

REVISED REGULATIONS



REGULATIONS
For
Classification and Enlistment of
Contractors in the
Uttar Pradesh Jal Nigam
2001

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REGULATIONS

Classification and Enlistment of Contractors in the Uttar Pradesh Jal Nigam

REGULATIONS-I : These regulations will govern the classification and enlistment of Contractors in the U.P. Jal Nigam. Then tenders of only those contractors will be considered for any work in the Uttar Pradesh Jal Nigam who are enlisted to tender for that work according to their enlistment, Issue and receipt of applications for enlistment will remain open from first of February to 31st of March every year without late fee. Application form will be issued throughout the year. Application form for enlistment submitted after 31st March will be received with late fee from 1st April to 31st August @ Rs. 500/- per month or part thereof and from 1st September to 31st January @ Rs. 1000/- per month or part thereof. The cost of application form for enlistment in duplicate with one copy of the Regulations will be available on payment of Rs. 250/- + Rs. 30/- postage charges (if required by post) by money order/cash in the name of the Enlisting Authority.

Enlisted contractors shall be placed on the mailing list of the U.P. Jal Nigam in the area they are allowed to work and the copies of notices inviting tenders shall invariably be sent to them at their registered address free of cost by ordinary post for the works falling in the category in which they are enlisted.

The work should not be allotted to unenlisted contractors even on P.W.A's or Work Orders.

The contractors shall be allowed to work in their category and area of work as specified in their class in which they are enlisted. However, Contractors enlisted in class A & B for category 1 (a) i.e. Reservoirs, 2 i.e. Sewerage Works, 6 i.e. Water Treatment & 7 i.e. Sewage Waste water & Industrial Waste Treatment shall be allowed to Tender for Category 3 i.e. Building Works including Roads. Contractors enlisted in Class "A" & "B" for any category (except-1-d) shall be allowed to Tender for Turnkey Projects Class 'B' & 'C' respectively. The Electrical contractors who hold a valid licence of Category 'A' from Chief Electrical Inspector will be enlisted in 'A' class and those who hold the licence of Category 'B' will be enlisted in 'B' and 'C' Class.

The U.P. Rajkiya Nirman Nigam, U.P. State Bridge corporation, U.P.I.L. Lucknow, U.P. State Electricity Board and Nal Koop Nigam shall, however, be exempted from enlistment under these regulations.

REGULATIONS-2 : (1) Enlistment of contractors will be made separately for the following categories :

1. Water Supply Works :

- a) Reservoirs
- b) Pipe Laying
- c) Tube Wells
- d) Deep Well Hand Pumps
 - (i) Deep Well Hand Pumps (Hand Boring)
 - (ii) Deep Well Hand Pumps (Rig Machine)
2. Sewerage Works :
 - a) Pumping Station
 - b) Sewer Laying, Sewage Channel, Storm Water Drainage & Appurtenant Works.
3. Building Works including Roads
4. Electrical & Mechanical Works including supply & Installation of Pumping Plans.
5. Intake Works
6. Water Treatment
7. Sewage, Waste Water & Industrial Waste Treatment
8. Turnkey Projects
 - a) Water Supply
 - b) Sewerage
9. Instrumentation, Automation & PLC/ Skada
2. Each category of contractors will be further classified as in Appendix 'A' according to the upper financial limit of the works for which a contractor enlisted in the particular class can tender.

Who are to be enlisted **REGULATION-3** : Enlisted in all classes will be open to all individuals, Undivided Hindu families, firms registered under the Indian Partnership Act.and public or private limited companies.

PROVIDED that an applicant will be enlisted only in that class to which found suitable in accordance with these regulations by the authority prescribed herein for the purpose, and the enlisted party shall be called contractor for the purposes of these regulations.

Qualification for enlistment **REGULATION-4** : An applicant for enlistment to a particular class should have a minimum solvency as mentioned in Appendix 'B' technical staff as mentioned in Appendix 'C' equipment, tools and plants as mentioned in Appendix 'D' He should have satisfactory executed at least five works, whose individual value should at least be as mentioned in Appendix 'E' of an offence involving moral turpitude.

However, if a contractor does not have the past experience will be required in Appendix 'E' but fulfills all other conditions for enlistment, will be enlisted provisionally under the lowest class of the concerned category for period of two years. This period of probation can be extended by one year on special ground by Managing Director/Chief Engineer.

Proof of applicant's solvency **REGULATION-5 (1)** : In case of individuals, firms and Undivided Hindu families, proof of the solvency of the applicant will consist of a certificate signed by the Distt. Magistrate concerned or a certificate / reference of a Scheduled Bank.

2) In the case of a private or public limited company the proof of the company's solvency

will be its last balance sheet audited and certified by a Chartered Accountant or a certificate/ reference of a Scheduled Bank.

Proof of **REGULATION-6 :** Proof of employment of the required technical staff will consist of a **employment** declaration by the applicant in the form as per Appendix 'M' in the presence of a 'Notary' **of technical** public giving full particulars of the required staff.
staff

Proof of **REGULATION-7 :** Proof of possession of required Machinery & tools and plants will plants possession of will consist of a declaration by the applicant in the Form as per Appendix 'N' made in **machinery** presence of stipendiary Magistrate, giving full particulars of the equipment or an Affidavit **& tools etc.** for the same verified by a Notary.

Previous **REGULATION-8 :** Evidence of satisfactory execution of five works of the required value
Experience will consist of certificate from the Engineer-in-charge of the works not below the rank of an Executive Engineer.

REGULATION-9 (1) : The applicant for enlistment will be made in the form given in Appendix 'F' and shall be accompanied by a Demand Draft for the registration fee mentioned in sub-para (2) and documents mentioned in sub-para (3). A separate application will have to be made for different categories of works. The money receipt for the application form should also be attached with the application.

2) The registration fee should be as under :

Class A	Rs. 1500.00
Class B	Rs. 1200.00
Class C	Rs. 750.00
Class D	Rs. 450.00

and it shall not be refunded.

3) Every application shall be accompanied by the following documents :

- i) Proof of solvency of the applicant.
- ii) Proof of Employment of the required technical staff.
- iii) Proof of possession of required machinery, tools and plants.
- iv) Proof of execution of five works of the required value.
- v) In case of a firm, duly certified copy of the partnership deed and registration certificate and in case of a company, the deed of Articles of Association.
- vi) Character Certificate as per Appendix 'L' having an attested copy of photograph on the body of certificate with two extra copies.
- vii) Income Tax, Sales Tax Clearance Certificate.

4) in case of any change in solvency, technical staff, tools and plants as mentioned in Regulation-4 above, or Article of Association/constitution of a company as mentioned in regulation-9 (3) above, the same shall be intimated to the authority competent for enlistment, within 7 days of such change and an acknowledgement of the same shall be obtained.

Officer Authorised to Enlist **REGULATION-10** : An application for enlistment to a particular class of contractor, will be presented to the authority mentioned in Appendix 'G' who will be the final authority in the matter, subject to the provisions of appeal and review made hereafter.

Area in which the Enlisted Contractor can work **REGULATION-11** : Enlistment will entitle the contractor to tender for works within the Jurisdiction of the authority who ordered enlistment.

REGULATION-12 (1) : The authority to whom an application for enlistment is presented may get such enquiry held as he considers necessary before passing the final orders. If the authority is satisfied that the applicant is suitable for being enlisted in the Class applied for the will pass an order to this effect This order, will however, be provisional and will become final only after the contractor has deposited the security provided in Appendix 'H'. If the authority is not so satisfied he will pass an order rejecting application giving reasons thereof and intimate the applicant in writing within 15 days of such rejection order. The applicant can thereafter, file an appeal, against the rejection order, before the next higher authority, who will dispose it off, ordinarily, within three months.

(2) All applications shall, ordinarily, be disposed off within three months of the date of presentation.

(3) A contractor whose application for enlistment has been rejected shall not be entitled to apply afresh for enlistment within 6 months of the date of the final order passed in the case.

General Security

REGULATION-13 (1) : A General Security as mentioned in Appendix 'H' shall be deposited by the contractor within one month of the receipt of orders of enlistment or within such period not exceeding three months, as may be extended by the authority ordering enlistment. If no such security is deposited the order of enlistment will be demand to have lapsed and the matter will be finally closed.

(2) The General Security may be in one of the forms as specified in para 71 of Financial Hand Book Vol. V part I as amended from time to time.

(3) The contractor will then become entitled to tender for works allowed by Regulation-11 above. He will have to deposit earnest money as provided in tender documents, After acceptance of tender the contractor will have to deposit security money for due fulfilment of the contract as specified in tender. The amount of earnest money and security money and its mode of deposit will be provided in tender document which shall be fixed by the tendering authority in accordance to the provisions of F.H.B. Volume-5 and 6 and order issued by U.P. Government.U.P. Jal Nigam from time to time.

(4) Recovery of any amount due from a contractor in respect of any work if required shall be made from the General Security also to the extent of available amount.

(5) The General Security may be refunded to the contractor on the expiry of a period of 6 months from the removal of his name from the register of Classified Contractors.

Technical
staff at site
of work

REGULATION-14 (1) : The contractor shall have to keep the staff at the site of work as per APPENDIX 'C' attached.

(2) If the contractor fails to comply with Sub-Regulation (1), the Engineer-in-charge of the work shall report the matter to the enlisting authority of the contractor who after giving the contractor such opportunity to explain as may be considered necessary, order the removal of the Contractor's name from the Register of classified Contractors. This may be in addition to any action which may be taken against the contractor in terms of his contract for the work.

Removal of
contractor's
name from
register of
classified
contractor

REGULATION-15 (1) : The authority competent to enlist a contractor or any higher authority having jurisdiction may order the removal of a contractor's name from the register of enlisted contractors for the reasons to be mentioned in the order and communicated to the contractor. Before such order is passed, the contractor shall be served with a show cause notice giving reasons for purposed removed and given a reasonable opportunity to explain amongst others. The reasons may be :

- (i) Unsatisfactory execution after tender is accepted.
- (ii) Failure to commence work when tender is accepted.
- (iii) Failure to maintain required capital, technical staff, machinery, tools and plants.
- (iv) Failure to maintain the required amount of general security.
- (v) Conviction of an offence involving moral turpitude.
- (vi) Persistent misconduct by him self or his employees.
- (vii) Habitual indebtedness.
- (viii) Bad reputation in market.
- (ix) Neglecting quality and offering sub-standard work/materials.
- (x) Unsystematic working.
- (xi) Neglecting timely accounting of stores supplied by the Nigam or misappropriation of stores.
- (xii) Speculative bidding.
- (xiii) Black Listed by Nigam or any other Sister organisations of Uttar Pradesh.
- (xiv) Being an undischarged insolvent.
- (xv) Having unsound mind.
- (xvi) Holds any office of profit under the Nigam.
- (xvii) The period for which he was previously removed from the list of approved contractors has not passed or exemption has not been granted by the Managing Director.
- (xviii) Bringing/Carrying of arms and ammunitions in the premises where tenders are scheduled to be received and opened.
- (xix) Any other act which in the judgement of the authority competent to order the removal of the name from the list, is undesirable or amounts to misconduct.

(2) The officer ordering the removal will inform all authorities below him to make a note to this effect against the name of the contractor in their registers.

(3) Such order of removal unless passed by the Managing Director/Chief Engineer will not have effect in the area(s) not controlled by the authority ordering the removal.

Appeal review **REGULATION-16 :** An Applicant or enlisted contractor who feels aggrieved by any order passed under these regulations, may file an appeal to the next higher authority within a period of one month receipt of intimation of such order and the order passed by such authority after holding such enquiry as it may consider necessary, shall be final, Such appeal shall, ordinarily be disposed off within a period of two months.

Provided that no appeal shall be against an order passed by the Managing Director/Chief Engineer. However, the person aggrieved by the said order may apply to Managing Director for a review within the period above and the Managing Director may pass any order considered suitable.

Register of Classified Contractors **REGULATION-17 :** (1) All authorities competent to enlist contractors and all Asst. Engineers shall maintain a register of classified contractors in forms mentioned in Appendix 'I' Separate registers will be maintained for different categories. Under each category separate pages will be allotted for contractors of different classes.

(2) In this register names of the contractors will be entered under the class in which the contractor is ordered to be enlisted either by the authority maintaining the register or by any higher authority having jurisdiction.

For this purpose orders of enlistment, which have become final after deposit of General Security shall be communicated by the authority concerned all officers below him.

Certificate of enlistment **REGULATION-18 :** (1) The authority competent to enlist contractors to a particular class will issue a certificate of enlistment to the contractor in the form mentioned in Appendix 'J' after the order of enlistment has become final on deposit of General Security.

(2) The enlistment will be valid for a period of three years from the date of registration.

(3) Within two month before expiry of the certificate of enlistment the contractor will apply for renewal of the certificate to the authority competent to enlist a contractor of that class and under his jurisdiction, in the form mentioned in Appendix 'K' together with required documents including character certificate.

Contractors Registered before the revision of 2001 regulation, while applying for renewal up a period of SIX YEARS from the date from which the revised regulation is enforced i.e. 01.04.2009 need not submit satisfactory execution of five works of required amount as per revised regulation, but WILL HAVE TO SUBMIT REVISED SOLVENCY & GENERAL SECURITY. After the period of SIX YEARS, while applying for renewal they are required to submit experience fo five works, solvency & General Security as per revised regulation. The authority concerned will then issue a fresh certificate of enlistment valid till the end of the next three years. The fee for renewal shall be the same as for Registration and shall have to be deposit a fresh with each renewal. However if contractor fails to submit his renewal application as referred above within stipulated period, he will be liable to pay a fine @ Rs. 500/- per month or part there of up to six months and @ Rs. 1000/-per month of par thereof for the remaining six month. If contractor fails to apply for renewal during one year, his registration will be treated as cancelled and he will have to apply for fresh new registration, fresh Certificate of enlistment issued after renewal will remain valid for three years from the expiry date of old registration.

(4) Deplicate certificate of registration may be issued in case where they are lost or destroyed due to an accident or any other valid reason. The application for a duplicate copy should be presented with a week from the date on which it has been lost. the following fee will be charged for the issue of the duplicate copies :

A Class Contractors	Rs. 150
B Class Contractors	Rs. 120
C Class Contractors	Rs. 90
D Class Contractors	Rs. 60

(5) In case of firms (s) and private and public Limited companies an individula should be authorised to deal with the department on their behalf on production of Power of Attorney.

General Regulation : 19 :

With the concurrence of Finance Director U.P. Jal Nigam the Chief Engineer in charge of centralised purchase at Jal Nigam Head Office shall have the authority to revise and update the cost of application forms for registration, postage charges, Registration and its renewal fees etc. and other financial figures given any where in the regulation.

Appendix 'A'

REGULATION : 2(1)

Contractors enlisted in a particular class will be entitled to tender for works of value not exceeding the amount mentioned below :

Category	Class-A	Class-B	Class-C	Class-D	Class-E
1. Water Supply Works :					
(a) Reservoirs	Up to any Limit	60.00	22.50	X	X
(b) Pipe Laying	--do--	120.00	45.00	24.00	5.00
(c) Tube Wells	--do--	120.00	9.00	X	X
(d) Deep Well Hand Pump	--do--	120.00	36.00	24.00	5.00
2. Sewerage Works :					
(a) Pumping Station	--do--	120.00	18.00	X	X
(b) Sewer Laying, Sewage Channel, Storm Water Drainage & Appurtenant Works	--do--	120.00	18.00	12.00	5.00
3. Building Works including Roads	--do--	120.00	18.00	12.00	5.00
4. Electrical & Mechanical Works including supply & installation of Pumping Plants	--do--	120.00	18.00	6.00	5.00
5. Intake Works	--do--	120.00	X	X	X
6. Water Treatment	--do--	120.00	X	X	X
7. Sewage, Waste Water & Industrial Waste Treatment	--do--	120.00	X	X	X
8. Turnkey Projects :					
(a) Water Supply	--do--	400.00	60.00	X	X
(b) Sewerage	--do--	400.00	60.00	X	X
9. Instrumentation, Automation & PLC/Skada	--do--	120.00	18.00	X	X

- Note :** 1) All the above figure are in Rs. Lacs.
 2) In Pipe Laying & Hand Pump works, cost of pipe & hand pump material will — be included in the cost.

Appendix 'B'

REGULATION : 4

Minimum Solvency required for enlistment in each class

Category	Class-A	Class-B	Class-C	Class-D	Class-E
1. Water Supply Works :					
(a) Reservoirs	30.00	24.00	12.00	X	X
(b) Pipe Laying	20.00	6.00	2.50	0.30	NIL
(c) Tube Wells	20.00	12.00	2.50	X	X
(d) Deep Well Hand Pump	17.00	10.00	2.00	0.30	NIL
2. Sewerage Works :					
(a) Pumping Station	30.00	24.00	12.00	X	X
(b) Sewer Laying, Sewage Channel, Storm Water Drainage & Appurtenant Works	30.00	24.00	12.00	0.30	NIL
3. Building Works including Roads	20.00	12.00	6.00	0.60	NIL
4. Electrical & Mechanical Works including supply & installation of Pumping Plants	20.00	12.00	2.50	0.30	NIL
5. Intake Works	30.00	24.00	X	X	X
6. Water Treatment	30.00	24.00	X	X	X
7. Sewage, Waste Water & Industrial Waste Treatment	30.00	24.00	X	X	X
8. Turnkey Projects :					
(a) Water Supply	150.00	120.00	60.00	X	X
(b) Sewerage	150.00	120.00	60.00	X	X
9. Instrumentation, Automation & PLC/Skada	20.00	12.00	2.50	X	X

- Note :** 1) All the above figure are in Rs. Lacs.
 2) Contractors enlisted in Class A & B for any category (except 1-d) shall be allowed to tender for Turnkey Project Class B & C respectively, but will have to submit solvency as mentioned in 8 a) & b) above.

Appendix - 'C'

REGULATION : 4

Sl. No.	Category	Class-A	Class-B	Class-C	Class-D	Class-E
1. Water Supply Works :						
	(a) Reservoirs	One qualified Graduate Civil Engineer	One qualified Civil Engineer / Diploma holder 3 years experience One Licenced Plumber	One Civil Diploma Holder with 3 years experience Experienced Mistri / Plumber	X	X
	(b) Pipe Laying	One Diploma Holder (Civil)	One experienced Driller	One Driller	Experienced Plumber at the time of execution X	Experienced Plumber at the time of execution
	(c) Tube Wells	One qualified Graduate Engineer Electrical/Mechanical & One experienced Driller One Diploma holder Civil / Mechanical	One Licenced Mechanic/experienced Driller	Experienced Mechanic / Borer	Experienced Mechanic / Borer	Experienced Mechanic / Borer
	(d) Deep Well Hand Pumps	One Graduate Engineer with 3 years experience & one Diploma holder (Electrical / Mechanical) One qualified Civil Engineer with 3 years experience	One Civil Diploma holder with 3 years experience	One Civil Diploma holder with 3 years experience	X	X
2. Sewerage Works :						
	(a) Pumping Station	One Graduate Engineer with 3 years experience & one Diploma holder (Electrical / Mechanical) One qualified Civil Engineer with 3 years experience	One Civil Diploma holder with 3 years experience	One Civil Diploma holder with 3 years experience	X	X
	(b) Sewer Laying, Sewage Channel, Storm Water Drainage & Appurtenant Works	One qualified Civil Engineer with 3 years experience	One qualified Civil Engineer / Diploma holder (Civil) with 3 years experience	One Diploma holder (Civil)	Licenced Plumber	Licenced Plumber

Sl. No.	Category	Class-A	Class-B	Class-C	Class-D	Class-E
3.	Building Works Including Roads	One Degree holder (Civil) Engineer	Diploma holder (Civil)	Diploma holder (Civil)	X	X
4.	Electrical & Mechanical Works including supply & Installation of Pumping Plants with 3 year experience	One Graduate Engineer Electrical / Mechanical & class-A Licence	Diploma holder Mechanical / Electrical & Class-B Licence	Licensed Electrician with experience	Licensed Electrician	Licensed Electrician
5.	Intake Works	One Graduate Civil Engineer with 3 years experience	One Diploma holder in Civil Engineering with 3 years experience	X	X	X
6.	Water Treatment	One Graduate Civil Engineer & One Graduate Electrical / Mechanical Engineer	One Diploma holder in Civil Engineering with 3 years experience & One Diploma holder Mechanical / Electrical with 3 years experience	X	X	X
7.	Sewage, Waste Water & Industrial Waste Treatment	--do--	--do--	X	X	X
8.	Turnkey Projects (a) Water Supply	Two Graduate Civil Engineering with 5 years experience & One Graduate Electrical / Mechanical Engineer & One Civil Diploma with 5 years experience	One Graduate Civil Engineer with 3 years experience & One Graduate Electrical / Mechanical Engineer & One Civil Diploma holder with 3 years experience	One Graduate Civil Engineer with 3 years experience & One Graduate Electrical / Mechanical Engineer & One Civil Diploma holder with 3 years experience	X	X
9.	(b) Sewerage Instrumentation, Automation & PLC/Skada	--do-- One qualified Graduate Engineer Electronics / Communication with 3 years experience AND One Qualified Graduate Engineer Computer / I.T. or MCA with 3 years Experience	--do-- One qualified Graduate Engineer Electronics / Communication AND One Qualified Diploma Engineer Computer / I.T. or BCA	One Qualified Graduate Engineer Electronics / Communication AND One Qualified Diploma Engineer Computer / I.T. or BCA	X X	X X

Note : Contractor will have to submit a certified copy of Degree/Diploma of their Technical staff at the time of registration.

Appendix - 'D'

REGULATION : 4

Minimum Machinery, Tools & Plants required for enlistment in each class :

Sl. No.	Name of Equipment	Class-A	Class-B	Class-C
1. Category- 1 (a)	Reservoirs			
2 (a)	Pumping Station			
2 (b)	Sewer Laying, Sewage Channel, Storm Water Drainage & Appurtenant Works			
3	Building Works including Roads			
5	Intake Works			
6	Water Treatment			
7	Sewage, Waste Water & Industrial Waste Treatment			
1.1	Concrete Mixer (Mechanical)	2	1	1
1.2	Vibrator	2	1	1
		With 2 pin	With 2 pin	With 2 pin
1.3	Pumping Plant 5 H.P.	2	1	1
1.4	Grinding Mill (Building only)	1	X	X
1.5	Excavating Grab (Sewerage Works)	1	1	X
1.6	Well Point Equipment			
	(Sewerage Works & Intake Works)	1	1	1
1.7	Mechanical Dredger (Intake Works)	1	1	X
2. Category- 1 (b)	Pipe Laying			
2.1	Hydraulic Testing Equipment	2	1	1
2.2	Hydraulic Air Compressor	1	X	X
2.3	Truck / Tractor	2	1	1

Sl. No.	Name of Equipment	Class-A	Class-B	Class-C
3. Catetory- 1(c)	Tube Wells			
	3.1 Rig Machine	2	1	1
	3.2 Air Compressor	2	2	2
	3.3 O.P. Units	2	1	1
	3.4 Truck	2	1	1
4A. Catetory- 1(d)	Deep Well Hand Pumps Hand Boring)			
	4.1 Winch Machine	2	1	1
	4.2 Small Truck/Matador	2	2	2
	4.3 Drilling Equipments sets	10	5	2
	4.4 Lowering Instruments	10	5	2
	4.5 Plumbing Equipments Sets	10	5	2
4B. Catetory- 1(d)	Deep Well Hand Pumps (Rig Machine)			
	4.6 Rig Machine	2	1	1
5. Catetory- 4	Electrical & Mechanical Works Including Supply & Installation of Pumping Plants			
	5.1 Electrical & Mechanical	2 Sets	1 Set	1 Set
6. Catetory- 8	Trunkey Projects			
	8(a) Water Supply	As detailed in Sl. No. 1.1 to 1.4, 2.1 to 2.3 3.1 to 3.4 & 5.1 above along with required heavy machinery as per need of the project	As detailed in Sl. No. 1.1 to 1.4, 2.1 to 2.3 3.1 to 3.4 & 5.1 above along with required heavy machinery as per need of the project	As detailed in Sl. No. 1.1 to 1.4, 2.1 to 2.3 3.1 to 3.4 & 5.1 above along with required heavy machinery as per need of the project
	8(b) Water Supply	As detailed in Sl. No. 1.1 to 1.6, 2.1 to 2.3 3.3 to 3.4 & 5.1 above along with required as per need of the project	As detailed in Sl. No. 1.1 to 1.6, 2.1 to 2.3 3.3 to 3.4 & 5.1 above along with required as per need of the project	As detailed in Sl. No. 1.1 to 1.6, 2.1 to 2.3 3.3 to 3.4 & 5.1 above along with required as per need of the project
7. Catetory- 9	Instrumentation, automation & PLC/Skada			
6.1	Erection & Testing Equipments	2 Sets	1 Set	1 Set

Note : In addition to above the contractor will have to arrange all the other T & P required for proper completion of works

Appendix 'E'

REGULATION : 4

Minimum value of each of the five works that should have been executed satisfactorily to Government Departments/Public Undertakings for enlistment in each class.

Category	Class-A	Class-B	Class-C	Class-D	Class-E
1. Water Supply Works :					
(a) Reservoirs	60.00	24.00	4.50	X	X
(b) Pipe Laying	36.00	18.00	4.50	X	NIL
(c) Tube Wells	36.00	24.00	3.00	X	X
(d) Deep Well Hand Pump	24.00	14.00	4.50	X	NIL
2. Sewerage Works :					
(a) Pumping Station	60.00	24.00	9.00	X	X
(b) Sewer Laying, Sewage Channel, Storm Water Drainage & Appurtenant Works	60.00	24.00	9.00	X	NIL
3. Building Works including Roads	60.00	24.00	4.50	X	NIL
4. Electrical & Mechanical Works including supply & installation of Pumping Plants	36.00	24.00	9.00	X	NIL
5. Intake Works	96.00	60.00	X	X	X
6. Water Treatment	96.00	60.00	X	X	X
7. Sewage, Waste Water & Industrial Waste Treatment	96.00	60.00	X	X	X
8. Turnkey Projects :					
(a) Water Supply	480.00	300.00	45.00	X	X
(b) Sewerage	480.00	300.00	45.00	X	X
9. Instrumentation, Automation & PLC/Skada	36.00	24.00	9.00	X	X

- Note :**
- 1) All the above figure are in Rs. Lacs.
 - 2) Cost of Pipes & specials has not been included in 1 (b).
 - 3) Cost of Hand Pumps and allied materials has not been included in 1 (d).

Appendix' 'F'

REGULATION : 9 (1)

Application Form

for enlistment as a Contractor in the Uttar Pradesh Jal Nigam

Date Day of 20.....

To

Sir,

I/We have the honour to apply for enlistment as class

Contractor in Uttar Pradesh Jal Nigam for category

2.1 A sum of Rs.being the fee in respect of this application form along with a copy of regulation has been deposited in cash/by Money Order and the Receipt No.date.....in enclosed.

2.2 The prescribed Registration fee of Rs.
[Rs.only] in cash/Demand Draft No.dated.....towards enlistment as classified contractor is also enclosed herewith.

3. The required particulars are given below :

PARTICULARS

1. (a) Name of the applicant
Individual/Firm/Company

(b) Address of the Individual/
Firm/Company

(c) Telegraphic address and
Telephone No. if any

2. Nationality of the individual
place or registration in corporation
of firm or company
(attested copies of deeds or records
of association are to be enclosed)

3. Profession of individual or nature of business of firm or company and place of business

.....

4. Whether enrolled as a member of any Builders Association. If so, name of the association and the date of enrolment.

.....

5. Name of persons holding the power of Attorney (Attested copy of attorney to be enclosed)

.....

6. Name of Partner with their respective shares in the firms (copy of partnership deeds to be enclosed, only in case of partnership firms)

.....

7. (a) Name of bankers and full address

.....

(b) In case of limited liability of companies, copy of last balance duly audited should be attached.

.....

(c) Partnership of immovable properties with their marked value (attach certificate form Deputy Commissioner/ Collector).

.....

8. Area in which the contractor
wants to work

.....

9. List of works executed giving

.....

(a) Name of work

.....

(b) Amount of work executed

.....

(c) Year of execution

.....

(d) Authority under which
carried out (to be shown
on separate statement).
Original or attested copies
of certificate, if any may
be enclosed.

.....

10. Resources of contractor :

(a) Details of technical staff
employed with technical
qualification and experience

.....

(b) Details of tools and plants,
machinery, transport, etc.
Details of workshop, if any,
with location

.....

11. Whether the applicant is Diploma holder or qualified Civil, Mechanical or Electrical Engineer or has any, other technical qualification. (Attested copy of the Diploma or Degree to be attached)

.....

12. (a) Whether the applicant is already enlisted in U.P. Jal Nigam if so in which class and category

.....

(b) Whether enlisted with any other department, if so, in which class and category showing amount up to which qualified to tender

.....

13. Whether the applicant is a shareholder of any firm enlisted in this department or any other department (giving full details)

.....

14. (a) How many years has the applicant's organisation been in business as a general contractor under the present business name

.....

(b) Has the applicant ever failed to execute any work awarded to him

.....

CERTIFICATE

1. I/We certify that I/We will not get my self/ourselves registered as contractors (in the U.P. Jal Nigam) under more than one name.
2. I/We agree to notify the officer accepting this application and enlisted my/our name on the U.P. Jal Nigam's list of contractors of any changes in the forgoing particular as they occur and to verify and confirm these particular.
3. I/We certify that above particulars are correct and that should if have been that I/We given a false certificate or that If I/We fail to notify the fact of my/our subsequent amalgamation with another contractor or firm my/our name is liable to be removed form the U.P. Jal Nigam's list of contractors and any contract that I/We may be holding at the time is liable to be rescinded.

Signature of the Applicant
and Address.....
.....

IMPORTANT NOTES :

1. All relevent certificates should be attached with the application.
2. Application for enlistment in each category should be submitted on separate forms.
3. Income Tax Clearance Certificate for the latest assessment year should be sent along with the application, without the Income Tax Clearance Certificate the enlistment will not be considered.
4. In case of Partnership firm, copy of deed and in case of company, article of associaiton will be attached.
5. Character certificate will be submitted with two extra photo of passport size.

Appendix - 'G'

REGULATION : 10

Officer Authorised to Enlist

Category	Class-A	Class-B	Class-C	Class-D	Class-E
1. Water Supply Works :					
(a) Reservoirs	C.E.	C.E. of Zone	S.E.	X	X
(b) Pipe Laying	"	"	"	EE	EE
(c) Tube Wells	"	"	"	X	X
(d) Deep Well Hand Pump	"	"	"	EE	EE
2. Sewerage Works :					
(a) Pumping Station	"	"	"	X	X
(b) Sewer Laying, Sewage Channel, Storm Water Drainage & Appurtenant Works	"	"	"	EE	EE
3. Building Works including Roads	"	"	"	"	"
4. Electrical & Mechanical Works including supply & installation of Pumping Plants	"	"	"	"	"
5. Intake Works	"	"	X	X	X
6. Water Treatment	"	"	X	X	X
7. Sewage, Waste Water & Industrial Waste Treatment	"	"	X	X	X
8. Turnkey Projects :					
(a) Water Supply	"	"	S.E.	X	X
(b) Sewerage	"	"	S.E.	X	X
9. Instrumentation, Automation & PLC/Skada	"	"	S.E.	EE	X

Note : 1) CE- Stands for chief Engineer incharge of centralised Materials purchase at Jal Nigam Head office.

2) Registration of Class 'A' contractor for Uttar Pradesh will be done by the Materials Manager on behalf of Chief Engineer incharge of centralised materials purchase at Jal Nigam Head Office.

Appendix - 'H'

REGULATION : 18

General Security

Sl. No.	Category	Class-A		Class-B		Class-C		Class-D		Class-E	
		Amount in Rs.	Pledged to	Amount in Rs.	Pledged to	Amount in Rs.	Pledged to	Amount in Rs.	Pledged to	Amount in Rs.	Pledged to
1.	Water Supply Works :										
	(a) Reservoirs.	1,00,000/-	Materials Manager	40000/-	C.E. of Zone	15,000/-	S.E.	X	X	X	
	(b) Pipe Laying	1,00,000/-	--do--	40000/-	--do--	15,000/-	--do--	10,000/-	E.E.	NIL	
	(c) Tube Wells	1,00,000/-	--do--	40000/-	--do--	15,000/-	--do--	X	X	X	
	(d) Deep Well	1,00,000/-	--do--	40000/-	--do--	15,000/-	--do--	10,000/-	E.E.	NIL	
	Hand Pumps										
2.	Sewerage Works :										
	(a) Pumping Station	1,00,000/-	--do--	40000/-	--do--	15,000/-	--do--	X	X	X	
	(b) Sewer Laying.	1,00,000/-	--do--	40000/-	--do--	15,000/-	--do--	10,000/-	E.E.	NIL	
	Sewage Channel.										
	Storm Water Drainage										
	& Appurtenant Works										
3.	Building Works including roads	1,00,000/-	--do--	40000/-	--do--	15,000/-	--do--	10,000/-	E.E.	NIL	
4.	Electrical & Mechanical Works including supply & installation of Pumping Plants	1,00,000/-	--do--	40000/-	--do--	15,000/-	--do--	10,000/-	E.E.	NIL	
5.	Intake works	1,00,000/-	--do--	40000/-	--do--	X	X	X	X	X	
6.	Water Treatment	1,00,000/-	--do--	40000/-	--do--	X	X	X	X	X	
7.	Industrial Waste Treatment	1,00,000/-	--do--	40000/-	--do--	X	X	X	X	X	
8.	Turnkey Projects :										
	(a) Water Supply	4,00,000/-	--do--	1,60,000/-	--do--	55,000/-	--do--	X	X	X	
	(b) Sewerage	4,00,000/-	--do--	1,60,000/-	--do--	55,000/-	--do--	X	X	X	
9.	Instrumentation, automation & PLC/ Skada	1,00,000/-	--do--	40000/-	--do--	15,000/-	--do--	X	X	X	

(22)

Note : 1) For registration in Class-A for Uttar Pradesh. The General Security will be pledged to Materials Manager on behalf of Chief Engineer (Purchase)

Appendix - 'D'

REGULATION : 17 (1)

CATEGORY : (1) Water Supply Works (a) Reservoirs (b) Pipe Laying (c) Tubes Wells (d) Deep Well Hand Pumps (2) Sewerage Works : (a) Pumping Station (b) Sewer Laying, Sewage Channel, Storm Water Drainage & Appurtenant Works (3) Building Works including roads (4) Electrical & Mechanical Works including supply & Installation of pumping plants (5) Intake Works (6) Water Treatment (7) Sewage, Waste Water & Industrial Waste Treatment (8) Turnkey Projects : (a) Water Supply (b) Sewerage (9) Instrumentation, Automation & PLC / Skada.							
Sl. No.	Name of Contractor	Full Address	Reference to number and date and authority passing order of enlistment	Full Signature of the Officer maintaining the Register	Reference to number and date of order and authority passing the order for removing the name of contractor	Signature of Officer in full maintaining the Register	Remarks
1	2	3	4	5	6	7	8

Appendix - 'J'
REGULATION : 18 (1)

Certificate of Enlistment

No.

Date

CERTIFIED that Sri / Sarvasri

.....address.....

.....is/are enlisted as a ClassContractor in U.P. Jal Nigam

for(Category)

This certificate is valid for theand shall expire
on(Mention area i.e. State Circle / Div.)

**Chief Engineer /
Superintending Engineer /
Executive Engineer**

Circle / Division

Appendix - 'K'
REGULATION : 18 (3)

Application for Renewal of Certificate of Enlistment

To,

Dear Sir,

I/We hereby apply for the renewal of my/our certificate of enlistment
No.dated.....as Class.....
Categorycontractor which will expire on

2. It is hereby declared that I/we still possess the solvency, machinery, tools and plants and employ the technical staff required for above enlistment and that I/We and/are otherwise also qualified for such enlistment.

3. It is understood that enlistment is liable to be cancelled if the above declaration is found to be wrong.

4. The following are enclosed for record :

- i) Income Tax clearance certificate.
- ii) Sales Tax clearance certificate..
- iii) Solvency certificate from Bank.
- iv) Satisfactory completion of works report from the area of work.
- v) Character Certificate from Superintendent of Police/District Magistrate.

SIGNATURE

APPLICANT

एपेन्डिकस 'एल'

(विनियम : 9 (3))

चरित्र प्रमाण पत्र का प्रारूप



थाना जिला एवं तहसील
..... जिला से प्राप्त लिखित सूचना
के आधार पर :-

प्रमाणित किया जाता है कि श्री

पुत्र निवासी
थाना तहसील जिला

..... एक सम्मान्य व्यक्ति है, उनके विरुद्ध न कभी कोई दण्डनीय कार्यवाही की गई और न कोई सम्प्रति विचाराधीन अथवा जांचाधीन है और न कोई उनके चरित्र या आर्थिक स्थिति के विषय में अभी तक ऐसी बात या तथ्य प्रकाश में आया है, जो उनके नाम के शासनादेश/नियमावली/टेन्डर शर्तों के अनुपालन में विचरनीय सूची में पंजीकरण में बाधा या अवरोध उत्पन्न करें।

दिनांक

पुलिस अधीक्षक/जिलाधिकारी
(सील)

नोट : एक फोटो अलग से पीछे हस्ताक्षर करके भेजें जिसे परिचय-पत्र पर लगाना है।

Appendix - 'M'
REGULATION : 6

I S/o
Resident of(*) Karta/ Partner
ofapplicant
for enlistment as a contractor in U.P. Jal Nigam do hereby declare that the following persons
are in my/our regular employment on the post and from the date mentioned against them.

I undertake that if any of the post falls vacant and is left unfilled before more than one
month I/We shall inform the authority to whom the application for enlistment is being made.

No.	Name and address	Technical qualification	Post held	Date of regular continuous employment
1	2	3	4	5

Declared in my presence

(Seal Notary Public)

(*) If the applicant is not an individual

APPLICANT

Appendix - 'N'
REGULATION : 7

I S/o.....
Resident of(*) Karta/ Partner
ofapplicant
for enlistment as a contractor in U.P. Jal Nigam, do hereby declare that I/We possess the
following machinery, tools and plants. I undertake that if there is any reduction in this equipment
below the limit required by the relevant regulation, I/We will inform the authority to whom the
application for enlistment is being made.

No.	Particulars of Machinery etc.	Estimated Cost	Approximate Age	Other remarks if any
1	2	3	4	5

Declared in my presence

(Seal Notary Public)

(*) If the applicant is not an individual

APPLICANT

कार्यालय-सामग्री प्रबन्धक, उत्तर प्रदेश जल निगम,

6-राणा प्रताप मार्ग, लखनऊ ।

पत्रांक 1699/क्रय/पंजीकरण सम्पन्न/2014-262/14/40 दिनांक 23.07.2014
सेवा में,

समस्त मुख्य अभियंता(क्षेत्र),

उ० प्र० जल निगम

लखनऊ/कानपुर/वाराणसी/आगरा/इलाहाबाद/गोरखपुर/फैजाबाद/भुरादाबाद/
गाजियाबाद/वाराणसी ।

विषय:- उ० प्र० जल निगम में सप्लायर्स/मैन्युफैक्चरर्स के पंजीकरण से सम्बन्धित
"गाइड लाइन्स फार इनलिस्टमेंट आफ सप्लायर्स/मैन्युफैक्चरर्स" में संशोधन के
सम्बन्ध में।

महोदय,


उ० प्र० जल निगम निदेशक मण्डल की दिनांक 05.07.2014 का सम्पन्न 163वाँ बैठक के मद सं० 163.21 पर उ० प्र० जल निगम में सप्लायर्स/मैन्युफैक्चरर्स से सम्बन्धित "गाइड लाइन्स फार इनलिस्टमेंट आफ सप्लायर्स/मैन्युफैक्चरर्स" में कतिपय प्राविधानों में संशोधन का प्रस्ताव प्रस्तुत किया गया था । निदेशक मण्डल द्वारा उपरोक्त ^{पर} निम्नानुसार संशोधन की अनुमति प्रदान कर दी गयी है :-

गाइड लाइन का बिन्दु सं० एवं पृष्ठ	विवरण	वर्तमान प्राविधान	संशोधित प्राविधान
5.2 पृष्ठ सं०-7	Income Tax Clearance Certificate	Suppliers/Manufacturers are required to submit copy of Pan Card	Suppliers/Manufacturers are required to submit copy of Pan Card and copy of Last Years Income Tax Return filed
5.5 पृष्ठ सं०-8	Value Added Tax/Central Sales Tax Clearance Certificate	-----	UP based and out side UP based Suppliers/ Manufacturers are required to submit copy of latest Value Added Tax(VAT) or Central Sales Tax Clearance Certificate respectively

कृपया " गाइड लाइन्स फार इनलिस्टमेंट आफ सप्लायर्स/मैन्युफैक्चरर्स " में किय गये संशोधनों का तत्काल प्रभाव से कड़ाई से अनुपालन सुनिश्चित कराये । जिन आपूर्तिकर्ताओं/मैन्युफैक्चरर्स द्वारा पंजीकरण हेतु आवेदन किया जा चुका है, परन्तु पंजीकरण अभी तक नहीं हुआ है, उन्हें भी संशोधित प्रपत्र देने होंगे ।

उपरोक्त संशोधनों का टंकित कराकर वर्तमान में उपलब्ध गाइडलाइन्स की प्रतियां में बिन्दु सं० 5.2 को यथा स्थान चिपकाकर एवं बिन्दु सं० 5.5 को पृष्ठ सं०-8 पर अन्त में चिपकाकर कार्यवाही की जा सकती है । बाद में जब नये सिर में रगुलेशन के छपने की कार्यवाही की जायेगी तो उक्त संशोधनों को रगुलेशन में सामंवेशित कर लिया जायेगा ।

भवदीय



(ए०के० खरे)

मुख्य अभियंता(क्रय)

पृ०सं० एवं दिनांक उपरोक्तानुसार ।

प्रतिलिपि निम्नलिखित को सूचनाथ एवं आवश्यक कार्यवाही हेतु प्रेषित :-

1. समस्त अधीक्षण अभियंता/महाप्रबंधक, उ० प्र० जल निगम ।
2. समस्त अधिशासी अभियंता/परियोजना प्रबंधक, उ० प्र० जल निगम ।
3. जन संपर्क अधिकारी, उ० प्र० जल निगम लखनऊ ।
4. उप प्रबंधक(क्रय), उ० प्र० जल निगम, लखनऊ ।
5. समस्त सहायक अभियंता(क्रय)/अनुभाग अधिकारी, उ० प्र० जल निगम, लखनऊ ।
6. समस्त पंजीकृत सप्लायर्स/मैन्युफैक्चरर्स ।


(एम०डी० अनवर)

सामग्री प्रबन्धक

प्रेषक,

मुख्य अभियन्ता(क्रय),
उ०प्र० जल निगम,
लखनऊ ।

सेवा में,

समस्त मुख्य अभियन्ता(क्षेत्र),
उ०प्र० जल निगम ।

पत्रांक 394 /क्रय/कैम्प-एमएम/पंजीकरण/2015

दिनांक 08/06/2015

विषय:- जल निगम में ठेकेदारों के पंजीकरण से सम्बन्धित "रेगुलेशन फार क्लासिफिकेशन एण्ड इन्लिस्टमेंट आफ कान्ट्रैक्टर्स इन दि उत्तर प्रदेश जल निगम-2001 के सम्बन्ध में ।

महादेय,

"रेगुलेशन फार क्लासिफिकेशन एण्ड इन्लिस्टमेंट आफ कान्ट्रैक्टर्स इन दि उत्तर प्रदेश जल निगम-2001 में अन्य प्रकार की फर्मों के साथ-साथ पार्टनरशिप फर्मों का भी ठेकेदार के रूप में पंजीकरण किये जाने का प्राविधान है ।

इस सम्बन्ध में निर्देशित किया जाता है कि इस पत्र के जारी होने के पश्चात् इन्लिस्टमेंट हेतु प्राप्त आवेदनों में पार्टनरशिप फर्मों की पार्टनरशिप डीड जो रजिस्ट्रार आफ फर्म्स एण्ड सोसाइटीज/उप निर्बंधक कार्यालय में पंजीकृत हो, को ही मान्यता दी जाये तथा अपंजीकृत पार्टनरशिप डीड को मान्यता न दी जाये ।

उपरोक्त के अतिरिक्त यह भी निर्देशित किया जाता है कि उपरोक्तानुसार किसी पंजीकृत पार्टनरशिप फर्म का पार्टनर यदि नई फर्म सृजित करता है/अन्य पार्टनरशिप फर्म में हिस्सेदार बनता है तो जिस अवधि में वह पुरानी पार्टनरशिप फर्म में पार्टनर था उस अवधि में फर्म द्वारा अर्जित कार्यानुभव ही उस व्यक्ति का कार्यानुभव माना जाएगा ।

भवदीय,



(ए०के० खर)

मुख्य अभियन्ता(क्रय)

पृ०सं० एवं दिनांक उपरोक्तानुसार ।

प्रतिलिपि निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित :

1. समस्त अधीक्षण अभियन्ता/महाप्रबन्धक, उ०प्र० जल निगम ।
2. समस्त अधिशासी अभियन्ता/परियोजना प्रबन्धक, उ०प्र० जल निगम ।
3. समस्त पंजीकृत ठेकेदार(स्पीड पोस्ट द्वारा), उ०प्र० जल निगम ।
4. समस्त सहायक अभियन्ता(क्रय), उ०प्र० जल निगम, लखनऊ ।
5. अनुभाग अधिकारी(क्रय)/लेखाकार(क्रय), उ०प्र० जल निगम, लखनऊ ।


(राजीव निगम)
सामग्री प्रबन्धक