

**PRE QUALIFICATION OF CONTRACTORS  
FOR  
CONSTRUCTION OF 300 BEDDED TEACHING HOSPITAL  
AND MEDICAL COLLEGE,  
AT  
KONNI, PATHANAMTHITTA DIST., KERALA**

**JANUARY 2013**



**INFRASTRUCTURE DEVELOPMENT DIVISION  
“ADARSH” TC 6/1781, VETTAMUKKU,  
THIRUMALA POST OFFICE,  
THIRUVANANTHAPURAM-695006  
PH: 0471 – 2365872 / 73  
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## **DISCLAIMER**

HLL Lifecare Limited (HLL) has prepared this document to give interested parties background information on the Project. While HLL have taken due care in the preparation of the information contained herein and believe it to be accurate, HLL Lifecare Limited, any of its authorities or agencies nor any of their respective officers, employees, agents or advisors gives any warranty or make any representations, express or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.

The information is not intended to be exhaustive. Interested parties are required to make their own inquiries and respondents will be required to confirm in writing that they have done so and they do not rely on the information contained in this document in submitting a Pre qualification. The information is provided on the basis that it is not binding on HLL Lifecare Limited, any of its authorities or agencies or any of their respective officers, employees, agents or advisors.

Govt. of Kerala reserves the right not to proceed with the Project or to change the configuration of the Project, to alter the timetable reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the Project further with any party expressing interest.

No reimbursement of cost of any type will be paid to persons or entities expressing interest.

## **1. Introduction**

Govt. of Kerala is planning to establish a Govt. Medical College and 300 bedded Teaching hospital at Konni, in Pathanamthitta District with a view of creating quality infrastructure for healthcare and medical education in the State and thereby the welfare of the society. HLL Lifecare Limited on behalf of Govt. of Kerala invites pre qualification application from reputed and eligible firms/ contractors for the 'Construction of 300 bedded Teaching Hospital and Medical College at Konni, Pathanamthitta District, Kerala'.

The proposed site for the medical college at Konni is about 7.00 km from the Konni town. There is only one public thorough fare connecting the site to the town which is of about 6m average width.

The total extent of land available for the development of the teaching hospital, medical college and the allied facilities is about 50 acres. The terrain is highly undulating with a level difference of more than 100 m between the lowest and highest points. This calls for a massive effort for leveling and terracing of the ground before proceeding with the construction. The nature of soil is mostly hard soil and hard rock. The campus is planned to be developed with all necessary support infrastructures such as electrical substation, rainwater harvesting tanks, lawns, gardens etc.

## **2. NOTICE FOR INVITING APPLICATIONS FOR PRE-QUALIFICATION**

HLL Lifecare Limited on behalf of Govt. of Kerala invited pre qualification application from reputed and eligible firms/ contractors for the 'Construction of 300 bedded Teaching Hospital and Medical College at Konni, Pathanamthitta District, Kerala'. The prequalification document can be obtained from Office of Deputy General Manager (Technical), Infrastructure Development Division from 18.01.2013 to 29.01.2013 at the following address on payment of Rs. 5000/-.

**Infrastructure Development Division,  
HLL Lifecare Limited,  
"Adarsh", T.C 6/1718(1),  
Vettamukku, Thirumala PO,  
Thiruvananthapuram- 695 006  
Phone - 0471 2365872/ 73  
Fax - 0471 2368144**

The pre qualification document can be downloaded from HLL website @ [www.lifecarehll.com](http://www.lifecarehll.com) and Central Public Procurement Portal. In such cases, the document cost of Rs. 5000/- shall be submitted along with the pre qualification application in the form of Demand draft taken in favour of HLL Lifecare Limited payable at Thiruvananthapuram. The document submitted without the requisite fee shall summarily be rejected.

**The last date & time of submission of Pre qualification document : 30.01.2013 at 2.00 pm**

**The last date & time of opening of Pre qualification document : 30.01.2013 at 3.00 pm**

The pre qualification application which should be placed in sealed envelope and shall be titled as **"PRE-QUALIFICATION OF CONTRACTORS FOR CONSTRUCTION OF 300 BEDDED TEACHING HOSPITAL AND MEDICAL COLLEGE, KONNI, PATHANAMTHITTA"** and clearly marked in English with the name of the Bidder. The pre qualification application will be received by the **Deputy General Manager (Technical), HLL Lifecare Limited, Thiruvananthapuram** upto 2.00 PM on **30.01.2013**. The pre qualification application will be opened by DGM (Technical) or his authorized representative on the same day at **3.00 PM** at the Office of Infrastructure development Division at Vettamukku, Thiruvananthapuram.

**Deputy General Manager (Technical)**

### **3. SCOPE OF WORK**

**The estimated cost of the work is ₹ 138.00 Crores.**

The scope of work includes Construction of 300 bedded teaching hospital and Medical college at Konni, Pathanamthitta district in phased manner.

The project involves Civil works, internal and external electrical works, plumbing, SITC of Lifts, HVAC, DG, UPS, networking, EPABX, BMS, PA System, CCTV, Fire protection, medical gas system, OTs and non medical equipments such as CSSD, Kitchen, laundry, TSSU, mortuary units etc. The detailed scope of work and requirements will be provided in the RFP (Request for Proposal) stage.

#### **TIME PERIOD**

- **The project will be executed in a phased manner.**
- **Planned start of Project Construction & Execution works will be 15<sup>th</sup> March 2013**
- **The project completion period will be apprx. 18 months.**

### **4. QUALIFICATION CRITERIA**

1. (i) The applicant shall have experience of having successfully completed works during the last 7 years ending last day of the month previous to the one in which applications are invited:

Three similar completed works costing not less than ₹ 55.00 Crores

Or

Two similar completed works, costing not less than ₹ 83.00 Crores

Or

One similar completed work of aggregate cost not less than ₹ 110.00 Crores

And

- (ii) One Completed work of any nature (either part of (i) or a separate one) costing not less than ₹ 55.00 Crores with some Central Government Department/ State Government Department/ Central Autonomous Body/ Central Public Sector undertaking.

The similar work shall mean the 'project consist of Hospital/ commercial buildings as defined in 'Institutional buildings or business buildings' as per Part IV of NBC 2005 or Medical college and having RCC framed structure of height more than 15 metres including internal & external services like plumbing, electrical & HVAC etc.

'Cost of work' shall mean gross value of the completed work including the cost of materials supplied by the Employer/ Client, but excluding those supplied free of cost. This should be certified by an officer not below the rank of Executive Engineer / Project Manager or equivalent.

2. The average annual financial turnover on construction works shall be atleast **₹ 41.00 Crores** during the immediate last 3 consecutive financial year ending 31<sup>st</sup> March 2012. The documentary evidence duly audited and certified by a Chartered Accountant must be furnished along with the application. The year in which no turnover is shown would also be considered for working out the average.
3. The bidder should not have incurred any loss in more than two years during the last five years ending 31<sup>st</sup> March 2012.
4. The bidder should have a solvency of **₹ 55.00 Crores** in the current financial year and it is should be certified by his bankers.
5. The bidding capacity of the applicant should be equal to or more than the cost of the work. The bidding capacity shall be worked out by the following formula:

$$\text{Bidding Capacity} = A * N * 2 - B$$

Where,

A = Maximum value of construction works executed in any one year during the last five years taking into account the completed as well as works in progress.

N = Number of years prescribed for completion of work for which Bids have been invited.

B = Value of existing commitments and on going works to be completed during the period of completion of work for which Bids have been invited.

6. The applicant should own construction equipment as per list required for the proper and timely execution of the work. Else, he should certify that he would be able to manage the equipment by hiring etc., and submit the list of firms from whom he proposes to hire.

7. The applicant should have sufficient number of Technical and Administrative employees for the proper execution of the contract. The applicant should submit a list of these employees stating clearly how these would be involved in this work.
8. Joint venture/ consortium are not permitted.

## **5. EVALUATION OF PRE QUALIFICATION APPLICATION**

1. The applicants will be evaluated in the following manner:

The applications will be first verified for document cost, and then evaluated further based on their experience of similar class of works undertaken and financial turn over etc. as per criteria prescribed in clause 4 above and the applicant's eligibility for qualification for the work is determined.

The applicants qualifying the initial criteria as set out in para 4.1 to 4.7 above will be evaluated for following criteria by scoring method on the basis of details furnished by them.

A. Financial strength (Form 'B')	Maximum 20 Marks
B. Experience in similar nature of work during the last five years (Form 'C')	Maximum 20 Marks
C. Performance of works (Form 'D') (TOR, 20 marks & Performance, 15 marks)	Maximum 35 Marks
D. Personnel and Establishment (Forms "E" & "F")	Maximum 10 Marks
E. Plant & Equipment (Form 'G')	Maximum 15 Marks

**Total**

**100 Marks**

To qualify, the applicant must secure at least fifty percent marks in each criteria and sixty percent marks in aggregate.

HLL, however, reserves the right to restrict the list of qualified bidders to any number deemed suitable by it.

2. Even though an applicant may satisfy the above requirements, he would be liable for disqualification if he has:
  - A. Made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the pre-qualification document,



- B. Record of poor performance such as abandoning work, not properly completing the contract, or financial failures/ weaknesses etc.
- C. If the applicant, or any constituent partner in case of partnership firm, has been debarred/black listed or terminated for poor performance by any organization at any time or ever been convicted by a court of law, their application will be summarily rejected.

## **6. LATE APPLICATIONS**

Application received after the dead line of submission of Application shall not be considered or opened under any circumstances.

## **7. CLARIFICATIONS OF APPLICATION**

- a. The Applicants shall be evaluated on the basis of the pre qualification Application and the supporting documents submitted by them. HLL shall not be under any obligation to seek any further information or clarifications.
- b. Without prejudice to Clause 7.a above, in order to assist in the evaluation of Applications, HLL may, at its sole discretion, ask any Applicant for any clarification on its Application which shall be submitted within a stated reasonable period of time. Any request for clarification and all clarifications shall be in writing.
- c. If an Applicant does not provide clarifications requested by the date and time set in HLL's request for clarification, its Application is liable to be rejected.
- d. It is clarified that Applicants shall not be required to submit on their own, additional information or material subsequent to the date of submission and such material if submitted shall be disregarded. It is therefore essential to ensure that all questions are answered fully on the proforma or otherwise. The pages of the pre qualification document and annexure and additional information if any submitted shall be numbered sequentially and signed. General responses such as "included in brochure" without specific item reference and information without summaries are unlikely to achieve a high assessment.

## **8. RESPONSIVENESS OF APPLICANTS**

- a. An Application, which is not responsive to the requirements of the prequalification documents and more particularly the Applications, which do not pass the qualification criteria shall be rejected forthwith.
- b. Applicants should note that this pre qualification Enquiry is intended to provide preliminary information. The information contained herein shall not in anyway be construed as binding on HLL, its agents, successors or assignees.

- c. Applicants are advised that pre qualification of contractors for this Project shall be entirely at the discretion of HLL/ Govt. of Kerala. Applicants shall be deemed to have understood and agreed that no explanation or justification of any aspect of the pre qualification process shall be given by HLL and that the results of the pre qualification process shall be without any right of appeal to the Applicants whatsoever.
- d. All documents and other information submitted by an Applicant to HLL shall become the property of HLL. Applicants are to treat all information as strictly confidential. HLL will not return any pre qualification document submitted to it by the Applicants.
- e. HLL shall notify successful pre-qualified Applicants. It will not entertain any query or clarification from Applicant(s) who are not short-listed in the pre qualification process.

#### **9. WITHDRAWAL OF APPLICATIONS**

- a. No modification or substitution of the submitted application shall be allowed.
- b. An Applicant may withdraw its Application after submission, provided that written notice of the withdrawal is received by HLL before the due date for submission of Applications. In case an applicant wants to resubmit his application, he shall submit a fresh application following all the applicable conditions.
- c. The withdrawal notice shall be prepared in Original only and each page of the notice shall be signed and stamped by authorized signatories. The copy of the notice shall be duly marked “WITHDRAWAL”.

#### **10. RIGHT TO ACCEPT/REJECT ANY OR ALL APPLICATIONS**

- a. HLL reserves the right to accept or reject any or all Applications and to annul the qualification process at any time without any liability or any obligation for such acceptance, rejection or annulment, without assigning any reasons.
- b. Applicants should attach clearly marked and referenced continuation sheets in the event that the space provided in the pre qualification Document or Annexure is insufficient.
- c. In responding to the pre qualification Application, Applicants should demonstrate their capabilities, by providing material based on their experience, past performance, their personnel and financial resources
- d. Applicant should at its own responsibility, risk and expenses visit and examine the site of the Project, its surroundings and obtain all information that may be necessary for preparing the Application for the above Project. HLL shall make no reimbursement of cost whatsoever incurred by the Applicant in the preparation of his Application.

- e. It is expressly clarified that before submitting the pre qualification application, the Applicant must have examined carefully the contents of all the documents and any failure to comply with any of the requirement of pre qualification document will be at the Applicant's risk.

#### **11. APPLICANT'S RESPONSIBILITY**

- a. While submitting the Application the Applicant would submit a certification that it has:
- Made a complete and careful examination of requirements and other information set forth in this pre qualification Document
  - Made a complete and careful examination of the various aspects of the Project including but not limited to:
    - The Project site
    - Existing facilities and structures
    - The conditions of the access roads and utilities in the vicinity of the Project Site
    - Conditions affecting transportation, access, disposal, handling and storage of the materials.
    - All other matters that might affect the Bidder's performance during the Construction of the Project if awarded
- b. HLL shall not be liable for any mistake or error or neglect by the Applicant in respect of the above.

#### **12. VALIDITY OF APPLICATIONS**

- a. Application shall be valid for a period of 180 days from the last date of submission of Applications.
- b. HLL retains the right that in exceptional circumstances at its own discretion, it may ask the applicants to extend the validity of their application for a specified period. The Applicant not submitting the letter of extension of the validity period at that time shall not be further considered.

#### **13. ISSUE OF RFP DOCUMENT**

The RFP document (Request for Proposal) containing the technical bid and price bid for the project will be issued to only the contractors who have been shortlisted based on the evaluation of pre qualification application. The price bids of only those contractors who will be qualified in the technical bid evaluation in the RFP stage will be opened.

**PRO-FORMA APPLICATION FORM**  
**PRO-FORMA LETTER OF APPLICATION (on Firm's Letter Head)**

**The Deputy General Manager (Technical),  
HLL Lifecare Limited,  
Infrastructure Development Division,  
“Adarsh”, T.C 6/1718(1),  
Vettamukku, Thirumala PO,  
Thiruvananthapuram- 695 006**

(Applicant to provide date and reference)

Dear Sir,

**APPLICATION FOR PRE-QUALIFICATION OF CONTRACTORS FOR CONSTRUCTION OF 300  
BEDDED TEACHING HOSPITAL AND MEDICAL COLLEGE, KONNI**

We, the undersigned, apply to be pre-qualified for the referenced contract and declare the following:

- (a) We are duly authorized to represent and act on behalf of \_\_\_\_\_  
(hereinafter the “Applicant”)
- (b) We certify that all statements made and information supplied in enclosed Forms “A to J” are true and correct.
- (c) We certify that we have submitted all information and details necessary for this pre qualification document and have no further pertinent information to submit.
- (d) We have examined and have no reservations to the pre qualification Document including Addenda No(s) \_\_\_\_\_.
- (e) We, for any part of the contract resulting from this pre-qualification, do not have any conflict of interest
- (f) We are attaching with this letter, the copies of original documents defining: -
  - i) the Applicant's legal status;
  - ii) its principal place of business; and
  - iii) its place of incorporation (if Applicants are corporations); or its place of registration (if Applicants are partnerships or individually owned firms).
- (g) We further declare that we have not engaged any agent or middleman for this short listing process or the tenders arising from it. We have not paid / will not be paying any commissions, gratuities or fees with respect to the pre qualification process.
- (h) HLL and/or its authorised representatives are hereby authorised to conduct any inquiries or investigations to verify the statements, documents and information

submitted in connection with this Application, and to seek clarification from our bankers and clients. This Letter of Application will also serve as authorisation for any individual or authorised representative of any institution referred to in the supporting information, to provide such information deemed necessary and as requested by HLL.

- (i) HLL and/or its authorised representatives may contact the following nodal persons for further information on any aspects of the Application:

Contact 1	Name Address	Telephone 1	E Mail

- (j) This Application is made in the full understanding that:
- Applications by short-listed Applicants will be subject to verification of all information submitted for prequalification;
  - HLL reserves the right to:
    - Reject or accept any or all Applications, cancel the prequalification process without any obligation to inform the Applicant about the grounds of same;
- (k) The undersigned declare that the statements made and the information provided in the duly completed Application are complete, true, and correct in every detail. We also understand that in the event of any information furnished by us being found later on to be incorrect or any material information having been suppressed, the following action can be taken:
- Our name shall not be considered in the short-listing process
  - Any tender submitted by us on the basis of short-listing may not be considered.

If any tender from us is accepted and a contract awarded to us on the basis of our short-listing, the tender acceptance may be withdrawn and the contract awarded to us cancelled with out any financial claim / Arbitration request from our side.

**NAME**.....

**In the Capacity of** .....

**Signed** .....

**Duly authorized to sign the Application for and on behalf of** .....

**Date** .....

**The applicant shall fill the forms A to I below and submit along with the Pre qualification application**

<b>A. COMMERCIAL:</b>	
<b>General information</b>	
Name of Company	
Registration No.	
Number of Years in Operation	
Registered Address	
Operating Address	
Telephone No (Country Code) (Area Code) Tel No	
Telefax (Country Code) (Area Code) Tel No	
Email Address	
SERVICE TAX No.	
PAN No.	
TIN No.	
Labour license no	
PF registration no	
ESI registration no	

**B. FINANCE**

**Name & Address of Bankers :**

Average annual turn over (based on past 5 years records)		
Year 1	Year 2	Year 3

**Please provide the last three years financial results (copy of balance sheet and P&L account)**

Financial Year	Enclosed
2011-2012	<input type="checkbox"/> Yes <input type="checkbox"/> no
2010-2011	<input type="checkbox"/> Yes <input type="checkbox"/> no
2009–2010	<input type="checkbox"/> Yes <input type="checkbox"/> no
2008-2009	<input type="checkbox"/> Yes <input type="checkbox"/> no
2007-2008	<input type="checkbox"/> Yes <input type="checkbox"/> no

**C. EXPERIENCE:**

**Project Experience: Details of the Major Projects completed during the last seven years as per qualification criteria 4.1**

Year awarded	Project Name	Scope of work	Original Date of Completion	Actual Date of Completion	CONTRACT VALUE (₹)	CLIENT NAME & REFERENCE (Name, Designation, Telephone No. and Fax No.)

**The work completion certificates as per form D duly certified by the client shall be attached.**



<b>DETAILS OF ONGOING PROJECTS:</b>						
<b>Year Awarded</b>	<b>Project</b>	<b>Scope of work</b>	<b>Contract Value (₹)</b>	<b>Completion as on date</b>	<b>Value of work to be completed during the period of completion of the work for which bids have been invited</b>	<b>Client Name &amp; Reference (Name, Designation, Telephone No. and Fax No.)</b>

**D. PERFORMANCE REPORT OF WORKS REFERRED TO IN FORM “C”**

1.	Name of work /Project & Location.	
2.	Agreement No.	
3.	Estimated Cost.	
4.	Tendered Cost	
5.	Date of start	
6.	Date of completion	
	(i) Stipulated date of completion	
	(ii) Actual date of completion	
7.	Amount of compensation levied for delayed completion, if any	
8.	Amount of reduced rate items, if any.	
9	Performance Report	
a.	Quality of work	Very Good/Good/Fair/Poor
b.	Financial soundness	Very Good/Good/Fair/Poor
c.	Technical Proficiency	Very Good/Good/Fair/Poor
d.	Resourcefulness	Very Good/Good/Fair/Poor
e.	General behavior	Very Good/Good/Fair/Poor

Dated:

Executive Engineer or Equivalent

**E. MANPOWER AND SCOPE OF SERVICES**

Number of Current Permanent Employees		
Details of the permanent employees into the following categories :		
1	MANAGEMENT	
2	DESIGN / SUPPORT SERVICES	
2.1	Engineers	
2.2	Support Staff	
3	SITE	
3.1	Supervisors	
3.2	Skilled Operative	
3.3	Unskilled Operatives	
4	Number of current contract / Temporary staff	
<b>Services Offered:</b>		

## F.COMPANY FACILITIES

Field Equipment Plant				
Equipment	Quantity	Capacity/ Year of manufacturing	Location	Address

  

Test Equipment Plant				
Equipment	Quantity	Capacity/ Year of manufacturing	Location	Address

**G. DETAILS OF CONSTRUCTION PLANT AND EQUIPMENT LIKELY TO BE USED IN CARRYING OUT THE WORK**

S.	Name of Equipment	Nos	Capaci	Yr of	Conditi	Ownership status	Current	Rem
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**PRE QUALIFICATION OF CONTRACTORS – CONSTRUCTION OF 300 BEDDED MEDICAL COLLEGE AND HOSPITAL, KONNI, PATHANAMTHITTA**

No.			ty or Type	manuf acture	on	Presently owned	Leased	To be purchased	Location	arks
1	2	3	4	5	6	7	8	9	10	11
	<b>Earth moving equipment</b> 1. Excavators (various sizes) <b>Equipment for hoisting &amp; lifting</b> 1. Tower crane 2. Builder's hoist <b>Equipment for concrete work</b> 1. Concrete batching plant 2. Concrete pump 3. Concrete transit mixer 4. Concrete mixer (diesel) 5. Concrete mixer (electrical) 6. Needle vibrator (electrical) 7. Needle vibrator (petrol) 8. Table vibrator (elect./petrol) <b>Equipment for building work</b> 1. Block making machine 2. Bar bending machine 3. Bar cutting machine 4. Wood thickness planer 5. Drilling machine 6. Circular saw machine 7. Welding generators 8. Welding transformers 9. Cube testing machines 10. M.S.pipes 11. Steel shuttering 12. Steel scaffolding 13. Grinding/polishing machines <b>Equipment for road work</b> 1. Road rollers 2. Bitumen paver finishers 3. Hot mix plant 4. Spreaders 5. Earth rammers 6. Vibratory road rollers Equipment for transportation 1. Tippers 2. Trucks <b>Pneumatic equipment</b> 1. Air compressors (diesel) <b>Dewatering equipment</b> 1. Pump (diesel) 2. Pump (electric) <b>Power equipment</b> 1. Diesel generators <b>Any other plant/equipment</b>									

**H. QUALITY**

ISO CERTIFICATION	
Is your company certified to	Remarks
ISO 9001	<input type="checkbox"/> Yes <input type="checkbox"/> no
	<input type="checkbox"/> Yes <input type="checkbox"/> no
	<input type="checkbox"/> Yes <input type="checkbox"/> no
PLEASE PROVIDE THE QUALITY POLICIES.	

## I. ENVIRONMENTAL, HEALTH & SAFETY

1) Do you have your own Safety Plan and Safety Policy, If "yes", please give details:

☐ Yes ☐ no

2) Do you have your own Safety Department / Safety Personnel, If "yes" who is responsible? please give details

☐ Yes ☐ no

3) Do you have your own in-house Safety Training / Promotional Program, If "yes" who is responsible? please give details:

☐ Yes ☐ no

4) Who is responsible for health, Environmental, Health & Safety matters?

☐ Yes ☐ no

5) By what means have you drawn your policy statement to the attention of all your employees?

☐ Yes ☐ no

6) Do you have documented system for injury / incident reporting, recording & investigation and findings? If "yes", please give details:

☐ Yes ☐ no

7) Have managers and supervisors received formal environmental, health & safety training?

☐ Yes ☐ no

## I. ENVIRONMENTAL, HEALTH & SAFETY

8) Describe your arrangements for the selection of sub-contractors:

☐ Yes ☐ no

9) Do you have inspection schedules, checklists and registers of plant and equipment (including electrical equipment and transport?

☐ Yes ☐ no

10) Do you have Inspection schedules, checklists and registers of workplace hazards & practices?

☐ Yes ☐ no

11) Do you have copies of up to date legislation, codes of practices, guidelines and standards relevant to your activities?

☐ Yes ☐ no

12) Do you have procedures for identifying, assessing and controlling risk associated with manual handling, hazardous substances, plant, permit to work systems, safety and inspection and procedures etc.? If "yes", please give details:

☐ Yes ☐ no

13) Do you conduct periodical safety audits? If "yes", please give details:

☐ Yes ☐ no

14) Give details of any significant safety achievement or award.

☐ Yes ☐ no



**J. ATTACHMENTS**

<b>Sr. No</b>	<b>Please provide the following documents in your submissions:</b>	<b>Remarks</b>
1	Company Safety Plan & Safety Policy	<input type="checkbox"/> Yes <input type="checkbox"/> no
2	Company Brochure / Literature	<input type="checkbox"/> Yes <input type="checkbox"/> no
3	Company Organization Chart	<input type="checkbox"/> Yes <input type="checkbox"/> no
4	Current Major Work in Progress or Committed	<input type="checkbox"/> Yes <input type="checkbox"/> no
5	References along-with work value	<input type="checkbox"/> Yes <input type="checkbox"/> no
6	Audited Balance sheets for last 3 financial years	<input type="checkbox"/> Yes <input type="checkbox"/> no
7	Copy of PAN	<input type="checkbox"/> Yes <input type="checkbox"/> no
8	Copy of TIN	<input type="checkbox"/> Yes <input type="checkbox"/> no
9	Copy of CST	<input type="checkbox"/> Yes <input type="checkbox"/> no
10	Copy of PF registration	<input type="checkbox"/> Yes <input type="checkbox"/> no
11	Copy of ESI registration	<input type="checkbox"/> Yes <input type="checkbox"/> no
12	Copy of Service tax registration	<input type="checkbox"/> Yes <input type="checkbox"/> no
13	Copies of WO/ Completion certificates – for experience.	<input type="checkbox"/> Yes <input type="checkbox"/> no
14	<b>Bank Details</b> Name of Bank	<input type="checkbox"/> Yes <input type="checkbox"/> no
15	Account Number	<input type="checkbox"/> Yes <input type="checkbox"/> no
16	RTGS / NEFT [IFS] Code	<input type="checkbox"/> Yes <input type="checkbox"/> no
17	Branch Name & Address	<input type="checkbox"/> Yes <input type="checkbox"/> no

NB: Sl no 10-13 all copies should be duly notarized