

# CENTRAL PUBLIC WORKS DEPARTMENT ENLISTMENT RULES 2005

(Amended upto DG/SE/CM/Enlist.Rules/19 dated 19.07.2016)



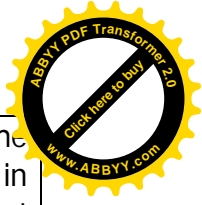
DIRECTORATE GENERAL, CPWD  
NIRMAN BHAWAN  
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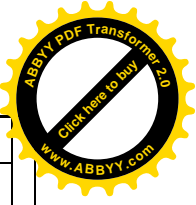
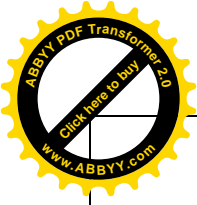
# Rules of Enlistment of Contractors in CPWD, 2005 (Amended up to 19.07.2016)

(Amended as per OM/MAN/155, 157, 157A, 157B, 174, 196, 196A, 206, 215, 221, 227, 228, 228-A, B, C, 250, 256, 261, 269, 270, 271, 274, 282 and OM/CON/258, 261, DG/SE/CM/ENLIST. RULES 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12, 13, 14, 15, 16, 17, 18 and 19 dt 19.07.2016)

1.0	<b>Title:</b> These rules shall be called the “Rules of Enlistment of Contractors in CPWD, 2005” and shall come into force with effect from the 1st day of May, 2005
2.0	<b>Short Title:</b> Hereinafter these rules shall be referred to as “Enlistment Rules 2005” for the sake of brevity.
2.1	Term ‘CPWD’ where ever occurring, includes PWD (NCTD) and CCU of Ministry of Environment and Forest also
3.0	<p><b>Repeal and Saving:</b></p> <p>3.1 All rules regarding enlistment/revalidation of contractors in CPWD existing before coming into force of Enlistment Rules 2005 are repealed by Enlistment Rules 2005.</p> <p>3.2 Notwithstanding such repeal, the contractors already enlisted on the basis of rules hitherto in force shall continue to enjoy the status of enlisted contractors of CPWD till the period of such enlistment, including revalidation/extension granted before coming into effect of the Enlistment Rules 2005, expires. However, in regard to all other matters and further revalidation of their enlistment, they shall be governed by the Enlistment Rules 2005.</p> <p>3.3 And also, notwithstanding such repeal, applications for enlistment received with all required documents on or before 22.11.2004 shall be processed on the basis of Enlistment Rules 2001 and amendments issued from time to time and enlisted if found fit.</p> <p><b>Note:</b> – Provision under Para 3.3 above i.e. cases to be processed as per Enlistment Rules 2001 relate to eligibility criteria for Enlistment. All other provisions like tendering limit, processing /late fee, disciplinary action etc., shall be applicable as per Enlistment Rules 2005.</p>
4.0	<b>Applicability:</b> CPWD enlists contractors who intend to work with the department. It is done to have a ready list of suitable and competent contractors for CPWD works so as to minimize requirement of verification of credentials of contractors at the time of individual tenders. At the same time, only those contractors are allowed to continue in the list that remain active in CPWD and perform well. Any Indian Individual, Sole Proprietorship Firm, Partnership Firm, Public Limited Company or a Private Limited Company may apply for enlistment as a contractor in CPWD under these Rules provided the eligibility criteria and other conditions are satisfied The enlisted contractors have to abide by all the rules made herein and as amended from time to time during the currency of their enlistment.



4.1	No individual, or a firm having such individual as one of the partners, who is a dismissed government servant; or removed from the approved list of contractors; or demoted to lower class; or having business banned/ suspended by any government department in the past; or convicted by a court of law shall be entitled for enlistment. However, cases where disciplinary action was taken against the contractor for a specified period and such penalty period is already over, his case for enlistment / revalidation can be considered.
4.1.1	If two or more individuals form a partnership firm, and if any of the partners is having required work experience to become eligible for enlistment in any category in which enlistment is sought, their case shall be considered for enlistment of the partnership firm subject to fulfillment of other laid down criteria. (Added vide OM/MAN/196). Similarly, the past work experience gained from the works completed by the sole proprietor or any partner of new firm, provided he has left or disassociated himself from his earlier firm shall also be considered in the same proportion of share of the applicant in that partnership firm. (DG/SE/Enlist.Rules/04 dated 31.03.2014)
4.2	No Engineer or any other official employed in Engineering or Administrative duties in the Engineering Department of the Government of India is allowed to work in the CPWD either as contractor or as employee of a contractor for a period of one year (Modified as per OM/MAN/155) after his retirement from Government service unless he has obtained prior permission of Government of India to do so. Even after enlistment, if either the contractor or any of his employees is found to be a person who had not obtained the prior permission of Government of India as aforesaid, the name of the contractor shall be removed from the list of enlisted contractors.
4.3	A contractor is permitted to have enlistment in more than one category and under more than one enlistment authority but not in more than one class of the same category in CPWD.
4.4	A contractor is not permitted to have enlistment in more than one name.
4.5	A partner of a firm or a Director of a company enlisted as a contractor cannot be a partner/director in any other enlisted firm/company in CPWD.
4.6	A contractor can submit fresh application for Enlistment if he fulfils all the eligibility criteria and provided he has participated in tendering process in CPWD for atleast 3 occasions during the validity period of his Enlistment. (Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)
5.	<b>Scope</b> - The enlistment of a contractor in CPWD shall only entitle him to be considered for participation in tenders subject to the conditions laid down in each individual Notice Inviting Tenders. It shall not confer any right on him either to be necessarily issued the tender papers or for award of work. (Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)
6.1	6.1 Enlistment Procedure – (i) For Fresh Enlistment of Class-I(Super), Class I(AAA), Class I (AA), Class I(A) Composite category and Class I all Categories - The contractor shall have to submit the application online in a prescribed form for enlistment in Class-I(Super), Class I(AAA), Class I (AA), Class I(A) Composite category and class I all categories. The contractor is required to go through the instructions given at pre-page of Annexure-I for applying for online submission of Forms. After applying online application as FINAL, take the printout of the application, sign it and send it to the following offices along with all supporting documents in ORIGINAL as per Annexure-II.

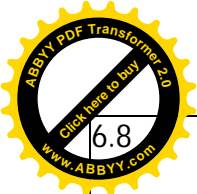


Class	Category	Office
Class-I(Super), Class I(AAA), I(AA), I(A)	Composite	SE (C&M), CPWD, Room No A 332, Nirman Bhawan, New Delhi-110011
Class-I(For Delhi and NCR)	Composite, Civil Road only, Horticulture and Furniture	Spl. DG(DR),CPWD, 202, A Wing, Nirman Bhawan, New Delhi-110011
Class-I(For Northern Region)	Composite, Civil Road only and Furniture	Spl. DG(NR), CPWD, Sewa Bhawan, R. K. Puram, New Delhi-110066
Class-I(For Eastern Region)	Composite, Civil Road only and Furniture	Spl. DG(ER), CPWD, 234/4, AJC Bose Road, Nizam Palace, Kolkata-700020
Class-I(For Western Region)	Composite, Civil Road only and Furniture	Spl. DG(WR), CPWD, Old CGO Building Annexe, 16 <sup>th</sup> Floor, Pratishtha Bhawan, 101, M. K. Road, Mumbai-400020
Class-I(For Southern Region)	Composite, Civil Road only and Furniture	Spl. DG(SR), CPWD, 1 <sup>st</sup> Floor, G Wing, 3 <sup>rd</sup> Avenue, Rajaji Bhawan, Besant Nagar, Chennai-600090

(Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)

(ii) For all other categories of enlistment the application form in prescribed form (Annexure I-A) is to be submitted to enlisting authority with all documents as per Annexure II.

6.2	Incomplete applications and applications not accompanied with necessary documents are liable to be rejected.
6.3	All verification, submission of reports etc are to be pursued by the applicant. Any delay on account of delay in verification, submissions of reports etc will not entitle applicant for any type of enlistment.
6.4	The enlistment authority shall have the right to independently verify the details furnished by the contractor and to get works done by the contractor inspected and/or to get such other reports as may be considered necessary like Form 16A (Tax Deducted at source by Client) and/or Form 26 AS (Annual Tax Statement for applicants PAN number) in regard to execution of work. (Modified vide OM No. DG/SE/CM/Enlist.Rules/19 dt. 19.07.2016)
6.5	If the enlistment authority finds the contractor suitable for enlistment, it shall issue the enlistment order and, otherwise, send a letter of rejection of the application to the contractor. The decision of the enlistment authority shall be final and binding on the contractor.
6.6	The enlisting authority reserves right to limit number of contractors to be enlisted in any class or category on All India/Regional/State/Location basis or any other manner decided by the department.
6.7	Enlistment of contractors in the department may be closed at any point of time. While closing the enlistment, the department may have a reserved list of eligible contractors from the pending applications. Out of this, contractors may be enlisted depending on requirement in a particular area or for the country as a whole.



6.8

The category of Civil contractors are modified to composite category after taking consent letter as per OM No. DG/SE/CM/Enlist. Rules/12 dt.31.03.2015. It is clarified vide para 1 of OM DG/SE/CM/Enlist. Rules/Misc. 01 dt. 12.06.2015 that the contractors of composite category are not allowed to participate in tenders of exclusive Road Work. The contractors who were initially enlisted in B&R category (Building and Roads) which were later modified to Civil category are, therefore, not allowed to participate in tenders of exclusive road work although they are doing only Road Works and possessing necessary T&P for the same.

In view of above, it is decided to modify the enlistment of contractors of Class-I and II in Civil/Composite category of into Civil Road only in respective class after taking consent letter from the contractor provided they have requisite T&P of road work as per Enlistment Rules-2005 and executed road works of appropriate amount during their last revalidation. (Modified vide OM No. DG/SE/CM/Enlist.Rules/17 dt. 04.12.2015)

7. The enlistment shall be valid for a period of five years. The enlistment can, however, be revalidated in accordance with rules in this regard. Each revalidation shall be for a period of five years from the date of expiry of the previous enlistment/revalidation. The enlistment shall be open to review by the enlistment authority and liable to termination, suspension or any other such action at anytime if considered necessary by the enlistment authority, after issue of show cause notice (Modified as per OM/MAN/155)

8. **Categories & Classes** – The enlistment shall be done in the categories and classes mentioned in Table – 1

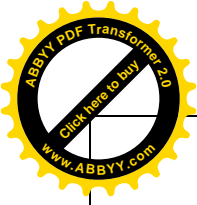
9. **Jurisdiction, Tendering Limits & Location of contractor's office** - The jurisdiction in which contractors enlisted in various categories and classes shall be permitted to tender and the tendering limit up to which they shall be eligible to tender shall be as given in Table-1. Tendering limit for different categories and class as per 'Enlistment Rules 2005', will be applicable to all contractors, whether enlisted after or prior to 1.5.05, Registered office of the contractor has to be in the same area as jurisdiction for tendering of class and category in which enlistment is sought. (DG/SE/Enlist.Rules/04 dated 31.03.2014).

9.1 The contractor shall be governed by the provisions existing at a particular point of time irrespective of when he was enlisted.

10. **Authorities for Enlistment** - Enlistment in different categories and classes shall be done by different authorities. These are identified in Table I.

11. **Eligibility Criteria** - The contractors shall have to satisfy the minimum eligibility criteria specified in Table – I, before they can be considered for enlistment. All contractors are expected to keep abreast with enlistment/revalidation rules modified from time to time.

11.1 The criterion for experience, in case of enlistment, shall be the completion of requisite number of works (see para 24.0 also), as the case may be, of prescribed nature and magnitude executed on independent contract basis or as a builder, during the last five years. The value of executed works in last 5 years shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to the last date of validity of enlistment/revalidation or date of processing the case whichever is earlier. The works should have been executed in the same name and style in which the enlistment is sought or all the eligible work(s) should have been secured in the name of any one of the partner or work experience gained from the works completed by the sole proprietor or any partner of new firm, provided he has left or disassociated himself from his earlier



firm, shall also be considered in the same proportion of share of the applicant in that partnership firm. Enlistment of an individual in corresponding category may also be done based on his Technical Qualification in lieu of experience of completion of works in last 5 years if provision exists in Table I of the Rules, but other eligibility criteria remaining the same. (DG/SE/Enlist.Rules/04 dated 31.03.2014)

The evaluation of performance of the contractor for the enlistment shall be done as per Annexure XA for the works executed in last 5 years. (DG/SE/Enlist.Rules/04 dated 31.03.2014)

11.2 The financial soundness shall be judged on the basis of the Banker's certificate and average annual turnover on construction works during last five years duly certified by the Chartered Accountant for Class-I(Super), Class I(AAA), Class I(AA) and Class I(A), Banker's certificate for class-I and II and Banker's certificate or sum of annual financial turnover on construction works during last three years duly certified by the Chartered Accountant, for class-III, IV and V. Unemployed Graduate/Diploma Engineers shall give the Banker's Certificate or Working Capital Certificate of required amount. Banker's Certificate shall be issued by the Bankers of the contractor on the format prescribed in Annexure-V. Such certificate shall be issued by a scheduled bank and shall be submitted, in original, in a sealed cover, addressed to the enlistment authority.

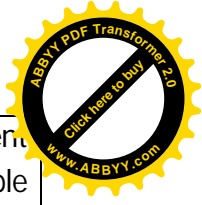
Category	Class	Financial soundness
1	2	3
All Categories (For enlistment)	III, IV	Banker's certificate of Rs.----- as specified in Table-I of Enlistment Rule-2005. Or The sum of annual financial turnover on construction works of the firm in the last three years duly certified by the Chartered Accountant, should be at least equal to amount of banker's certificate.
All Categories (For Revalidation)	I, II, III, IV and V	Banker's certificate of Rs.----- as specified in Table-I of Enlistment Rule-2005. Or The sum of annual financial turnover on construction works of the firm in the last three years duly certified by the Chartered Accountant, should be at least equal to amount of banker's certificate.

(Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)

11.3 The criteria for enlistment/revalidation shall be as applicable on date of enlistment/revalidation. Applicant may be intimated when his application and verification is complete. The application may be decided within 90 days of such completion.

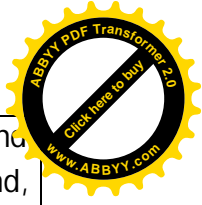
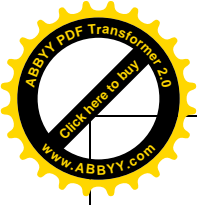
12.0 **Processing fee** – The contractor shall have to pay a non-refundable processing fee by crossed Demand Draft drawn in favour of the authority authorized by enlisting authority. For various categories and classes of enlistment, the fee is prescribed in Table – I. This fee is to be submitted along with application form to the enlisting authority. However in case where enlistment authority has been shown as DG, CPWD, the fee shall be payable in favour of Chief Engineer (CSQ), CPWD payable at Delhi. (Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)

13.0 Income Tax clearance : Deleted



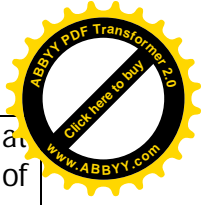
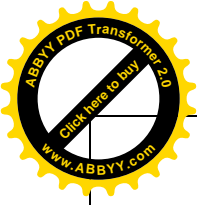
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	<p><b>Electrical License</b> - The contractors of all composite categories shall have to produce valid electrical license from the competent authority in the name of the contractor. They shall keep valid license throughout the period of enlistment by getting it renewed at suitable intervals and submit an attested copy of the same to the enlistment authority after each renewal. In event of any discontinuity in validity of electrical license of the contractor, its enlistment and authority to work with CPWD will also automatically cease to be valid. For applying for tenders for a work in any state they shall have to possess electrical license of appropriate voltage issued by any State Govt. under Clause 45 of compilation of rule of Indian Electricity Rules 1956 or as amended from time to time. (Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)</p>
15.0	<p><b>Change in Constitution of Firm</b> - The contractor/firm shall not modify the existing partnership or enter into any fresh partnership or change the name of firm without the prior approval of the enlistment authority. Such proposal, if any, shall be submitted in advance giving full details of the intended partnership/sole proprietorship along with the draft partnership deed/affidavit and documents as per Annexure-VI. Any change in status of the contractor as an 'Individual' or in constitution of the firm or change in the name of firm without prior approval of the enlistment authority, will render the contractor/firm liable to be removed from the approved list of contractors.</p>
15.1	<p>If a firm is converted in two or more firms by any action of its partners, the new firm(s) or any separated partner(s) in his (their) individual/joint capacity shall have to apply for the enlistment afresh on the basis of work experience gained as a separate entity.</p>
15.2	<p>If new partners are taken in the firm, each new partner shall have to satisfy the eligibility conditions mentioned in Rule 4.0</p>
15.3	<p>If the number of original partners of a firm reduces to less than half due to any reason including death of partner(s)/death of sole proprietor in case of sole proprietorship firm, the enlistment of the firm shall be withdrawn. Original partners means constituents at the time of Enlistment and those who have remained as constituent for more than 5 years. (DG/SE/Enlist.Rules/04 dated 31.03.2014)</p>
16.0	<p><b>Change in Address</b> - While applying for enlistment, the contractor should mention address of his Registered office as well as Head Office, if different. All documents i.e. Bankers' Certificate, etc. should bear one of the above addresses, otherwise the same shall not be accepted.</p>
16.1	<p>The contractor shall intimate the change, if any, in any of the above addresses, in advance or maximum within one month of such change along with acknowledgement of noting down of such change in address from the Bank, Income Tax, Sales Tax authorities etc. Failure to do so may result in removal of his name from the approved list of contractors.</p>
17.0	<p><b>Near Relatives Working in CPWD</b> - Contractors whose near relatives are Divisional Accountant or Engineering Officers between the grades of Superintending Engineer and Junior Engineer (both inclusive) in the Central Public Works Department will not be allowed</p>

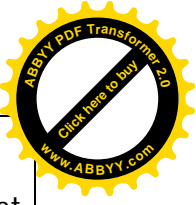
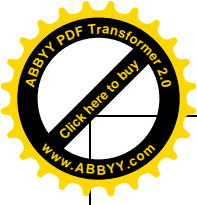


	to tender for works in the circle (Division in case of contractors of Horticulture/Nursery Category) responsible for award and execution of contract is the one where the near relative is working. For this purpose a near relative shall mean wife, husband, parents, grandparents, children, grandchildren, brothers, sisters, uncles, aunts, cousins and their corresponding in-laws.
18.0	<b>Review of Approved List of Contractors</b> -The contractor shall be required to secure works of appropriate magnitude in CPWD during the revalidation/enlistment period. Contractors shall be liable to be weeded out for non-observance of enlistment rules. For this purpose the enlistment authority shall have the power to periodically review the approved list of contractors.
19.0	<b>Revalidation of enlistment</b> - The validity of initial enlistment of the contractor shall be as given in Para 7.0. It shall, however, be revalidated on merits, if desired by the contractor. Only the contractors who have secured some work(s) (see para 24.0 and 25.0 also) of appropriate magnitude in CPWD, PWD (NCTD) or CCU of Ministry of Environmental & Forest during the period of enlistment or last revalidation period of enlistment as the case may be, shall be considered for revalidation. In Case the contractor fails to secure some work(s) (see para 24.0 and 25.0 also) of appropriate magnitude in CPWD, PWD (NCTD) or CCU of Ministry of Environmental & Forest, then the work(s) of appropriate magnitude secured in Central Government Department/ State Government Department/ Central Autonomous Body/ State Autonomous Body/ Central Public Sector Undertaking/ State Public Sector Undertaking shall be considered provided the contractor must have participated in tendering process for at least 3 works of appropriate amount in CPWD, PWD (NCTD) or CCU of Ministry of Environmental & Forest (with documentary proof) during the period of enlistment or last revalidation period of enlistment for revalidation. Appropriate magnitude shall mean the minimum amount mentioned in the column 5 of Table-1 against relevant class/category. The revalidation shall be done for the period as detailed below:- <b>Category A:-</b> Enlistment of such contractors who satisfy one of the following criterion shall be considered for revalidation for a period of five years. i) Securing two works of appropriate magnitude during last enlistment/revalidation period and at least one of them has been completed 100% and the second completed more than 50%. In case the works of appropriate magnitude have been completed/in progress in govt. departments as mentioned above other than CPWD/PWD/CCU, the department will get the work inspected from appropriate authority of CPWD and evaluation of the quality in Annexure XA shall be done based on this inspection. (DG/SE/Enlist.Rules/04 dated 31.03.2014 and DG/SE/Enlist.Rules/11 dated 15.01.2015) (ii) Securing and completion of one work of value three times the appropriate magnitude (for class V (Civil) contractor it shall be 1.5 times). <b>Category B:-</b> Enlistment of contractors, who secured only one work of appropriate magnitude during last enlistment/revalidation period and that even not completed, shall be extended for a period of two years. Revalidation for the balance period of three years shall be granted, only when the contractor satisfies the criterion laid down in Category A above i.e. execution of requisite works in the extended period of two years also. The work completed/secured as an associate contractor of the main contractor, to whom a composite contract was/has been awarded, shall also qualify for consideration of revalidation. (Modified vide OM DG/SE/Enlist.Rules/06 dated 16.05.2014)

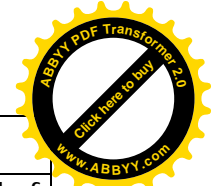
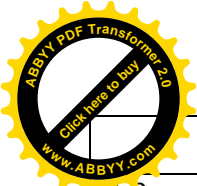




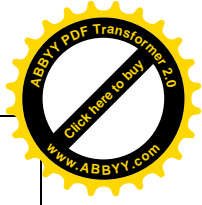
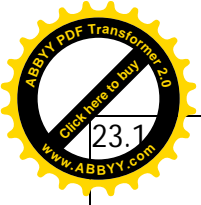
	The value of executed works in last 5 years shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to the last date of validity of enlistment/revalidation or date of processing the case whichever is earlier. (DG/MAN/270 dt. 01.05.2013).
19.1	<b>Application for Revalidation -</b>
19.1.1	The contractor shall apply for revalidation for his enlistment in the prescribed form 'Annexure VIII' along with all documents as per Annexure IX so as to reach the Enlistment Authority at least 6 months before expiry of his enlistment without any processing fee. The revalidation application with all documents shall however be accepted up to the date of expiry of enlistment/revalidation with processing fee as mentioned in Table-I. (DG/SE/Enlist.Rules/11 dated 15.01.2015)
19.1.2	In cases where the application is received after date of expiry of enlistment/revalidation, but within three months of expiry, the application can be accepted with processing fee alongwith late fee equal to processing fee. The total fee in such cases shall be equal to double the processing fee. Applications received, thereafter, shall not be accepted and contractor should apply for fresh enlistment, as per rules. (DG/SE/Enlist.Rules/11 dated 15.01.2015)
19.1.3	<b>Enlistment/Revalidation processing fee</b> is payable in the form of Demand Draft in favour of the authority, as authorized by enlisting authority. Late fee will be same as the enlistment processing fee as prescribed in Table I of 'Enlistment Rules 2005. However in case where enlistment authority has been shown as DG, CPWD, the fee shall be payable in favour of Chief Engineer (CSQ), CPWD payable at Delhi. (Modified vide OM/MAN/215 & 250).
19.1.4	On receipt of application for revalidation complete in all respect and with all necessary documents, provisional extension upto six months from the date of expiry of enlistment/date of issue of order, whichever is later may be issued.
19.1.5	In some cases orders of revalidation of enlistment of contractors were issued by the enlisting authority for three years w.e.f. 1.5.2005 whereas validity of their last enlistment was up to a date prior to 30.4.2005. The gap between validity of last revalidation/enlistment and 30.4.2005 as provided in the order of revalidation shall be considered as period covered under revalidation.
20.0	<b>Performance Reports/Inspection Reports:</b>
20.1	The Contractor should fill up the details of each work, of appropriate magnitude, secured by him during the last revalidation/enlistment period, in the pro forma as given in Annexure VII.
20.2	The list should include all works secured by him during the above mentioned period. In case, the contractor hides any information, his revalidation will be liable to be cancelled.
20.3	The contractor should fill up the details in the pro forma as given in Annexure VII, in duplicate. For each work, separate pro forma should be filled. One copy of all the pro forma should be submitted to the reporting officer and the acknowledgement obtained on



	<p>the second copy of the pro forma. This 2nd copy should then be submitted to the enlisting authority along with the application.</p> <p>It shall be mandatory for the contractor to submit the performance report (PR) of each work executed by him in the approved format duly filled with all the required details to respective Executive Engineer within 3 months of completion of work under intimation to enlisting authority. In case he fails to do so, such work shall not be considered as eligible work for revalidation of enlistment. However, there shall be no bar for EE/SE concerned to take cognizance of bad performance of the contractor where he deliberately avoids submission of PR.</p> <p>If the grading of quality of work in annexure-VII is not graded good, Very good or outstanding, then a show cause notice should be issued to the contractor why his name should not be deleted from the approved list of the contractor. The sale of tenders to such CPWD Contractor shall be suspended immediately by the enlisting authority and decision shall be taken by the empowered committee. (Modified vide DG/CON/261 and DG/SE/Enlist.Rules/11 dated 15.01.2015)</p>
20.4	<p>The reporting officer shall write the Performance Report and forward to the Enlisting Authority through his reviewing officer.</p> <ul style="list-style-type: none"><li>i) It will be obligatory on part of concerned EE and SE to send PR to enlisting authority immediately but latest within one and two months respectively. In case the contractor has not applied for PR, the EE shall initiate the PR at his own initiative.</li><li>ii) Scanned copy of performance report can be submitted to enlisting authority through e-mail which can be confirmed by enlisting authority from respective office. (Modified vide DG/CON/261)</li><li>iii) A copy of the graded performance report should also be given by the reviewing authority to the contractor so that the contractor is aware of gradation of performance report of the work.</li><li>iv) The contractor may appeal for a review of graded performance report given by reviewing authority from the next higher authority. The Chief Engineer can review the graded PR of Superintending Engineer on the request of the contractor with recorded reasons. (Modified vide DG/SE/CM/Enlist. Rules/03 dated 12.02.2014)</li></ul>
20.5	<p><b>Inspection Reports</b></p> <ul style="list-style-type: none"><li>a) The agency shall provide all the necessary documents of work executed by him to the inspecting authority after receipt of intimation inspection of work from department and shall accompany the team of CPWD for inspection of work.</li><li>b) Inspecting Officer shall inspect the site along with other nominated officer and submit the inspection report to Enlisting Authority.</li><li>c) It will be obligatory on part of concerned inspecting officer to send Inspection Report to enlisting authority immediately but latest within two months from the date of issue of letter by enlisting authority in this regard.</li><li>d) Scanned copy of Inspection report can be submitted to enlisting authority through e-mail which can be confirmed by enlisting</li></ul>



	authority from respective office. (DG/SE/Enlist.Rules/11 dated 15.01.2015)
21.0	<p><b>Revalidation Procedure</b> The revalidation shall be done on the basis of Review of performance of the contractor during the period of enlistment/revalidation. This shall be based on evaluation (as per Annexure X) of performance reports of works given in Annexure-III or as decided by the enlisting authority. However, the performance report of eligible work(s) (securing and completing either one work and another work with progress of work more than 50 % of appropriate amount or securing and completing one work of three times of appropriate amount) shall be sufficient for consideration of case. The following extra marks shall also be given:-</p> <ul style="list-style-type: none"><li>i) Extra marks for completing more works : Weightage of 2 marks for each additional work secured and completed will be given to the contractor who secure more works than minimum eligible criteria i.e. 1 completed work and other work of appropriate magnitude with progress more than 50%</li><li>ii) Bonus mark for early completion of work: 2 marks will be given as bonus for each completed work, if contractor completes the work by 1/10th of completion period before the stipulated date of completion.. (Modified vide DG/SE/CM/Enlist. Rules/03 dated 12.02.2014 and DG/SE/Enlist.Rules/11 dated 15.01.2015)</li></ul>
22.0	<p><b>Contractor's obligations</b> - The contractor should fulfil all his obligations under these rules in time and manner as specified, failing which he shall be liable for the action as mentioned therein. Some of the obligations are summarized below:-</p> <ul style="list-style-type: none"><li>a) Prior approval shall be obtained from the enlisting authority before changing the name or constitution of the firm/company.</li><li>b) Intimation of change of address should be given in advance or within one month along with acknowledgement from Banker, Income Tax and Sales Tax authorities.</li><li>c) He shall continue to possess, throughout the period of enlistment/revalidation, a valid electrical licence of appropriate voltage issued by appropriate authority.</li><li>d) He should secure works of specified magnitude during the period of enlistment/revalidation as provided in Para 19.0 above</li><li>e) He shall abide by these rules.</li><li>f) He should not indulge in unethical practices and maintain good conduct.</li><li>g) He shall execute the works awarded to him strictly as per the terms and conditions of the contract and specifications.</li><li>h) Contractor shall submit the performance report of each work executed by him in the approved format duly filled with all the required details to respective Executive Engineer within 3 months of completion of work under intimation to enlisting authority. (Modified vide DG/CON/261)</li></ul>
23.0	<p><b>Disciplinary Actions</b> -The contractor shall have to abide by all the rules of enlistment and also by the terms and conditions of the contract and the Notice Inviting Tenders. He shall have to execute the works as per contract on time and with good quality. The enlisting authority shall have the right to demote a contractor to a lower class, suspend business with him for any period, debar him or remove his name from the approved list of contractors indefinitely or for a period as decided by enlisting authority after issue of show cause notice. Decision of the enlisting authority shall be final and binding on the contractor. The following actions of the contractor shall, in general, make him liable to disciplinary actions:-</p>



23.1

**Demotion to a lower class** -The contractor shall be liable to demotion to a lower class, by the enlisting authority, if he:

- a) fails to execute a contract or executes it unsatisfactorily or is proved to be responsible for constructional defects; or
- b) no longer has adequate equipment, technical personnel or financial resources; or
- c) is litigious by nature; or
- d) violates any important condition of contract; or
- e) his staff misconducts or misbehaves with CPWD officials
- f) is responsible for a conduct which may justify his demotion to a lower class; or
- g) any other reason which in view of enlisting authority is adequate for his demotion to a lower class.

23.2

**Suspension of Business (Modified vide OM/MAN/227):**

Whenever adverse reports related to adverse performance, misbehavior, direct or indirect involvement in threatening, making false complaints, filing legal suites for frivolous reasons, hampering tender process or execution of contract or any act, omission or commission etc. damaging the reputation of department /officer or any other type of complaint considered fit by enlistment authority, are received from more than one officer or at more than one occasion from individual officer of CPWD/PWD (Govt. of Delhi), MOE&F (CCU) works for the various class/categories of contractor, sale of tender to such CPWD contractors shall be suspended immediately by the Enlisting Authority pending full enquiry into the allegations and decision by the empowered committee as indicated below.

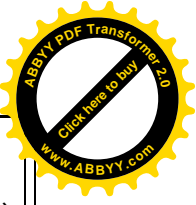
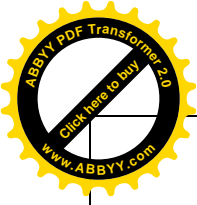
The Committee will decide the case in time bound manner from the date of issuance of letter of suspension of sale of tender to the contractor.

If any of the charges are established then this would result in banning of business with the contractor for the period as decided by Empowered Committee.

Business may also be suspended with a contractor up to a period of one year in case he fails to start the work after the award on two occasions.

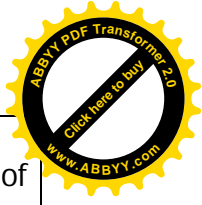
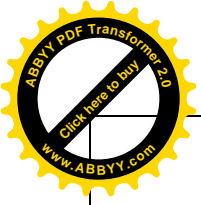
Empowered Committee for Class-I(Super), Class I(AAA), Class I (AA), Class I(A) and Class-I composite category, Civil Road only, Horticulture, Furniture and Nursery

Enlistment Authority	Class	Categories	Complainant Officer	Empowered Committee
DG	Class-I(Super), Class I(AAA), Class I (AA) and Class I(A)	Composite	CE and above	Chairman – DG Members – Spl DG(HQ) , ADG(TD) and CE(CSQ)
Spl. DG in his region	I	Composite, Civil Road Only, Horticulture** and Furniture	CE and above	Chairman – Spl. DG of the Region Members – 2 ADGs of the Sub-region and DDG(HQ)

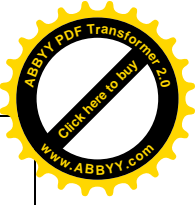
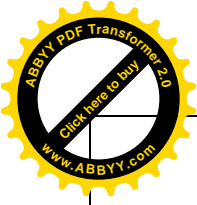


Spl. DG	II	Composite, Civil Road Only, Horticulture and Furniture	CE and above	For Delhi Chairman – Spl. DG (DR) Members – DDG (BD) DR, CE/DDG(Hort)* & DDG (HQ) DR
				For outside Delhi Chairman – Spl. DG of region Member – DDG (BD) and DDG (HQ) of the region, CE* (at the station)
ADG	III	Composite, Horticulture and Furniture	SE and above	For Delhi Chairman –ADG (DR) Members – CE (NDZ-IV), Director of the sub region and One E.E. (P)
				For outside Delhi Chairman – ADG of sub region Member –CE* (at the station), Director of the sub region and One E.E. (P)
CE (NDZ-VIII) For Delhi	IV	Composite and Furniture	SE and above	For Delhi Chairman –CE (NDZ-VIII) Member – S.E(P), one S.E(C)*, one EE(P)
DDG(Hort.) for Delhi	IV	Horticulture	DDH and above	For Delhi Chairman-DDG(H), Members - DoH(NDR), DoH(DR), DDH(HQ)
CE of the zone	IV	Composite, Horticulture and Furniture	SE and above	For outside Delhi Chairman –CE of the zone Members— S.E(P), one S.E(C)*, one EE(P)
S.E.	V	Civil	EE and above	For Delhi and NCR Chairman–SE, DCC-I Members – E.E.(P) of Circle, two E.E* (Civil)
				For outside Delhi Chairman –SE(C) of circle Member – as above

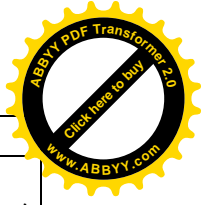
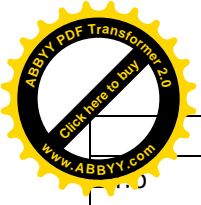
\* Enlisting authority has to appoint the members of committee as per the table above and it is to be kept in view that complainant officer should not be part of committee.



	<p>**Horticulture category shall be dealt by Spl. DG(DR). (Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)</p> <p>It is also to be ensured that name of the contractor who has been suspended or banned is included immediately in the list of suspended / banned category of contractors on CPWD Website so that the field offices have an immediate access to the information across the country and tenders are not sold to such contractors. Name of such contractors shall be sent to CE(CSQ) immediately by each enlisting / prequalification authority who shall post the same on CPWD website.</p>
23.3	<p><b>Removal from the approved list:</b> The name of the contractor may be removed from the approved list of contractors, by the enlisting authority, if he:</p> <ul style="list-style-type: none"> <li>A) has, on more than one occasion, failed to execute a contract or has executed it unsatisfactorily; or</li> <li>B) is proved to be responsible for constructional defects in two or more works; or</li> <li>C) persistently violates any important conditions of the contract; or</li> <li>D) fails to abide by the conditions of enlistment; or</li> <li>E) is found to have given false particulars at the time of enlistment; or</li> <li>F) has indulged in any type of forgery or falsification of records; or</li> <li>G) changes constitution of the firm or Individual or changes the name of the firm without prior approval of the enlistment authority; or</li> <li>H) changes permanent address / business address without intimation to the enlistment authority; or</li> <li>I) is declared or is in the process of being declared bankrupt, insolvent, wound up, dissolved or partitioned; or</li> <li>J) persistently violates the labour regulations and rules; or</li> <li>K) is involved in complaints of serious nature received from other departments which prima facie appear to be true; or</li> <li>L) Default in settlement of tax dues like income tax, Contract tax, sales tax, octroi, duties etc.; or</li> <li>M) has already been demoted for other reason(s); or</li> <li>N) Ceases to fulfil eligibility criteria based on which enlistment/revalidation was done; or</li> <li>O) is considered not required to be in list of CPWD for any other reason considered fit by enlistment authority; or</li> <li>P) Does not start the work after the same is awarded to him on three occasions.</li> </ul>
24.0	<p><b>Definition of composite work of building, Composite Work, Civil Work, Electrical, E&amp;M Services, Horticulture, Furniture and Road works (Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)</b></p>
24.1	<p><b>Composite Work of Building:-</b></p>
24.1.1	<p><b>For Class-I(Super), Class-I(A), I(AA) &amp; I(AAA) composite category.</b></p> <p>The composite work of building means Civil building work including internal electrification and at least one of the E&amp;M services mentioned below under one agreement:</p> <ol style="list-style-type: none"> <li>1. Fire fighting</li> <li>2. Fire alarm</li> <li>3. HVAC</li> </ol>

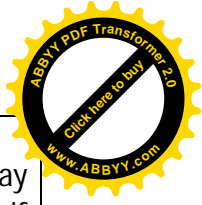
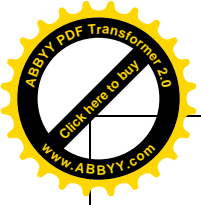


	<ol style="list-style-type: none"><li>4. Lift</li><li>5. Electrical Sub Station</li><li>6. DG Set</li></ol>
24.1.2	<p><b>For Class-I/II/III/IV composite category</b> The composite work of building means Civil building work including either internal electrification or one of the E&amp;M services mentioned below under one agreement:</p> <ol style="list-style-type: none"><li>1. Fire fighting</li><li>2. Fire alarm</li><li>3. HVAC</li><li>4. Lift</li><li>5. Electrical Sub Station</li><li>6. DG Set</li></ol>
24.1.3	<p><b>Civil Building Work</b> means construction of building under one agreement including all civil items such as RCC work, brick or stone work, wood work or PVC work or steel or aluminum work for door frames and shutters, plaster work, flooring work and at least one of the items of</p> <ol style="list-style-type: none"><li>a) Water supply and sanitary installation</li><li>b) Drainage work</li><li>c) Water proofing work</li></ol> <p>Exclusions: Items of pre fabricated huts, false ceiling, compound wall, storm water drain, sewer lines, water supply lines, Road side gully chamber and supply &amp; fixing of SFRC covers if executed exclusively under separate contract and not as part of main building contract and work of industrial sheds shall be excluded from definition of Civil building work.</p>
24.2	<p><b>Civil work:</b> Any Civil work which also includes works of additions/ alterations/ renovations/ up- gradations / maintenance. Exclusions: Maintenance work does not include works of sweeping, care taking, watch &amp; ward and the like.</p>
24.3	<p><b>Road Work :</b> Road work means</p> <ol style="list-style-type: none"><li>1. New road, bridge or flyover construction</li><li>2. Strengthening of existing road</li><li>3. C/o bridge/flyover approaches.</li></ol> <p>Exclusions: A/R &amp; M/O Works pertaining to road and annual/periodical repairs of road surface including patch repairs</p>
24.4	<p><b>Composite work:-</b> Composite work means Civil work including either internal/external electrification or any one of E&amp;M services like (Fire fighting,</p>



	Fire alarm, HVAC, Lift, Electrical Sub Station, DG Set).																						
	<p><b>Electrical work:</b> Any Electrical work either internal or external electrification which includes additions/ alterations/ renovations/ up- gradations / maintenance. Exclusions: Maintenance work does not include works of operation of E&amp;M Services.</p>																						
24.6	<p><b>E&amp;M Services:</b> The work of supply, installation, testing and commissioning of Fire fighting, Fire alarm, HVAC, Lift, Electrical Sub Station or DG Set.</p>																						
24.7	<p><b>Horticulture Work:</b> Horticulture works means all horticulture activities like plantation, landscaping, grassing and other horticulture related works. (Modified vide OM No. DG/SE/CM/Enlist.Rules/18 dt. 19.04.2016)</p>																						
24.8	<p><b>Furniture Work:</b> Furniture work means supply, supply and fixing, manufacturing and supply of custom/factory made furniture or modular furniture excluding maintenance work.</p>																						
25.0	<p><b>Work experience for Enlistment and Revalidation</b> (Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)</p> <table border="1"> <thead> <tr> <th>Category</th> <th>Class</th> <th>Work Experience for Enlistment</th> <th>Work Experience for Revalidation</th> </tr> </thead> <tbody> <tr> <td>Composite</td> <td>I(Super), I(AAA), I(AA) and I(A)</td> <td>Composite Work of building/ Civil Building Work</td> <td>Composite work/ Civil/ Electrical/ E&amp;M services work excluding Maintenance</td> </tr> <tr> <td>Composite</td> <td>I, II &amp; III</td> <td>Composite Work of building and Civil/ Electrical /E&amp;M services work excluding Maintenance work</td> <td>Composite work/ Civil/ Electrical/ E&amp;M services work excluding Maintenance work</td> </tr> <tr> <td>Composite</td> <td>IV</td> <td>Composite work and civil/ electrical/E&amp;M Services work</td> <td>Composite work/civil/ electrical/E&amp;M Services work</td> </tr> <tr> <td>Civil</td> <td>V</td> <td>Fresh Enlistment are not allowed</td> <td>Building Work or Civil Work</td> </tr> </tbody> </table>			Category	Class	Work Experience for Enlistment	Work Experience for Revalidation	Composite	I(Super), I(AAA), I(AA) and I(A)	Composite Work of building/ Civil Building Work	Composite work/ Civil/ Electrical/ E&M services work excluding Maintenance	Composite	I, II & III	Composite Work of building and Civil/ Electrical /E&M services work excluding Maintenance work	Composite work/ Civil/ Electrical/ E&M services work excluding Maintenance work	Composite	IV	Composite work and civil/ electrical/E&M Services work	Composite work/civil/ electrical/E&M Services work	Civil	V	Fresh Enlistment are not allowed	Building Work or Civil Work
Category	Class	Work Experience for Enlistment	Work Experience for Revalidation																				
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Composite	IV	Composite work and civil/ electrical/E&M Services work	Composite work/civil/ electrical/E&M Services work																				
Civil	V	Fresh Enlistment are not allowed	Building Work or Civil Work																				
26.0	<p><b>Demotion to a lower class on request:</b> - In case, the contractor himself seeks demotion to a lower class on account of non fulfillment of revalidation criterion, the enlisting authority of Class in which he is enlisted, on being satisfied prima-facie, of the contractor fulfilling the requirements of enlistment to a lower class, may revalidate the enlistment in the lower class for a period of one year to enable the contractor to obtain fresh enlistment in such lower class with concerned enlisting authority. To avail this provision the Contractor's application must reach the enlistment authority before three months period from date of expiry of enlistment. There can be two type of cases: Category I – Contractor applies for revalidation for full term of 5 years but when not found fit for revalidation, he requests demotion to lower class. Category II – At the time of submission of application for revalidation, he is aware that he is not eligible for revalidation of enlistment</p>																						

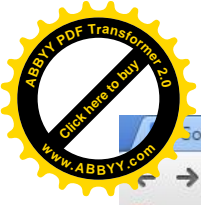




for 5 years and in place of 5 years he requests for enlistment in lower class for a period of 1 year.

For such case falling under category I, contractor has to pay no fee or late fee or double the late fee for revalidation as the case may be. The fee paid shall be non refundable, in case either he is not found eligible for revalidation of enlistment for full term or even if he is enlisted in lower class for a period of one year.

For cases falling under category II, contractor has to pay proportionate fee @ 20% of enlistment fee as applicable to the class in which he desires enlistment for a period of one year. To continue his enlistment further, he has to submit fresh application before the competent authority to obtain fresh enlistment and he has to pay full enlistment fee as applicable. (Added vide OM/MAN/196)



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# ENLISTMENT OF CONTRACTORS

Central Public Works Department  
Ministry of Urban Development, Government of India

21/08/2015

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Circulars

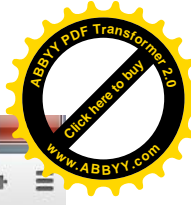
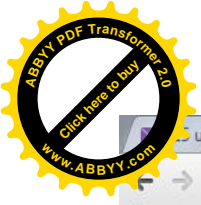
Home > Applicant > Entry

### INSTRUCTIONS FOR CONTRACTOR

**Things needed for applying for online Submission of Forms:**

1. Entry of Annexure-I and Annexure-II is must for applying this online Application
2. System will accept the Images (Photos and Signatures) of the Partners / Directors only in the JPG/JPEG format. Each Image Size is accepted up to 80 Kilo Byte (KB) only.
3. System will accept all the Supporting documents (eg. Annexure-III, Annexure-IV) only in the PDF format.
4. Before applying Online, please download the Annexure -I and Annexure -II forms from the download link, fill it properly and check it and then apply it Online through this system.
5. After entering the details in the Annexure -I & Annexure -II press the option DRAFT, in the Annexure -II form, by which the system will generate the DRAFT report for rechecking your entries. A Unique Application Number is automatically generated by this System. You should remember your Application Number as well as your Security Code for further modifications as well as for taking prints of the submitted Application.
6. Application Number and the Security Code are to be kept secret. Application Number has to be mentioned in all your future communications to CPWD.
7. After checking the Draft report, select the option FINAL, inorder to finalise your application.
8. Before submitting the application as FINAL you can edit your application and make changes if required in the Annexure-I & Annexure -II through the MODIFICATION option in the Main Menu.
9. Once you submit the application as FINAL no further changes is allowed.
10. Once you enter the option FINAL then the CPWD logo will appear on your printout along with FINAL displayed in the top right corner of the page.
11. Enlistment section, CPWD, will process your application after you submit your application as FINAL.

**Things to be done after applying online:**  
 After applying online application as FINAL take the printout of the application through the Menu option Printout of the application option, sign it and send it to the Contractors Enlistment Section, CPWD along with all Supporting documents in ORIGINAL to the below address:  
 Superintending Engineer (C&M)  
 CCC Unit



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# ENLISTMENT OF CONTRACTORS

Central Public Works Department  
Ministry of Urban Development, Government of India

05/06/2014

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## APPLICATION FOR ENLISTMENT AS CONTRACTOR

### ANNEXURE-I

Supporting Documents be annexed with the application form.  
(Applications found deficient in any respect are liable to be rejected without further correspondence)

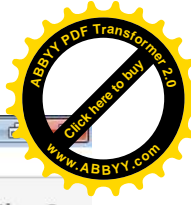
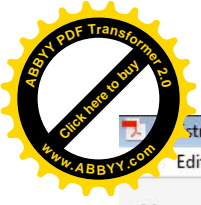
TYPE OF ENLISTMENT :  New  Revalidation

CLASS :

CATEGORY :

JURISDICTION :

1. Name of the Applicant (Individual/Firm/Company):
2. Nationality :  Indian  Others
3. Address:
  - (i) Registered Office:
  - (ii) Head Office :
4. Contact Details :
  - (i) Telephone Number :
  - (ii) Fax Number :
  - (iii) Mobile Number :
  - (iv) Website URL (If any) :
  - (v) Email Id:
5. PAN Number (Individual / Firm / Company):
6. Constitution :



www.cpwdcontractor.nic.in/Ssl/announcements.aspx?id=1bf294f69177ec4eda1eab7b61cd777

6. Constitution:

7. Name, scanned passport size photo and scanned signature of the Individual(s) / Partner(s) / Director(s):

Name	Photo	Signature
<input type="text" value="Choose File"/>	<input type="text" value="No file chosen"/>	<input type="text" value="Choose File"/>

8. Is the Individual / Sole Proprietor / any Partner / Director of company:

- a) Dismissed Government Servant:  Yes  No
- b) Removed from approved list of contractors:  Yes  No
- c) Demoted to a lower class of contractors:  Yes  No
- d) Having business banned/suspended by any Government in the past:  Yes  No
- e) Convicted by Court of Law:  Yes  No
- f) Retired Engineer/official from Engineering Department of Government of India within last one year:  Yes  No
- g) Director or Partner of any other company/firm enlisted with CPWD or any other department:  Yes  No
- h) Member of parliament or any State legislative assembly:  Yes  No

If answer to any of the above is 'Yes' Furnish details on a separate sheet

9. a) Name of person holding power of attorney (if any):

b) Nationality:  Indian  Other

c) Liabilities (if any):

10. Name of the Banker with full address:

11. Place of Business:

12. Full Time Technical Staff in the Applicant's employment (Refer Table I and fill up the columns below respect of requisite trade and experience only):

Qualification	Name of the Staff	Experience in Years	Date of Appointment
<input type="text" value="Select"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="Insert"/>

13. Does the applicant have sufficient T&P, Machinery, Equipment and workshop as per requirement mentioned in the Enlistment Rules for the class & category applied for [Attach details on separate sheet]:  Yes  No

[For class AAA/AA/A Composite and Electrical category]

- i) Does the applicant possess valid Electrical License:  Yes  No
- ii) Do the permanent electricians employed by contractor possess valid license:  Yes  No

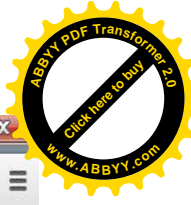
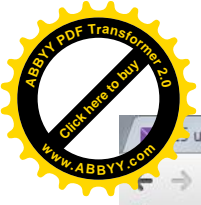
14. a) Whether already enlisted with CPWD or any other department:  Yes  No

b) If yes, give details:

- Export PDF
- Create PDF
- Edit PDF
- Comment
- Fill & Sign
- Send for Signature
- Send & Track

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www.cpwdcontractor.nic.in/Ssl/annuxexureI.aspx?id=1bf294f69175ec4eda1ea8d61cdf77

14. b) If yes, give details :

15. Is any person working with the applicant is a near relative of the officer/official of CPWD [ See Rule 17 of the Enlistment Rules] If yes, give details :  Yes  No

16. Enlistment Processing Fee Enclosed Details :

Draft Number :

Draft Date :

Amount : (Rs.)

Bank Name :

Branch :

Branch Drawn Upon :

Whose Favour :

17. Details of works completed, in progress and secured during the last 5 years (to be filled in the Proforma as given in Annexure-III). This list should include all works whose gross amount of works done is more than the required magnitude for the class in which registration is required.

18. Certificates from clients in original or attested copy as per proforma given in Annexure-IV for all eligible works.

Number of Documents attached:

Enter Security Code  Security Code should be 8 characters long

**Note: Please remember your Security Code for further modification of this Application.**

Please Enter the Text from the image shown below:

10352.pdf 9909 (3).pdf 9909 (2).pdf cpwd-6 form.pdf cpwd-6 form - e-ten....pdf Show all downloads...

Windows taskbar with icons for HP, Home, Chrome, Internet Explorer, Firefox, File Explorer, Word, and system tray showing 12:38 on 05-06-2014.



**ANNEXURE-IA**  
**APPLICATION FOR ENLISTMENT AS CONTRACTOR IN ALL CATEGORIES**  
**EXCEPT CLASS I CATEGORY**

Supporting Documents be annexed with the application form. (Applications found deficient in any respect are liable to be rejected without further correspondence)

TYPE OF ENLISTMENT: NEW

CLASS: .....  
 CATEGORY: .....  
 JURISDICTION: .....

1. Name of the Applicant (Individual/Firm/Company) .....

2. Nationality .....

3. Address :  
 (i) Registered Office : .....

(ii) Head Office : .....

4. Contact Details :  
 (i) Telephone Number .....  
 (ii) Fax Number .....  
 (iii) Mobile Number .....  
 (iv) Website URL (If any) .....  
 (v) Email Id .....

5. PAN Number (Individual / Firm / Company) .....



6. Constitution

7. Name, scanned passport size photo and scanned signature of the Individual(s) / Partner(s) / Director(s)

(Size of photo should be 2.5 X 3.5 cm having white background and printed name at bottom)

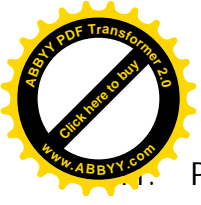
1.	2.	3	4
Paste photo	Paste photo	Paste photo	Paste photo
Name	Name	Name	Name

8. Is the Individual / Sole Proprietor / any Partner / Director of company :

- i) Dismissed Government Servant: Yes ..... No .....
- ii) Removed from approved list of contractors: Yes ..... No .....
- iii) Demoted to a lower class of contractors: Yes ..... No .....
- iv) Having business banned/suspended by any Government in the past: Yes ..... No .....
- v) Convicted by Court of Law:  
Retired Engineer/official from Engineering Department of  
Government of India within last one year: Yes ..... No .....
- vi) Director or Partner of any other company/firm enlisted with  
CPWD or any other department: Yes ..... No .....
- vii) Member of parliament or any State Legislative assembly: Yes ..... No .....

If answer to any of the above is 'Yes' Furnish details on a separate sheet:

- 9. a) Name of person holding power of attorney (if any): .....
- b) Nationality: .....
- c) Liabilities (if any): .....
- 10. Name of the Banker with full address: .....



Place of Business:

.....  
.....  
.....

12. Full Time Technical Staff in the Applicant's employment (Refer Table I and fill up the columns below respect of requisite trade and experience only):

Qualification	Name	Experience in Years	Date of Appointment
---------------	------	---------------------	---------------------

13. Does the applicant have sufficient T&P, Machinery, Equipment and workshop as per requirement mentioned in the Enlistment Rules for the class & category applied for [Attach details on separate sheet] :

Yes ..... No .....

14. [For Composite]

i) Does the applicant possess valid Electrical License:

Yes ..... No .....

ii) Do the permanent electricians employed by contractor possess valid license:

Yes ..... No .....

15 (a) Whether already enlisted with CPWD or any other Department: If Yes, Give details

Yes ..... No .....

15 (b) (Name of department, Class & Category, Enlistment Authority & address, enlistment No. and date, Date of validity and tendering limit)

Yes ..... No .....

16. Is any person working with the applicant is a near relative of the officer/official of CPWD [See Rule 17 of the Enlistment Rules] If yes, give details:

17. Enlistment Processing Fee Enclosed Details:

Draft Number: .....

Draft Date: .....





Amount: .....  
 Branch: .....  
 Branch Drawn Upon: .....  
 Whose Favour: .....

18. Details of works completed, in progress and secured during the last 5 years (to be filled in the Pro forma as given in Annexure-III). This list should include all works whose gross amount of works done is more than the required magnitude for the class in which registration is required.

19. Certificates from clients in original or attested copy as per pro forma given in Annexure-IV for all eligible works:  
 Number of documents attached: .....

i) Certificates:

- i) I/We (including all partners) certify that I/We have read the Rules of Enlistment of Contractors in CPWD as amended up to date and shall abide by them.
- ii) I/We certify that I/We will not get myself/ourselves registered as contractor(s) in the Department under more than one name,
- iii) I/We certify that the information given above is true to the best of our knowledge. I/We understand that if any information is found incorrect, our enlistment is liable to be cancelled.
- iv) I/We certify that I/none of the partners/Directors retired as an Engineer of Gazetted rank or as any Gazetted Officer employed on Engineering or Administrative duties in last One year. We also certify that we have neither under our employment any such person nor shall we employ any person within One year of his retirement except with the prior permission of the Government.

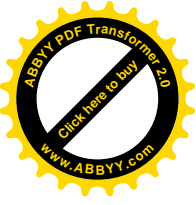
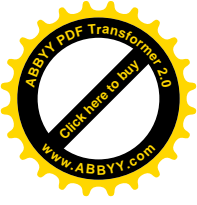
(Strike out whichever is not applicable)

Signature(s) of applicant(s) :

Name	Signature	Address
1.		
2.		
3.		
4.		

Date

No. of documents attached .....

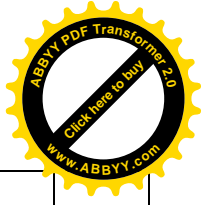
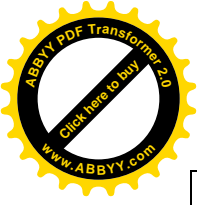


ANNEXURE-II

Documents Attached for Enlistment

Your Application No. ....

Document Code	Annexure No.	Document Description	User Status	
			Yes	No
1		Proof of constitution (Sl. No. 6)		
a)		In case of sole proprietorship/HUF: an affidavit executed before a 1st class Magistrate that the applicant is the sole proprietor of the firm/Karta of HUF Note: In case of Mumbai City, the affidavit may be executed before Executive Magistrate instead of 1st Class Magistrate. (Modified vide OM DG/SE/CM/Enlst.Rules/09 dated 19.08.2014)		
b)		In case of partnership firm: (Submit attested copies)		
i)		Partnership deed attested by Notary Public		
ii)		Form "A" or equivalent form issued by Registrar of firms		
iii)		Form "B" or equivalent form issued by Registrar of firms		
iv)		Form "C" or equivalent form issued by Registrar of firms		
c)		In case of Private/Public Ltd. Co. Article of Association duly attested by Notary Public.		
2		Power of attorney, if any (Sl.no.9a), attested by Notary Public		
3	V	(A) Banker's/ Working capital certificate in original from scheduled bank in the Performa given in Annexure-V. The certificate should be on the bank's letter-head and in sealed cover and shall be addressed to the concerned Enlistment Authority (Sl.no.10) (B) The Average annual turnover on construction work of the firm in the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department for Class-I(Super), class I(AAA), Class I(AA) and Class I(A) Composite Category. (C) The sum of annual financial turnover on construction work of the firm in the last three years duly certified by the Chartered Accountant, for class- III, IV and V. (Modified vide OM No. DG/SE/CM/Enlst.Rules/16 dt. 19.08.2015)		
4		Technical Staff(Sl. No. 11)		
i)	XI	List of full time technical staff/Designers with qualification and experience of each (onus of submitting adequate proof of experience of staff lies with the applicant)(Copies of Provisional certificate related to technical qualification are not accepted)		
ii)		Attested copies of the degrees/diplomas of the technical staff/Designers		



iii)	XII	Declaration from the technical staff/Designers that they are employed with the applicant		
iv)		Documents like PF subscription, copy of Income Tax return with IT form 16 etc. conclusively proving employment of technical staff with applicant (Onus of submitting adequate proof lies with applicant).		
		Note :- The documents at (iv) will not be required in case details at (i) & (iii) above are in shape of affidavits sworn in before Magistrate/Notary Public by the concerned parties. (Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)		
5(i)	XIII	List of M/C, T&P i/c steel centering & shuttering, possessed by the Applicant. Full details and location of workshop including details of Machines & Equipment possessed and proof of sufficient stock of Materials as required for Furniture category (Sl.no. 13)		
5(ii)		Copy of purchase document etc (Onus of submitting adequate proof lies with applicant).		
		Note :- The documents at (ii) will not be required in case detail at (i) above is in shape of affidavit sworn in before Magistrate/Notary Public. (Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)		
6		Attested copies of valid Electrical Licenses (Sl.no. 14(i) &(ii))		
7		Attested copy of Enlistment order (Sl.no. 15)		
8		List of all near relatives working in CPWD, including their addresses (Sl.no.15) See also Rule 16.0 of Enlistment Rule		
9		Demand Draft for processing the case (Sl.no.17)		
10	IV	Original or attested copies of certificates for works done, from concerned clients, in proforma as given in Annexure-IV		
11	III	Attested copies of award letters for works included in Annexure-III		



ANNEXURE-III

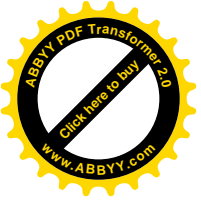
- (1) In case of enlistment- Works completed, in progress & secured during the last five years or
- (2) In case of revalidation- List of works completed, in progress & secured during last enlistment/revalidation period  
 (It is mandatory to submit details of all the works secured irrespective of its cost) [Add additional sheets, if necessary]

S.No.	Name of work & Agreement No.	Date of start	Date of completion		Reasons for delay & compensation levied, if any	Tendered Amount	Gross Amount of the completed work	Net amount received	Name, designation & complete address of the authority for whom the work was done
			Stipulated	Actual					

Certificate:

This is to certify that no adverse action on any of the above mentioned works has been taken by the concerned department against me/us. I/we understand that if any information is found incorrect, our enlistment is liable to be cancelled.

Contractor's Signatures



ANNEXURE – IV

CLIENT’S CERTIFICATE REG. PERFORMANCE OF CONTRACTOR

Name & address of the Client .....

Details of Works executed by Shri/M/s .....

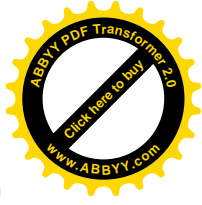
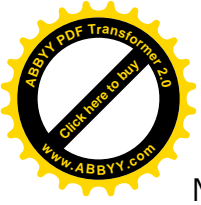
Name(s) of proprietor/partners .....

(Modified vide OM No. DG/SE/CM/Enlist.Rules/19 dt. 19.07.2016)

1. Name of work with brief particulars	
2. Agreement No. and date	
3. Agreement amount	
4. Date of commencement of work	
5. Stipulated date of completion	
6. Actual date of completion	
7. Details of compensation levied for delay (indicate amount) if any	
8. Gross amount of the work completed and paid	
9. Name and address of the authority under whom works executed	
10. Whether the contractor employed qualified Engineer/Overseer during execution of work?	
i) i) Quality of work (indicate grading) ii) Amt. of work paid on reduced rates, if any.	Outstanding_Very Good/Good/Poor
ii) i) Did the contractor go for arbitration? ii) If yes, total amount of claim iii) Total amount awarded	

Name & address of the Client .....

Details of Works executed by Shri/M/s .....



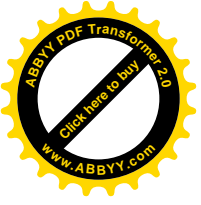
Name of Work: ..... (Mention of name of work is mandatory and should be same as mentioned on page 1 of Annexure IV)

iii)	Comments on the capabilities of the contractor.	
i)	Technical proficiency	Outstanding/Very Good/Good/poor
ii)	Financial soundness	Outstanding/Very Good/Good/Poor
iii)	Mobilization of adequate T&P	Outstanding/Very Good/Good/Poor
iv)	Mobilization of manpower	Outstanding/Very Good/Good/Poor
v)	General behavior	

Note: All columns should be filled in properly

Signature of the  
Reporting Officer with Office Seal

Signature of the  
Officer of the rank of Superintending Engineer or equivalent



ANNEXURE – V

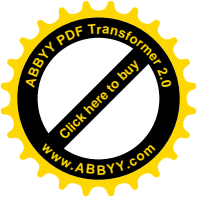
FORM OF BANKERS' CERTIFICATE FROM A SCHEDULED BANK

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 up to a limit of Rs..... (Rupees.....). This certificate is issued without any guarantee or responsibility on the Bank or any of the officers.

This certificate is issued on the request of Shri/Smt./M/s ..... for obtaining enlistment/revalidation of Enlistment in CPWD in ..... (Name of category) Class.....

(Signature)  
For the Bank

- Note: 1) Bankers' certificates should be on letter head of the Bank, sealed in cover addressed to enlistment authority.  
2) In case of partnership firm, certificate to include names of all partners as recorded with the Bank.



ANNEXURE – V

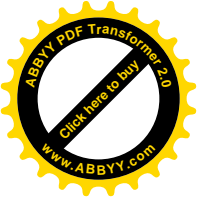
FORM OF WORKING CAPITAL CERTIFICATE FROM A SCHEUDLED BANK  
(Applicable only for Class IV & V relevant category of unemployed Degree/Diploma engineers)

Certified that Shri/Smt./M/s ..... S/o/W/o ..... and resident(s) of ..... has/have been maintaining a saving bank account/current account/fixed deposit account with this branch of bank since ..... and an amount not less than Rs. .... (Rupees .....)has been available to the credit in his/her/their account No. .... for the last six months.

This certificate is issued on the request of Shri/Smt./M/s ..... for obtaining enlistment/revalidation of Enlistment in CPWD in ..... (Name of category) Class.....

Signature  
For the Bank





## ANNEXURE - VI

### FOR CHANGE OF CONSTITUTION - LIST OF DOCUMENTS/INFORMATION REQUIRED TO BE SUBMITTED

#### A. DOCUMENTS TO BE SUBMITTED

1. Copy of proposed partnership deed duly signed/proposed Memorandum of articles.
2. An undertaking sworn in before a 1st class Magistrate by all the partners to the effect that the new firm will take over all assets and liabilities.
3. Dissolution deed/consent of retiring partners/death certificate in case of death of a partner.

#### B. FURNISH THE FOLLOWING DETAILS IN RESPECT OF EACH PARTNER WITH WHOM CONTRACTOR'S FIRM WANT TO ENTER INTO PARTNERSHIP.

- i) Whether he is enlisted with CPWD/MES/Railway/P&T/State PWD.
- ii) Whether he is a dismissed Govt. servant.
- iii) Whether he is a partner/director of any other firm enlisted with this Department/MES/Rly./P&T/State PWD.
- iv) Whether he is member of Indian Parliament or State Legislature.
- v) Whether his name has been blacklisted or removed from the approved list of contractors or demoted to lower class or orders banning/suspending business with him by any department in the past.
- vi) Whether he is a dismissed/removed/retired Govt. servant within One year.
- vii) Whether he has any relative working in CPWD, if yes, give details.
- viii) Whether he has any civil or criminal case pending in any court in India, if yes, give details.
- ix) In addition Certificate as required under item 20 of Enlistment application form from new partners be given. (Modified vide OM DG/SE/CM/Enlst.Rules/08 dated 31.07.2014)

#### C. DOCUMENTS TO BE SUBMITTED AFTER THE PROPOSAL IS AGREED IN PRINCIPLE BY THE COMPETENT AUTHORITY

- i) Copy of the partnership deed duly attested by the Notary Public.
- ii) Certificate from banker of the contractor indicating new constitution..
- iii) Form A, B & C or equivalent as the case may be.
- iv) Acknowledgement from the Income Tax/ Sales Tax department for having noted the change.



**ANNEXURE VII**  
**PERFORMANCE REPORT OF WORKS**  
**PART I**

(To be filled in by the contractor in duplicate in respect of each work cost of which falls within the range prescribed for eligibility as per para 19 of enlistment rules read with Table-I. One copy be submitted to Reporting Officer and other, containing acknowledgement of receipt and seal of office of reporting officer, be submitted to enlisting authority). (Modified vide OM DG/CON/261 dt. 27.02.2012)

1.	Period	
2.	Name & Address of contractor	
2.1	Name(s) of Proprietor/partners	
3.	Class, Category and Enlistment No.	
4.	Name & address of enlisting authority	
5.	Name of Work	
6.	Agreement. No.	
7.	Name & Address of C.P.W.D. Division	
S.N.	ITEM	
8.1	Estimated Cost	
8.2	Tendered amount	
8.3	Stipulated date of Commencement	
8.4	Stipulated date of Completion	
8.5	Actual date of completion	
8.6	Percentage progress with date, if work not complete	
8.7	Gross amount of final bill/work done	
8.8	Amount of compensation levied, if any	
8.9	Amount of reduced rate items, if any	
8.10	Did the contractor go for arbitration?	
8.11	If yes, total amount claimed and amount awarded.	

(Modified vide OM No. DG/SE/CM/Enlist.Rules/19 dt. 19.07.2016)

Signature of the contractor



**PART II**  
(To be filled by the department)

9.0 Certified that details given by the contractor in Part - I have been verified and found to be correct/have been corrected wherever necessary. Delay is partly /not/ fully attributable to contractor.

Signature of Divisional/Sub Divisional Engineer

10.0 Note : After submission of Annexure VII by contractor, reporting officer shall write the Report and forward to Reviewing officer within a week's time. Reviewing officer shall then forward the report to the Enlisting authority within a week's time.

Class	I	II	III	IV	V
Reporting Officer	EE	EE	EE	AE	AE
Reviewing Officer	SE	SE	SE	EE	EE
Report to be sent to o/o	DG	ADG	CE	CE	SE

**PART – III**  
(To be filled by the department)

(Serial 1 to 7 is repeat information of Part I for proper linkage and confirmation)

1.	Period	
2.	Name & Address of contractor	
3.	Class, Category and Enlistment No.	
4.	Name & address of enlisting authority	
5.	Name of Work	
6.	Agreement. No.	
7.	Name & Address of C.P.W.D. Division	



11.0 Contract Performance:

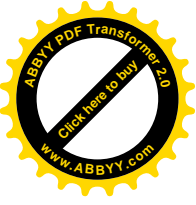
S.N.	Status of Contract	Remark (Yes/No/NA)
11.1	Successful Completion of Work	
11.2	Determination of Contract	
11.3	Part work done at the risk and cost of Contractor	

12.1	Quality of work	Outstanding/Very good/Good/Poor
12.2	Comments on capability of contractor	
12.2.1	Technical proficiency	Outstanding/Very good/Good/Poor
12.2.2	Financial soundness	Outstanding/Very good/Good/Poor
12.2.3	Mobilizations of adequate T&P	Outstanding/Very good/Good/Poor
12.2.4	Mobilizations of man power	Outstanding/Very good/Good/Poor
12.2.5	General behavior	Outstanding/Very good/Good/Poor

Signature of Reporting Officer (Designation and Address)

13.1	Quality of work	Outstanding/Very good/Good/Poor
13.2	Comments on capability of contractor	
13.2.1	Technical proficiency	Outstanding/Very good/Good/Poor
13.2.2	Financial soundness	Outstanding/Very good/Good/Poor
13.2.3	Mobilizations of adequate T&P	Outstanding/Very good/Good/Poor
13.2.4	Mobilizations of man power	Outstanding/Very good/Good/Poor
13.2.5	General behavior	Outstanding/Very good/Good/Poor

Signature of Reviewing Officer (Designation and Address)





ANNEXURE – VIII

CENTRAL PUBLIC WORKS DEPARTMENT

APPLICATION FOR REVALIDATION OF ENLISTMENT

(The applicant should study carefully the Rules of Enlistment and the list of documents to be annexed with the application form before filling the form. Application found deficient in any respect are liable to be rejected without any further correspondence)

CLASS  CATEGORY .....

1. Name of applicant .....

2. Nationality Indian  Other

3. Address

Regd. Office .....

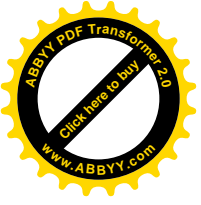
Head office.....

4. Telephone Number Fax No. Mobile

Now E-mail address

5. Constitution Individual  Sole Proprietorship Concern  Partnership firm

Public Ltd. Company  Private Ltd. Company



6. Furnish names and paste photograph(s) (Size of photo should be 2.5 X 3.5 cm having white background and printed name at bottom) of individual / sole proprietor / all partners / all directors against his / their names.

1.	2.	3	4.
Paste photo	Paste photo	Paste photo	Paste photo
Name	Name	Name	Name

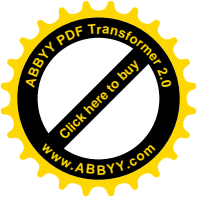
7. (a) Name of person holding power of attorney.....

(b) Nationality    Indian     Other

8. Name of Bankers with full address.....

Or

The sum of annual financial turnover on construction works of the firm in the last three years duly certified by the Chartered Accountant, should be at least equal to amount of banker's certificate (Only for Class-I, II, III, IV and V all category). (Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)



9. Place of business.....

10. [For Composite]

(i) Does the applicant possess valid Electrical License Yes  No

(ii) Do the permanent electricians employed by contractor possesses valid license Yes  No

11. Details of enlistment with CPWD

(i) Enlistment No. & date .....

(ii) Valid up to .....

12. Is any person working with the applicant is a near relative of the officer/official of CPWD.(See Rule 17 of the Enlistment Rules )

Yes  No

If answer to above is yes, give details

13. Details of CPWD and Non CPWD Works completed, in progress & secured during the last enlistment/revalidation period as per Annexure -III. This list should include all works whose gross amount of work done is more than the required magnitude for the class in which registration is required. Receipted copy of the Annexure –VII for CPWD works also be enclosed

Whether above details enclosed? Yes  No

14. Certificates:

i) I/We (including all partners) certify that I/We have read the Rules of Enlistment of Contractors in CPWD as amended up to date and shall abide by them.





- ii) I/We certify that I/We will not get myself/ourselves registered as contractor(s) in the Department under more than one name,
- iii) I/We certify that the information given above is true to the best of our knowledge. I/We understand that if any information is found incorrect, our enlistment is liable to be cancelled.
- iv) I/We certify that I/none of the partners/Directors retired as an Engineer of Gazetted rank or as any Gazetted Officer employed on Engineering or Administrative duties in last One year. We also certify that we have neither under our employment any such person nor shall we employ any person within One year of his retirement except with the prior permission of the Government.
- v) I/We certify that full time technical staff with qualifications and experience shall be deployed as mentioned in clause 36 of GCC in NIT.
- vi) I/We certify that T&P Machinery shall be deployed on the execution of work as mentioned in clause 34 of GCC in NIT.  
(Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)

(Strike out whichever is not applicable)

Signature(s) of applicant(s) :

Name	Signature	Address
------	-----------	---------

1.

2.

3.

4.

Date

No. of documents attached .....



## ANNEXURE – IX

Documents attached for revalidation  
(Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)

S.No.	Document	Yes	No
1.	Attested copy of power of attorney, if any		
2.	(i) Banker's/working capital certificate in original from scheduled bank in the pro forma given in the Enlistment Rules. The certificate should be on the bank's letter-head and in sealed cover and shall be addressed to the concerned Enlistment Authority. (Annexure-V) (ii) The Average annual turnover on construction work of the firm in the last five years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department for class I(AAA), Class I(AA) and Class I(A) Composite Category. (iii) The sum of annual financial turnover on construction work of the firm in the last three years duly certified by the Chartered Accountant, as submitted by the applicant to the Income Tax Department for class-I, II, III, IV and V.		
3.	Attested copies of valid Electrical License(s)		
4.	Attested copy of Enlistment order		
5.	Annexure III – List of works completed, in progress & secured during last enlistment/ revalidation period		
6.	Affidavit as per Annexure - XIV		
7.	Attested copies of award letters for works included in Annexure III (as per rule 19.1.1 )		
8.	Copies of Annexure – VII with acknowledgement of E.E/AE.		
9.	Late fee(if applicable)		



**ANNEXURE – X**

**CALCULATION SHEET FOR EVALUATION OF CONTRACTOR'S PERFORMANCE IN CPWD FOR REVALIDATION**

Name of Contractor:

Name of Work:

Item No.	Parameter	Calculation for Points	Score	Max. Marks
1	Levy of Compensation	Compensation levied for Delay = C Tendered Amount = E $B = 100 \times (C/E)$	20 if B = 0 10 if B = 5 0 if B = 10 10 if C is not decided. Marks for values in between are to be determined by Straight line variation.	20
2	Quality	Quality	Outstanding = 40; Very Good = 30; Good = 20 Satisfactory = 10; Poor = 0	40
3	Capability	I Technical Proficiency	Outstanding = 4, Very Good = 3, Good = 2, Poor = 0	4
		II Financial Soundness	Outstanding = 4, Very Good = 3, Good = 2, Poor = 0	4
		III Mobilization of Adequate T&P	Outstanding = 4, Very Good = 3, Good = 2, Poor = 0	4
		IV Mobilization of Man Power	Outstanding = 4, Very Good = 3, Good = 2, Poor = 0	4
		V General Behaviour	Outstanding = 4, Very Good = 3, Good = 2, Poor = 0	4
4	Contract Performance	Contract Performance	I Successful Completion of Work = (+) 20	20
			II Determination of Contract = (-) 20	
			III Part work done at the risk and cost of Contractor = (-) 15	
<p>Note:</p> <p>i) Marks for values in between are to be determined by Straight line variation.</p> <p>2. Eligibility Criteria for Revalidation of Enlistment will be 70% marks (Overall average of all works)</p> <p>(Modified vide OM No. DG/SE/CM/ENLIST. RULES/02 &amp; 03 dated 12.02.2014)</p>				



**ANNEXURE – XA**

**Calculation Sheet for Evaluation of Contractor’s Performance in CPWD for Fresh Enlistment based on client's Annexure-IV & Inspection Report of CE, CPWD**

Name of Contractor:

Name of Work:

Agreement No. :

DOS

DOC

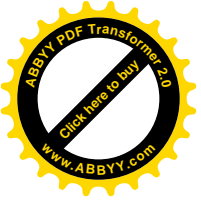
Date of Actual Completion

Item No.	Parameter	Calculation for Points	Score	Max. Marks
1	Levy of Compensation	Compensation levied for Delay = C Tendered Amount = E $B = 100 \times (C/E)$	10 if B = 0 5 if B = 5 0 if B = 10 10 if C is not decided. Marks for values in between are to be determined by Straight line variation.	10
2	Initiatives taken by contractor to compensate delay	$D = (\text{Actual time taken} - \text{stipulated time of completion}) / \text{stipulated time of completion}$	10 if D = 0 5 if D = 0.25 0 if D = 0.5 or more	10
3	Quality*	Quality	Outstanding = 40; Very Good = 30; Good = 20 Poor = 0	40
4	Capability**	I Technical Proficiency	Outstanding = 4, Very Good = 3, Good = 2, Poor = 0	4
		II Financial Soundness	Outstanding = 4, Very Good = 3, Good = 2, Poor = 0	4
		III Mobilization of Adequate T&P	Outstanding = 4, Very Good = 3, Good = 2, Poor = 0	4
		IV Mobilization of Man Power	Outstanding = 4, Very Good = 3, Good = 2, Poor = 0	4
		V General Behaviour	Outstanding = 4, Very Good = 3, Good = 2, Poor = 0	4
5		Contract Performance	I Successful Completion of Work = (+) 20	20
			II Determination of Contract = (-) 20	
			III Part work done at the risk and cost of Contractor = (-) 15	

Note: 1. Marks for values in between are to be determined by Straight line variation.  
 2. Eligibility Criteria for Enlistment will be 75 % marks for Class-I(AAA), Class-I(AA) and Class-I(A) Contractors in Composite Categories(Overall average of all works) .  
 3. Eligibility Criteria for Enlistment will be 70 % marks for all other categories (Overall average of all works).

\* Based on Inspection Report of CPWD Officers in case of Non-CPWD work or Annexure-IV in case of CPWD work.

\*\*Based on grading by client in case of non CPWD work or Annexure-IV/VII in case of CPWD work. (Modified vide OM No. DG/SE/CM/ENLIST. RULES/03 dated 12.02.2014)



**ANNEXURE – XI**

**Affidavit to be submitted by applicant Contractor / Firm**

**AFFIDAVIT**

I, ..... S/o Sh..... Aged ..... Years R/o ..... Sole proprietor/Partner/ Director (as the case may be) of M/s/Shri.....(Name of firm/contractor with address).....do hereby solemnly affirm and declare that the following Technical staff (Engineers/interior designer) are working as full time staff with me/us /our firm. (Strike out whichever not applicable)

S. No.	Name of Engineers/ interior designer	Qualification	Passed out in year	Working with we/us firm since	Experience in Bldg. work
1.					
2.					
3.					
4.					
5.					

I am deponent herein and I am fully acquainted with the facts of the affidavit.

Deponent

It is verified that my above statements are true and correct to the best of my knowledge and belief and nothing is concealed therein.

Date:

Place:

Identified by me

Deponent

Dated signature with seal of Ist class Magistrate/Notary Public



ANNEXURE – XII

Affidavit to be field by individual Technical staff/ Interior Designer

INDIAN NON JUDICIAL STAMP (Minimum Rs. 10/- )  
(As applicable for affidavit as  
per respective state  
Government rule).

AFFIDAVIT

I, ..... S/o Sh..... Aged .....Years..... R/o ..... do hereby  
solemnly affirm and declare that:-

- i) I have passed degree/diploma in Civil Engineering/Electrical (as the case may be) during ..... year from.....University/Board.
- ii) I am working full time under M/s/Shri ..... as .....Engineer since ..... (Month & Year) till date.
- iii) I am deponent herein and I am fully acquainted with the facts of the affidavit.

Deponent

It is verified that my above statements are true and nothing is concealed therein.

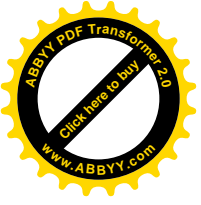
Date:

Place:

(Deponent)

Identified by me

Dated signature with seal of Ist class Magistrate/Notary Public



**ANNEXURE – XIII**

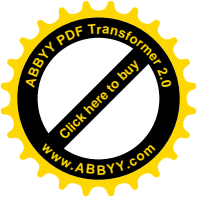
Affidavit to be filed by applicant contractor / firm  
(Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)

INDIAN NON JUDICIAL STAMP (Minimum Rs. 10/- )  
(As applicable for affidavit as per respective state Government rule).

I, ..... Sole proprietor/Director/Partner of M/s/Shri. ....  
Regd. Office at ....., do hereby solemnly  
affirm and declare that our firm is in possession of following Tools & Plants of Machinery.

**(Applicable for Composite category)**

S. No.	Description of Item	Quantity
1.	Total Station	..... No.
2.	Builders Hoist	..... No.
3.	Tower Crane	..... No.
4.	Concrete Mixers of full bag capacity	..... No.
5.	Steel shuttering	..... Sqm
6.	Out of total quantities of steel shuttering at 5 above, quantities procured during last 2 years	..... Sqm
7.	Steel props	.... cum space
8.	Out of total quantities of Steel props at 7 above, Quantities procured during last 2 years	....cum space
9.	Mortar Mixers	..... No.
10.	Needle vibrators (i) Oil	..... No.



	(ii) Electric	..... No.
11.	Shuttering vibrators	..... No.
12.	Beam Vibrator	..... No.
13.	Slab Vibrator	..... No.
14.	Vibro compactor	..... No.
15.	Batching Plant (fully automatic minimum ..... m3 capacity) with pump	..... No.
16.	Transit Mixture	..... No.
17.	Steel/Aluminium Ladder 1.5 m to 8 m	..... Sets
	1.5 m	..... Sets
	3.0 m	..... Sets
	.....m	..... Sets
18.	Chase cutting machine	..... Sets
19.	Electrical wire drawing equipment	..... Sets
20.	Torque wrench for nut/bolt/screws	..... Sets
21.	Conduit Die Set	..... Sets
22.	Bench Vice	..... Sets
23.	Pipe vice	..... Sets
24.	LT Meggar - 1000 Volts	..... Sets
25.	LT Meggar - 500 Volts	..... Sets
26.	Tong Taster	..... Sets
27.	Multimeter	..... Sets
28.	Hydraulically operated & Hand operated crimping machines	..... Sets
29.	Earth Tester	..... Sets
30.	Portable drilling machines	..... Sets
31.	Overhead conduit puller	..... Sets





32.	Core cutting machines	..... Sets
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(Applicable for Civil Road only Category)\*

S. No.	Description of Item	Quantity
i)	Wet macadam mix plant	..... No.
ii)	Pavers finishers	..... No.
iii)	Road rollers	..... No.
iv)	Trucks/Tippers	..... No.
v)	Vibratory road roller	..... No.

(Applicable for Horticulture Category)\*

S. No.	Description of Item	Quantity
i)	Matador/Pick up Van	..... No.
ii)	Tractor with tiller and trolley	..... No.
iii)	Power Lawn Mover	..... No.
iv)	Wheel Barrows (Rubber Tyred)	..... No.
v)	Rubber Nose Pipe	..... Metre
vi)	Power Sprayer	..... No.

\*Strike out whichever not applicable.

Deponent

Verification:-

Verified that my above statement are true and correct to the best of my knowledge and belief and nothing is concealed therein.

Date:

Place:

Deponent

Identified by me

Dated signature with seal of Ist class Magistrate/Notary Public



**ANNEXURE – XIV**

**Affidavit to be applicant contractor / firm along with application for revalidation**

INDIAN NON JUDICIAL STAMP  
(As applicable for affidavit as Per respective state Government rule).

**AFFIDAVIT**

I, ..... S/o Sh..... Aged ..... Years, R/o ..... Sole proprietor/Partner/ Director (as the case may be) of M/s/Shri.....(Name of firm with address).....do hereby solemnly affirm and declare that;

1. I/we confirm and submit that no work other than shown in the Annexure-III has been secured and executed by me/us during the period of .....to .....(Indicate period of last valid period of enlistment) . This is my true statement.

I am deponent herein and I am fully acquainted with the facts of the affidavit.

Deponent

It is verified that my above statements are true and correct to the best of my knowledge and belief and nothing is concealed therein.

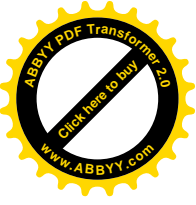
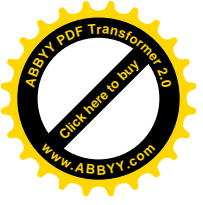
Deponent

Date:

Place:

Identified by me

Dated signature with seal of Ist class Magistrate/Notary Public



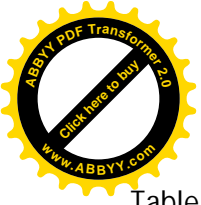
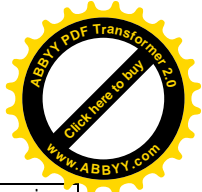
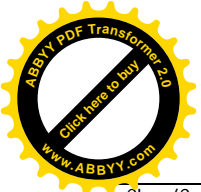
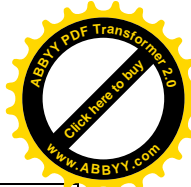
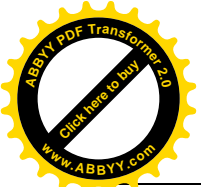


Table – I Enlistment Rules 2005 (Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)

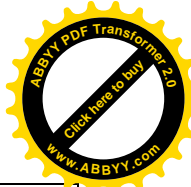
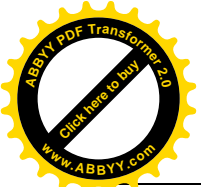
Class/Category/ Jurisdiction/ Enlistment Authority	Tendering limit	Past experience of completed works in last 5 years	Financial soundness	Engineering Establishment	T&P Machinery	Processing Fee
1/2/3	4	5	6	7	8	9
CLASS-1 (Super)  Composite category  All over India  DG,CPWD, New Delhi	Unlimited	<p>Three composite works of buildings/Civil building works of Rs. 100 Crore each.</p> <p>Or</p> <p>Two composite works of buildings/Civil building works of Rs. 150 Crore each</p> <p>Or</p> <p>One composite work of building/Civil building work of Rs. 300 Crore.</p> <p>The composite work of building means Civil building work including internal electrification and at least one of the E&amp;M services mentioned below under one agreement:</p> <ol style="list-style-type: none"> <li>1. Fire fighting</li> <li>2. Fire alarm</li> <li>3. HVAC</li> <li>4. Lift</li> <li>5. Electrical Sub Station</li> <li>6. DG Set.</li> </ol> <p>Note: The experience of Civil building works shall only be considered provided the applicant have executed at least one composite work of building amounting to lowest value mentioned above either as the eligible work or some other work under one agreement.</p>	<p>(1) Banker's certificate of Rs. 350 Crore</p> <p>(2) Average turnover of Rs. 250 Crore per year in last 5 years</p>	<ol style="list-style-type: none"> <li>1. Three Graduate engineer (civil) with minimum 25 years experience</li> <li>2. Five graduate engineers (civil) with minimum 15 years experience</li> <li>3. Five graduate engineers (civil) with minimum 10 years experience</li> <li>4. Four graduate engineers (civil) with minimum 6 years experience or Four diploma Engineer (civil) with minimum 10 years experience.</li> <li>5. Two graduate engineers (civil) with minimum 8 years experience as Quality Engineer</li> <li>6. Two diploma Engineers (civil) each with minimum 8 years experience as Surveyor.</li> <li>7. Two graduate Engineer (civil) with minimum 6 years experience in Project Planning/Billing engineer</li> <li>8. One Graduate engineer (E&amp;M) with minimum 25 years experience</li> <li>9. One graduate engineer (E&amp;M) with minimum 20 years experience</li> <li>10. Two graduate engineer (E&amp;M) with minimum 10 years experience</li> <li>11. Four graduate engineers (E&amp;M) with minimum 5 years experience or Four diploma Engineer (E&amp;M) with minimum 10 years experience.</li> <li>12. one graduate engineer (E&amp;M) with minimum 8 years experience as Quality Engineer</li> <li>13. Two graduate Engineer (E&amp;M) with minimum 6 years experience in Project Planning/Billing engineer</li> </ol>	<ol style="list-style-type: none"> <li>1. Total station - 2 Nos.</li> <li>2. Building hoist - 4 Nos.</li> <li>3. Tower crane- 4 Nos.</li> <li>4. Concrete mixers - 2 Nos.</li> <li>5. Steel shuttering 30000 Sqm. with minimum of 12000 Sqm procured during last two years.</li> <li>6. Steel props for 60000 cum space with min. of 12000 cum space procured during last two years.</li> <li>7. Mortar Mixer - 4 Nos.</li> <li>8. Needle vibrator-30 (15 OIL, 15 ELECTRIC)</li> <li>9. Beam vibrator - 4 Nos.</li> <li>10. Slab vibrator - 6 Nos.</li> <li>11. Shutter vibrator - 6 Nos.</li> <li>12. Vibro compactor - 2 Nos.</li> <li>13. Fully automatic Batching plant (min. 15 Cum capacity per hour) with pump = 3 Nos.</li> <li>14. Transit Mixture with pumps - 5 Nos.</li> </ol> <p>The four sets each of the following equipments.</p> <ol style="list-style-type: none"> <li>15. Steel/ Aluminium ladder 1.5 m to 8 m;</li> <li>16. Chase cutting machines,</li> <li>17. Electrical wire drawing equipment,</li> <li>18. Torque wrench for nut/bolt/screws;</li> <li>19. Conduit die set;</li> <li>20. Pipe vice;</li> <li>21. Bench vice;</li> <li>22. LT Meggar 1000 volts,</li> <li>23. LT Meggar 500 volts,</li> <li>24. Tong Tester,</li> <li>25. Multimeter;</li> <li>26. Hydraulically operated &amp; hand operated crimping machines,</li> <li>27. Earth tester;</li> <li>28. Portable drilling machine;</li> <li>29. Overhead conduit puller,</li> <li>30. Core cutting machine.</li> </ol>	Rs. 1,00,000/-



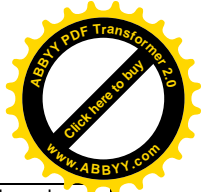
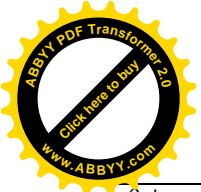
Class/Category/ Jurisdiction/ Enlistment Authority	Tendering limit	Past experience of completed works in last 5 years	Financial soundness	Engineering Establishment	T&P Machinery	Processing Fee
1/2/3	4	5	6	7	8	9
CLASS-1 (AAA)  Composite category  All over India  DG,CPWD, New Delhi	Rs.200 Crore	<p>Three composite works of buildings/Civil building works of Rs. 40 Crore each.</p> <p>Or</p> <p>Two composite works of buildings/Civil building works of Rs.60 Crore each</p> <p>Or</p> <p>One composite work of buildings/Civil building work of Rs.120 Crore.</p> <p>The composite work of building means Civil building work including internal electrification and at least one of the E&amp;M services mentioned below under one agreement:</p> <ol style="list-style-type: none"> <li>1. Fire fighting</li> <li>2. Fire alarm</li> <li>3. HVAC</li> <li>4. Lift</li> <li>5. Electrical Sub Station</li> <li>6. DG Set.</li> </ol> <p>Note: The experience of Civil building works shall only be considered provided the applicant have executed at least one composite work of building amounting to lowest value mentioned above either as the eligible work or some other work under one agreement.</p>	<ol style="list-style-type: none"> <li>1. Banker's certificate of Rs.140 Crore alongwith</li> <li>2. Average turnover of Rs. 100 Crore per year in last 5 years</li> </ol>	<ol style="list-style-type: none"> <li>1. Two Graduate engineer (civil) with minimum 25 years experience</li> <li>2. Four graduate engineers (civil) with minimum 15 years experience</li> <li>3. Four graduate engineers (civil) with minimum 10 years experience</li> <li>4. Four graduate engineers (civil) with minimum 6 years experience or Four diploma Engineer (civil) with minimum 10 years experience.</li> <li>5. one graduate engineers (civil) with minimum 8 years experience as Quality Engineer</li> <li>6. Two diploma Engineers (civil) each with minimum 8 years experience as Surveyor.</li> <li>7. Two graduate Engineer (civil) with minimum 6 years experience in Project Planning/Billing engineer</li> <li>8. One Graduate engineer (E&amp;M) with minimum 25 years experience</li> <li>9. One graduate engineer (E&amp;M) with minimum 20 years experience</li> <li>10. Four graduate engineers (E&amp;M) with minimum 5 years experience or Four diploma Engineer (E&amp;M) with minimum 10 years experience.</li> <li>11. one graduate engineer (E&amp;M) with minimum 8 years experience as Quality Engineer</li> <li>12. One graduate Engineer (E&amp;M) with minimum 6 years experience in Project Planning/Billing engineer</li> </ol>	<ol style="list-style-type: none"> <li>1. Total station - 2 Nos.</li> <li>2. Building hoist - 4 Nos.</li> <li>3. Tower crane- 4 Nos.</li> <li>4. Concrete mixers - 2 Nos.</li> <li>5. Steel shuttering 30000 Sqm. with minimum of 12000 Sqm procured during last two years.</li> <li>6. Steel props for 60000 cum space with min. of 12000 cum space procured during last two years.</li> <li>7. Mortar Mixer - 4 Nos.</li> <li>8. Needle vibrator-30 (15 OIL, 15 ELECTRIC)</li> <li>9. Beam vibrator - 4 Nos.</li> <li>10. Slab vibrator - 6 Nos.</li> <li>11. Shutter vibrator - 6 Nos.</li> <li>12. Vibro compactor - 2 Nos.</li> <li>13. Fully automatic Batching plant (min. 15 Cum capacity per hour) with pump = 3 Nos.</li> <li>14. Transit Mixture with pumps - 5 Nos.</li> </ol> <p>The four sets each of the following equipments.</p> <ol style="list-style-type: none"> <li>15. Steel/ Aluminium ladder 1.5 m to 8 m;</li> <li>16. Chase cutting machines,</li> <li>17. Electrical wire drawing equipment,</li> <li>18. Torque wrench for nut/bolt/screws;</li> <li>19. Conduit die set;</li> <li>20. Pipe vice;</li> <li>21. Bench vice;</li> <li>22. LT Meggar 1000 volts,</li> <li>23. LT Meggar 500 volts,</li> <li>24. Tong Tester,</li> <li>25. Multimeter;</li> <li>26. Hydraulically operated &amp; hand operated crimping machines,</li> <li>27. Earth tester;</li> <li>28. Portable drilling machine;</li> <li>29. Overhead conduit puller ,</li> <li>30. Core cutting machine.</li> </ol>	Rs. 75,000/-



<p>CLASS-1(AA)</p> <p>Composite category</p> <p>All over India</p> <p>DG,CPWD, New Delhi</p>	<p>Rs.100 Crore</p>	<p>Three composite works of buildings/Civil building works of Rs. 20 Crore each.</p> <p>Or</p> <p>Two composite works of buildings/Civil building works of Rs.30 Crore each</p> <p>Or</p> <p>One composite work of building/Civil building work of Rs. 60 Crore.</p> <p>The composite work of building means Civil building work including internal electrification and at least one of the E&amp;M services mentioned below under one agreement:</p> <ol style="list-style-type: none"> <li>1. Fire fighting</li> <li>2. Fire alarm</li> <li>3. HVAC</li> <li>4. Lift</li> <li>5. Electrical Sub Station</li> <li>6. DG Set</li> </ol> <p>Note: The experience of Civil building works shall only be considered provided the applicants have executed at least one composite work of building amounting to lowest value mentioned above either as the eligible work or some other work under one agreement.</p>	<ol style="list-style-type: none"> <li>1. Banker's certificate of Rs.70 Crore alongwith</li> <li>2. Average turnover of Rs. 50 Crore per year in last 5 years</li> </ol>	<ol style="list-style-type: none"> <li>1. Two Graduate engineers (civil) with minimum 25 years experience</li> <li>2. Three graduate engineers (civil) with minimum 15 years experience</li> <li>3. Three graduate engineers (civil) with minimum 10 years experience</li> <li>4. Three graduate engineers (civil) with minimum 6 years experience</li> </ol> <p>or</p> <p>Three diploma Engineers (civil) with minimum 10 years experience.</p> <ol style="list-style-type: none"> <li>5. One graduate engineer (civil) with minimum 8 years experience as Quality Engineer</li> <li>6. One diploma Engineer (civil) each with minimum 8 years experience as Surveyor.</li> <li>7. One graduate Engineer (civil) with minimum 6 years experience in Project Planning/Billing engineer</li> <li>8. One Graduate engineer (E&amp;M) with minimum 20 years experience</li> <li>9. One Graduate engineer (E&amp;M) with minimum 15 years experience</li> <li>10. Three graduate engineers (E&amp;M) with minimum 5 years experience</li> </ol> <p>or</p> <p>Three diploma Engineers (E&amp;M) with minimum 10 years experience.</p> <ol style="list-style-type: none"> <li>11. One graduate engineer (E&amp;M) with minimum 8 years experience as Quality Engineer</li> <li>12. One graduate Engineer (E&amp;M) with minimum 6 years experience in Project Planning/Billing engineer</li> </ol>	<ol style="list-style-type: none"> <li>1. Total station - 2 Nos.</li> <li>2. Builders hoist - 3 Nos.</li> <li>3. Tower crane- 3 Nos.</li> <li>4. Concrete mixers - 2 Nos.</li> <li>5. Steel shuttering 16000 Sqm with minimum of 6400 Sqm procured during last two years.</li> <li>6. Steel props for 32000 cum space with min. of 6400 cum space procured during last two years.</li> <li>7. Mortar Mixer - 3 Nos.</li> <li>8. Needle vibrator-20 (10 OIL, 10 ELECTRIC)</li> <li>9. Beam vibrator - 2 Nos.</li> <li>10. Slab vibrator - 5 Nos.</li> <li>11. Shutter vibrator - 5 Nos.</li> <li>12. Vibro compactor - 2 No.</li> <li>13. Fully automatic Batching plant (min. 15 Cum capacity per hour) with pump = 2 No.</li> <li>14. Transit Mixture with pumps - 3 Nos.</li> </ol> <p>The three sets each of the following equipments.</p> <ol style="list-style-type: none"> <li>15. Steel/ Aluminium ladder 1.5 m to 8 m;</li> <li>16. Chase cutting machines,</li> <li>17. Electrical wire drawing equipment,</li> <li>18. Torque wrench for nut/bolt/screws;</li> <li>19. Conduit die set;</li> <li>20. Pipe vice;</li> <li>21. Bench vice;</li> <li>22. LT Meggar 1000 volts,</li> <li>23. LT Meggar 500 volts,</li> <li>24. Tong Tester,</li> <li>25. Multimeter;</li> <li>26. Hydraulically operated &amp; hand operated crimping machines,</li> <li>27. Earth tester;</li> <li>28. Portable drilling machine;</li> <li>29. Overhead conduit puller,</li> <li>30. core cutting machine.</li> </ol>	<p>Rs. 50,000/-</p>
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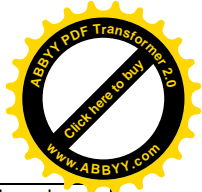
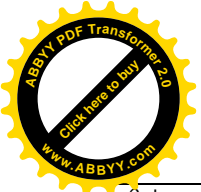


<p>CLASS-1(A) composite category</p> <p>All over India DG,CPWD, New Delhi</p>	<p>Rs.50 Crore</p>	<p>Three composite works of buildings/Civil building works of Rs. 10 Crore each. Or Two composite works of buildings/Civil building works of Rs. 15 Crore each Or One composite work of building/Civil building work of Rs.30 Crore.</p> <p>The composite work of building means Civil building work including internal electrification and at least one of the E&amp;M services mentioned below under one agreement: 1. Fire fighting 2. Fire alarm 3. HVAC 4. Lift 5. Electrical Sub Station 6. DG Set</p> <p>Note: The experience of Civil building works shall only be considered provided the applicants have executed at least one composite work of building amounting to lowest value mentioned above either as the eligible work or some other work under one agreement.</p>	<p>1. Banker's certificate of Rs. 35 Crore along with 2. Average turnover of Rs. 25 Crore per year in last 5 years</p>	<p>1. One Graduate engineer (civil) with minimum 25 years experience 2. Two graduate engineers (civil) with minimum 15 years experience 3. One graduate engineers (civil) with minimum 10 years experience 4. Two graduate engineers (civil) with minimum 6 years experience or Two diploma Engineer (civil) with 10 years experience. 5. One graduate engineers (civil) with minimum 8 years experience as Quality Engineer 6. One diploma Engineers (civil) each with minimum 8 years experience as Surveyor. 7. One graduate Engineer (civil) with minimum 6 years experience in Project Planning/Billing engineer 8. One Graduate engineer (E&amp;M) with minimum 20 years experience 9. One Graduate engineer (E&amp;M) with minimum 15 years experience 10. Two graduate engineers (E&amp;M) with minimum 5 years experience or Two diploma Engineer (E&amp;M) with 10 years experience. 11. One graduate engineers (E&amp;M) with minimum 8 years experience as Quality Engineer 12. One graduate Engineer (E&amp;M) with minimum 6 years experience in Project Planning/Billing engineer</p>	<p>1. Total station - 1 No. 2. Builders hoist - 2 Nos. 3. Tower crane- 2 Nos. 4. Concrete mixers - 2 Nos. 5. Steel shuttering 8000 Sqm with minimum of 3200 Sqm procured during last two years. 6. Steel props for 24000 m3 space with min. of 4800 m3 space procured during last two years. 7. Mortar Mixer - 2 Nos. 8. Needle vibrator-20 (10 OIL, 10 ELECTRIC) 9. Beam vibrator - 2 Nos. 10. Slab vibrator - 4 Nos. 11. Shutter vibrator - 3 Nos. 12. Vibro compactor - 1 No. 13. Fully automatic Batching plant (min. 15 Cum capacity per hour) with pump = 1 No. 14. Transit Mixture with pumps - 2 Nos. The two sets each of the following equipments. 15. Steel/ Aluminium ladder 1.5 m to 8 m; 16. Chase cutting machines, 17. Electrical wire drawing equipment, 18. Torque wrench for nut/bolt/screws; 19. Conduit die set; 20. Pipe vice; 21. Bench vice; 22. LT Meggar 1000 volts, 23. LT Meggar 500 volts, 24. Tong Tester, 25. Multimeter; 26. Hydraulically operated &amp; hand operated crimping machines, 27. Earth tester; 28. Portable drilling machine; 29. Overhead conduit puller, 30. Core cutting machine.</p>	<p>Rs. 40,000/-</p>
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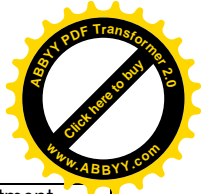
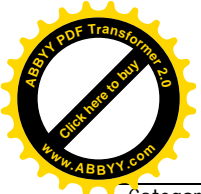


Category	Class	Jurisdiction & Enlistment Authority	Tendering limit	Past Experience of Completed works in last 5 years	Financial Soundness	Engineering Establishment	T & P Machinery	Enlistment Processing Fee
Composite	I	All over India Spl. DG of the Region, For Delhi Spl. DG(DR)	Rs.20 Crore	Three works of Rs.4.00 Crore each. (At least two works should be composite work of building and one work can be any composite /Civil/Electrical/E&M services work excluding maintenance work) Or two composite works of building of Rs.6.00 Crore each Or one composite bldg. work of Rs.12.00 Crore. The composite work of building means civil building work including either internal electrification or one of the E&M services mentioned below under one agreement: 1. Fire fighting 2. Fire alarm 3. HVAC 4. Lift 5. Electrical Sub Station 6. DG Set	Banker's certificate of Rs.14 Crore	i) One Graduate engineer (civil) with 5 years experience ii) One diploma Engineer(civil) with 5 years experience. iii) One diploma Engineers(civil) each with 2 years experience. iv) One graduate engineer (E/M) with minimum experience of 5 years OR One Diploma holder (E/M) with minimum experience of 10 years v) One diploma holder (E/M) with minimum experience of 5 years.	"For Composite work of Building" i) Total station - 1 No. ii) Builders hoist/Tower crane- 2 Nos. iii) Concrete mixers of full bag capacity- 5 Nos iv) Steel shuttering 4000 sqm with minimum of 1600 sqm procured during last two years. v) Steel props for 12000 m3 space with min. of 4800 m3 space procured during last two years. vi) Mortar Mixer - 2 Nos vii) Needle vibrator-10 (5 OIL, 5 ELECTRIC) viii) Plate vibrator - 4 Nos ix) Shuttering vibrator - 6 Nos x) Vibro compactor - 1 No. xi) Fully automatic Batching plant (min. 10 cum capacity) with pump = 1 No. Minimum two sets of following T&P: i. Steel/ Aluminium ladder 1.5 m to 8 m; ii. Chase cutting machines, iii. Electrical wire drawing equipment, iv. Torque wrench for nut/bolt/screws; v. Conduit die set; vi. Bench vice; vii. LT Meggar 1000 volts, viii. LT Meggar 500 volts, ix. Earth tester;	Rs. 30000/-

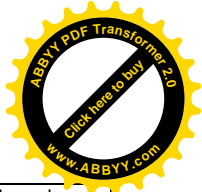
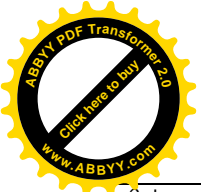




Category	Class	Jurisdiction & Enlistment Authority	Tendering limit	Past Experience of Completed works in last 5 years	Financial Soundness	Engineering Establishment	T & P Machinery	Enlistment Processing Fee
Composite	II	Region of CPWD Spl. DG of Region. For Delhi Spl. DG(DR)	Rs. 5.0 Crore	<p>Three composite works of Rs.1.00 Crore each. (At least two works should be composite building works and one work can be any composite/Civil/Electrical/E&amp;M services work excluding maintenance work)</p> <p>Or</p> <p>two composite works of building of Rs.1.50 Crore each</p> <p>Or</p> <p>one composite work of building of Rs.3.00 Crore.</p> <p>The composite work of building means Civil Building work including either internal electrification or one of the E&amp;M services mentioned below under one agreement:</p> <ol style="list-style-type: none"> <li>1. Fire fighting</li> <li>2. Fire alarm</li> <li>3. HVAC</li> <li>4. Lift</li> <li>5. Electrical Sub Station</li> <li>6. DG Set</li> </ol>	Banker's certificate of Rs.350 lakh.	<ol style="list-style-type: none"> <li>i) One graduate engineer(Civil) with minimum experience of 5 years</li> <li>ii) One diploma holders (Civil) with at least 5 years experience.</li> <li>iii) One diploma holders (E/M) with minimum experience of 5 years.</li> </ol>	<ol style="list-style-type: none"> <li>i) Steel shuttering 3000 sqm with minimum of 1000 sqm procured during last two years.</li> <li>ii) Steel props - 9000 cum space with min. of 3000 m3 procured during last two years</li> <li>iii) Concrete mixers of full bag capacity - 2 Nos</li> <li>iv) Mortar Mixer – 2 Nos</li> <li>v) Needle vibrator-6 No (3 No OIL, 3 No ELECTRIC)</li> <li>vi) Plate vibrator – 3 No</li> <li>vii) Shuttering vibrator - 4 Nos</li> <li>viii) Vibro compactor - 1 No.</li> <li>ix) Fully automatic Batching plant (min. 6 cum capacity) with pump - 1 No.</li> </ol> <p>Minimum two sets of following T&amp;P:</p> <ol style="list-style-type: none"> <li>i. Steel/ Aluminium ladder 1.5 m to 8 m;</li> <li>ii. Chase cutting machines,</li> <li>iii. Electrical wire drawing equipment,</li> <li>iv. Conduit die set;</li> <li>v. Bench vice;</li> <li>vi. LT Meggar 500 volts</li> <li>vii. Earth tester;</li> </ol>	Rs. 15000/-

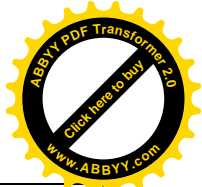
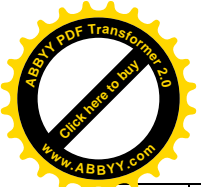


Category	Class	Jurisdiction & Enlistment Authority	Tendering limit	Past Experience of Completed works in last 5 years	Financial Soundness	Engineering Establishment	T & P Machinery	Enlistment Processing Fee
Composite	III	Sub Region of CPWD ADG of the Sub Region For Delhi -ADG(DR)	Rs.150 lakh	Three works of Rs.30 Lakh each. (At least one work should be composite building work and two works can be any work (composite/civil/ electrical/E&M Services excluding maintenance work) Or two works of Rs. 45 lakh each (One work should be composite building work and second work can be any work (composite/civil/ electrical/E&M Services excluding maintenance work) Or one composite work of building of Rs. 90 lakh. The composite work of building means Civil Building work including either internal electrification or one of the E&M services mentioned below under one agreement: 1. Fire fighting 2. Fire alarm 3. HVAC 4. Lift 5. Electrical Sub Station 6. DG Set	Banker's certificate of Rs. 105 lakh or sum of annual financial turnover on construction work of the firm in the last three years should be at least equal to amount of bankers certificate.	i) One graduate engineer (Civil) with minimum experience of 3 years. ii) One Diploma Holder (E/M) with three years experience	"For Composite work of Building" i. steel shuttering 1000 sqm with minimum of 500 sqm procured during last two years. ii. Steel props - 3000 cu.m space with min. of 1500 m3 procured during last two years. iii. Concrete mixers of full bag capacity 2 nos. iv. Mortar Mixer - 1 No v. Needle vibrator - 3 Nos (2 OIL, 1 Electrical ) vi. Shuttering vibrator - 2 Nos vii. Plate vibrator = 2 Nos  Minimum two sets of following T&P: i. Steel/ Aluminum ladder 1.5 m to 8 m; ii. Chase cutting machines, iii. Electrical wire drawing equipment, iv. Conduit die set; v. Bench vice; vi. LT Meggar 500 volts vii. Earth tester;	Rs. 15000/-



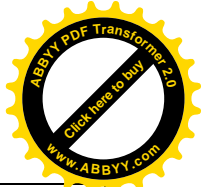
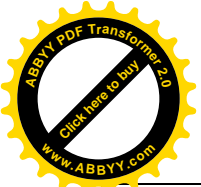
Category	Class	Jurisdiction & Enlistment Authority	Tendering limit	Past Experience of Completed works in last 5 years	Financial Soundness	Engineering Establishment	T & P Machinery	Enlistment Processing Fee
Composite	IV	Zone of CPWD Chief Engineer of the zone	Rs.60 lakh	<p>Three works (At least one work should be composite work and two works can be any work (composite/civil/ electrical/E&amp;M Services excluding maintenance work) of Rs.12.00 lakh each</p> <p>Or</p> <p>Two works (At least one work should be composite work and second work can be any work (composite/civil/ electrical/E&amp;M Services excluding maintenance work) of Rs. 18.00 lakh each</p> <p>Or</p> <p>One composite work of Rs. 36.00 lakh</p> <p>Or</p>	<p>Banker's certificate of Rs. 42 lakh or sum of annual financial turnover on construction work of the firm in the last three years should be at least equal to amount of bankers certificate</p>	<p>One diploma engineer (civil or E/M) with minimum experience of 3 years</p>	<p>"For Composite work of Building"</p> <p>i) Concrete mixer of full bag capacity 1 no.</p> <p>ii) Mortar Mixer - 1 No</p> <p>iii) Needle vibrator - 2 Nos (1 OIL, 1 Electrical )</p> <p>iv) Plate vibrator - 1 No</p> <p>Minimum two sets of following T&amp;P:</p> <p>i) Chase cutting Machine</p> <p>ii) Wire drawing machine</p> <p>iii) Conduit die set,</p> <p>iv) Bench vice</p> <p>v) LT meggar 500 volts.</p>	Rs. 7,500
				<p>Unemployed Graduate Engineer(Civil)/Electrical/Mechanical</p>	<p>Banker's certificate of Rs. 42 lakh</p> <p>Or</p> <p>Certificate for working capital of Rs. 3.00 lakh for at least last six months</p>	Not required		

Note: The possession of valid electrical license in the name of applicant is mandatory for enlistment in composite category.  
 The terms 'Unemployed Engineers' means unemployed graduate engineers of recognized Institutions and have not been able to secure employment with regular salary.

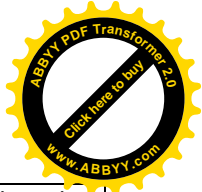
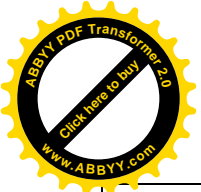


Category	Class	Jurisdiction & Enlistment Authority	Tendering limit	Past experience of completed works in last 5 years	Financial soundness	Engineering Establishment	T&P Machinery	Enlistment processing Fee
1	2	3	4	5	6	7	8	9
Civil Road only	I	All Over India Spl. DG of Region. [For Delhi Region: Spl.DG (DR)	Rs.20 Crore	In case of three works of Rs. 4.00 Crore, two should be Road works and one work can be any civil work excluding maintenance work Or two road works of Rs.6.00 Crore each Or one Road work of Rs.12.00 Crore Note : All Completion cost.	Banker's certificate of Rs.14 Crore	a) One Graduate engineer(c) with 5 years experience b) One graduate engineers(c) with 2 years experience c) One diploma Engineer(c) with 5 years experience. d) Two diploma Engineers(c) each with 2 years experience.	i) Wet macadam mix plant - 1 No. ii) Pavers finishers 2 Nos iii) Road rollers 5 Nos. iv) Trucks/Tippers 5 Nos v) Vibratory road roller - 2 Nos	Rs. 30,000
Civil Road only	II	Region of CPWD Spl. DG of Region. [For Delhi Region: Spl.DG DR)	Rs.5.0 Crore	Three works of Rs. 1.00 Crores each. At least two works should be road works and one work can be any civil work excluding maintenance work. Or Two works of Rs. 1.50 Crore At least one work should be road works and one work can be any civil work excluding maintenance work Or One road work of Rs.3.00 Crore.	Banker's certificate of Rs.350 lakh.	a)One graduate engineer(C) with minimum experience of 5 years b)Two-diploma holders (C) out of which one with at least 5 years experience.	i) Wet Macadam Mix Plant - 1 No. ii) Paver finisher -1No. iii) Road rollers - 3 Nos. iv) Trucks/Tippers -3Nos. v) Vibratory road roller - 1 No	Rs. 15,000
Civil	V	Circle of CPWD , Superintending Engineer	Rs.15 lakh	Two works (Building or Civil Work) of Rs. 4.50 lakh each Or one work (Building or Civil Work) of Rs. 9.00 lakh.	Banker's certificate of Rs.10.5	Not required	Not required	Rs. 3,000

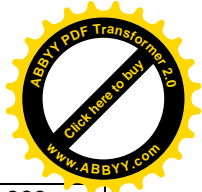
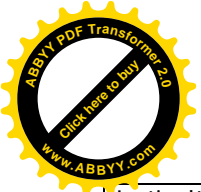
Note: This shall remain applicable only for revalidation of class-V, Civil Contractor as the fresh enlistment are not allowed.



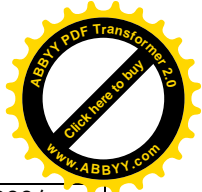
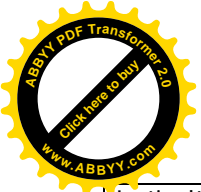
Category	Class	Jurisdiction & Enlistment Authority	Tendering Limit	Past experience of completed works in last 5 years	Financial soundness	Engineering Establishment	T&P Machinery	Enlistment processing fee
1	2	3	4	5	6	7	8	9
Furniture	I	All over India Spl. DG of the region	Rs.2.0 Crore	Three works of Rs. 40.00 lakh each. Or Two works of Rs. 60.00 lakh each Or One work of Rs. 120.00 lakh	Banker certificate of Rs.1.40 crore	(i)One Graduate in Architecture/Design with minimum experience of two years and (ii) One Diploma holder in Architecture/ Design with minimum experience of five years.	Properly fitted workshop, paints, polish & other finishing equipment.	Rs. 15,000
Furniture	II	Region of CPWD Spl. DG of the Region.	Rs.50 lakh	Three works of Rs. 10.00 lakh each. Or Two works of Rs. 15.00 lakh each Or One work of Rs. 30.00 lakh	Bankers certificate of Rs. 35 lakh	One Diploma holder in Architecture/Design with minimum experience of five years.	Properly fitted workshop, paints, polish & other finishing equipment.	Rs. 7,500
Furniture	III	Sub Region of CPWD ADG of the Sub Region [For Delhi: ADG (DR)]	Rs.20 lakh.	Three works of Rs. 4.00 lakh each. Or Two works of Rs. 6.00 lakh each Or One work of Rs. 12.00 lakh.	Banker's certificate of Rs. 14 lakh or sum of annual financial turnover on construction work of the firm in the last three years should be at least equal to amount of bankers certificate.	Not required	Properly fitted workshop, paints, polish & other finishing equipment	Rs. 3,000



Category	Class	Jurisdiction & Enlistment Authority	Tendering Limit	Past experience of completed works in last 5 years	Financial soundness	Engineering Establishment	T&P Machinery	Enlistment processing fee
1	2	3	4	5	6	7	8	9
Furniture	IV	Zone of CPWD Chief Engineer of the zone , for Delhi CE (NDZ) VIII]	Rs.7 lakh.	Two works of Rs. 2.10 lakh each or one work of Rs. 4.20 lakh	Banker's certificate of Rs. 5.0 lakh or sum of annual financial turnover on construction work of the firm in the last three years should be at least equal to amount of bankers certificate.	Not required	Not required	Rs. 3,000
Horticulture	I	All over India Spl. DG (DR), New Delhi	Rs. 1.20 crore	Three works of horticulture each costing Rs.24 lakh or more Or Two works of horticulture Rs. 36 lakh or more Or One work of horticulture Rs. 72 lakh or more	Bankers certificate of Rs. 84.00 lakh	One B.Sc (Agriculture) with 5 years experience in Horticulture Activities & 2 Supervisor with 5 years experience in this field.	1. Matador 1 Nos. 2. Tractor with trolley 3. Power Sprayer 2 Nos. 4. Power Lawn movers - 3 nos 5. Wheel Barrows 6 Nos. 6. Rubber hose pipes – 500 m 7. All implements for day to day working and carriage	Rs. 15,000



Horticulture	II	Region of CPWD Spl. DG of Region. [For Delhi Region: Spl.DG DR]	Rs. 40 lakh	Three works of horticulture each costing Rs.8 lakh or more  Or Two works of horticulture Rs. 12 lakh or more  Or One work of horticulture Rs. 24 lakh or more	Bankers certificate of Rs. 28.00 lakh.	One B.Sc (Agriculture) with 4 years experience in Horticulture Activities & 1 Supervisor with 5 years experience in this field..	1. Matador 1 Nos. 2.Power Sprayer 1 No 3. Power Lawn movers - 2 No 4. Wheel Barrows 3 Nos. 5. Rubber hose pipes – 300 m 6. All implements for day to day working and carriage	Rs. 10,000
Horticulture	III	Sub Region of CPWD ADG of the Sub Region [For Delhi: ADG (DR)]	Rs. 20 lakh	Three works of horticulture each costing Rs. 4 lakh or more  Or Two works of horticulture Rs. 6 lakh or more  Or One work of horticulture Rs. 12 lakh or more	Banker's certificate of Rs. 14 lakh or sum of annual financial turnover on construction work of the firm in the last three years should be at least equal to amount of bankers certificate.	One B.Sc (Agriculture) with 2 years experience in Horticulture Activities.  ----	1. Power Sprayer 1 No 2. Power Lawn movers - 1 No 3. Wheel Barrows 2 Nos. 4. Rubber hose pipes – 200 m 5. All implements for day to day working and carriage.	Rs. 5,000



Horticulture	IV	Zone of CPWD Chief Engineer of the Zone For Delhi DDG(Hort.)	Rs. 10 Lakh	Two works of horticulture Rs. 3 lakh or more Or One work of horticulture Rs. 6 lakh or more	Banker's certificate of Rs. 7.0 lakh or sum of annual financial turnover on construction work of the firm in the last three years should be at least equal to amount of bankers certificate.	One B.Sc (Agriculture) with 1 years experience in Horticulture Activities.	1. Power Sprayer 1 No 2. Power Lawn movers - 1 No 3. Wheel Barrows 2 Nos. 4. Rubber hose pipes – 200 m 5. All implements for day to day working and carriage.	Rs. 3,000/-
Nursery		Zone of CPWD Chief Engineer for outside Delhi [For Delhi: DDG (Hort)]	Rs.20 lakh	Three works of Nursery activities each costing Rs.2.5 lakh or more Or Two works of each Rs.4 lakh Or One work of Rs.8 lakh	Bankers Certificate of Rs.13.5 lakh. At least half acre of land under plantation of Nursery	One B.Sc. Agriculture with 5years experience	Green House, Poly House, Water Source like Tube Well, Irrigation system and all implements for day to day working	Rs. 3,000

(Modified vide OM DG/SE/CM/Enlist.Rules/18 dt. 19.04.2016)





## GUIDELINES FOR ENLISTMENT OF CONTRACTORS

### 1.0 General

The enlistment of contractors in various classes and categories and the further revalidation of enlistment shall be regulated as per Enlistment rules – 2005. These rules updated by incorporating all the amendments made so far are given in Appendix 34.

### 2.0 Dismissed Govt. Servants cannot be enlisted

Dismissed government servants should not be enlisted as contractors in the CPWD except with the prior approval of the C.W. Board.

### 3.0 Composite category

Enlistment in Composite category in class I(Super), I(AAA), Class I(AA), Class I(A), Class-I, Class-II, Class-III and Class-IV has been introduced in enlistment Rules-2005.

### 4.0 Concessions to SC/ST contractors

The following concessions have been extended to contractors belonging to SC/ST communities. The concessions are by way of requirement of working capital/Banker’s certificate for lesser amount for registration in Class V (Civil), Class IV (Elect) and Class IV (Furniture) category. However, the tendering limit of such contractors is also restricted as indicated below:-

Class/Category	Tendering limit (Rs.)	Banker’s certificate (Rs.)	Working capital for qualified engineer (Rs.)
Civil Class V	5 Lakh	4 Lakh	60,000/-
Electrical Class IV	3 Lakh	2.5 Lakh	60,000/-
Furniture Class IV	3 Lakh	2.5 Lakh	-

While issuing the enlistment order based on above concessions, tendering limit may also be indicated in the order.

### 5.0 Availability of Enlistment/Revalidation Forms

Forms downloaded from internet may be accepted. In event, the Forms are issued to applicant by the department, charges as incurred by issuing Office may be realized towards cost of Forms.



### 6.0 Inspection of works

Ordinarily, works executed by CPWD/PWD(NCTD)/ CCU of Ministry of Environment need not be inspected.

### 7.0 Inspection Teams

The Inspection teams for inspecting the non CPWD works of the contractor and furnishing their reports on quality of construction, workmanship etc., to the enlistment authorities shall be as follows:-

A) For Class-I(Super), Class I(AAA), Class I(AA), Class I(A) and Class I

- i) Chief Engineer of the zone.
- ii) One Superintending Engineer as nominated by CE.

B) For Class II:

- i) Superintending Engineer of the circle
- ii) One Executive Engineer as nominated by S.E.

C) For Class III & Class IV:

- i) Executive Engineer of the division
- ii) One Assistant Engineer as nominated by EE.

The inspection team will give detailed Inspection Report of work inspected and make categorical comments and recommendations. A suggestive format for inspection and recommendation of Building work is given at Annexure. Similar detailed formats may be evolved depending on nature of work and class and category of enlistment. Inspecting Officers will also ascertain from copy of agreement Architectural/structural drawings and other documents like Form 16A (Tax Deducted at source by Client)and/or Form 26AS(Annual Tax Statement for applicants PAN number) that the work being inspected has actually been done by the applicant contractor. (Modified vide OM No. DG/SE/CM/Enlist.Rules/19 dt. 19.07.2016)

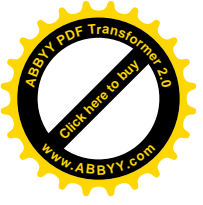
### 8.0 Advisory Committee (Modified vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)

The advisory Committee shall assist the enlistment authority in scrutinizing the cases, make recommendations regarding suitability of the contractor, evaluate annual confidential reports/performance reports of contractors and advise the enlistment authority in Enlistment process, revalidation process and weeding out the contractors.

Enlistment Authority	Class	Categories	Advisory Committee		Jurisdiction
			Chairman	Members	
DG, CPWD	I(Super), I(AAA), I(AA) and I(A)	Composite	Sp. DG(HQ)	ADG(TD), CE CSQ (Civil), CE CSQ(Elect.), two Chief Engineers and Director (Finance) SE(C&M)- Member Secretary	All India



Spl. DG of the Region	I	a) Composite b) Civil Road Only c) Furniture d) Horticulture*	ADG ** at the Station	Two Chief Engineers* at the Station as nominated by Spl. DG – Members DDG(HQ) - Member Secretary	All India
SPL. DG (DR) Delhi	II	a) Composite b) Civil Road Only c) Furniture d) Horticulture	DDG (HQ) DR	Director Works(NDR) & 2 SEs to be nominated by Spl. DG	Delhi Region
SPL. DG (NR) Delhi			DDG (BD cum TRG.) NR	3 SEs to be nominated by Spl. DG. (NR)	Northern Region
SPL. DG (ER) Kolkata			DDG (HQ), ER	Director Works (ER-I) & 2 SEs to be nominated by Spl. DG (ER).	Eastern Region
SPL. DG (SR) Chennai			DDG (HQ), SR	Director Works (SR-I) & 2 SEs to be nominated by Spl. DG (SR).	Southern Region
SPL. DG (WR) Mumbai			DDG (HQ), WR	Director Works (WR-I) & 2 SEs to be nominated by Spl. DG (WR).	Western Region
ADG (DR), New Delhi	III	a) Composite b) Civil Road Only c) Furniture d) Horticulture	CE (NDZ-III)	Director Works (DR), One SE and One EE to be nominated by ADG (DR).	Delhi & NCR
ADG of the sub region (For outside Delhi)			CE at Station HQ or CE-I of sub region	Director Works of Sub-region, one SE & one EE to be nominated by concerned ADG.	Within Jurisdiction of concerned ADG.
CE (NDZ-VIII), Delhi	IV	a) Composite b) Furniture	--	SE (P)/SE(A), One SE & One EE	Delhi & NCR
CE of the Zone (For outside Delhi)		a) Composite b) Furniture c) Horticulture		SE (P)/SE(A), One SE & One EE	Within Jurisdiction of concerned CE.
Dy. Director General (Hort.)( For Delhi)		Horticulture	--	Two DoH & One DDH	Delhi & NCR
SE (DCC-I)	V	Civil	--	E.E.(P) of Circle, two EE (Civil)	Delhi & NCR
SE of the Circle (For outside Delhi)				E.E.(P) of Circle, two EE (Civil)	Within Jurisdiction of concerned Circle.



1. For stations where more than one CE are posted, Spl. DG of the region may nominate one of the CE for class-IV Composite, Class-IV Furniture and Class-IV Horticulture Category for enlistment of contractors.
2. \*The Spl. DG(DR) shall be enlisting authority for class-I Horticulture. DDG(Hort.) shall be one of the member of advisory committee.
3. \*\*ADG(DR) in case of Spl. DG(NR).

#### 9.0 Scrutiny of Cases

As and when an application is received from contractor, the same should be scrutinized and if some documents/information is missing, the application should be returned back to the contractor with reasons for return. Applications received by post or through messengers should be scrutinized and deficiencies be intimated to the contractor and application returned in original, within one month. If all the documents are complete, an acknowledgment shall be issued to the contractor within one month of date of receipt of complete application.

#### 10.0 Change in jurisdiction and Enlistment authority

In case of Horticulture and Nursery categories, DG(W) was Enlisting Authority as per 'Enlistment Rules 2001'. Changes in jurisdiction and Enlistment authority have been made in case of horticulture class II & III and Nursery categories under Enlistment Rules 2005. Keeping in mind provision related to 'para 3.0' of the 'Enlistment Rules 2005, it is decided that Enlistment in case of applications received on or before 22.11.04 shall be continued to be done by the authority as provided in 'Enlistment Rules 2001. Jurisdiction for tendering as per 'Enlistment Rules 2005', however, has to be chosen by the applicant before issue of Enlistment Order. After issue of order indicating the jurisdiction, the file be transferred to concerned Enlistment Authority as per "Enlistment Rules 2005"

The existing CPWD contractors of class-II enlisted for Northern Region in all categories are allowed to participate in tenders in Delhi Region also for 2 years from date of issue of this circular or until their enlistment/revalidation period expires, whichever is earlier. Thereafter they shall be allowed to participate to tender in either Northern Region or Delhi Region for remaining period of enlistment/revalidation based on address of their registered office. (Added vide OM DG/SE/CM/Enlist.Rules/05 dt. 31.03.2014).

The CPWD Class-II Contractors of composite category enlisted for Delhi Region are hereby allowed to participate in tenders in Northern Region also upto 31.03.2018. Similarly, the CPWD Class-II Contractors of composite category enlisted for Northern Region are also allowed to participate in tenders in Delhi Region upto 31.03.2018. (Added vide OM No. DG/SE/CM/Enlist.Rules/15 dt. 17.08.2015)



## 11.0 Registers of Enlisted Contractors

Each Office shall maintain registers showing the enlistment of various contractors in different classifications. Whenever contractors are blacklisted, removed or temporarily suspended from the list of approved contractors, a remark shall be made in the register against the contractors concerned.

Each Division and Circle Office should maintain a register for Circulars imposing penalty of one kind or the other as a result of review of the Performance report in the following pro forma:

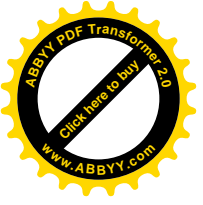
1. Sl. No.
2. Name of the Contractor.
3. Regd/Un-regd.
4. Class of Registration.
5. Warnings issued.
6. Suspension of business for years.
7. Demoted from Class ..... To Class .....
8. Debarred/Blacklisted.
9. No. & date of Office Circular.
10. Remarks.

It would be the personal responsibility of the EE to see that he has received all the circulars under the said series. At the time of handing over charge, the file should be handed over to his successors.

## 12.0 Instructions for operation of rules

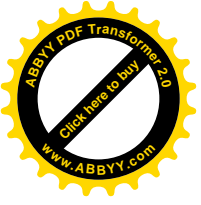
### i) Instructions for operation of rules (Added as per OM/MAN/158)

- (1) The conditions requiring the contractors, whose enlistment was revalidated under Enlistment Rules-2001, to upgrade their capabilities to match with the requirements of Enlistment Rules 2005 by (i) 31.10.07 in respect of Banker's Certificate, T&P and Engineering Establishment, (ii) 30.04.08 in respect of work criteria shall be enforced only at the time of revalidation and not midway of their already granted revalidation period.
- i) The conditions requiring contractors, enlisted under Enlistment Rules-2001, to upgrade their capabilities to match with the



requirements of Enlistment Rules-2005 within (i) 12 months (18 months in certain cases) in respect of Banker's Certificate, T&P and Engineering establishment; and (ii) 24 months (36 months in certain cases) in respect of work criteria shall be enforced only at the time of revalidation and not midway of their enlistment.

- (3) (i) The cases where enlistment/revalidation granted earlier is for a period less than 5 years, such enlistment/revalidation shall be further extended *suomoto* by the enlisting authority so as to cover a total period of five years. This will include the cases where the validity of enlistment/revalidation has already expired but the contractors as on date of issue of this O.M., still have the chance to apply i.e. within three months of expiry of enlistment/revalidation. The conditions of satisfying requirements of Enlistment Rules-2005 in regard to Banker's Certificate, T&P etc. shall also stand shifted to the time of revalidation. Further revalidation of the enlistment shall be based on the performance of contractor during this period of 5 years plus the gap, if any, in the earlier revalidation as specified in para 19.1.5 of the Enlistment Rules.  
  
ii) The cases of above nature, where application for further revalidation has already been received, enlistment of such contractors may be revalidated for a further period of 5 years or 2 years as per category A or category B of Para 19.0 of Enlistment Rule. The cases where contractor does not satisfy the requirements of para 19.0 of Enlistment Rules at all or on specific request of contractor, such cases shall be dealt as per 3 (i) above.
- (4). The cases where revalidation was granted earlier under para 21.0 (ii) or 21.0 (iii) of Enlistment Rules 2001 (stage wise revalidation), shall be dealt further as per Enlistment Rules 2005. If the case is found fit, further revalidation shall be allowed at the most for the balance period, i.e. period of five years less period already granted as per para 21.0 (ii) or 21.0 (iii) of Enlistment Rules 2001.
- (5). Ban on fresh enlistment in class-III, IV & V of Civil, internal & external electrical installation, horticulture and furniture categories has been lifted for a period of 2 years from issue of OM/MAN/214 dated 28.04.2010.
- (6) It has been decided to take up the pending enlistment cases of Nursery category which were earlier put on hold by the Directorate. All the pending files shall now be transferred to ADG(NR), the enlisting authority of Nursery category for further processing and disposal.
- (7) DDG(H) shall be the enlisting authority for Class-III Horticulture Category in Delhi. Accordingly, all the pending cases with Chief



Engineer (NDZ-III) may be transferred to DDG(H).

(8) The Class, Category and tendering limit of all existing contractors of Civil & Electrical category and APQ contractors of E&M Services is modified as under:-

Existing Class and Category	Modified Class, category and tendering Limit
Class-I Civil, Electrical Category and class-A annually pre qualified Contractors of Diesel Generating Sets, Ventilation and Air conditioning, Fire Alarm System, Electrical Sub-Station, Fire Fighting System	Class-I Composite Category Tendering Limit - Rs. 20 Crores
Class-II Civil, Electrical Category and class-B annually pre qualified Contractors of Diesel Generating Sets, Ventilation and Air conditioning, Fire Alarm System, Electrical Sub-Station, Fire Fighting System	Class-II Composite Category Tendering Limit - Rs. 5 Crores
Class-III Civil, Electrical Category and class-C annually pre qualified Contractors of Diesel Generating Sets, Ventilation and Air conditioning, Electrical Sub-Station, Fire Fighting System	Class-III Composite Category Tendering Limit - Rs. 1.5 Crores
Class-IV Civil, Electrical Category and class-D annually pre qualified Contractors of Ventilation and Air conditioning and Electrical Sub-Station	Class-IV Composite Category Tendering Limit - Rs. 60 Lacs

The above enhancement of tendering limit and change of category will be applicable from the date the enlisted contractor in civil and electrical category as well as APQ contractor gives consent letter for above enhancement of tendering limit and change of category to the enlisting authority. However, employment of required technical staff and T&P as per Clause 34 and 36 of GCC shall be fulfilled by contractors as per terms and conditions of composite tenders. Moreover, the statutory provisions such as obtaining electrical license etc. for execution of electrical component of composite tenders shall also be complied with before execution of electrical component of composite work. All existing contractors of Civil, Electrical and annually pre-qualified Contractors of CPWD are eligible for participating in composite tenders as per enhanced limit for three years i.e. from 01.04.2015 to 31.03.2018 as a onetime measure. Thereafter, they shall have to apply for revalidation of this enlistment in appropriate class of composite category as per Enlistment Rules applicable at that time.

(Added vide OM No. DG/SE/CM/Enlist.Rules/16 dt. 19.08.2015)