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NOTIFICATION

No. PWM. 90/74/2, the 28th, March, 1974.

Sub :— Rules and procedures for enlistment of Contractors in Mizoram P.W.D:

The enlistment of Contractors in Mizoram P.W.D. will be done in the following categories :

- (1) Roads and Buildings
- (2) Water Supply.
- (3) Electrical.

I. Categories of Contractors

There will be three classes of Contractors for each category of works as mentioned above.

- (1) **ROADS AND BUILDINGS :** Category of works will be as follows :—
 - (a) Class I qualified to tender for works upto any amount.
 - (b) Class II qualified to tender for works under existing Rs. 3 lakhs.
 - (c) Class III qualified to tender for works under existing of Rs. 50,000/-
- (2) **WATER SUPPLY :** Category of Contractors will be as follows :—
 - (a) Class I qualified to tender for work upto any amount.
 - (b) Class II qualified to tender for works upto Rs. 1 lakh.
 - (c) Class III qualified to tender for works upto Rs. 50,000/-

(3) ELECTRICAL: Category of works will be as follows :

- (a) Class I Qualified to tender for works upto any amount.
- (b) Class II Qualified to tender for works upto Rs. 1 lakh.
- (c) Class III Qualified to tender for works upto Rs. 50 000/-

NOTES: Minor works not exceeding Rs. 10,000/- may be given to un-registered Contractors also according to convenience and reliability of the Contractor.

2. Condition for registration

(1) For registration as a Class I Contractor the following will be insisted.

- (a) Unless the Contractor himself is a Diploma holder in Civil Engineering he should have to employ a Diploma holder for supervision of the work. The name of the Diploma holder with his diploma certificate along with written consent to serve under him should be attached along with the application. In the case of Class I Contractor for water supply and Electrical works the Diploma holder should have at least 2 years experience in the line.
- (b) The Contractor should possess at least one tract, concrete mixer or stone crusher.
- (c) The Contractor should have completed satisfactorily at least three works of the value of Rs 1 lakhs with aggregate value of Rs 5 lakhs in the case of roads and Buildings and in the case of Water Supply and Electrical the Contractor should have completed satisfactorily at least three works of the value of Rs 50,000 each with aggregate value of Rs 2 lakhs.

(2) For registration as Class II Contractors, the Contractor should have complete satisfactorily at least three work of the value of Rs 12,500/- each with aggregate value of Rs 2 lakhs or the Contractor under P.W.D. at least for five years and have done the works of the aggregate value of Rs 2 lakhs.

3. For registration as Contractor the following principle will be followed .—

- (1) The Contractor should have sufficient means for executing the works. In the case of Mizo House Tax Payer, a house tax clearance certificate indicating the pass number or settlement certificate number and approximate value of the house should be produced. In the case of Contractor having house or other property given by the Village Council, the certificate should be signed by the President of the Village Council, the certificate should be signed by the President of the Village Council and countersigned by a Revenue Officer.
- (2) Police verification regarding the character of the Contractor will be obtained.

- (3) For Non-Tribal Contractors who have no residence or other building in Mizoram Income Tax clearance certificate will be required. In addition to this he should have a Registered Office within Mizoram and should have fixed assets in the form of fixed deposit in the Bank or otherwise upto 10 % of the value of work for which he is qualified to tender. He should also furnish a copy of the Entry Pass for himself or his Agent having power of the Attorney and a court fee stamp for Rs. 7.50 along with application for registration as Contractor.
- (4) All applications for registration as Contractor should be accompanied with Income Tax certificate or house tax clearance certificate, motor tax clearance certificate, if necessary, and professional tax clearance certificate from Revenue Officer of Mizoram.

4. Area of Operation of Contractors

- (1) The area of operation for Class I Contractor will be the whole of Mizoram.
- (2) The area of operation for Class II Contractor will be either Aizawl District or Lunglei and Chhimtnipui District
- (3) For Class III Contractors the area of operation will be the area of the Executive Engineer under whom he is registered.

5. Enlistment of Contractor

Enlistment of Contractor to Class I and Class II will be done by Principal Engineer with the approval of a committee consisting of Secretary, P.W.D., Principal Engineer and the seniormost Executive Engineer in Roads and Buildings or Electrical or Public Health Engineering, as the case may be, in the case of Class I, and in the case of Class II a committee consisting of Principal Engineer, Executive Engineer (Planning) and the seniormost Executive Engineer in Roads and Buildings or Public Health Engineering or Electrical as the case may be. If Additional Principal Engineer or Superintending Engineer is appointed in future he will also be a Member of the Committee. Enlistment of Contractors Class III will be done by a committee of Executive Engineer concerned and any other Executive Engineer to be appointed by the Principal Engineer for the purpose and S.D.O. (Technical). The Class III Contractor will be enlisted and registered by the Executive Engineer concerned.

6. Earnest money

The Contractors will be required to deposit earnest money as usual of 2% for Non-Tribal and 1% for Tribal of the estimated cost but the registered Contractor may deposit fixed earnest money as mentioned below and secure exemption from the payment of earnest money after executing the necessary bond. This deposit will exempt them from payment of earnest money with each individual tender.

Classification of Contractors	Fixed earned money to be recovered.
Contractor—I	Rs 5,000/-
Contractor—II	Rs 2,000/-
Contractor—III	Rs 500/-

Tribal Contractor will be required to make fixed deposit of 50% of the amount mentioned above.

7. Security Deposit

The usual practice of obtaining 2% Security Deposit at the time of signing Contract and 8% from the running bill will continue.

8. General clause

(1) Contractors will be required to certified that they will not get themselves registered under more than one name.

(2) Contractors who are near relatives of Divisional Accountant or Engineering Officer between the grades and the Superintending Engineer and Subordinate Engineer of Mizoram P.W.D. (both inclusive) will not be allowed to tender for works in the Circle/Division responsible for award and execution or works.

Note: A near relative will include wife, husband, parent, grant parent, child and grant child, brother and sister, uncles, aunts and cousins and other ndence in laws.

(3) Registration of new Contractor will be done normally in April every year and list of approved Contractors will be reviewed at the same time with a view to recommending weeding out of Contractors, guilty of mal-practice or otherwise

9. Applications for enlistment as Contractors shall be submitted through the registering authority. In the case of Contractor already registered the application will be submitted through the concerned Engineer where the contractor has been enlisted or registered.

S.R. Vala.
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Application for enlistment of Contractors

1. Name of applicant, his present Nationality and full address.
2. Whether the firm is a private or Public Ltd. concern or undivided Hindu family. Individual or a registered partnership form (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. (Attested copy or partnership deed to be enclosed).
4. Names of partners, their present nationality with their liabilities. (Attested copy of partnership deed to be enclosed).
5. Name of Bankers and full address.
6. Place of Business.
7. Class and category in which enlistment is sought.
8. Whether the contractor desires to deposit lumpsum security for securing exemption from payment of earnest money or will pay earnest money along with each tender.
9. List of works executed.

(i) Name or work. (ii) Year of execution (iii) Amount. (iv) Authority under which carried out	To be shown in a separate statement.
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10. Area in which the contractor wants to work.
11. Name, address and qualification of Engineering Staff employee (Certified copy of the qualification of the employee should be attached).
12. Whether the applicant is already enlisted in
 - (i) P.W.D., if so, in which class and category.
 - (ii) Whether enlisted with any other Department. If so, in which class and category showing amount upto which qualified to tender.
13. Whether the applicant is a share-holder or partner of any firm enlisted in this Department.
14. Whether the applicant or any of his partners or shareholders is/are member (s) of the Indian Parliament or any State Legislature?

15. Has the applicant or any of his partners or share-holders been black-listed, or removed from the approved list of contractors, or demoted to lower class or orders passed banning/suspending business with the applicant etc. by any Deptt. in the past.
16. Whether the contractor has read the rules for enlistment of contractors and is prepared to abide by them.
17. Mention the names, designation and address of any of your relatives working as Divisional Accountant, Superintending Engineer, Assistant Engineer, S D.O., Executive Engineer, Subordinate Engineer in Mizoram PWD.

Note : The terms near relatives has been explained in the rules and procedures for enlistment of Contractors.

I/We certify that I/We will not get myself/ourselves registered as Contractor in the Department not more than one name.

Signature of the applicant and addressee.

- *9 NOTE : For works done in Departments other than CPWD, 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.