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ANNEXURE-I
DELHI DEVELOPMENT AUTHORITY
APPLICATION FOR ENLISTMENT AS CONTRACTOR
Supporting Documents be annexed with the application form. (Applications found
deficient in any respect are liable to be rejected without further
correspondence)

CLASS V Category Civil

1. Name of applicant SH:- Manoj Saini
2. Nationality Indian ☒ Other ☐
3. Address i) Regd office... RZ673/1 St No-27 Sadh Nagar Palam Colony MD-45
 ii) Head Office... Same
 (Attach separate paper for addresses of other offices)
4. Telephone Number 9868869008 Fax No.
- E-mail address Manoj_Saini1984@yahoo.in
5. Constitution: Individual ☒ Sole Proprietorship Concern ☐
 Partnership Firm ☐ Public Ltd. Company ☐ Private Ltd. Company ☐
6. **Furnish names and paste photograph(s) (of size 2.5 X 3.5 cm having white background) of individual / sole proprietor / all partners / all directors against his / their names.**

1.	2.	3.	4.
	Paste photo	Paste photo	Paste photo
Name	Name	Name	Name

5.	6.	7.	8.
Paste photo	Paste photo	Paste photo	Paste photo
Name	Name	Name	Name

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7. Is the individual/sole proprietor/any partner/director of company:

- (a) Dismissed DDA/Government Servant Yes ☐ No ☒
- (b) Removed from approved list of contractors Yes ☐ No ☒
- (c) Demoted to a lower class of contractors Yes ☐ No ☒
- (d) Having business banned/suspended by any government in the past Yes ☐ No ☒
- (e) Convicted by a court of law Yes ☐ No ☒
- (f) Retired engineer/official from engineering deptt. of DDA/Govt. of India within last One year Yes ☐ No ☒
- (g) Director or partner of any other Company/firm enlisted with DDA or any other department Yes ☐ No ☒
- (h) Member of Parliament or any State Legislative Assembly Yes ☐ No ☒

If answer to any of the above is 'Yes', furnish details on a separate sheet

8. (a) Name of person holding power of attorney Manoj Saini

(b) Nationality Indian ☒ Other ☐

(c) Liabilities

9. Name of Bankers with full address

Syndicate Bank (Talam village New Delhi)

10. Place of business

Delhi

11. Full time technical staff in applicant's employment (Refer Table I & fill up the columns below in respect of requisite trade and experience only)

- (a) Graduate engineers with minimum ----- years' experience ☐
- (b) Graduate engineers with minimum ----- years' experience [excluding (a) above] ☐
- (c) Diploma engineers with minimum' experience ----- years ☐
- (d) Diploma engineers with minimum experience ----- years (excluding (c) above) ☐
- (e) Furniture/Furnishing Designers of minimum.....years experience ☐
- (f) Graduate in Agricultural Sciences of minimum.....years experience ☐
- (g) Post Graduate in Agricultural Science of minimum.....years experience ☐

(H)

12. Does the applicant have sufficient T&P, Machinery, Equipment and workshop as per requirements mentioned in the Enlistment Rules for the class & category applied for
[Attach details on separate sheet]

Yes ☐ No ☒

13. [For Electrical]

i) Does the applicant possess valid Electrical License

Yes ☐ No ☒

ii) Do the permanent electricians employed by contractor posses valid license

Yes ☐ No ☒

14. (a) Whether already enlisted with DDA or any other department

Yes ☒ No ☐

(b) If yes, give details:

(i) Name of department

CPWD

(ii) Class & category

D

(iii) Enlistment authority & address

CPWD (CML) New Delhi

(iv) Enlistment No. & date

2583 (CML) 33/2007-15/6/2007

(v) Date of validity

14 06 2012

(vi) Tendering limit

10 Lacs

15. Is any person working with the applicant is a near relative of the officer/official of DDA

[See Rule 17 of the Enlistment Rules] If yes, give detail

Yes ☐ No ☒

16. Enlistment Processing fee enclosed:-

Draft No.	Date	Amount	Issuing Bank & Branch	Branch drawn upon	In whose favour drawn
070639	21/10/11	2000/-	Axis Bank Palam	Palam New Delhi	PAO Engineering

17. Details of Works completed, in progress and secured during the last 5 years (to be filled in proforma as given in Annexure -III). This list should include all works whose gross amount of work done is more than the required magnitude for the class in which registration is required.

18. Certificates from clients in original or attested copy as per proforma given in Annexure-IV for all eligible works.

19. Certificates :

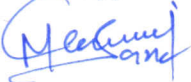
- (i) I/We (including all partners) certify that I/We have read the Rules of Enlistment of Contractors in DDA as amended upto-date and shall abide by them.
- (ii) I/We certify that the information given above is true to the best of our knowledge. I/We also understand that if any of the information is found wrong, I am/ we are liable to be debarred.
- (iii) I/We certify that I/We will not get myself/ourselves registered as contractor(s) in the Department under more than one name.
- (iv) (a) I certify that I did not retire as an Engineer of Gazetted rank or as any Gazetted Officer employed on Engineering or Administrative duties in any engineering Department of the Government of India or DDA during the last One year. I also certify that I have neither such a

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person under my employment nor shall I employ any such person within One year of his retirement except with the prior permission of DDA . (For individuals seeking enlistment in their own name)

(b) We certify that none of the partners/Directors retired as an Engineer/officer of DDA (equivalent to Gazetted rank) or as any Gazetted Officer employed on Engineering or Administrative duties in last one year. We also certify that we have neither under our employment any such person nor shall we employ any person within one year of his retirement except with the prior permission of the DDA. (For partnership firms and limited companies).

(Strike out whichever is not applicable)

Signature(s) of applicant(s) : 

Name

1. Manoj Saini

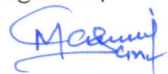
2.

3.

4.

5.

Signature



Address

R2673/1, St. No. 27 Sadh
Nagar Palam Colony MD-45

Date :

No. of Documents attached