

पावर ट्रांसमिशन कारपोरेशन ऑफ उत्तराखण्ड लि०  
(उत्तराखण्ड सरकार का उपक्रम)

अधीक्षण अभियन्ता (क्यू०ए०/क्यू०सी०) कार्यालय  
विद्युत भवन, नजदीक-आई०एस०बी०टी० क्रॉसिंग, सहारनपुर रोड, माजरा, देहरादून-248002  
दूरभाष एवं फैक्स नं० 0135-2643429, मो० 7088117921, email:- qaqc@ptcul.org

Letter no. /SE(QA/QC)/PTCUL

Date : /10/2018

1. SE(C&P-I)  
PTCUL, Vidyut Bhawan,  
Majra, Dehradun

2. SE(C&P-II)  
PTCUL, Vidyut Bhawan,  
Majra, Dehradun

Subject:- Regarding updated vendor registration form & credentials required format of PTCUL.

Kindly find enclosed herewith the updated vendor registration form & credentials required format of PTCUL for kind information and further necessary action.

Encls:- 1. Vendor Registration form.  
2. Credentials required format.

(Mant Ram)

Superintending Engineer (QA/QC)

Letter No. 901 /SE(QA/QC)/PTCUL/

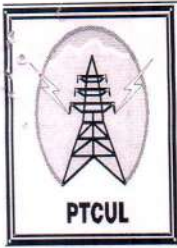
Date:- 05/10/2018

Copy forwarded for kind information.

✓ 1. DGM (IT), PTCUL, Vidyut Bhawan, Majra, Dehradun with the remark that above updated vendor registration form & credentials required format of PTCUL may please be uploaded on PTCUL website.

(Mant Ram)

Superintending Engineer (QA/QC)



पावर ट्रांसमिशन कारपोरेशन ऑफ उत्तराखण्ड लि०  
(उत्तराखण्ड सरकार का उपक्रम)

विद्युत भवन, नजदीक-आई०एस०बी०टी० क्रॉसिंग, सहारनपुर रोड़, माजरा, देहरादून-248002  
दूरभाष एवं फ़ैक्स नं० 0135-2643429, email:- qaqc@ptcul.org

Credentials required for vendor registration/sub vendor registration.

Sr. No.	Name of Credentials required	Write which ever is applicable (Yes/No)	Flag No.
1.	The specific request of the vendor/sub-vendor for work/supply applied for vendor registration in PTCUL.		
2.	Vendor approval of the vendor/sub-vendor for same work/supply for which applied at Sr. No. – 1 in other major firms (Vendor approval conformation letter latest updated to be enclosed) Minimum three Transmission Power Sector Utilities of, not less than 3 years period for Critical items.		
3.	Performance Certificates from major Power Sector Utilities (Specially NTPC, Power Grid, BHEL if available) for work/supply applied for Minimum 3 years period, for Critical items.		
4.	Type test approvals conducted in last 5 years (If applicable). Compulsory for Critical items		
5.	Operational Experience Details to be furnished a) Tendered item/Works comprising order with supporting documents of 5 Years, Quantity ordered/quantum or work executed. b) Contractual delivery/completion period. c) Actual delivery/completion of the supply/work d) Period of trouble free services.		
6.	Supply made to major department in last 3 year (In case of supply)		
7.	Voltage level up to which supplies made/work done in different department. Details of order must be attached with execution status		
8.	List of work done in PTCUL in last five years along with their proofs		
9.	List of raw material, bought out items with their sourcing detail		



10.	<i>Copy of manufacturer test certificates of Raw Material</i>		
11.	<i>Copy of third party inspection reports of Raw Material (if any)</i>		
12.	<i>List of Plant &amp; Machinery</i>		
13.	<i>Any National/International Quality Certification i.e. ISO Certification etc.</i>		
14.	<i>Copy of Quality Manual</i>		
15.	<i>Annual Turnover of last 3 year (As per the Audited Balance Sheet)</i>		
16.	<i>Copy of Balance Sheet</i>		
17.	<i>List of testing Equipment to carry out all the acceptance/ routine test in house along with their calibration status</i>		
18.	<i>Company brochures/product catalogues</i>		
19.	<i>Copy of memorandum and article of association</i>		
20.	<i>Evidence that the proposed vendor/sub vendor is the manufacture of the item/executor of the work mentioned</i>		
21.	<i>Registration with Industries department/or any other government department</i>		
22.	<i>Sanction load &amp; backup power/shed area/ storage area</i>		
23.	<i>Profile of the two contact persons with their office Address/Mob. no./Land line no./E-mail ID/ with their duly verified signature</i>		
24.	<i>Organization chart with name and qualification of the key person</i>		
25.	<i>Details of the key persons involved in production and testing with their name &amp; qualification</i>		
26.	<i>Certificate from CA regarding authorized capital</i>		
27.	<i>Letter from the bank illustrating working capital limit of the company</i>		
28.	<i>Copy of PAN of the Company/Firm</i>		
29.	<i>Copy of Trade Tax No., Sales Tax No., Vat No.</i>		
30.	<i>Detail of Installed/Manufacturing capacity</i>		

31.	Detail of the pending litigation against the company or any notice by any other department, if any for Non-performance (Certificate by vendor/sub vendor)		
32.	Year of experience in the field		
33.	Photographs of factory/plant and machinery & testing facilities		
34.	Assessment report by the proposer (For sub vendor)		
35.	Numbers of Employed person along with Man Power in Quality Wing & their experience		
36.	Sample format photocopy of quality register maintained (If any)		
37.	Pollution clearance wherever applicable		

**Notes:-**

1. File submitted should be in the same sequence as shown above and must be indexed.
2. Check list Yes/No for document submitted.
3. Flagging should be done for the file submitted and flag no. should be mentioned in the same sequence as shown above.
4. Numbering should be done for the file submitted and every page should be duly signed by authorized signatory.
5. Bank Draft of Rs. 10000.00 (Rs. Ten thousand only) + GST@ as applicable in favour of MD PTCUL payable at Dehradun is to be submitted by applicant along with credentials.

I hereby declare that the document submitted are authentic & correct to the best of my knowledge. In case of any false information the registration can be cancelled/ withdrawal by the PTCUL without any further notice.

Date:

Signature

Place

Authorized Signatory

**POWER TRANSMISSION CORPORATION OF UTTARAKHAND LTD.**  
**VENDOR REGISTRATION FORM**

1. Name of the Firm :
  
2. Constitutional detail whether Firm, Company Proprietor etc. :
  
3. Date of Incorporation :
  
4. Joint Venture detail (if any) :
  
5. Address with proof: :
  - a) Registered office :
  
  - b) Works office :
  
  - c) Local address if any for communication :
  
6. Whether manufacturer or accredited representative :
  - A. If manufacturer then registration with industries PGCIL, NTPC, NHPC, PSU Deptt./ or any other Govt. Deptt. State Deptt., reputed utilities :
    - (i) **Product applied for Registration** :
  
    - (ii) **Work applied for Registration** :
  
  - B. If Performance Certificate available :
  
  - C. Space available for work along with approved Map :



- D. Constructed Area/ Built up area of Industry (with approved certificate) :
  
- E. Details of Electric connection with self attested enclosures :

  - i) Consumer name :
  - ii) Load sanctioned :
  - iii) Load released :
  - iv) Power Backup/Alternative Power, if any :

  
- 7. Details of Proprietor/ Partner Director/ President/Secretary (Copy of Memorandum and Articles of Association is to be enclosed) latest as per approved by concerning Deptt. :
  
- 8. Number of employed person with details of Key officials personnel an qualification and experience record :
  
- 9. Value of plant & Machinery (As per the latest Audited Balance Sheet. Copy of latest Balance Sheet to be enclosed) :
  
- 10. Authorized Capital in Lacs (Certified copy to be enclosed From CA.) :
  
- 11. Banker's information (Letter from Bank) :
  
- 12. ISO certification, if yes (Photocopy of certification) :

13. Annual turnover of last 3 years :  
(As per the Audited Balance Sheet)
14. PAN No. of the Company/ Firm :
15. Detail of Trade Tax No. :  
Sales Tax No. and VAT No.  
if registered
16. Detail of Installed/ Manufacturing :  
capacity
17. Detail of testing and manufacturing :  
equipments
18. Operational Experience Details :  
to be furnished
  - a) Tendered item/works comprising :  
order with supporting documents of  
5 years, Quantity ordered/Quantum  
or work executed.
  - b) Contractual delivery/completion :  
period.
  - c) Actual delivery/completion of the :  
supply/works
  - d) Period of trouble free services. :
19. Performance certificates from :  
Power Sector Utilities.
20. Detail of the pending litigation :  
against the company or any notice  
by any other department, it any for  
non- performance.

21. Contact person & Phone/Mob. No. :  
e-mail along with his duly verified signature
  
22. The all documents/papers to be  
submitted in the folder.

**Note:-**

Bank Draft in favour of :  
"MD PTCUL, Dehradun" Rs. 10000.00  
(Ten thousand only) + GST@ as applicable  
is to be submitted by the applicant in SE(QA/QC) office  
along with complete credentials &  
vendor file duly submitted in the folder.

**Enclosure: Three pages of Credentials required.**

I hereby declare that the above information is true & correct to the best of my knowledge. In case of any false information the registration can be cancelled/ withdrawal by the PTCUL without any further notice.

It is also to confirm that if the submitted documents are incomplete/ not eligible for vendor registration we will have no claim to PTCUL.

Authorized signatory of the Firm with seal.