

**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, III-A, B & 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 and LT**  
**LINES- COMMONLY KNOWN AS ST:RE WORKS.**

**(See Annexure-I)**

**Registration Class applied for:**

<b>Class</b>	
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- (a) Class – I contractorship
- (b) Class – II contractorship
- (c) Class – III contractorship
- (d) Class – III-A contractorship
- (e) Class – III-B contractorship
- (f) 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" Class overhead Electrical contractor License:

Contractor License	
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- 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\_\_\_\_-\_\_\_\_ : .....

(D) Experience/qualification [**Experience of External electrification work completed in CSEB/CSPDCL or other SEBs, Govt. utilities, Govt. undertakings & works completed under 15% supervision charge of CSPDCL (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)**]  
For details refer PQR at page-7

(I) For qualifying Class-I registration: (Only A-class overhead License holder)

a) Construction of 33/11kV Sub-Station.

- 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/11 KV Addl. Bays.

- i) Name of 33/11kV Substation.
- ii) Number of 33 kV/ 11 KV 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 33 kV/ 11 KV line .

- i) Name of 33 kV/ 11 KV line
- ii) Length of 33 kV/ 11 KV 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)

a) Construction of 33 kV/ 11 KV /LT line .

- i) Name of 33 kV/ 11 KV/ LT line
- ii) Length of 33 kV/ 11 KV/ LT 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 33 kV/ 11 KV Addl. Bays.

- i) Name of 33/11kV Substation.
- ii) Number of 33 kV/ 11 KV 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) Constn. Of 11/0.4kV Sub-Stations.

- 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

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

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

- 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 .**
- 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-III-A- registration: (A-Class overhead License holder)
- a. Constn. Of 11/0.4kV Sub-Stations.**
- 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 .**
- 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
- (V) For qualifying Class-III-B- registration: for Unemployed Electrical Engineers –Degree/ diploma Holders (ME/M- Tech/B.E/ B-Tech/Diploma)- Electrical (A-Class overhead License holder)
- Conditions for Unemployed Electrical Engineers-
- (i) Must be principle resident of Chhattisgarh
  - (ii) Must hold Degree/Diploma from Engineering college affiliated from recognized university.
  - (iii) Must give an affidavit confirming that he is not employed in any Govt., Semi-govt. or Non-govt. organization
  - (iv) The work area of an Unemployed Electrical Engineer will be only one of following as chosen by him during registration (after formation of new districts, the district involving same area will be considered) :
    - a. Dantewada, Jagdalpur, Kanker
    - b. Rajnandgaon, Kawardha, Durg
    - c. Raipur, Dhamtari, Mahasamund
    - d. Jashpur, Raigarh, Korea, Ambikapur
    - e. Bilaspur, Janjgir-Champa, Korba
- (VI) For qualifying Class-IV registration:
- For 'A' class overhead License holder contractor
- 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) Name of bank:

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-III-A -Rs. 5,000/- for one year

For Class-III-B -Rs. 5,000/- 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)**

Ceiling limit opted :-

D.D. No. \_\_\_\_\_ & Date \_\_\_\_\_

Name of bank:

**EMD (1 % of ceiling limit)Amount:**

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/III-A/III-B/IV.-
2. Whether firm qualified our PQR - 

<b>For class -</b>
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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/III-A/III-B/IV , S.NO.\_\_\_\_\_ at page no.\_\_\_\_\_.
7. Registration valid up to date \_\_\_\_\_
8. Registration due for renewal \_\_\_\_\_

**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, III-A, III-B & IV.

- i) The revised eligibility criteria for registration as contractor in class-I, II, III, III-A, III-B & IV shall be as below:

<b>Class</b>	<b>MAAT*</b>	<b>Experience of work**</b>	<b>Over head License</b>	<b>PEMD***</b>	<b>Qualified for works</b>	<b>Ceiling Limit (rounded off in lakhs)</b>	<b>BCCL* **** OR Bank Solvency</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
<b>Class -I</b>	<b>3 Cr.</b>	<b>33/11KV s/s – 2 nos &amp; 33KV line – 20KM OR 33KV line – 20KM &amp; 33/11 KV Addl bay-8 no. OR 11KV line/ LT line – 150KM &amp; 33/11 KV Addl bay-4 no.</b>	<b>A</b>	<b>1 % of ceiling limit</b>	<b>33/11 Kv S/s &amp; works of Class- II, III, III-A,IV</b>	<b>Min. 1.5 times of MAAT &amp; max. up to 1.5 times of AAAT*** * as opted by the firm</b>	<b>1/6 th of MAAT</b>
<b>Class -II</b>	<b>2 Cr</b>	<b>33KV line – 10KM OR 33KV line – 5KM &amp; 33/11KV Addl.bay – 3 nos OR 11/0.4KV s/s – 20 nos &amp; 11KV line/LT line – 100KM</b>	<b>A</b>	<b>1 % of ceiling limit</b>	<b>33 KV line, 33 KV bay, 11 LV bay, Addl Power Xmer, Aug. of Power Xmer &amp; works of Class- III, III-A,IV</b>		
<b>Class -III</b>	<b>50 Lakhs</b>	<b>11KV line/LT line – 30 KM and 11/0.4 KV DT – 10no</b>	<b>A</b>	<b>1 % of ceiling limit</b>	<b>D, Xmer, LT lines, 11 KV lines &amp; works of Class- III-A,IV</b>		
<b>Class -IIIA</b>	<b>20 Lakhs</b>	<b>11KV line/LT line – 15 KM and 11/0.4 KV DT – 5no</b>	<b>A</b>	<b>1 % of ceiling limit</b>	<b>D, Xmer, LT lines, 11 KV lines &amp; works of Class- IV</b>		
<b>Class -IIIB</b>	<b>--</b>	<b>For unemployed Electrical Degree/ diploma holders of CG state</b>	<b>A</b>	<b>1 % of ceiling limit</b>	<b>D, Xmer, LT lines, 11 KV lines</b>		
<b>Class -IV</b>	<b>--</b>	<b>--</b>	<b>A</b>	<b>1 % of ceiling limit</b>	<b>D, Xmer, LT lines, 11 KV lines</b>	<b>5 Lakhs</b>	<b>1/10 th of Ceiling limit</b>

**\*-Minimum Average Annual Turn Over of last two financial years**

**\*\* - Experience of External electrification work completed in CSEB/CSPDCL or other SEBs, Govt. utilities, Govt. undertakings & works completed under 15% supervision charge of CSPDCL .**

**\*\*\* - Permanent Earnest Money Deposit in Form of DD in favour of Manager (CAU), CSPDCL payable at Raipur FROM ANY Nationalised bank**

**\*\*\*\* - Actual Average Annual Turn Over of last two financial years as submitted**

**\*\*\*\*\* - Bank Cash Credit Limit OR Bank Solvency (equivalent to 2 months)**

**NOTE:**

- 1 One 33/11KV S/stn. will be treated equivalent to 04 Addl.33KV or 11KV bay & vice-versa**
- 2 One no Distribution Transformer will be treated equivalent to 0.5 km 11 KV line/LT line & vice-versa.**
- 3 One 33/11KV S/stn. will be treated equivalent to 02 Addl.Power Xmer & vice-versa**
- 4 One augmentation of Power Xmer. will be treated equivalent to 01 Addl.33KV or 11KV bay & vice-versa**
- 5 Augmentation of conductor of 5 km will be treated as 1 km respective line**
- 6 \*\*The works completed shall be in running condition with satisfactory performance for one year from the date of commissioning and prior to one year from the date of registration .[Performance certificate regarding performance of such works completed & commissioned / charged for one year from the date of commissioning/charged shall be Submitted at the time of registration itself].**
- 7 Diploma Engineers refer to polytechnic diploma Engineers.**
- 8 Renewal of registration will be done after completion of one year on fulfillment of registration criterion specified above at that time also.**
- 9 For partnership firms, sum of work done (experience) in CSPDCL by all partners will be considered irrespective of their share in partnership deed.**
- 10 If the contractor has not executed any work last year then he will have to apply for fresh registration (PEMD will be safe and returnable if requested for same)**

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

- ii) For registration of Retired Engineers from electrical field (from Junior Engineer onwards) from CSPDCL/CSEB – having at least 15 years of experience in Distribution wing (including 5 years in STRE/ Construction / O&M field) will be required with class- A over head license. The firm should be proprietary in nature and Joint Venture of only retired engineers will be considered. Turn over & experience of works shall not be applicable for retired engineers. The registration will be further "subject to fulfilling the criterion of elapsing the prescribed period since retirement as per extant rules of Power companies". All other terms & conditions will be applicable as aforesaid classes except as given below.
  1. Retired AE's & above will be eligible to be registered in Class-II & below (except III-B & IV).
  2. Retired JE's will be eligible to be registered in Class-III & below (except III-B & IV).
  3. Ceiling limit-1.5 times MAAT of a particular class
  4. PEMD- 1 % of ceiling limit.
  5. BCCL or Bank Solvency - 1/6 th of MAAT of a particular class
- iii) For the contractors who are already registered in O/o CE, ST: RE, CSPDCL, Raipur, they will be upgraded in the eligible class on receipt of their application with required Permanent Earnest Money Deposit along with all required documents & registration fees.



- iv) The contractor/firm/company wants to be registered in CSPDCL in Class-I, II, III, III-A & 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.
  - v) The contractor/firm/company must have annual turn over for last 02 financial years from the date of application for registration as stipulated in column-'2' of table given in 'i' above.
  - vi) The contractor/firm/company must have P.F. code no. issued by Regional Provident fund Commissioner.
  - vii) The contractor/firm/company must have registration for Service tax.(ST-2)
  - viii) 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/- , for class-III-A, III-B & 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. Performa 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 financial years including turnover & income tax clearance certificate SARAL, registration certification of firm/company, copy of A class Electrical contractor overhead license, PF registration, experience certificate, running condition certification & copy of retirement order of Electrical Engineer of MPEB/CSEB etc. with details of 15 years experience in distribution wing & 5 years in STRE (construction/ O&M field).

6. Tenders will be issued by the STRE wing-various STRE Dn's, STRE Circle's, City Circles & Regional Chief Engineer 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.  
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.
7. Security deposit:
- i) Security deposit in the form of MICR/ D.D./BG (in Rs. 250 /- stamp ) or FDR pledged with Manager (CAU) , CSPDCL, Raipur payable to Manager (CAU), CSPDCL at Raipur from Nationalised/ Scheduled bank for an amount of 5 % value of the order shall be required for faithful performance of the orders and to cover guarantee period of works constructed -Substation, line & equipments.
  - ii) Addl. Security deposit of 5% value of the CSPDCL material supplied in the form of MICR/ D.D./BG (in Rs. 250 /- stamp ) or FDR pledged with Manager (CAU) , CSPDCL, Raipur payable to Manager (CAU), CSPDCL at Raipur from Nationalised/ Scheduled bank towards loss or damage to the Company (CSPDCL) valid during execution of work in case CSPDCL provides materials/equipments to the contractor.
  - iii) For contract value up to Rs 5 lakhs, 10 % SD of contract value the form of MICR/ D.D./BG (in Rs. 250 /- stamp ) or FDR pledged with Manager (CAU) , CSPDCL, Raipur payable to Manager (CAU), CSPDCL at Raipur from Nationalised/ Scheduled bank shall be required against Performance guarantee only. (Security for loss & damage is included in the performance guarantee)
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](http://www.cseb.gov.in) – **Chhattisgarh State Distribution Company Ltd- STRE Deptt- Tender Notices**. 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 may 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 will be required.

- 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 as pending.

- 10.** The ceiling value of work to be ordered to one contractor at a time will be as per PQR mentioned at page-7. Further, work will be ordered on submission of completion certificate from Engineer-in-charge for previous works allotted, so that the above ceiling limit 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 PEMD/ registration fee/renewal fee shall not be refundable.

**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 EXECUTIVE DIRECTOR(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 33KV line on PCC pole/Rail pole/H.Beam, 33/11KV Substation & 33/11KV Addl.bays & 11KV line, LT line & Pole mounted 11/0.4KV Substation on 140Kg 8 mtr. Long PCC pole, 37.1 kg/mtr 152X152mm H-Beam & 175x85mm 9 mtr long RS Joist.

2. I/We hereby submit our undertaking to keep our offer valid (acceptance of rate) for a period up to 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 along with 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 & postal address  
Date.....  
Name & Address.....  
.....  
..... Telephone no.....  
..... Fax no.....  
..... Mobile no.....