



(A GOVT. OF INDIA ENTERPRISE)

Core 3, SCOPE Complex, 7, Institutional Area, Lodhi Road, New Delhi - 110 003

QUESTIONNAIRE FOR CONTRACTORS IN THE FIELD
OF CIVIL CONSTRUCTION

INSTRUCTIONS :

- (i) Please ensure that all the questions are properly answered and documents as stipulated are furnished. Incomplete questionnaire may not be considered.
- (ii) All pages may please be initialled.

1. (a) Name of Company :
- (b) Name of Key Personnel :

| | Address | Phone No. | Fax No. | E-mail |
|-----------------------|---------|-----------|---------|--------|
| (c) Registered Office | | | | |
| (d) Head Office | | | | |
| (e) Regional Office | | | | |

2. General details of the Company

- a) Date of establishment
- b) Brief description of normal activities
- c) Area of specialisation
- d) Please enclose Photostat copies/
Attested True copies of following :-
 - i) Audited balance sheet and Profit & Loss account statement alongwith schedules for last three years together with auditor's report

(if auditor's report is not attached, reasons thereof)
 - ii) Latest Income Tax Return and PAN No.
 - iii) Articles and Memorandum of Association, if a Ltd. Co.
 - iv) Copy of partnership deed, if a Partnership firm, indicating specifically the liabilities of each Partner.
 - v) Indicate whether the business is registered as Proprietorship/ partnership (If Proprietorship, submit copy of Affidavit).
 - vi) Names and addresses of all bankers with whom dealing, alongwith certificate from such bankers stating financial position and dealings and solvency certificate.
 - vii) Provident fund No. Certificate
 - viii) Sales Tax Clearance certificate

3. State whether approved contractors of :

- a) C. P. W. D.
- b) State P. W. D.
- c) Railways
- d) M. E. S.
- e) Public Sector Undertakings
- f) Metropolitan Development Authority/
Housing Boards
- g) Any authority in foreign countries

If so, please attach photostat copy of registration certificate (s) indicating class and financial limit.

4. Surveying facilities, if any, indicating the number and make of theodolites, levels etc.

5. List of equipment for ordinary soil and rock-excavation, site levelling etc.

6. List of material handling equipment like tractor - trailers, rear dumpers, trucks, cranes, winches, derricks, jacks etc. Please mention their capacities/make.

7. List of equipment of pile foundation work.

8. **List of construction Machinery/equipment e.g. vibrators, aircompressors with pneumatic attachments, welding machines, concrete mixers, shuttering materials like plates, scaffolding, tower cranes etc. with type/capacity.**
9. **List of testing machines e.g. universal testing machine and other apparatuses.**
10. **List of machinery for construction of roads, etc.**

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11. **List of machinery for executing chemical treatment works such as pest control, anticorrosive, acid/alkaline proofing etc.**
12. **List of machinery for executing special jobs like tunneling, ports hydrology, grain silos, water treatment, sewerage, bridges, dams, etc.**
13. **Facilities and list of equipment available for structural steel fabrication and erection.**

Do you have any centralised fabrication shop? If so.

- i) Please write full address with telephone No. and Fax No.
- ii) Please indicate the size & capacity of the machinery installed, including the testing facilities available.
- iii) Total number of labour employed
 - a) skilled
 - b) semi-skilled
 - c) unskilled
- iv) Specify the different type of welding techniques adopted in your works.
- v) Are welders qualified?

If so, for what nature of work?

Give particulars with testing authority.

- vi) Number of welders for each type of welding work including high pressure welding work.

13. A. Are you interested in doing general fabrication work at site? If so,

- i) Please indicate the facilities you have for site work e.g. machinery/tools and tackles and other facilities including testing equipment.
- ii) Do you have radiographic testing facility of your own?
- iii) Number of workers you have for site work;
 - a) skilled
 - b) semi-skilled
 - c) Unskilled
- iv) How many metric tonnes of structural work can you fabricate in a month

14. List of machinery available for mechanised construction indicating the system employed to conserve use of manpower and illustrating the areas where this system has been used in India and abroad.

15. Normal proportion (valuewise) of mechanised work to manual labour being executed in present civil works.

16. Nature of work in which you are interested:

- i) Residential complexes
- ii) Infrastructure works
- iii) Multi Storey Buildings
- iv) Industrial Buildings and Machine foundations
- v) Roads and Bridges
- vi) Structural Steel Works
- vii) Piles and Pile caps
- viii) Public Health Works
- ix) Water Treatment
- x) Sewage Disposal Plants
- xi) Under ground and overhead water tanks
- xii) Specialist category (to be detailed)

(6)

17. Please furnish details of contracts executed successfully during last three years in the tabular form as below :

(Please attach extra sheet if required)

| Sl. No. | Name & Address of the Client | Description of work with Order No. & Value | Period of execution | | Extent of material contents to labour contents | Proportion of mechanised working to manual working | Reasons for delay if any |
|---------|------------------------------|--|---------------------|-----------------|--|--|--------------------------|
| | | | Commencement date | Completion Date | | | |

(7)

18(a). Please furnish details of contracts in hand :

(Please attach extra sheet if required)

| Sl. No. | Name & Address of the Client | Description of work with Order No. & Value | Period of execution | | Extent of material contents to labour contents | Proportion of mechanised working to manual working | Reasons for delay if any | Percentage of works completed |
|---------|------------------------------|--|---------------------|-------------------------------|--|--|--------------------------|-------------------------------|
| | | | Commencement date | Date of completion (Probable) | | | | |

18(b). Value of balance works in hand as on date :-

19. Whether interested to work :

- a) anywhere within the country and abroad
- b) anywhere within the country only
- c) anywhere abroad only
- d) any specified zone (s)

20. Details of design & drawing facilities available.

- 21. a) Please enclose photostat copies of job completion certificates of the contracts executed during last three years.
- b) Please enclose certificate from present clients stating about capability, dealing and performance, etc.,

22. List of supervisory personnel e.g. engineers, planners, architects, etc. on permanent rolls of the Company in the tabular form as below : -

| Sl. No. | Name | Qualification (s) | Designation | Experience | Date of joining the Company |
|---------|------|-------------------|-------------|------------|-----------------------------|
|---------|------|-------------------|-------------|------------|-----------------------------|

23. Please indicate

- a) Your annual working capacity (valuewise)
- b) Your Annual turnover for the last three years.
- c) Value of largest single contract implemented by you.
 - i) India
 - ii) Abroad

24. Have you any associate/representative/ collaboration in any foreign country and if so, please give particulars.

25. Have you been involved in cases of disputes/arbitration/proceedings while executing your contracts at any time. If so, please give details.

26. Have you been debarred from tendering for contracts of any of the Govt. departments/Undertaking including those stated in column No. 3, If so, please give details and duration of time.

27. Have you been denied registration by any of the authorities mentioned in serial 3 above. If so, please give details.

28. Have you any close relatives in EPI working as Dy. General Managers and above. If so give their names, designations and relationship.

29. Brief note justifying registration with EPI.

30. Supplementary Data and Authentication.

(a) Supplementary Data

(b) Authentication

I/We declare that to the best of our knowledge the information provided in this questionnaire is accurate and truthful.

Additional Queries:-

- | | |
|---|----------|
| (a) Willingness to perform functions of a contractors/ supplier of a ISO-9001 and ISO-14001 certified company | Yes / No |
| (b) Willingness to deploy or train if required personnel for performing activities having significant impact on environment | Yes / No |

Signature of
duly constituted Attorney

Place :

(Name)

Dated :

Note : Registration is not pre-qualification.

(11)

FOR COMPANY'S USE ONLY

1. Application received on
2. Letter written for getting Balance information
3. Site visit and its recommendation
4. Decision taken by standing committee
5. Registration No.