

Contractor Registration Information Booklet

(Contractor may keep this booklet for future handy reference)

Section I – General Information

1. Application Form

An application form for enlisting as registered contractor in TSSPDCL can be downloadable from Company's website i.e., www.tssouthernpower.com or can be had in person in the office of the address given below. The application form is free and no fee is to be paid.

**The Chief General Manager/O&M,
6-1-50, 5th Floor, A-Block, TSSPDCL,
Corporate Office, Mint Compound,
Hyderabad 500 063.**

2. How to apply

The filled application form is to be submitted with original Documents in the office address given above.

3. Item of Works, Registration Fee and Mode of Payment

The Item-wise fee structure is as given below:

Sl.No.	Item of work	Fee in Rs./-
1)	Civil works	8000/-
2)	Erection of 33/11 KV Sub-Station	12000/-
3)	Repairs to sick Power Transformers	16000/-
4)	Repairs to sick DTRs and Other Equipment	12000/-
5)	Erection & Maintenance of Lines	8000/-
6 (a)	Man Power Supply for Electrical Works	6000/-
6 (b)	Man Power Supply for Security Services	6000/-
7)	O&M of Sub-Station	5000/-
8)	Fabrication Works	3200/-
9)	Transport Works	3200/-
10)	Supply of Vehicles	3200/-
11)	Printing Works	3200/-
12)	Spot Billing & Spot Collection	6000/-
13)	Meter Testing & Meter Shifting	1600/-
14)	Any other items not covered above (Specify work details)	1600/-
15)	Change of Class	1500/-
16)	Change of Voltage Grade	1500/-

Plus additional Card fee Rs.118/- towards Contractor Registration Card.

Renewal of registration, If applied within 3 months of expiry of validity of registration, the fee leviable will be 50% less than the fee specified above for each item of work and otherwise the fee leviable will be the same as specified above for each item of work.

In case of re-issue after validity period, the fee leviable will be the same.

The consolidated fee (the sum of Item-wise fees for which registration sought plus card fee) is to be paid along with the application form by way of crossed **Demand Draft of any scheduled bank drawn in favor of the Pay Officer/TSSPDCL/Hyderabad payable at Hyderabad.**

The fee once paid shall not be refunded in any circumstances. The registering authority reserves the right to cancel/change the Item of work depending on

the relevant eligibility criteria for the Item of work. A Contractor already registered and seeks to have the registration card may submit the application along with the card fee of Rs 118/-.

Full name of the Contractor/Firm/Company is to be written on the reverse of the draft.

Details of payment of fee (Fee Amount, Bank Name/Branch, Demand Draft Number and Date) should be mentioned in the application form.

4. Class of Registration

The Class of Registration will be accorded as detailed below:

Class	Eligible monetary limits for tendering of works	Amount for which Solvency certificate required	Requirement of previous experience/ Value of works done previously *
Class-I	Above Rs 5 Lakhs	Rs. 20 Lakhs	Rs. 20 Lakhs
Class-II (General)	Upto Rs 5 Lakhs	Rs. 5 Lakhs	Rs. 5 Lakhs
Class-II (Vehicles)	Upto Rs 5 Lakhs	-Nil-	-Nil-
Class-III	Upto Rs 1 Lakh	-Nil-	-Nil-

* The maximum value of works executed during any one-year (financial) of the past 7 years shall be considered.

5. Processing Time

The Contractor Registration Card shall be issued within a week from the date of receipt of the application. The status of the application can be known from the company's web site www.tssouthernpower.com or can be enquired over phone on Nos. (040) 23431012/23431365.

6. Delivery of Contractor Registration Card

The Contractor Registration Card shall be delivered only to the Contractor or dispatched by registered post acknowledgment due or by courier to the address given in the application form.

7. **Rules for Registration:** The Registration of contractors shall be done by the Chief General Manager/O&M, 6-1-50, 5th Floor, A-Block, TSSPDCL, Corporate office, Mint Compound, Hyderabad 500 063 or by the registering authority appointed by the TSSPDCL.

- (a) Validity period of registration for electrical works is limited till the validity of A/B Grade Electrical license
- (b) For other works (other than electrical works) the validity period of registration is 2 years.
- (c) All types of registration viz., new, reissue, duplicate, change of class, inclusion of additional Item of work, etc., shall be done throughout the year.
- (d) A Contractor can register his name in more than one Item of work.
- (e) A Contractor shall not apply for registration in his name and also in the name of partnership firm/company, which runs in his name.
- (f) Contractors of other Companies/Discoms shall get themselves registered in this Company before offering their tender for works in TSSPDCL.
- (g) A Contractor already registered can form partnership firm/company only by a separate registration foregoing his individual registration.

- (h) In the case of partnership Firms/Companies any changes in the Partners/ Directors shall be reported to the registering authorities with in one month of the date of such change.
- (i) Change of firm name may be permitted after submitting relevant documents (Indemnity Bond, Name change registered in Register of firms). Live firm Managing Partner/Proprietor/Director shall be continued in the merged firm.
- (j) The name, address and other particulars of the Contractor/Firm/ Company should exactly match with those mentioned in all the Licenses/ Registrations/Certificates issued by various authorities. It is Contractor's responsibility to keep all the Licenses/Registrations/ Certificates issued by various authorities in live. Contractor should produce all the renewed Licenses/Registrations/Certificates to the registering authority well before their expiry.
- (k) Contractor should be well acquainted with all existing Acts, Rules, Regulations, Orders and Byelaws including all statutory Amendments and Enactments of State or Central Government and other local authorities and any other enactments, notifications and acts that may be passed in future either by the State or the Central Government or local authority and including the following:

Electricity Laws:

- Indian Electricity Act, 2003
- Indian Electricity Rules, 1956
- Electrical Wires, Cables, Appliances and Accessories (Quality Control) Order, 1993
- State Laws on Housing in India relating to Electricity
- Consumer Law relating to Electricity

Labour & Services Regulations:

- Bonded Labour system (Abolition) Act, 1976 along with Rules, 1976
- Building and Other Construction Workers (Regulation of Employment and Conditions of service) Act, 1996 along with Cess Act, and Rules
- Child Labour (Prohibition and Regulation) Act, 1986 along with Rules, 1988 and Children (Pledging of Labour) Act, 1933
- Contract Labour (Regulation and Abolition) Act, 1970 along with Rules, 1971
- Employees' Provident Funds and Miscellaneous Provisions Act, 1952 along with E.P.F. Scheme, 1952 with allied Schemes, Rules and Forms
- Employees' State Insurance Act, 1948 along with Central Rules, 1950 and Regulations, 1950
- Equal Remuneration Act, 1976 along with allied Rules
- Factories Act, 1948
- Fatal Accidents Act, 1855
- Industrial Disputes Act, 1947 along with (Central) Rules, 1957 and allied Rules
- Industrial Employment (Standing Orders) Act, 1946 along with Rules, 1946
- Inter-State Migrant Workmen (Regulation of employment and Conditions of Service) Act, 1979 along with Rules, 1980
- Maternity Benefit Act, 1961 along with Rules, 1963

- Minimum Wages Act, 1948 with Sate Amendments along with Central Rules, 1950
- Motor Transport Workers Act, 1961
- Payment of Bonus Act, 1965 along with Rules, 1975
- Payment of Gratuity Act, 1936 along with (Procedure) Rules, 1937
- Public Provident Fund Act, 1968
- Trade Unions Act, 1926 along with Central Trade Unions Regulations, 1938
- Weekly Holidays Act, 1942
- Workmen's Compensation Act, 1923 along with allied Rules,

8. Terms & Conditions

The following are the terms & conditions of registration.

- The area of operation is entire TSSPDCL.
- The registration is not transferable.
- The registration will not confer any special rights or privileges.
- The registration will be valid for electrical works shall be limited upto validity period of electrical license wherever electrical license is mandatory.
- For Class-III registration and for other than electrical works in Class – I & Class – II validity period is for 2 years wherever electrical license is not mandatory
- The registration is valid for the Item of works mentioned in the certificate.
- Application for reissue of Contractor Registration Card if desired should be submitted before one month of date of expiry of validity of registration.
- This registration certificate cancels all previous registration certificates granted earlier to the contractor.
- The registration is liable to revocation or cancellation if it is found at any time that the particulars furnished by the contractor are false.
- The registering authority reserves the right to cancel or demote or black list without any notice and without assigning any reasons thereof.

Section II – Instructions and Guidelines for filling up the application form

The following instructions may be followed in filling the Contractor Registration Form

- Use capital letters only.
- Use black/blue ball pen only
- **Incomplete application will not be considered**

Section III – Column-wise guidelines for filling up the application form

Column (a) – Name of the Contractor/Firm/Company

The name of the Contractor/Firm/Company as it should appear in the Certificate of Contractor Registration should be furnished here.

The Contractor shall not apply for registration in his name and also in the name of partnership firm/company, which runs in his name.

Column (b) – Address for communication

The complete postal address along with PIN code, Telephone Number, Mobile/ Cell Number, email address is to be furnished. Mobile/ Cell Number and email address are useful for sending SMS message to the contractor for the same purpose.

Change in address, phone no, email address, etc., is to be intimated to the registering authority for updating the information.

Column (c) – Status of the Contractor/Firm

Please tick (√) whichever is applicable.

In case of Individual or Proprietary firm/company or Societies to furnish further details of technical qualification and social status of the Contractor.

- Contractors with Engineering Graduation will be awarded Class-II directly by relaxing the experience clause. However, the solvency to that extent of Class-II requirement (i.e., Rs.5 lakhs) is to be produced (copy of engineering degree certificate issued by recognized University is to be enclosed).
- No solvency certificate is required for the contractor who belongs to SC/ST and the member of labour contract/Harijan/ Girijan co-operative societies for registration in **Class-III** (copy of community certificate is to be enclosed). Read B.P.Ms.No.119 Dt 01.02.1979
- As per S.P.O.O. 792, Dt: 23.10.2015
- Solvency certificate is exempted for all the three classes for SC/ST contractors

In case of Partnership firm/company, names of Partners/Directors are to be furnished (copy of the partnership deed in case of partnership firm or company registration accorded by the Registrar of the Companies in case of company is to be enclosed).

The change in the Partnership/Directors, if any, is to be intimated to the registering authority promptly and to produce fresh solvency in the name of substituting partners. Failure to notify the changes to the registering authority within one month of such change will entitle the firm/company to forfeit registration and further the firm/company will be debarred from tendering for works.

If the firm/company comes under purview of Industrial Act the details of Registration and type of Industry are to be furnished (copy of certificate of registration issued from the Department of Industries is to be enclosed).

Column (d) – Item of works

Please tick (√) against Item of works for which registration is sought. The registration fee as detailed under Clause (3) 'Registration Fee and Mode of Payment' of *Section-I – General Information* is to be paid.

Column (e) – Class of Registration applied for:

Tick (√) whichever is eligible and strike whichever is not eligible as per Clause (4) 'Class of Registration' of *Section-I – General Information*.

Column (f) – Are you already registered in TSSPDCL/ other Companies?

Tick (√) whichever is applicable and strike whichever is not applicable. If yes, furnish the details of Name of the Organization, Registration No., Class of registration, Monetary limits and Validity period.

Column (g) – Details of Solvency:

Furnish the details of Solvency viz., Name of Nationalized Bank, Issue date, Amount of solvency and Validity period.

The issued date of solvency shall not be before 12 months from the date of submission of application (copy of solvency certificate for the amounts shown under Column (4) 'Class of Registration' of *Section-I General Information* issued by a Nationalized Bank in the prescribed format is to be enclosed).

- As per S.P.O.O. 792, Dt: 23.10.2015
- Solvency certificate is exempted for all the three classes for SC/ST contractors

Contractors without any solvency shall be awarded Class-III as mentioned under Column (4) 'Class of Registration' of *Section-I General Information*.

Column (h) – Details of Experience

Furnish the details of Item of work wise experience for which the registration is sought. Experience certificates issued by Government/Other Discoms/ TSTransco/TSGenco Officers not less than the rank of Executive/Divisional Engineer only will be considered (copy of experience certificate is to be enclosed).

The Class of registration shall depend on the value of the works done previously as mentioned under Column (4) 'Class of Registration' of *Section-I General Information*.

Contractors without experience shall be awarded Class-III.

Contractors with Engineering Graduation will be awarded Class-II directly by relaxing the experience clause. However, the solvency to that extent of Class-II requirement (i.e., Rs.5 lakhs) is to be produced (copy of engineering degree certificate issued by recognized University is to be enclosed)

Work experience to be submitted with following prime works :-

Sl.No	Item of work	Work experience to be submitted with following prime works
1	Civil Works	RCC (Cu.m), Steel (Metric Tons) Brick work, Plastering
2	Erection of 33/11KV Sub-Station	Erection of 33/11KV Outdoor SS/ Erection of 33/11KV Bay WITH VCB
3	Repairs to sick Power Transformers	PTR repairs
4	Repairs to sick Distribution Transformers & other Equipment	DTR repairs
5	Erection & Maintenance of Lines	Stringing of 33/11KV LT Lines, Erection of DTR with structure, Laying of UG cable and related works.
6	Man Power Supply for Electrical Works	Supply of Labour for execution of electric works
7	Man Power Supply for Security Services	Supply of Labour for execution of Security services
8	Transport Works	Auto, Utility Vehicle , DCM, Trolley to attend all break downs and Transportation of Departmental material.
9	Supply of Vehicles	Motor Cabs for the usage of Departmental Officers for field inspection and other day to day department activities.
10	O&M of Sub-Station	Maintenance works of 33/11 KV Sub stations equipments
11	Fabrication Works	Fabrication of steel works
12	Printing Works	Printing works
13	Spot Billing & Spot Collection	Spot Billing & Spot Collection works
14	Meter Testing & Meter Shifting	Meter testing and meter shifting works

ii) Further, the experience certificate to be issued separately for each item of work (along with SAP Agreement numbers and released bill value only) for item wise work issued by:

Sl.No	Item of work	Experience Certificate with value of work completed/ billed
1	Sl.No.1: Civil Works	Certificate issued by an Engineer not below the cadre of Executive Engineer
2	Sl.No.2 to 14	Certificate issued by an Engineer not below the cadre of Divisional Engineer

Column (i) – Details of T&P

Tick (√) whichever is applicable and strike whichever is not applicable. If yes, enclose a self-attested T&P certificate. The details of T&P required against the Item of work are given below.

1) Civil Works:

- Foundations
 - Bill-hook
 - Boots (for men mixing concrete)
 - Buckets
 - Chisel bars (for trimming sides)
 - Chute (for transferring concrete)
 - Concrete Mixer
 - Cotton thread (1/8”dia) for marking pits, holding plumb bobs, etc.
 - Cotton waste
 - Crow bars
 - Empty drums – 200 liters capacity
 - Felling axe
 - Former boxes with required black bolts and nuts
 - Hammers
 - Hand saw
 - Emergency light
 - Jacks – stub setting
 - Leveling instrument with stand
 - Leveling rod
 - Leveling staff – 4 Meter telescopic
 - Mantis
 - Manila rope – belts
 - Marking rod
 - Mason square
 - Mason trowels
 - Measuring box (required capacities)
 - Metal fork Metallic tape
 - Metallic screen

- Mixing sheets
 - Mortar pans
 - Pick axe
 - Plumb bobs
 - Poking rods (required lengths)
 - Rammers
 - S-Hooks
 - Sand screen
 - Shovels
 - Spades
 - Spanners (required quantity under various sizes)
 - Spirit level
 - Steel tape
 - Supports for jacks (Rails or wooden sleepers)
 - Tarpaulin (required size)
 - Template – adjustable for towers with extensions (with required sizes of bolts and nuts)
 - Tommy rods
 - Waste oil
 - Water tanker
 - Wheel barrows
 - Wooden ladders
- Additional Tools for Wet Foundation work
 - Frames (with bolts and nuts)
 - Hacksaw (with spare blades)
 - Hammer (for dropping shutters)
 - Hand pump or motor driven pump set
 - Shutter (wooden or steel)
- Additional Tools for Rock foundation work
 - Danger board and signals
 - Fuse wire (required length)
 - Gelatin
 - Hydraulic compressor with tools and fittings
 - Rock drill
 - Tamping rod (carbon steel)
- Earth works
 - Chisels (for cutting copper tape, etc.)
 - Earth auger
 - Hammer
 - Megger (Earth tester) with spikes
 - Spade
 - Spanners (required sizes)
 - Punch and die (for making holes in copper tape)
- 2) Erection of 33/11 KV Sub-station
- Chain pulley blocks
 - Single pole Derrick of 20'Height
 - Welding machine

- Drilling machine
- Spanner set
- Gas cutter
- Ropes
- Safety appliances

3) Repairs to sick Power Transformers

- Vacuum Heating Chambers – 1 No
- Heating chamber (Conventional) – 1 No
- 125 GPH Oil filter machine – 1 No
- 5000 GPH oil filter machine – 1 No
- LV winding machine – 2 Nos
- Power winding machine – 1 No
- HV winding machine – 2 Nos
- Horizontal Paper Covering machine – 1 No
- 3 phase welding machine – 1 No
- Coil Lifting Stands – 1 No
- Coil Pressing Stands – 2 Nos
- 1” Drilling machine – 1 No
- Bench Grinder – 1 No
- Gas cutting & Gas welding with oxygen (Brazing) – 1 set
- Hand Shearing Machine – 1 No
- Painting Compressor with gun – 1 No
- 25 tons electric hoist – 1 No
- Nitrogen filling unit – 1 No
- Hydraulic trolley – 2 No
- 20 KVA Diesel Generator – 1 No
- MS Oil tanker – 1 No
- 3 Tons, 3 meters Gantry Crane – 1 No
- 10 Tons, 3 Meters Gantry crane – 1 No
- 15 Tons, 3 Meters Gantry crane – 1 No
- Hydraulic Crimping Tool - 1 No
- 1 Ton Monorail Crane – 1 No
- 100 Amps capacity variable auto transformer – 1 No
- 3 phase test bench (with meters & constructors) – 1 No
- 0.65 KV oil Testing Kit – 1 Set
- All necessary testing meters & equipment
- Stopwatch – 1 No

4) Repairs to sick DTRs and Other Equipment

- Chain pulley block 3 MT – 2 Nos
- L.V. Winding machines with formers – 2Nos
- H.V. Winding machines with formers – 2Nos
- Heating chamber (fabricated with circulating fans) to accommodate 6 cores – 1No
- Filter machine of capacity 1200 LPH – 1 No
- Oil motorized decanting pump of 2 HP capacity – 1 No
- Hand pumps with hose pipes – 2 Nos
- Oil settling tanks 1000 liters capacity – 1 No
- Welding machine (Arc) – 1 No
- Gas welding set – 1 No
- Drilling machine – 1No
- Grinding machine with cutting wheel – 1 No

- Weighing machine – 1 No
- Spray painting set – 1 No
- G.I.Trays – 5 Nos
- Complete set of Spanners – 2 Nos
- Bench vice – 1 No
- Soldering Iron – 2 Nos
- Crimping tool (1 or HV and I for LV) – 2 Nos
- D.P.Structures – 2 Nos
- Dimmer stat (3-phase, 0-600 V, 60 Amps) – 1 No
- High voltage test kit (0-30 KV) – 1 No
- Oil B.D.V. test kit (0-60 KV) – 1 No
- Ratio meter 3-phase – 1 No
- Ohm meter (digital type) – 1 No
- Insulation tester 1000 V (0-2000 M ohms) – 1 No
- Tong tester 600 V, 1000 Amps) – 1 No
- Acidity test kit – 1 No
- Micrometer screw gauge – 1 No
- Inside calipers and outside calipers – 1 each
- Vernier calipers – 1 No
- Steel scale 1 meter and 12 inches – 1 each
- Test bench with watt meters, etc. – 1 No

5) Erection & Maintenance of Lines

- Armour rod wrench with dies
- Armour rod ferrule press with dies
- Binoculars
- Belt – stringing
- Bull dog grips
- Bill hooks
- Blowers
- Crow bars
- Centre punch
- Comealing clamps (Bolted automatic and wedge type for AAA conductor and ground wire)
- Chain pulley block set (required capacity)
- D-Shackle
- Dynamometers (required capacity)
- Drum stands for AAA and earth wire
- Flexible rope (Steel) – 5/8” dia required number of bits)
- Flags (double colour)
- Felling axe
- Files – Flat & Round
- Grinder – High speed
- Hurdles (Bamboo or G.I. pipe)
- Hand winches or Power winches or tractor
- Hydraulic compressor (with tool and dies suitable for AAA conductor and earth wire)
- Hacksaw frame (with spare blades)
- Hand saw
- Emergency lamps
- Hammers (required capacities)
- Jacks – Drum lifting
- Manila rope (different sizes and in required lengths)

- Measuring tape (required quantity in required lengths)
- Mamtis
- Nail puller
- Pipe ladders
- Pile derrick (Tripod)
- Pulley block – 4 sheave (with 3/8”steel wire rope) set
- Pull-lifts (required capacity)
- Pulleys – 5” dia. Open type
- Pilot wire – Reels on stand (required number of length)
- Pulleys – single, two & three sheaves
- Pick axe
- Pliers
- Rail bars
- Rollers – Ground (complete with spikes)
- Rollers – Conductor (for large size AAA conductor)
- Rollers – Ground wire
- Rollers – Double aerial (with D-Shackles or hangers)
- Ring clamps
- Spindles for AAA conductor drums
- Spindles for earth wire drums
- S-hook
- Steel stockings (Articulated joints) for AAA conductor
- Steel stockings (Articulated joints) for ground wire
- Sag board battens with supporting angles
- Stay wire (required size and required length)
- Snatch blocs
- Spanners – Double end, Ring & Box type (required quantity)

6) Man Power Supply

- Nil –
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7) O&M of Sub-Station

- DE Spanners (No.6 to 20) - 15 Nos
- Ring Spanners (No.6 to 20) – 15 Nos
- Screw Drivers:6”,9”,12” – 1 Each
- Insulated Screw Drivers 6” long – 2 Nos
- Tester – 1 No
- Insulated hand Gloves – 2 Sets
- Megger 1000 Volts – 1 No
- Pipe Wrench 9” & 12” – 1 Each
- Hack Saw 12” long – 1 No
- Torch Light – 1 No
- Discharge rods with lead wire 15 m ling (7/20 copper) – 3
- Steel scale 1 meter and 12 inches – 1 each
- Test bench with watt meters, etc. – 1 No

8) Fabrication Works

- Lifting Tackles such as Tripods, Sheaves and Pulleys – 1 Each
- Winches of suitable capacity – 1 No
- Single Derrick of 20 ‘ – 1 No
- Welding set of suitable capacity – 1 No

- Hydraulic Jacks, Sleepers, Mobile crane of 15-20 tons capacity – 1 Each
- Qualified Welder – 1 Person

9) Transport Works

- Nil –

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10) Supply of Vehicles

- Nil –

11) Printing Works

- Nil –

-

12) Spot Billing & Spot Collection

- Nil –

13) Meter Testing & Meter Shifting

- Nil –

14) Any other items not covered above

- Nil -

Column (j) – Number of repair/testing sheds available with full addresses

In case of registration for Items of work against Sl.Nos 3&4 (i.e., Repairs to sick Power Transformers, repairs to sick DTRs and other equipment) Number of sheds available with full addresses, their capacity in terms of number of DTRs/PTRs repaired per month and Service Connection particulars are to be furnished. If the space in the form is not sufficient to furnish the full details, the same may be furnished in an extra sheet and enclose to the application form.

Column (k) – Number of Vehicles available

In case of registration for Items of work against Sl.Nos 9&10 (i.e., Transport works, Supply of Vehicles) the Number of vehicles available and their details viz., Vehicle Type, Number, Month & Year of manufacture and validity periods of R.C. (Registration Certificate) book, Insurance, Fitness certificate, Permit, Vehicle Tax and Pollution under control are to be furnished. At least one vehicle should be in the name of Contractor.

Vehicles should be of below 10 years model. The Vehicles should be in good working condition. They shall not be transferred on sale during the period of validity of registration and if done so the registration shall be deemed to have been withdrawn automatically. The following types of vehicles are required for the Transport works & Supply of Vehicles.

Sl.No.	Type Vehicle	Purpose
1)	Transport Works	Auto, Utility Vehicle , DCM, Trolley to attend all break downs and Transportation of Departmental material.
2)	Supply of Vehicles	Motor Cabs for the usage of Departmental Officers for field inspection and other day to day department activities.

All vehicles should invariably have the following for the validity period of registration.

- Comprehensive General Insurance policies.
- M.V.Tax paid.
- Registered as Transport Vehicles/Taxis with statewide permit.

Copies of Registration Certificate (RC), Insurance policy, Permit, and Pollution under control certificates are to be enclosed.

If the space in the form is not sufficient to furnish the full details, the same may be furnished in an extra sheet and enclose to the application form.

Column (l) – Other details of Contractor/Firm/Company

15)Details of License issued by Chief Electrical Inspector of Government (CEIG) of Telangana.

To furnish the details License issued by Chief Electrical Inspector of Government of Telangana viz., Number, Grade, KV and Validity period (copy of license is to be enclosed).

‘A’ Grade license is mandatory for registration of item of works 2,3,4,5 & 7 (i.e., Erection of 33/11 KV Substation, Repairs to Sick Power Transformers, Repairs to Sick Distribution Transformers & Other Equipment, Erection & Maintenance of Lines and O&M of Substation) in TSSPDCL for Class – I, II & III.

Voltage level upto 33 KV is essential for the registration of Item of work 7 (i.e., O&M of 33/11 KV substations)

‘B’ Grade license is essential for the registration of Item of work 13 (i.e., Meter Testing & Meter shifting)

16)License in (Form-VI)

License number (Form-VI), Employer ESI code number, Employer EPF code number issued by the Assistant Commissioner of Labour as per A.P.Contract Labour (Regulation & Abolition) Rules, 1971 are to be furnished and are mandatory for the Item of works where nature of work involves engaging of contract labour viz., O&M of substations, Repairs to sick Power Transformers, Repairs to sick Distribution Transformers & other sick equipment and Man power supply, etc. (Copies of license and ESI code, EPF code are to be enclosed).

In case the provisions of the Act have no application to the Contractor it is the responsibility of the Contractor to obtain “*Not Applicable*” certificate from the appropriate authority.

17)Sales Tax Registration details

To furnish the Registration number issued by the Commercial Tax department under APGST Act, 1957 (copy of the registration certificate is to be enclosed).

18)Central Excise Registration details

To furnish the Registration number issued by the Central Excise department under Service Tax law. It is mandatory for registration of Item of works where nature of the work involves Maintenance and Repair defined as per Sec 65(64) of the Finance Act, 1994 viz., Repairs to sick Power Transformers, Repairs to

sick DTRs & other equipment, O&M of substations, etc. (copy of the registration certificate is to be enclosed).

19) VAT Registration details

To furnish Value Added Tax (VAT) and Tax Identification Number (TIN) issued by the Commercial Taxes department of Government of Telangana. It is mandatory for the Contractors applying for registration under Class-I (i.e., for executing works above Rs.5 lakhs) as per AP VAT Act, 2005 (copy of VAT registration certificate Form VAT 105 is to be enclosed).

20) Income Tax PAN No.

To furnish the Permanent Account Number (PAN) issued by the Income Tax Department is to be furnished (copy of the PAN is to be enclosed).

Column (m) – Whether the Contractor or representatives of the Firm/Company do have any relatives in TSSPDCL?

Tick (√) whichever is applicable and strike whichever is not applicable. If yes, furnish the details viz., Name of the employee, Designation, Place of working and Relationship of relatives working in TSSPDCL. The following relationships are to be considered in furnishing the details of relatives.

Father	Mother (including step Mother)	Brother (including step Brother)	Sister (including step Sister)	Son (including step Son)	Daughter (including step Daughter)
Father's Father	Mother's Father	Brother's wife	Sister's Husband	Son's Wife	Daughter's Husband
Father's Mother	Mother's Mother		Daughter's Sons' Wife	Son's Son	Daughter's Son
Daughter's Husband's Father (and their Siblings)	Daughter's Husband's Mother	Son's Daughter's Husband	Son's Son's Wife	Son's Daughter	Daughter's Daughter
Son's Wife's Father (and their Siblings)	Son's Wife's Mother				Daughter's Daughter's Husband

Column (n) – Have you at any time been Removed/Demoted/Suspended/Blacklisted?

Tick (√) whichever is applicable and strike whichever is not applicable. If yes, furnish the details of Name of the organization, Registration No., Class, Date and period of Removal/Demotion/Suspension/Blacklisted and reasons thereof.

Signature of Contractor, Place, Date, Name & Authority

Only the authorized person has to sign the application and to indicate place and time. The signature of the Contractor will be scanned and pasted in Contractor Registration Card. Name of the person who signed the application as Contractor and the authority under which the person has signed eg., Individual or sole Proprietor or Managing Director, etc., is to be furnished.

Section IV – Documents to be attached with the application
(Copies of all documents are to be attached with the application form)

- (1) While applying for a fresh registration attach the following documents:
DD for the consolidated amount of Item of work Plus card fee

Sl.	Document	Item of work Sl.No.													
		1	2	3	4	5	6 (a & b)	7	8	9	10	11	12	13	14
1	T&P certificate	√	√	√	√	√			√						
2	Copy of vehicle RC book (Below 10 Year Model)									√	√				
3	Copy of Insurance policy									√	√				
4	Copy of Pollution under control certificate									√	√				
5	Copy of State Permit, Fitness & Vehicle Tax									√	√				
6	Copy of License issued by CEIG of TS		√	√	√	√		√						√	
7	Copy of License issued by Labour department	√	√	√	√	√	√	√	√				√	√	√
8	Copy of registration under EPF	√	√	√	√	√	√	√	√	√	√	√	√	√	√
9	Copy of registration under ESI	√	√	√	√	√	√	√	√	√	√	√	√	√	√
10	Copy of registration under GST	√	√	√	√	√	√	√	√	√	√	√	√	√	√
11	Copy of PAN, Aadhar Card & Passport size photo	√	√	√	√	√	√	√	√	√	√	√	√	√	√
12	Partnership firm - Firm Registration, Partnership Deed, Firm Pan Card, Authorisation letter	√	√	√	√	√	√	√	√	√	√	√	√	√	√
13	Private Limited Firm – Certificate of Incorporation, MOU/MOA, Firm Pan Card, Authorisation letter	√	√	√	√	√	√	√	√	√	√	√	√	√	√

Sl.	Document	Class-I	Class-II	Class –II (vehicle)
1	Solvency certificate in original	Above Rs.20 lakhs	Upto Rs.5 lakhs	Nil
2	Experience certificate in original	Above Rs.20 lakhs	Upto Rs.5 lakhs*	Nil
3	Copy of GST	√	√	Nil

* - or if Contractor is technically qualified a copy of engineering degree certificate issued by recognized University

- Solvency and Experience shall not be insisted for registration under Class-III

- (2) (a) Validity period of registration for electrical works is limited till the validity of A/B Grade Electrical license
(b) For other works (other than electrical works) the validity period of registration is 2 years.

Sl.	Document	Individual	Firm/Company
1	Copy of Engineering degree certificate	√	
2	Copy of community certificate	√	
3	Copy of certificate of registration from registrar of Firms/ Companies		√
4	Copy of Articles of Association		√
5	Copy of certificate of Incorporation		√
6	Copy of Memorandum of firm		√
7	Copy of Memorandum of Articles		√
8	Copy of Partnership deed		√
9	Power of attorney for authorized persons of the contractor to sign contract documents		√
10	Copy of certificate for permanent registration from the department of Industries		√

(3) For Duplicate Contractor Registration Card in lieu of “Registration certificate as contractor in TSSPDCL” or lost or damaged

- i) D.D. for an amount of Rs 118/- towards card fee
- ii) A copy of the “Registration certificate as contractor in TSSPDCL”/Contractor registration card.

(4) When applying for reissue of registration after due date (2 years)

Same as fresh registration

(5) For Change of Class

- i) D.D. for an amount of Rs 1500 Rs/- and 118 Rs/- is towards card fee.
- ii) Solvency and Experience certificates to meet the required class.
- iii) A copy of the “Registration certificate as contractor in TSSPDCL”/Contractor registration card.

(6) For inclusion of additional Item of work

DD for the consolidated amount of additional Item of works Plus card fee

All the required certificates for the specified Item of work as mentioned for fresh registration

In case of (2), (4) and (5) the validity period mentioned in the original Contractor registration card/“Registration certificate as contractor in TSSPDCL” remains the same and unaltered.

FORM OF SOLVENCY CERTIFICATE BY NATIONALIZED BANKS

I/we Manager of
..... Bank Ltd., do hereby certify that
.....
(here the name and address of the Contractor should be mentioned) is solvent to the
extent of Rs.....(Rupees
.....) as disclosed by the information and record which
are available with the afore-said Bank.

Date:
Place:

For theBank
(Designation of the Officer authorized to sign.)