UGVCL
UTTAR GUJARAT VIJ COMPANY LIMITED

Vendor Registration Procedure For Erection Contractors.

- Application for new contractor registration/renewal to be made to the CE(P&P) ,Regd.& Corporate Office, Visanagar Road,Mehsana-384001(North Gujarat) along with all documents duly signed& notarized on each page.
- The Applicant has to apply for class A /Class B/ Class C Category.

The brief about three Class of category is as under.

Sr. No.	Type of category	Annual turn over contract in Rs. Lacs.	Minimum Experience in years	Requirement of valid contractor license	Solvency in Rs.
1.	Class-A	15.0 Lacs.	Five Years	Yes	3,00,000
2.	Class-B	5.0 Lacs.	Three Yeras	Yes	1,00,000
3.	Class-C	1.0 Lacs.	One Year	Preferably	25000

Applicant is requested to apply for vendor registration, considering above criteria.

- Application form for Vendor Registration form is available on website (www.ugvcl.com) , which is to be filled in along with supporting documents duly signed and notarized in two sets and non refundable registration fee in the form of Demand draft in favour of Uttar Gujarat Vij Company Limited , payable at Mehsana (Gujarat)
- A Non refundable fee of Rs. 3000/- per registration in form of Demand Draft only in name of Uttar Gujarat Vij Company Ltd. Payable at Mehsana(North Gujarat) should be furnished along with application.
- Only registered erection contractor are allowed to participate in future tenders of UGVCL.
- Registration is valid for the period of 5 Years from the date of issue of registration letter.

Registered & Corporate Office: Visnagar Road, Mehsana : 384 001 (North Gujarat)
Phone No: 02762-220080-81 Fax No: 02762-223574
Website: www.ugvcl.com e-mail: Corporate@ugvcl.com

- Applicant should have valid Electrical contract license for all time.(For Class A & Class B)
- In absence of any of the document application will be rejected
- In case the registration is not recommended / rejected, registration fees paid is not refundable.
- Registration is valid for work to be carried out in UGVCL's license area only.
- In case for change of name of a fresh application submission required.
- UGVCL reserves the right to register contractor.
- Upon expiry of validity period of Five years,Firm/Contractor shall apply for re-registration at least two months before the date od expiry of registration with all relevant documents and non refundable fee.
- Digital Signature Certificate for on line tender is must.
- The list of documents to be submitted along with the application form is as per Annexure – 1 [attached here under]

Registered & Corporate Office: Visnagar Road, Mehsana : 384 001 (North Gujarat)
Phone No: 02762-220080-81 Fax No: 02762-223574
Website: www.ugvcl.com e-mail: Corporate@ugvcl.com

Annexure -1

List of the documents/copies required duly signed and notarized to be furnished along with the application form

1. Copy of Electrical license from Chief Electrical Inspector, Govt of Gujarat
2. Copy of Technical qualification of Applicant/Supervisor- degree / Diploma certificate.
3. Latest solvency certificate from any Schedule Bank valid for twelve months from the date of application.(Duly Notarized)
4. Two nos. of Recent Photograph of Applicant.
5. Copy of Labor license certificate.
6. Copy of permanent Account No. from Income Tax Authority.
7. Affidavit for not registered as a contractor in the Department under more than one name.
8. EXPERIENCE: Relevant Work completion certification against work order issued by UGVCL/P.W.D. or any other state organization etc. / Copy of Acceptance of tender (if available)
9. Copy of P.F. Code No. Certificate.
10. Latest Income Tax Clearance Certificate form Income Tax Authority.
11. Finance Tax No. / Taxpayer's Identification Number
12. Power of Attorney copy/ authorization letter
13. Copy of articles of Association/partnership Deed/Proprietorship documents to be enclosed
14. Details of work completion in last 5(For A type)/3(For B type)years and work in progress for all work as per Annexure-A

Registered & Corporate Office: Visnagar Road, Mehsana : 384 001 (North Gujarat)
Phone No: 02762-220080-81 Fax No: 02762-223574
Website: www.ugvcl.com e-mail: Corporate@ugvcl.com

15. Details of tools, equipment as well as safety articles per Annexure-B
16. Details of turnover/Financial Statement of last 5(For A type)/3(For B type) years
17. The applicant has to submit the "Declaration" as per format .

Registered & Corporate Office: Visnagar Road, Mehsana : 384 001 (North Gujarat)
Phone No: 02762-220080-81 Fax No: 02762-223574
Website: www.ugvcl.com e-mail: Corporate@ugvcl.com

Declaration

1. I/We here by certify that I/We am/are not partner (S) in the Firm (S) black listed or connected with the firms black listed in UGVCL or any state government organization.

2. At present, I/We am/are not partner(S) in any Firms(S) which is/are registered in approved contractor(S) Firm(S) in UGVCL or any state government organization. We are solely working for above mentioned firm.

3. We, the partners of this Firm, hereby given an undertaking that we are jointly and severally responsible to all the liabilities over and above the business of this Firm and make good the above financial loss sustained by UGVCL as a result of our abandoning the UGVCL's works entrusted to us i.e. this Firm.

4. If any contract awarded to me in future, I/We will observe all safety rules and regulations setup by UGVCL and I/We will possess and utilize all necessary Safety tools/kits during work execution.

5. I/We also undertake that any accident,which may happen during the execution of work, I/We solely responsible for occurrence.

The above declarations made by me/us are best to my/our knowledge and if any discrepancy found, in such cases company may reject my/our application.

Name of authorized person:- Signature

Designation:-

Full Address:-

Contact Details:-

Place: Date :-

Registered & Corporate Office: Visnagar Road, Mehsana : 384 001 (North Gujarat)
Phone No: 02762-220080-81 Fax No: 02762-223574
Website: www.ugvcl.com e-mail: Corporate@ugvcl.com

UGVCL
UTTAR GUJARAT VIJ COMPANY LIMITED

Annexure – A

Details of work completion and work in progress for all work

Sr. No.	Name of Work	Work Order No. with Date	Estimated Cost of work (In Rs.)	Division Office Address	Tender amount (In Rs.)	Amount of work Completed	Remarks
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							

Registered & Corporate Office: Visnagar Road, Mehsana : 384 001 (North Gujarat)
Phone No: 02762-220080-81 Fax No: 02762-223574
Website: www.ugvcl.com e-mail: Corporate@ugvcl.com

Annexure – B

Details of tools, equipment and safety Equipments available

Sr. No.	Name of Tool/Equipment/safety Equipment	Quantity in Nos.	Approximate Value
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

Registered & Corporate Office: Visnagar Road, Mehsana : 384 001 (North Gujarat)
Phone No: 02762-220080-81 Fax No: 02762-223574
Website: www.ugvcl.com e-mail: Corporate@ugvcl.com