

ANNEXURE-II (Refer Annexure-IA Sl. 17)**Documents Attached for Enlistment****For online applications, downloaded copy duly completed to be used.**

Document Code	Annexure No.	Document Description	User Status	
			Yes	No
1		Proof of constitution (Annexure-IA 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/Enlist. Rules/09 dated 19.08.2014)		
b)		In case of Partnership Firm; Certificate of Registration, Partnership Deed and prescribed documents indicating approval of change in address or constitution of Partnership Firm duly self-attested.		
c)		In case of Limited Liability Partnership, Certificate of Incorporation, Partnership Deed and prescribed documents indicating approval of change in address or constitution of Partnership duly self-attested.		
d)		In case of Private/Public Limited Company, Certificate of Incorporation, Articles of Association and prescribed documents indicating approval of change in address or constitution of Board of Directors duly self-attested.		
2		Power of attorney, if any (Annexure-IA Sl.no.9a) or Board Resolution if any (Annexure-IA) self-attested		
3	V-1, V-2 and V-3	(A) Banker's/ Working capital certificate in original from scheduled bank in the Performa given in Annexure-V-1 or V-3. (B) The Average annual turnover on construction work of the firm in the last three years as per proforma Annexure-V-2 (see Rule 11).		
4		Self-Attested copy of Enlistment order if any (Annexure- IA Sl. no. 11)		
5		List of all near relatives working in CPWD (Annexure- IA Sl. no. 12) See also Rule 17.0 of Enlistment Rule		
6	III	Annexure-III-1 (Completed Work) and III-2 (work not yet completed). (See Rule 11.1).		
7	IV	Original or self-attested copies of certificates for works done, from concerned clients, in proforma as given in Annexure-IV (Annexure- IA Sl. No. 15) (see also Rule 11.1).		

8	XV	Self-evaluation of Contractors performance as per prescribed criteria and client certificate (Annexure-XV). (See Rule 11)		
9		Self-Attested copies of Award Letters and Final Bill for works included in Annexure-XV. (See Rule 11).		

Signature(s) of applicant(s) as applicable:

(Sole Proprietor OR All Partners OR Either All Directors or the Chief Managing Director if authorised specifically by a Board Resolution)

Sl.	Name	Signature & Date	Address
1.			
2.			
3.			
4.			

Rules for Enlistment of Contractors in CPWD, 2017