

HINDUSTAN COPPER LIMITED
(A Government of India Enterprise)
NOTICE INVITING APPLICATIONS FOR REGISTRATION
OF CONTRACTORS

Applications in the prescribed forms are invited from experienced and resourceful contractors for their registration in various categories and class of work involving major excavation, construction, repair and maintenance works pertaining to Mining, Civil, Electrical, Mechanical etc. at HCL's different Units, i.e. Indian Copper Complex (Jharkhand State), Khetri Copper Complex (Rajasthan State), Malanjkhand Copper Project (Madhya Pradesh State) & Taloja Copper Project (Maharashtra State). Application Form for Registration of Contractors is available in HCL's website www.hindustancopper.com (For Civil Contracts Ref. 'Part - A' and other than Civil Works Ref. 'Part - B'). Interested parties/firms are requested to download the Form and submit the same, duly filled in, to the respective Unit Head (address given below). This would be entirely for the purpose of HCL's information only. Filling up of the form does not mean that HCL is liable to register the contractor. The normal registration procedure of HCL shall be followed.

Address of the Unit Heads

Executive Director,
Malanjkhand Copper Project
Po: Malanjkhand
Dist.: Balaghat (MP)
481116

General Manager
Khetri Copper Complex
Po: Khetri Nagar
Dist. Jhunjhunu (Rajasthan)
333504

General Manager
Indian Copper Complex
PO: Moubhandar, Ghatsila
Dist: East Singhum (Jharkhand)
832303

Asst. General Manager
Taloja Copper Project
Plot No. E-33 to E-36,
MIDC Area
Po: Taloja
Dist: Raigad (Maharashtra)
410208

PART – 'A' (CIVIL WORKS)

**RULES AND CONDITIONS FOR REGISTRATION
OF CIVIL CONTRACTORS/FIRMS IN
HINDUSTAN COPPER LTD.**

1. The classification of the contractor/firms shall be against the following categories of works :-

- i) Heavy Industrial reinforced cement concrete and/or steel structurals.
- ii) Residential/public buildings including internal electrifications and roads.
- iii) Sanitary and water supply.
- iv) Repairs and maintenance to the township buildings and roads and horticultural.
- v) Furniture and interior decoration.
- vi) Specialized works, eg. Anticorrosive painting, Insulation, Acid resisting tile lining etc.

2. Contractors/firms shall be classified under above categories of works as follows :-

- i) **Class-I** - Qualified to tender for works under any or all the categories of works as mentioned in Sl.No.1 up to any amount of value.
- ii) **Class-II** :
 - Qualified to tender for works under any or all categories of works as mentioned in Sl.No.1 (i), (ii), (iii) & (iv) up to a value of Rs.10.00 lacs each.
 - Qualified to tender for works mentioned in Sl.No.1(v) up to a value of Rs.3.00 lacs each.
 - Qualified to tender for works mentioned in Sl.No.1(vi) up to a value of Rs.3.00 lacs each.
- iii) **Class-III** - Qualified to tender for works under any or all categories of works as mentioned in Sl.No.1(i), (ii), (iii) & (iv) up to a value of Rs.3.00 lacs each.
- iv) **Class-IV** - Qualified to tender for works under any or all categories of works as mentioned in Sl.No.1(i), (ii), (iii) & (iv) up to a value of Rs.0.50 lacs each.

Note :

There will be no registration of contractor/firm below Class-II Category for works under Sl.No.1(v) & 1(vi) above.

Contractors/firms registered under various classes should also indicate their willingness to execute works at the unit schedule of rates if instructed by the Engineer-in-Charge of the Company.

3. The registration will lapse after one year unless renewed. It will be the responsibility of the Contractor/firm to apply for renewal of registration well in advance of the date of expiry.

4. Registration does not guarantee the award of any contract.
5. Tender Notices (other than OEM) for value of work above Rs.3.00 lacs will be available in Company's Website and copy of the same will be sent to the appropriate Registered Contract(s)/Firm(s). Registered Contractor(s)/Firm(s) are advised to visit Co's Website regularly to keep themselves up-to-date for all such information. However, for tenders (other than OEM) above Rs.10.00 lacs, besides web hosting, NIT will also be published in the selected Newspapers.

Registered Contractor(s)/Firm(s) are also advised to be in touch with concerned Department's (of the respective Units) Notification to avail such information on Tender Notices. The Company will not entertain any complaint from the Contractor/Firm for non-receipt of any Tender Notice.
6. While submitting tenders, the contractor/firm should quote the registration number.
7. All subsequent changes in the constitution of the contractor/firm should be communicated to the company immediately.
8. In case the performance of the contractor/firm is not satisfactory, the registration is liable to be altered/cancelled by the company.
9. The contractor/firms desirous to be registered shall furnish Income Tax Clearance Certificate for immediate past year alongwith their application.
10. For renewal of registration every year, the contractors/firms shall furnish the Income-Tax Clearance Certificate for the immediate past year. In case of inability to furnish the above certificate, contractor/firms shall furnish sufficient justification to the effect and renewal shall be made on merit of each case.
11. No contractor/firm shall be registered under more than one name under a common proprietorship or partnership and they will be required to give a declaration that they will not get themselves registered under more than one name.
12. The list of approved contractors will be reviewed periodically and names of unsuitable contractors/firms removed from the list.
13. **Registration Fees :-** The contractors/firms are required to deposit the following Registration Fee (class-wise) along with the application either by DD/Pay Order or by cash deposit :-

- i) Contractors/firms under Class-I : Rs.500/- (Rs. Five Hundred)
- ii) Contractors/firms under Class-II : Rs.300/- (Rs. Three Hundred)
- iii) Contractor/firms under Class-III : Rs.200/- (Rs. Two Hundred)
- iv) Contractors/firms under Class-IV : Rs.100/- (Rs. One Hundred)

The payment of Registration Fee is to be made **by DD/Pay Order** from a Nationalized/Scheduled Bank in favour of the respective Unit, mentioned below, for which applicant desires to be registered.

Khetri Copper Complex (KCC), Rajasthan : In favour of Hindustan Copper Limited.
Payable at State Bank of Bikaner & Jaipur, Khetrinagar (Branch Code No.1133) or Indian Overseas Bank, Kolihan Nagar (Branch Code No.481)

Indian Copper Complex(ICC), Ghatsila, Jharkhand : In favour of Hindustan Copper Limited/Indian Copper Complex. Payable at State Bank of India, Moubhandar.

Malanjhand Copper Project (MCP), Madhya Pradesh : In favour of Hindustan Copper Limited. Payable at Malanjhand.

Taloja Copper Project (TCP), Maharashtra : In favour of Hindustan Copper Limited or Hindustan Copper Limited, Taloja Copper Project. Payable at Panvel/Mumbai.

If payment is made **through cash**, the same may be deposited in the respective Unit's Finance Department against a Cash Receipt.

In case any contractor/firm is not registered or registered for a category below that applied for, the Registration Fee or the difference in Registration Fee shall be refunded without any interest.

For renewal of Registration every year, contractors/firms are required to deposit the renewal fee at the rate of 50% of the stipulated fees alongwith their application for renewal. In case of cancellation of registration at any point of time, the Registration Fee shall not be refunded.

14. All Registered Contractor/firms are required to deposit Earnest Money as per stipulation of respective tenders against which they quote. The Security Deposit shall be deducted from contractors'/firms' RA Bills in the manner as stipulated in the respective tenders. The Earnest Money initially deposited by a contractor/firm alongwith their tenders shall form part of the security deposit for the relevant work. Refund of Security Deposit shall also be made as per stipulation in the relevant tender.

15. Exemption from Earnest Money : Contractors/firms, on registration, may deposit the following amount with HCL Unit and secure exemption from the payment of Earnest Money after executing the necessary bond.

i)	Class-I	:	Rs.20,000/- (Rupees Twenty Thousand Only)
ii)	Class-II	:	Rs.10,000/- (Rupees Ten Thousand Only)
iii)	Class-III	:	Rs.3,000/- (Rupees Three Thousand Only)
iv)	Class-IV	:	Rs.1000/- (Rupees One Thousand Only)

16. Contractors/firms registered in different classes, will be required to employ technical staff whenever they undertake work in HCL as under :-

- i) For works costing over Rs.10.00 lacs - One Graduate Engineer
- ii) For works costing between 3 to 10 lacs- One Diploma Holder Engineer
- iii) For works costing upto Rs.3.00 lacs - One Experienced Supervisor

17. Contractor/firms desirous to be registered for works under HCL Unit Schedule of Rates, shall require to deposit a Security Money of Rs.5,000/- against due performance of their works. The above Security Money will not bear any interest and shall be refunded or carried over to the next year of renewal of Registration as the case may be. In case of any default by the contractors/firms, the money losses to the company shall be adjusted against the security deposit.

18. All applications shall be made in the prescribed format and no columns shall be left blank. Incomplete applications are liable to be rejected.

HINDUSTAN COPPER LIMITED
(A Govt. of India Enterprise)
Tamra Bhavan
1, Ashutosh Chowdhury Avenue
Kolkata – 700 019
Units at KCC/ICC/MCP & TCP

APPLICATION FORM FOR REGISTRATION OF
CIVIL CONTRACTORS/FIRMS

SL.NO.	DESCRIPTION	INFORMATION FURNISHED BY THE APPLICANT
1.	Name of applicant his present nationality and full address	
2.	Whether the firm is a private or public limited concern or Undivided Hindu Family, individual or a partnership firm. (Attested copies of deeds or Articles of Association to be enclosed.)	
3.	Name of person holding the Power of Attorney (POA), and his present Nationality with their liabilities. (Attested copies of the Partnership Deed to be enclosed.)	
4.	Name of Partners, together with age, their individual contribution to the capital, percentage of profit and their liabilities (Attested copy of Partnership Deed and Registration, if any, to be enclosed.)	
5.	Name of Bankers and full address. Note: The Banker's Report, in original, preferably in sealed cover, giving his/their financial capacity to handle works of the required magnitude should be enclosed.	
6.	Place of business	
7.	Class and Category in which enlistment is sought.	
8.	Whether desires to execute jobs under HCL's respective Unit's/Office's Schedule of Rates.	
9.	Whether desires to deposit lump sum security for securing exemption from payment of earnest money or will pay earnest money alongwith each tender	

10.	List of Works executed. i) Name of Work, ii) Year of execution, iii) Value of work iv) Authority under which carried out.	To be shown in a separate statement
11.	Note : For work done in departments/public sector undertakings other than HCL, 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 certificate, the applicant should clearly indicate this.	
12.	Whether the applicant has a permanent Engg. Organization capable of dealing with large works in all other stages and has sufficient machinery and tools etc. at his disposal. (Full details of organization and machinery and tools to be given)	
13.	Whether the applicant has any graduate engineer with not less than 5 years experience to deal with works in all their stages.	
14.	Whether the applicant is a licensed plumber or has a licensed plumber under his employment. (Attested copy of Plumber's Lincence to be enclosed for sanitary and water supply contractors)	
15.	Whether the applicant has properly equipped workshop with sufficient large stocks of timber, paints, polished and other finishing materials and any employee as designers capable of producing well thought out schemes for large buildings. (Full details and location of their workshop may be furnished)	

16.	Whether the applicant owns a good workshop with sufficient stock of timber and has manning for producing good quality furniture and good quality polishing and maintaining. (Full details and location of their workshop may be furnished)	
17.	Whether the applicant is already enlisted in this Undertaking? If so, in which class and category. If enlisted with any other department/Public Undertaking, class and category showing amount upto which qualified to tender.	
18.	Whether the applicant is a shareholder or partner of any firm, enlisted in the Company.	
19.	Whether the applicant or his partners share-holders is/are member(s) of the Parliament or any State Legislature.	
20.	Whether the applicant or any of his partners or shareholders is/are dismissed Govt. Servant(s) or employee(s) of the Company.	
21.	Whether the applicant has under his employment any dismissed Govt. Servant/employee of any Undertaking?	
22.	Has the applicant or any of his partners or share-holders been blacklisted or removed from the approved list of contractors or demoted to lower class or orders passed banning/suspending business with the applicant by any Govt. Department/Undertaking in the past? (The Company has the right not to issue tender form and also to suspend, remove, demote or blacklist a contractor/firm.)	
23.	Whether the contractor/firm has read the rules for enlistment of contractors/firms in this Company and is prepared to abide by the same.	

24.	<p>A List of the persons, who are working with the applicant in any capacity and who are near relatives of any officer in the Company or in the Ministry/Govt.Deptt./Undertaking should be submitted. The applicant should also intimate the names of such person, who are employed by him subsequently.</p> <p>Note : By the term near relative is meant wife, husband, parents, children and grand children, brothers and sisters, uncle, aunts and cousins and their corresponding in-laws. (The Contractors are not entitled to tender for works in this Company if their near relatives are working as Accountant or Engineering or Store Officers of the Company. Any breach of this condition, by any contractor/firm will debar him from enlistment).</p>	
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Declaration

1. I/We certify that I/We will not enlist myself/ourselves as Contractor(s) in the Undertaking under more than one name.

2. a) 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 person within two years of his retirement from this Undertaking. (For individual seeking enlistment in their own name).

b) We certify that none of the partners/Directors retired as an employee of the Company during the last two years. We also certify that we have neither under our employment any such person nor shall we employ any person within two years of his retirement except with the prior permission of the Company. (For Limited Companies/Partnership Firms).

Place :
Date :

(Signature of the Applicant and full address)

E. Mail Id. :
Contact Phone Nos. :
Mobile No. :

IMPORTANT NOTE

All relevant certificates should be attached with the application.

Application for enlistment in building and roads, sanitary and water supply, structures should be submitted on separate forms.

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 made.

The term which are not applicable may be scored out.

The applicant should sign all the papers of all enclosures.

The contractor/firm must have its own P.F. Code.

The contractor/firm should also be registered with Employees State Insurance (ESI).

PART – B
(OTHER THAN CIVIL JOBS)

RULES AND CONDITIONS FOR REGISTRATION
FOR JOBS/WORKS CONTRACT
(OTHER THAN CIVIL JOBS/WORKS CONTRACT) IN
HINDUSTAN COPPER LTD.

For registration as contractor for jobs/works contract experienced, resourceful and capable contractors can apply to the respective units of HCL.

Contractors shall be classified and registered according to the nature of job/works contract and also their financial capability of executing job/works contract of specified value.

Categorisation: A list of broad categories of jobs/works contract and the sub-categories under each category is given in Annexure –I. Applicant should have to clearly indicate in their application the sub-category for which they seek registration.

Classification: Based on the financial capacity for executing job/works contract of specified value, the contractors shall be registered under five classes as mentioned in table 1 below. Applicant must clearly indicate in their application the class under which they seek registration:

Table - 1

Class	Capable to Execute Job/Works Contract of value of each contract (Rs.)
A	Upto 1.00 lakh
B	Above 1.00 lakh to 5.00 lakh
C	Above 5.00 lakh to 10.00 lakh
D	Above 10.00 lakh to 25.00 lakh
E	Above 25.00 lakh

Period of Validity of Registration: Registration shall be valid for a period of 2 years.

Application Form for registration is given in Annexure – II. Application Form should be addressed to the respective unit head.

Submission of Application for Registration: Duly filled form for registration with requisite details /documents as indicated in the application form along with non-refundable application processing fee as mentioned in table – 2 shall be submitted to the respective unit heads.

Registration Fee: on being selected, the applicant shall be advised to deposit the following amounts for registration fee for the respective class/classes. Fees indicated for each class of registration covers one sub-category of work. However applicants who desire to register for more than one sub-category under a particular class, shall be required to pay non-refundable additional fee as mentioned in column (4) below for each additional subcategory.

Table - 2

Class	Value of each job/works contract (Rs.)	Payable non-refundable Registration Fee (Rs.)	
		For Class	For additional Sub-category
(1)	(2)	(3)	(4)
A	Upto 1.00 lakh	500	250
B	Above 1.00 lakh to 5.00 lakh	1000	500
C	Above 5.00 lakh to 10.00 lakh	1500	750
D	Above 10.00 lakh to 25.00 lakh	2500	1250
E	Above 25.00 lakh	5000	2500

Inclusion of Additional Classes and/or sub category: A contractor may apply for inclusion of additional classes and/or sub-categories. Such request will be considered on merit of each case and if inclusion is approved, contractor will have to pay respective amount stipulated for the class and sub-category.

The payment of Registration Fee is to be made **by DD/Pay Order** from a Nationalized/Scheduled Bank in favour of the respective Unit, mentioned below, for which applicant desires to be registered.

Khetri Copper Complex (KCC), Rajasthan : In favour of Hindustan Copper Limited. Payable at State Bank of Bikaner & Jaipur, Khetrinagar (Branch Code No.1133) or Indian Overseas Bank, Kolihan Nagar (Branch Code No.481)

Indian Copper Complex (ICC), Ghatsila, Jharkhand : In favour of Hindustan Copper Limited/Indian Copper Complex. Payable at State Bank of India, Moubhandar.

Malanjkhand Copper Project (MCP), Madhya Pradesh : In favour of Hindustan Copper Limited. Payable at Malanjkhand.

Taloja Copper Project (TCP), Maharashtra : In favour of Hindustan Copper Limited or Hindustan Copper Limited, Taloja Copper Project. Payable at Panvel/Mumbai.

If payment is made **through cash**, the same may be deposited in the respective Unit's Finance Department against a Cash Receipt.

In case any contractor/firm is not registered or registered for a category below that applied for, the Registration Fee or the difference in Registration Fee shall be refunded without any interest.

Re-Registration/Renewal of Registration: Before expiry of validity of registration, the registered contractor is required to re-register himself. For re-registration, the contractor shall have to follow the same procedure as mentioned in sl.no.6 & 7.

In case re-registration/renewal is approved, the contractor shall have to pay renewal fees as follows:

Class	Value of each job/works contract (Rs.)	Payable non-refundable Re-Registration/renewal Fee (Rs.)	
		For Class	For additional Sub-category
(1)	(2)	(3)	(4)
A	Upto 1.00 lakh	250	250
B	Above 1.00 lakh to 5.00 lakh	500	500
C	Above 5.00 lakh to 10.00 lakh	1000	500
D	Above 10.00 lakh to 25.00 lakh	1500	750
E	Above 25.00 lakh	3000	1500

Tender notices for value of work Rs. 3.0 lakhs and above will be available in the company's website and copy of the same will be sent to the appropriate Registered contractor(s)/Firm (s) Registered contractor (s)/firm are advised to visit company's website regularly to keep themselves up-to-date for all such information. However, for tenders (other than OEM) above Rs. 10.00 lakhs, besides web hosting, NIT will also be published in the selected Newspapers.

Registered contractor(s)/firms are also advised to be in touch with concern departments of the respective units notification to avail information of tender notices. The company will not entertain any complain from the contractor /firm for non-receipt of any tender notice.

Category	Sub category	Unit to which related	Job/Works contract
1			Underground Mining Equipment
	1.1	K	Repair/reconditioning /overhauling of underground mining equipment like DTH cubex machine, Granby car wheels, EIMCO loaders, EIMCO loader bucket, EIMCO loader spool valve, Lift Arms of LHD, LHD buckets/JDT tubs, buckets & hangers of Arial rope way etc.
	1.2	K	Arial ropeway repair/revamping,
		K	Fabrication of Granby cars, Loco Frames
2			Mechanical Jobs
	2.1	K, I, M, T	Fabrication, erection, dismantling, repair, modification etc. of pipeline and pipeline supports including lagging of pipelines.
	2.2	K, M	Repair, Modification, Maintenance of equipment like launder, Agitator pumps, platforms
	2.3	K, M	Repair, maintenance of conveyor belts, lagging of pulleys
	2.4	K, I, M	Rubber lining, lead lining, acid proof lining, PVC/FRP work and similar type of jobs.
	2.5	K, M	Repair & Maintenance of crusher, Crusher head, Lining of shells of Crusher, Rubber lining of ball mills & hydro cyclone cones etc., deposition of metal in crusher head
	2.6	K, I	Repair and Maintenance of Cooling tower
	2.7	K, M	Repair of mill gear boxes, trunion etc.
	2.8	K, I, M	Repair/reconditioning/maintenance /overhauling of vehicles (trucks, Jeeps, Bus, Ambulance, Explosive van Car etc.). Repair/reconditioning/maintenance of diesel equipment Repair of cabin, glasses, glass frames, doors etc of vehicles and heavy earth moving equipments.
	2.9	K, I, M	Repair/Reconditioning/Maintenance of Engine blocks and Crankshafts of loaders, LHD and Heavy Earth Moving Equipment.
	2.10	K, I, M	Repair/reconditioning/overhauling of Transmission /engine of loader and Heavy Earth Moving Equipment.
	2.11	K, I, M	Retreading of all types of Tyres,
	2.12	K, I, M	Removal dismantling, repair, refitting and installation of tyres of loaders, dumpers and all types of vehicles.
	2.13	K, I, M, T	Fabrication, erection, dismantling, repair, modification etc of steel and technological structures.
	2.14	K, I,	Repair & Maintenance in Smelter plant, Refinery, Acid plant, .
	2.15	K,I,M	Repair & Maintenance in Water Treatment plant& Water Intake well
	2.16	K, I, M	Repair & Calibration of fuel injection pump & injectors.
K – KCC(Khetri Copper Complex, Rajasthan) I- ICC (Indian Copper Complex, Jharkhand) M- MCP (Malanjkhand Copper Project, Madhya Pradesh) T – TCP (Taloja Copper Project, Maharashtra)			

Category	Sub category	Unit which related	Job/Works contract
	2.17	K, I, M	Repair, replacement, revamping of EOT crane.
	2.18	M	Repairing/Reconditioning/Welding of components of heavy earth moving equipment including dump body, shovel bucket, shovel rack repairing/reconditioning.
	2.19	K, I, M	Repair of Radiators/oil coolers of heavy earth moving equipment and vehicles
	2.20	K, I, M	Repairing/Reconditioning of starters/Alternators/emergency motors of heavy earth moving equipment and vehicles
	2.21	K, I, M	Repairing/Reconditioning/Maintenance of compressor
	2.22	M	Repairing/Reconditioning of hydraulic accessories/components of heavy earth moving equipments.
	2.22	K, I, M	Repair and Maintenance of fire fighting equipments
	2.23	K, I, M	Heat treatment of Spares
	2.24	T	Repair/maintenance/condition monitoring of Rolling Mills.
	2.25	T	Repair/Reconditioning of Rolls/Casting wheel
	2.26	T	Heat Exchanger Plate cleaning
3			Reconditioning
	3.1	K, I, M, T	Machining, light
	3.2	K, I, M, T	Machining heavy
	3.3	K, I, M, T	Fabrication Light
	3.4	K, I, M, T	Fabrication heavy
	3.5	K, M	Submersible pump
	3.6	K, I, M, T	Welding transformer
4.			Electrical Jobs
	4.1	K, I, M, T	Repair & Installation/fitting/modification/ Maintenance of Electrical equipments, all types of wiring, cable laying, cable shifting, painting of structures etc.
	4.2	K, I	Operation & Maintenance of ESP, repair of discharge electrodes
	4.3	K, I, M, T	Repair/Rewinding of HT motors, Armatures
	4.4	K, I, M, T	Repair/Rewinding of LT motors and Armatures
	4.5	K, M	Repair/Rewinding of Electro magnets
	4.6	K, I, M, T	Rewinding/Repair of motors of ceiling fan, Coolers, exhaust fan etc.
5			Air Conditioning and Refrigeration jobs
	5.1	K, I, M, T	All types of air conditioning and refrigeration jobs including ventilation system
K – KCC(Khetri Copper Complex, Rajasthan) I- ICC (Indian Copper Complex, Jharkhand) M- MCP (Malanjkhand Copper Project, Madhya Pradesh) T – TCP (Taloja Copper Project, Maharashtra)			

Category	Sub category	Unit which related	Job/Works contract
6			Refractory Jobs
	6.1	K, I	Refractory brick work, relining and all types of related jobs
7			Material handling etc. skilled and unskilled jobs
	7.1	K, I, M, T	Material handling inside plant and mines including loading, unloading, shifting, stacking, charging, Screening, refilling, retrieving, transportation etc. and hiring of material handling equipment, vehicles, camel cart including camel man etc.
	7.2	K, I, M, T	Supply, collection, transportation and unloading of various materials in plant and mine.
8			Developmental work in Mines
	8.1	M	Blast hole drilling, Split hole drilling, Flushing of pre drilled holes in Open cast mine
	8.2	K	Long hole/Large diameter hole drilling/Diamond drilling in under ground mine,
	8.3	K	Mine development allied excavation, rock bolting & raise equipping in under ground mine Widening & heightening of Decline
	8.4	M	Total Excavation work (drilling, loading, hauling, dozing etc) in open cast mine
	8.5	M	Hauling wok/Loading work in open cast mine
	8.6	M	Measurement of development work in open cast mine
9			Telecommunication
	9.1	K, I, M, T	All types of Telecom work including laying of underground cables, repair and maintenance
	9.2	K, I, M	Repair and maintenance of telephone exchange/wireless telephones,
		K, I, M	Walkie-talkie sets, VHF wireless equipment, radio equipment and allied equipment.
10			Computer
	10.1	K, I, M, T	Installation, modification, repair, maintenance jobs of computer and computer peripherals including UPS.
	10.2	K, I, M, T	Refilling of printer ribbon cassettes/Ink Cartridges/toners
11			Hiring of vehicles
	11.1	K, I, M, T	Hiring of light vehicle like Jeep, cars etc
	11.2	K, I, M, T	Hiring of heavy vehicles like truck, bus and other diesel equipment.
12			Testing of materials
K – KCC(Khetri Copper Complex, Rajasthan) I- ICC (Indian Copper Complex, Jharkhand) M- MCP (Malanjkhand Copper Project, Madhya Pradesh) T – TCP (Taloja Copper Project, Maharashtra)			

Category	Sub category	Unit to which related	Job/Works contract
	12.1	K	Testing of wire rope of winder, Arial ropeway etc.
13			Boiler and Power plant Maintenance Jobs
	13.1	K, I	All types of Boiler, turbines, blowers maintenance jobs.
	13.2	K, I	Repair/Maintenance of Power Plant
14			Instrumentation
	14.1	K, I, M, T	All types of Instrumentation work and repair/maintenance of instruments and electronic items
	14.2	K, I, M, T	Repair and maintenance of photocopying machine and Fax machine
	14.3	K, I, M	Repair and maintenance of all types of hospital equipments
15			Consultancy Services
	15.1	K, I, M, T	Environment Audit /Analysis/ monitoring air quality, dust, stack emission etc
	15.2	K, I, M, T	Energy Audit
	15.3	K, I, M, T	Technological Audit in plants , mines
	15.4	K, I, M, T	Management information system Audit
	15.5	K, I, M, T	Financial Audit
16			Security Services
	16.1	K, I, M, T	Security services in mines, plants, township & allied areas.
17			Miscellaneous work
	17.1	K, I, M, T	Binding of various records
	17.2	K, I, M, T	Sweeping and Cleaning in office, plant, township
	17.3	I	Running of Cycle/Scooter/Motorcycle stand
	17.4	K, I, M	Repair & Maintenance of Franking Machine
	17.5	K, I, M	Washing of linen of hospital and guest house
	17.6	T	Canteen services
	17.7	K, I, M, T	Courier Services
	17.8	K, I, M	Supply of Vegetables to Canteen, Hospital

K – KCC(Khetri Copper Complex, Rajasthan)

I- ICC (Indian Copper Complex, Jharkhand)

M- MCP (Malanjkhand Copper Project, Madhya Pradesh)

T – TCP (Taloja Copper Project, Maharashtra)

HINDUSTAN COPPER LIMITED
(A Govt. of India Enterprise)
Tamra Bhavan
1, Ashutosh Chowdhury Avenue
Kolkata – 700 019
Units at KCC/ICC/MCP & TCP

Application Form for Registration as Contractor
for Jobs/Works Contracts (other than Civil Jobs/works contracts)

Sl.No.	Description	Information to be furnished by the applicant		
1	Name & address of applicant			
2	Type of Firm (Private Limited/Public Limited/Partnership/Proprietorship (Documentary support to be enclosed))			
3	Name of persons holding Power of Attorney (POA) (Copy of POA to be enclosed)			
4	Name of Partners (in case of Partnership)/Name of Directors (In case of Limited Company)			
5	List of job/works contract executed during last 3 years (separate sheet may be attached, if required)	1 st Year	2 nd Year	3 rd Year
	i) Name of work			
	ii) Year of execution			
	iii) Value of work (Rs.)			
	iv) Name of Company/Organisation for whom job/works contract has been carried out			
	v) Value of the Single largest order executed during last 3 years.			
	vi) PF registration No.			
	vii) Average Annual turnover for the last three financial years.			
	Following documentary supports to be attached: Copies of Work order Completion Certificate from the organization for whom work has been carried out. Copies Annual Audited Account for the last 3 years.			
6	Enlistment sought in which class/sub-category			

7	Name of Bankers of the applicant with full address (Banker's Certificate/Solvency certificate to be obtained from the Banker in sealed cover and to be attached with the application)	
8	PAN No. Sales Tax No. VAT Registration No. (Documentary proof to be submitted)	
9	Organisation Chart (Please attach separate sheet)	
10	List of Tools and tackles possessed by the applicant	
11	List of personnel with qualification and experience (attach separate sheet)	
12	Whether applicant is registered with other units of Hindustan Copper Limited(HCL) (Submit documentary evidence)	
13	Whether the applicant is registered with other PSU/Govt. Departments (submit documentary evidence showing class/category and amount for which registered)	
14	Whether the applicant is partner/share holder or having stake in any firm already enlisted with HCL. If yes , Name of the firm to be given.	
15	Has the applicant or any of his partner or share holder been black listed/banned/debarred in any unit of HCL or other PSU or Govt. Departments (if yes, please give details)	
16	Whether the applicant has permanent engineering set up to handle large job/works contract.	
17	Whether the applicant has valid statutory License e.g. electrical contractor's License/electrical Supervisory License etc.	
18	Declaration about relatives of applicant in employment with HCL giving name, Unit where working, code No.	

Terms and Conditions:

1. Contractor/firm must have their own PF Code.
2. HCL reserves the right to accept or reject any application without assigning any reasons thereof or enlistment in any class other than applied class.
3. The enlistment does not guarantee the applicant for issue of tender enquiries.
4. Contractor/Firm will have to satisfy the tender conditions stipulated in the specific tender documents as and when issued to the vendor.
Enlistment is generally valid for 3 years. However, Hindustan Copper Limited (HCL) reserves the right to de-list the vendor earlier if considered expedient in the the interest of HCL.
6. Enlistment does not entitle for any preferential treatment over others nor it bestows any right to award of contract in favour of the enlisted vendor.
- 7 Contractor/Firm should also be registered with Employees State Insurance (ESI).

Declaration:

I/we certify that I/we will not enlist myself/ourselves as contractor(s) in HCL under more than one name. I/we also certify that the information, furnished above are correct and I/we undertake to indemnify the company (Hindustan Copper Limited) for any action taken by the company on the incorrect information furnished above.

Signature of the applicant with official seal
e-mail:
contact phone

- Note: a) The applicant shall have to sign all the documents
b) All relevant certificate/documents mentioned above should be attached with application form.