed)	
5. Nationality	
6. Address:- i) Registered Office ii) Head Office	
7. PAN No.	
8. Photos Name	
9. Name of bankers and full Address	
10. Place of Business	
11. Class in which enrolment is sought for.	

<p>12. List of the works undertaken/ executed during a period of three years preceding the date of application</p> <p>a. Name of work  b. Amount of work put to tender  c. Date and year of commencement.  d. Amount spent during each of last 3 years  e. Amount of work still remaining to be executed</p> <p>N.B. :- Original or attested copies of the certificates of verification of above details by the officers under whom works are carried out to be enclosed (Photostat should also be attested by the gazetted officer in the division where the application is made)</p>	
<p>13. List of tools and plants in possession of the contractor (Attach separate list)</p>	
<p>14. Technical qualification and experience of the proprietor or partners and dealing technical employees in the firm (Attach separate list)</p>	
<p>15. Workshop, machineries, tools and plants owned by the applicant (Location and site of workshop and also full details regarding machines, tools etc. to be given) (Attach separate sheets)</p>	
<p>16. Whether enlisted in any other Department / Organization / Other state if so, in which category showing the amount qualified to tender.</p>	
<p>17. a) Has the applicant or his partners or Directors been black listed in the past by any Govt. Dept./ Organization/ Other state  b) Has the applicant applied for registration elsewhere in his name or other name. If so, whether the application is rejected. give particulars</p>	
<p>18. Whether the applicant has produced up to date income tax clearance certificate</p>	
<p>19. Amount of solvency certificate which the Applicant has held or has produced.</p>	
<p>20. I/We certify that I/ We have been not and will not get myself/ourselves registered as contractor in the department under more than one name.</p>	
	<p>Signature of the Applicant Full Postal Address</p>



**“Annexure C”**

**APPLICATION FORM FOR REGISTRATION OF DEGREE / DIPLOMAENGINEERS AS  
CONTRACTOR**

1. Name of the Applicant and Present address	
2. Date of Birth	
3. Place of Birth	
4. Technical Qualification with year of passing (Degree/Diploma/Name of Institute/university)	
5. Place of Business.	
6. Name of Bankers and Full Address.	
7. Class in which enrolment is sought.	
8. Whether enlisted in the department or any other organization, if so, state the category and enclose copy of certificate.	
I certify that I have not been/will not get myself registered as Contractor in the Department under more than the same.	
Signature of Applicant.	

**“Annexure D”**

Information to be submitted by Contractor (Annually)

**M/s. / Shri.**

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Sr No.	Name of Work	Amount put to Tender	Date & Year of starting	Amount spent during the year	Amount of cheques paid during the year	Balance amount of work to be executed	Remarks whether completed or In progress	In case of private work whether copies of agreement are attached
1	2	3	4	5	6	7	8	9

Signature of Contractor

**“Annexure E”**

Checklist

Principal Secretary Public Health Level (G.T. hospital, Mumbai)

<b>Sr.No.</b>	<b>Documents required</b>	<b>Class I-A</b>
1.	Registration fee	75,000/-
2.	Cost of work in hand	1500 lakhs
3.	Average Annual turnover	850 lakhs
4.	Income tax clearance/Returncertificate	Yes/No
5.	Solvency Certificate	150 lakhs
6.	List of Machinery	Group - 1
7.	Technical Staff	B.E Civil-2 Nos./ Diploma Civil-4 Nos. and Civil ITI- 6 Nos. Minimum 50% Staffin each category andminimum 5 years' experience
8.	Partnership deed	Yes/No
9.	GST Certificate	Yes/No
10.	Affidavit stating contractor not blacklisted	Yes/No
11.	Registration with other Department	Yes/No
12.	Provident fund clearance	Yes/No
13.	Shop Act License	Yes/No
14.	P.T.R.C/P.T.R.E Certificate	Yes/No
15.	Work experience in Tribal Area	Yes/No
16.	Affidavit stating documentstrueness	Yes/No



**"Annexure- F"**  
Checklist

**Commissioner Health & Mission Director,**  
**NHM,Mumbai Level**  
**1B/1C**

<b>Sr. No.</b>	<b>Documents required</b>	<b>Class I-B</b>	<b>Class I-C</b>	<b>Class II</b>
1.	Registration fee	60,000/-	50,000/-	45,000/-
2.	Cost of work in hand	750 lakhs	750 lakhs	300 lakhs
3.	Average Annual turnover	550 lakhs	300 lakhs	200 lakhs
4.	Income tax clearance/Return certificate	Yes/No	Yes/No	Yes/No
5.	Solvency Certificate	150 lakhs	150 lakhs	75 lakhs
6.	List of Machinery	Group - 1	Group - 1	Group - 1
7.	Technical Staff	B.E Civil - 2 Nos./ Diploma Civil-4 Nos. and Civil ITI- 6 Nos. Minimum 50% Staffin each category andminimum 5 years experience	B.E Civil-2 Nos./ Diploma Civil-4 Nos. and Civil ITI- 6 Nos. Minimum 50% Staffin each category andminimum 5 years experience	B.E Civil - 2 Nos./ Diploma Civil - 4Nos. and Civil ITI-6 Nos. Minimum 50% Staff in each categoryand minimum 5 years experience
8.	Partnership deed	Yes/No/NA	Yes/No	Yes/No/NA
9.	GST Certificate	Yes/No	Yes/No	Yes/No
10.	Affidavit stating contractor notblacklisted	Yes/No	Yes/No	Yes/No
11.	Registration with otherDepartment	Yes/No	Yes/No	Yes/No
12.	Provident fund clearance	Yes/No	Yes/No	Yes/No
13.	Shop Act License	Yes/No	Yes/No	Yes/No
14.	P.T.R.C/P.T.R.E Certificate	Yes/No	Yes/No	Yes/No
15.	Work experience in TribalArea	Yes/No	Yes/No	Yes/No
16.	Affidavit stating documentstrueness	Yes/No	Yes/No	Yes/No

**“Annexure- G”**

Checklist

Superintending Engineer, NHM, Mumbai, level

Sr.No.	Documents required	Class III	Class IV	Class IV-A	Class V
1.	Registration fee	30,000/-	15000/-	15000/-	10000/-
2.	Cost of work in hand	90 lakhs	60 Lakhs	40 Lakhs	25 Lakhs
3.	Average Annual turnover	90 lakhs	60 Lakhs	40 Lakhs	25 Lakhs
4.	Income tax clearance/Return certificate	Yes/No	Yes/No	Yes/No	Yes/No
5.	Solvency Certificate	30 lakhs	15 Lakhs	9 Lakhs	5 Lakhs
6.	List of Machinery	Group -1	Group-1	Group-1	Group-1
7.	Technical Staff	B.E Civil-1 No./ Diploma Civil-1No. and Civil ITI - 2 Nos.	B.E Civil- 1 No./ Diploma Civil-1 No. and Civil ITI-2 Nos.	Diploma Civil- 1 No.and Civil ITI-1 No.	Diploma Civil-1 No. and Civil ITI-1 No.
8.	Partnership deed	Yes/No	Yes/No	Yes/No	Yes/No
9.	GST Certificate	Yes/No	Yes/No	Yes/No	Yes/No
10.	Affidavit stating contractor notblacklisted	Yes/No	Yes/No	Yes/No	Yes/No
11.	Registration with otherDepartment	Yes/No	Yes/No	Yes/No	Yes/No
12.	Provident fund clearance	Yes/No	Yes/No	Yes/No	Yes/No
13.	Shop Act License	Yes/No	Yes/No	Yes/No	Yes/No
14.	P.T.R.C/P.T.R.E Certificate	Yes/No	Yes/No	Yes/No	Yes/No
15.	Work experience in TribalArea	Yes/No	Yes/No	Yes/No	Yes/No
16.	Affidavit stating documentstrueness	Yes/No	Yes/No	Yes/No	Yes/No

**“Annexure- H”**

Checklist

Commissioner Health & Mission Director, NHM, Mumbai Level

(Electrical Works)

<b>Sr.No.</b>	<b>Documents required</b>	<b>Class-A</b>
1.	Registration fee	20,000/-
2.	Cost of work in hand	40 lakhs
3.	Average Annual turnover	20 lakhs
4.	Income tax clearance/Return certificate	Yes/No
5.	Solvency Certificate	25 lakhs
6.	List of Machinery	NA
7.	Technical Staff	B.E (Electrical)- 1 No/Diploma inElectrical Engineering-1, Supervisors – 2 Nos
8.	Partnership deed	Yes/No
9.	GST Certificate	Yes/No
10.	Affidavit stating contractor not blacklisted	Yes/No
11.	Registration with other Department	Yes/No
12.	Provident fund clearance	Yes/No
13.	Shop Act License	Yes/No
14.	P.T.R.C/P.T.R.E Certificate	Yes/No
15.	Work experience in Tribal Area	Yes/No
16.	Affidavit stating documents trueness	Yes/No

**“Annexure-I”**

Checklist

Superintending Engineer NHM, Mumbai, level

(Electrical Works)

<b>Sr.No.</b>	<b>Documents required</b>	<b>Class-B</b>	<b>Class-C</b>
1.	Registration fee	15,000/-	6000/-
2.	Cost of work in hand	25 lakhs	7.5 Lakhs
3.	Average Annual turnover	10 lakhs	6 Lakhs
4.	Income tax clearance/Return certificate	Yes/No	Yes/No
5.	Solvency Certificate	10 Lakhs	5 Lakhs
6.	List of Machinery	NA	NA
7.	Technical Staff	B.E (Electrical)- 1 No/Diploma in ElectricalEngineering -1, Supervisors - 2 Nos	NA
8.	Partnership deed	Yes/No	Yes/No
9.	GST Certificate	Yes/No	Yes/No
10.	Affidavit stating contractor not blacklisted	Yes/No	Yes/No
11.	Registration with other Department	Yes/No	Yes/No
12.	Provident fund clearance	Yes/No	Yes/No
13.	Shop Act License	Yes/No	Yes/No
14.	P.T.R.C/P.T.R.E Certificate	Yes/No	Yes/No
15.	Work experience in Tribal Area	Yes/No	Yes/No
16.	Affidavit stating documents trueness	Yes/No	Yes/No

