



RAJASTHAN HOUSING BOARD, JAIPUR

PROFORMA OF APPLICATION FOR ENLISTMENT OF CONTRACTORS (See PWF & A Rule 334 and Appendix XVI)

Photo
Passport
Size

1	Name of applicant, his present nationality and full address.	
2	Whether applicant is a Private or Public Ltd. Concern or Hindu undivided Family, Individual or a registered partnership firm (Attested copies of Deeds or Articles of Association to be enclosed).	
3	Name of person holding the power of Attorney and his present nationality with their liabilities.	
4	Name of partners, their present nationality with their liabilities (Attested copy of the partnership deed and certificate of Registrar of Firms to be enclosed).	
5	Name of Bankers and full address :	
6	Place of Business.	
7	Class and category in which enlistment is sought.	
8	List of works executed (separate statement may be enclosed).	
a)	Name of work	
b)	Year of execution	
c)	Amount	
d)	Authority under which carried out	
	Note : For work done in Departments other than this Department, Original or attested copies of certificates from officers under whom works were carried out should be enclosed. If it is not possible to obtain such certificates, the applicant should clearly indicate this.	
9	Area in which the contractor wants of work.	
10	Whether the applicant has a permanent Engineering Organization capable of dealing with large works in all their stages and has sufficient machinery and tools etc. at their disposal (Full details of organization and machinery and tools to be given for AA, A & B Class contractors).	

11	Whether the applicant has any officer-in-charge or a Graduate Engineer or Junior Engineer as per rules.	
12	Whether the applicant is licensed plumber or has licensed plumber under his employment. Attested copy of plumber's license to be enclosed. (For sanitary and water supply contractors).	
13	Whether the applicant possesses a valid Electric License and has an office with sufficient technical personnel capable of preparing estimates and submitting tenders and bills for works done and supervision of works (full details to be furnished), (Attested copy of Electric License to be enclosed for Electrical contractors.)	
14	Whether the applicant is already enlisted :-	
a)	If so, in which class and category.	
b)	Whether enlisted with any other departments? If so, in which Department, class and category showing amount up to which qualified to tender?	
15	Whether the applicant is share-holder or partner off any firm already enlisted in this Department.	
16	Has the applicant or any of his partners or share-holders been black-listed or removed from the approved list or contractors or demoted to lower class or orders passed banning/suspending business with the applicant etc. by any Department in the past.	
17	Whether the contractor has read the rules for enlistment of contractors and is prepared to abide by them and fulfills all the requirements of eligibility for enlistment.	
18	List of persons who are working with the applicant in any capacity and who are near relatives to any Gazetted officer posted in this Department or gazette officers who have not completed two years after retirement. The applicant should also intimate the name of such persons who are employed by him subsequently.	

I/We certify that I/We will not get myself/ ourselves registered as contractor(s) in the Department under more than one name.

Dated :

Signature of the applicant and address

Note : All relevant certificates as required in enlistment rules should be enclosed.