



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

विद्युत भवन, नजदीक—आई०एस०बी०टी० क्रासिंग, सहारनपुर रोड़, माजरा, देहरादून—248002
Mob- 9917177446 email:- se_qaqc@ptcul.org

Credentials required for vendor registration/sub vendor registration.

Sr. No.	List of Credentials required	Write which ever is applicable (Yes/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.	Copy of manufacturer test certificates of Raw Material	
11.	Copy of third party inspection reports of Raw Material (if any)	

12.	List of Plant & Machinery	
13.	Any National/International Quality Certification i.e. ISO Certification etc.	
14.	Copy of Quality Manual	
15.	Annual Turnover of last 3 year (As per the Audited Balance Sheet)	
16.	Copy of Balance Sheet	
17.	List of testing Equipment to carry out all the acceptance/ routine test in house along with their calibration status	
18.	Company brochures/product catalogues	
19.	Copy of memorandum and article of association	
20.	Evidence that the proposed vendor/sub vendor is the manufacture of the item/executor of the work mentioned	
21.	Registration with Industries department/or any other government department	
22.	Sanction load & backup power/shed area/ storage area	
23.	Profile of the two contact persons with their office Address/Mob. no. /Land line no./E-mail ID/ with their duly verified signature	
24.	Organization chart with name and qualification of the key person	
25.	Details of the key persons involved in production and testing with their name & qualification	
26.	Authorized Capital in Lacs (UDIN verified CA Certificate to be enclosed)	
27.	Letter from the bank illustrating working capital limit of the company	
28.	Copy of PAN of the Company/Firm	
29.	Copy of Trade Tax No., Sales Tax No., Vat No.	
30.	Detail of Installed/Manufacturing capacity	
31.	Detail of the pending litigation against the company or any notice by any other department, it 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.**
6. **Factory Inspection /Site visit on Vendor premises shall be conducted for ascertaining the requisite Credentials of the Vendor.**

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