

I. APPLICATION FOR EMPANELMENT OF CIVIL CONTRACTORS

Sl no	Description	
1	Class for empanelment applied	Class A/Class B/Class C/Class D/Class E
2	Name of the applicant	
	Address	
	Telephone No.	Office
		Residence
		Mobile
		Fax
	Email address	
3	Status of the firm (Whether Company/Partnership/proprietary)	
	Name of the Proprietor/ Partners/ Directors (with professional qualifications, if any)	
	Year of establishment	
4	Whether registered with Registrar of Companies/ firm. If so, No. & Date	
5	Details of registrations	
	Income-tax No. PAN / GIR No	
	GST No	
	ESI Registration No	
	Provident Fund Reg No.	
	MSME Registration No	
	(furnish copies of Income-tax returns, registration)	

II. Details of Turnover

Sl no	Financial Year	Turnover
1	2018-19	
2	2019-20	
3	2020-21	
4	Average	

III. Details of Registration with Government/Public Sector

Sl no.	Name of the organisation	Nature of works	Value of works	Registration details with date of registration

IV. What are your fields of core competence?

(Mention the fields on preference Basis)

- 1.
- 2.
- 3.

V. Details of the qualifying works executed

(Please mention only such works which qualifies for the category/class for which you have applied).

(a) in Govt. Sector / Departments

Sl no.	Name of work	Work executed for (Name of the organization with address, concerned office & telephone no).	Nature of work (in brief)	Location of the work	Actual value of the works	Stipulated time for completion	Actual time for completion	If work left incomplete or terminated (furnish details)
1								

(b) in Private sector

Sl no.	Name of work	Work executed for (Name of the organization with address, concerned office & telephone no).	Nature of work (in brief)	Location of the work	Actual value of the works	Stipulated time for completion	Actual time for completion	If work left incomplete or terminated (furnish details)
1								

Note:

1. The Contractor must submit documentary evidence (Work Order copy & completion certificate) in support to the above.
2. The credentials issued by the clients shall be enclosed.
3. The work should have been executed by the firm under the name in which they are submitting the applications.

VI. Details of major civil works in hand

(Please mention only such works which qualifies for the category/class for which you have applied).

(a) from Govt. Sector /Departments

Sl no	Name of client	Name of work with details of Work Order	Nature of work	Agreed PAC	Scheduled date of completion	Present Position	Remarks

(b) from Private sector

Sl no	Name of client	Name of work with details of Work Order	Nature of work	Agreed PAC	Scheduled date of completion	Present Position	Remarks

VII. Details of Key personnel permanently employed in your organization

Sl no	Name of employee	Designation	Qualification	Details of experience	Particulars of work done	Remarks

UNDERTAKING

We hereby undertake that our firm or its partners or its directors have not been black listed or any case is pending or any complaint regarding irregularities is pending, in India or any Indian State / Central Governments Departments or Public Sector Undertaking of India.

< Entity Name > Signature

<u>BIO DATA OF THE PARTNERS/ASSOCIATES/DIRECTORS</u>		
1	Name	
2	Associates with the firm since	
3	Date of birth	
4	Professional qualification	
5	Professional experience	
6	Professional affiliation	
7	Membership in	

DECLARATION

1. All the information furnished by me / us here above is correct to the best of my knowledge and belief.
2. I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets / annexures.
3. I / We agree that the decision of KSINC in selection of empanelment of contractors will be final and binding to me / us.
4. I / We have read the instructions appended to the proforma and I / we understand that if any false information is detected at a later date the empanelment shall be cancelled at the discretion of the KSINC.

Place:

Signature of the Applicant

Date:

Name & Designation:

Seal of Organisation:

Checklist
(To be filled by Applicants)

1	Have you mentioned the category for which you have applied in the application form?	Yes/No
2	Have you signed in all the sheets?	Yes/No
3	Whether copy of GST/PAN/ESI/PF Registration details enclosed? *	Yes/No
4	Whether enclosed proof for year of establishment?	Yes/No
5	Whether proof for average annual financial turnover enclosed?	Yes/No
6	Whether documentary proof for having undertaken from the Govt. /Department works is enclosed?	Yes/No
7	Whether documentary proof for having undertaken from Private Sector, if any is enclosed?	Yes/No

If yes, specify no. of certificates enclosed

*If any registration copy is not attached, please specify.