



---

**MISHRA DHATU NIGAM LIMITED**  
**P.O.KANCHANBAGH, HYDERABAD**

- Visit** : [www.midhani.com](http://www.midhani.com)
- Go to** : Purchase
- Click** : Online Vendor Registration
- Click** : Register Now
- Select** : Registration Category as “Others”
- Then** : Specify as Civil contractors
- Then** : Fill all the required details
- Take** : Print Out
- Send** : The Printout of the registration form along with this application form & all the documents\* mentioned in this application form.
- Enclose** : DD of Rs. 500/- drawn in the name of “ MISHRA DHATU NIGAM LIMITED” payable at Hyderabad

**\* The documents to be attached are highlighted in Bold Text as and where required.**

For Further queries/clarifications please contact Mrs. P.Sindusha, Asst.Manager(Purchase) 040 2418 4334 or Mr. D.Harshavardhan, Dy.Manager(PMO) 040 2418 4206 from 9:15 hrs to 17:30 hrs

**APPLICATION FOR ONLINE REGISTRATION AS CONTRACTORS FOR CIVIL WORKS IN MIDHANI**

I/We,

.....  
.....  
..... am/ are desirous of being registered on

the MIDHANI list of contractors in the ..... Division / complex to undertake the following categories of work ;

- (a) Building – RCC, Industrial sheds, multistoried buildings etc construction & maintenance etc.,
- (b) Road works- RCC, CC, Bitumen roads construction and Maintenance.
- (c) Handling of Engineering stores and transport.
- (d) Supply/Provision of building materials and stores.
- (e) Manufacture & repair of furniture,
- (f) Interior works-Aluminum partitions, Gypsum false ceiling, toughened glass partitions, wall paneling, etc.,
- (g) Provision of Labour, skilled, semi skilled & skilled.
- (h) (i) Civil Engineering : (Specialists in reinforced concrete, prestressed concrete, quality concrete pavement, structural steel work, site clearance using earth moving machinery).
- (ii) Public Health works : (Water supply, sewage disposal, tube well boring, water proofing sanitation).
- (i) Other special job /s- Piling work, water proofing, Aluminum composite paneling , acoustic paneling/ ceiling , toughened glass full height partitions, etc

**I. PARTICULARS OF CONTRACTOR:**

- (i) Name of applicant, his present nationality & full address.
- (ii) Whether the firm is a private or public ltd. Concern or undivided Hindu Family, Individual or a registered partnership firm (**attested copies of deeds or articles of Association to be enclosed**).

(iii) Name of person holding the power of Attorney, and his present nationality (**Attested copy of the partnership deed to be enclosed**).

(iv) Address for assessment of Income.

(V) Address of Business premises.

## II. PARTICULARS OF PROPERTY :

(i)	Name of Bankers and full address
(ii)	<b>MOVEABLE : (The Banker's report in original preferably in sealed cover giving his/their financial capacity to handle works of the required magnitude and also turn over for the year, should be enclosed).</b>
(iii)	<b>IMMOVEABLE : (attach certificate from D.C/ Collector or a first Class Magistrate).</b>
(iv)	Limited liability companies <b>(attach copy of last balance sheet audited by chartered accountants).</b>

## III. PARTICULARS OF EXPERIENCE :

- (i) List of works executed **(attach the list showing clearly the following)**.
- (a) Name of work
  - (b) Year of execution
  - (c) Amount
  - (d) Authority under which carried out

(e) Time taken completion

- Original time

- Extended period

**NOTE :** For works done in Departments/Public sector undertakings, other than this undertaking, 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. The list of works executed during last seven years may be attached.

**IV. PARTICULARS OF CONTRACTOR’S ORGANISATION :**

(i) Head office.....  
Telephone No.....  
Address :  
.....  
.....  
.....

(ii) Local office : .....  
Telephone No. ....  
Address :  
.....  
.....  
.....

(iii) 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 his disposal. **(Full details of organization and machinery and tools etc, at his disposal may be furnished separately).**

(iv) Whether the applicant has properly fitted workshop with sufficient large stocks of Raw materials and Employees, Designers capable of producing well thought schemes **(Full details and location of their workshop may be furnished).**

- (v) Whether the applicant owns a good workshop with sufficient stock of Timber and his management for producing good quality of furniture and arrangements for polishing and painting (**Full details may be furnished by furniture contractor/s**).
- (vi) Whether the applicant is a licensed plumber under his employment (**Full details of licensed plumbers may be furnished by sanitary and water supply contractors**).

**V. PARTICULARS OF SUPERVISING STAFF :**

- (i) A list of supervising staff with qualification and experience may be attached.
- (ii) Do you supervise personally?
- (iii) Name and permanent address of Agents/representative.
- (iv) Qualification of agents/representative.
- (v) Function of agents/representative.
- (vi) Powers of agents/representative.

**VI. INCOME TAX : Latest income tax clearance certificate should accompany this Application or IT returns for the last three years.**

**VII. RELATIONSHIP WITH MIDHANI REGISTERED CONTRACTORS**

Name of related firm .....

Name of relationship .....

Particulars of his/their Registration .....

**VIII. Whether the applicant is already enlisted in this undertaking? If so**

- (i) In which class and category.
- (ii) Whether enlisted with any other Government department/ public undertaking etc.  
If so, give :

(a) NAME OF UNDERTAKING

(b) CATEGORY LIMIT AND INDEX NO.

(c) LOCALITY OF AREA FOR WHICH ENLISTED

(d) LETTER NO. & DATE OF ENLISTMENT.

- (iii) Whether the applicant or any of his partners or shareholders is/ are a member(s) of the Indian parliament or any state legislature.
- (iv) Particulars of all companies or Firms or associations of persons in which the applicant is substantially interested in his individual or fiduciary capacity.
- (v) Whether enrolled as a member of any Builders Association? If so give the name of Association and the date of enrolment.
- (vi) Whether the applicant or any of his partners or share-holders is/are dismissed Government servant/s, Employees of the undertakings.
- (vii) Whether the applicant has under his employment a dismissed government Servant/Employees of the undertaking.
- (viii) Has the applicant or any of his partners or share holders been black-listed or removed from the approved list of contractors debarred from tendering or deported to lower class or order passed banning suspending business with the applicant etc., by any department or undertaking in the past. (The undertaking has the right not to issue tender form in any particular case, and also to suspend, removal, demote or blacklist a contractor/s name in certain circumstance).
- (ix) Every contractor and Corporation wishing to be registered as an approved contractor shall submit a list of such, persons who are working with him/it in any capacity and who are 'near relatives' of any officer in MIDHANI or any Gazetted officer. The contractor / corporation shall also intimate names of such persons if they are subsequently employed by him/it. The Contractor/Corporation is not

entitled to tender for any work which his 'near relative' will deal with or with which he may be connected in any way, and that any breach of this condition may be considered sufficient to debar him/it from registration or to remove him/it from the approved list.

**NOTE :** By the term 'NEAR RELATIVE' is meant wife, husband, parents, grand Parents, children, grand children, brothers, sisters, brother/sister-in-law, Son / daughter-in-law, uncles and aunts, first cousin and father / mother-in-law.

- (x) Whether the contractor has read the rules for enlistment of contractors in this undertaking and is prepared to abide by them.
- (xi) Whether the contractor is desirous to deposit Permanent Earnest Money for Securing exemption from payment of Earnest Money or pay 'EMD' along with each tender.
- IX.** I/We agree to notify the officer accepting this application and registering my / our names on the MIDHANI list of contractors of any changes in foregoing particulars as they occur and to verify and confirm these particulars annually on 1<sup>st</sup> April.
- X.** I/We agree to execute a BOND in favour of MIDHANI in the form and to the amount prescribed as security against proper performance of work entrusted to me/us for execution in accordance with the applicable conditions of contract, as a condition precedent to my / our name being registered on the MIDHANI list of contractors.
- XI.** I/We understand and agree that the appropriate MIDHANI Authority has the right as he may decide, not to issue tender form in any particulars case and also to suspend, remove or blacklist my / our name from MIDHANI list of contractors in the event of my / our submission of non-bonafide tenders or for Technical or other delinquency in regard to which the decision of the appropriate MIDHANI authorities shall be final and conclusive.
- XII.** I/We, certify that the above particulars are correct and that should it be found that I/We have 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 will be removed from the MIDHANI list of contractors and any contract that I/We may be holding at the time is liable to be rescinded.

**XIII.** I/We, undertake not to employ directly or indirectly MIDHANI personnel/any government servant dismissed from service in my / our business.

**XIV.** I/We note that registration as MIDHANI contractor does not carry with it, the right to tender for MIDHANI works.

**XV.** I/We certify that I/We will not get myself/ourselves enlisted as contractor/s in the undertaking under more than one name.

**XVI.** I certify that I did not retire as an employee of this undertaking during the last two years. I also certify that I have neither such a person under my employment nor shall I employ any such persons within two years of his retirement from this undertaking, except with the prior permission of the undertaking. (For individuals seeking enlistment in their own name).

**XVII.** We certify that none of the partner/s directors has retired as an employee of this undertaking during the last two years. We also certify that we have neither under our employment any such persons nor shall we employ any person within two years of his retirement except with the prior permission of the undertaking. (For limited companies and partnership Firms).

Signature of the Applicant and address.

.....  
.....  
.....

Place :

Date :



## **Note: To all contractors seeking Enlistment**

1. A processing Fee of (Non –refundable) **Rs 500/-** in the form of **crossed DD /Banker's cheque** in Favour of MIDHANI shall be enclosed along with filled in application form.
2. New **“Start up”** companies as per the directives of Government of India vide gazette Notification No. 113 dated 17th Feb 2016 by Department of Industrial policy and Promotion will also be considered.
3. Filled in application complete in all respects shall be dropped in Tender box kept at Corporate security office. MIDHANI, super scribing the envelope “Enlistment of Civil Contractor” and last date of submission.
4. Application without processing fee/ incomplete applications are liable for rejection.
5. Mere purchase & submission of application does not qualify the contractor for enlistment.
6. MIDHANI reserves the right to accept/reject- any one or all application without assigning any reason.

**Sd-**

**AGM (I/C Purchase)**

**FOR MIDHANI USE ONLY**

(1) Registered as a MIDHANI contractor of Category

.....  
.....

With an upper financial limit of Rs.

.....

for work in

.....  
.....

for a period of two years with effect from

.....

Signature .....

Designation: .....

Date: .....