

ANNEXURE - II

Documents attached for enlistment

| S.No. | Document | Yes | No |
|-------|--|-------------------------------------|--------------------------|
| 1. | Proof of constitution (Sl.no..5 , Annexure-I) : | | |
| | a) In case of sole proprietorship/HUF: an affidavit executed before a 1 st Class Magistrate that the applicant is the sole proprietor of the firm/Karta of HUF. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | b) In case of partnership firm: (Submit attested copies) | | |
| | i) Partnership deed attested by Notary Public | <input type="checkbox"/> | <input type="checkbox"/> |
| | ii) Form "A" or equivalent form issued by Registrar of Firms | <input type="checkbox"/> | <input type="checkbox"/> |
| | iii) Form "B" or equivalent form issued by Registrar of Firms | <input type="checkbox"/> | <input type="checkbox"/> |
| | iv) Form "C" or equivalent form issued by Registrar of Firms | <input type="checkbox"/> | <input type="checkbox"/> |
| | c) In case of Private/Public Ltd Co. Article of Association duly attested by Notary Public. | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. | Power of attorney, if any (Sl.no..8, Annexure-I) , attested by Notary Public. | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. | Banker's/ working capital certificate in original from scheduled bank in the proforma given in Annexure-V. The certificate should be on the bank's letter-head and in sealed cover and shall be addressed to the Secretary (CRB), DDA, Vikas Minar, New Delhi- 110002. (Sl.no..9 (Annexure-I)) | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. | Technical Staff: (Sl.no..11, Annexure-I) | | |
| | i) List of full time technical staff/Designers with qualification and experience of each (onus of submitting adequate proof of experience of staff lies with the applicant) | <input type="checkbox"/> | <input type="checkbox"/> |
| | ii) Attested copies of the degrees/diplomas of the technical staff/ Designers. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| | iii) Declaration from the technical staff/Designers that they are employed with the applicant. | <input type="checkbox"/> | <input type="checkbox"/> |
| | iv) Documents like PF subscription, copy of Income Tax return with, IT form16 etc conclusively proving employment of technical staff with applicant (Onus of submitting adequate proof lies with applicant) | <input type="checkbox"/> | <input type="checkbox"/> |

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| | (Note:- The documents at (iv) will not be required in case details at (i) & (iii) above are in shape of affidavits sworn in before Magistrate/Notary Public by the concerned parties.) | | |
| 5. | <p>i) List of M/C, T&P i/c steel centering & shuttering, possessed by the Applicant. Full details and location of workshop including details of Machines & Equipment provided and proof of sufficient stock of Materials as required for Furniture category. (Sl.no..12, Annexure-I).</p> <p>ii) (Copy of purchase document etc (Onus of submitting adequate proof lies with applicant)</p> <p>Note:- The documents at (ii) will not be required in case detail at (i) above is in shape of affidavit sworn in before Magistrate/Notary Public.</p> | <input type="checkbox"/> <input type="checkbox"/> | <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> |
| 6. | Attested copies of valid Electrical Licenses (Sl.no..13(i) & (ii) ,Annexure-I) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 7. | Attested copy of Enlistment order (Sl.no..14, Annexure-I)) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 8. | List of all near relatives working in DDA, including their addresses (Sl.no..15, Annexure-I)) See also Rule 17.0 of Enlistment Rule. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 9. | Demand Draft or Pay Order, whichever is applicable, for processing the case (Sl.no..16 , Annexure-I)) | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10. | Original or attested copies of certificates for works done, from concerned clients, in proforma as given in annexure-IV | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 11. | Attested copies of award letters for works included in Annexure-III | <input checked="" type="checkbox"/> | <input type="checkbox"/> |



Contractor's Signature

ANNEXURE - IV

CLIENT'S CERTIFICATE REG. PERFORMANCE OF CONTRACTOR

Name & Address of the Client

Sh. Raj Kumar Singh H.NO L-1st 2093 Gali NO-10 Sangam vihar New Delhi 62

Details of Works executed by Shri / M/s Raj Kumar Singh

Name of work:- M10 N.H.P. Packet - A-11 and A-12 at Kalkaji Ext

S.H:- S/S/S of Good earth, C.D.M. Jamuna Sand Red Bajari etc.

| | | |
|-----|---|--|
| 1. | Name of work with brief particulars | M10 N.H.P. PKT. A-11 and 12 at Kalkaji Exten. S.H:- S/S/S of Good earth, C.D.M. Jamuna Sand Red Bajari etc. |
| 2. | Agreement No. and date | 68/Hort I/ 2010-11 |
| 3. | Agreement amount | Rs 366590/- |
| 4. | Date of commencement of work | 7-9-2010 |
| 5. | Stipulated date of completion | 6-10-2010 |
| 6. | Actual date of completion | 28-9-2010 |
| 7. | Details of compensation levied for delay (indicate amount) if any | NO |
| 8. | Gross amount of the work completed and paid | Rs 364490/- |
| 9. | Name and address of the authority under whom works executed | Dy Director (Hort) I D.D. A Sheikh Sarai Ph-II New Delhi 17 |
| 10. | Whether the contractor employed qualified Engineer/ Overseer during execution of work? | NO |
| 11. | i) Quality of work (indicate grading) ii) Amt. of work paid on reduced rates, if any. | Outstanding / Very Good / Good / Satisfactory / Poor |
| 12. | i) Did the contractor go for arbitration? ii) If yes, total amount of claim iii) Total amount awarded | - NO - NO - NO |

Name & Address of the Client

Sh. Raj Kumar Singh H. NO. List 2093 Gali NO-10 Sangamvihar N. Delhi

Details of Works executed by Shri / M/s Sh. Raj Kumar Singh

Name of works - M70 N.H.P. PKT. A-11 and 12 at Kalkaji Extension

S.H. - S/S/ Spreading of Good earth, C.M. J. Sand Red Bajra etc.

| | | |
|-----|---|--|
| 13. | Comments on the capabilities of the contractor. | |
| | a) Technical proficiency | Outstanding / Very Good / Good / Satisfactory / Poor ✓ |
| | b) Financial soundness | Outstanding / Very Good / Good / Satisfactory / Poor ✓ |
| | c) Mobilization of adequate T&P | Outstanding / Very Good / Good / Satisfactory / Poor ✓ |
| | d) Mobilization of manpower | Outstanding / Very Good / Good / Satisfactory / Poor ✓ |
| | e) General behavior | Outstanding / Very Good / Good / Satisfactory / Poor ✓ |

Note : All columns should be filled in properly "Countersigned"

Signature 19/2/11

Signature of the Reporting Officer, Office, Seal Saikh Sarai Ph-II N. Delhi

Signature 28/2/11

Officer of the rank of Superintending Engineer or equivalent

Director (Plan) South East Delhi Development Authority, Vikas Minar, New Delhi

ANNEXURE - IV

CLIENT'S CERTIFICATE REG. PERFORMANCE OF CONTRACTOR

Name & Address of the Client
 Shri. Raj Kumar Singh H.No. Lst. 2093 Gali No. 10 Sangam Vihar N. Delhi 62
 Details of Works executed by Shri / M/s Raj Kumar Singh
 Name of works - M/D Aff. M.P. Green area J.P. City Forest Ph. II
 S.H. - S/S/S of Good earth, C.D.M. Jamuna sand, Red Baggi, S/O Nylon wire etc.

| | | |
|-----|---|--|
| 1. | Name of work with brief particulars | M/D Aff. M.P. Green area J.P. City forest Ph. II |
| 2. | Agreement No. and date | S.H. - S/S/S Good earth, C.D.M. J. Sand, Red Baggi etc. 69 - Hort I / 2010-11 |
| 3. | Agreement amount | Rs 330394.00 |
| 4. | Date of commencement of work | 7-9-10 |
| 5. | Stipulated date of completion | 6.10.10 |
| 6. | Actual date of completion | 28.9.10 |
| 7. | Details of compensation levied for delay (indicate amount) if any | NO |
| 8. | Gross amount of the work completed and paid | Rs 329156.00 |
| 9. | Name and address of the authority under whom works executed | Dy Director (Hort) D.D. A Sheikh Sarai Ph. II New Delhi 17 |
| 10. | Whether the contractor employed qualified Engineer / Overseer during execution of work? | NO |
| 11. | i) Quality of work (indicate grading) ii) Amt. of work paid on reduced rates, if any. | Outstanding / Very Good / Good / Satisfactory / Poor |
| 12. | i) Did the contractor go for arbitration? ii) If yes, total amount of claim iii) Total amount awarded | - NO - NO - NO |

Name & Address of the Client

Sh. - Raj Kumar Singh, H. NO. 1st 2093 Gali No 10 Sangam Vihar New Delhi 62

Details of Works executed by Shri / M/s Sh. Raj Kumar Singh

Name of work:- M/O. Aff. M.P. Green area J.P. City Forest Ph. II

S.H:- S/S/S of Good card: C.D.M. Jamuna Sand Red Bagri S/O Nylon wire etc.

| | | |
|-----|---|--|
| 13. | Comments on the capabilities of the contractor. | |
| | a) Technical proficiency | Outstanding / Very Good / Good / Satisfactory / Poor |
| | b) Financial soundness | Outstanding / Very Good / Good / Satisfactory / Poor |
| | c) Mobilization of adequate T&P | Outstanding / Very Good / Good / Satisfactory / Poor |
| | d) Mobilization of manpower | Outstanding / Very Good / Good / Satisfactory / Poor |
| | e) General behavior | Outstanding / Very Good / Good / Satisfactory / Poor |

Note : All columns should be filled in properly "Countersigned"

[Handwritten Signature] 28/2/11

Officer of the rank of Superintending Engineer or equivalent

Director (North South East)
Urban Development Authority
Vikas Nagar, New Delhi

[Handwritten Signature]
Dy. Dir.
Hort. Div. UDDA
Seikh Sarai Ph-II N. Delhi