



**SOUTHERN POWER DISTRIBUTION COMPANY OF TELANGANA LIMITED**  
**6-1-50, Corporate Office, Mint Compound, Hyderabad – 500 063**

*Energy Saved is Energy produced - Electricity Saved is Electricity Generated*

**Contractor Registration Application Form**

(For New/Reissue/Duplicate/Change of Class/Inclusion of additional Item of work)  
 Please tick (✓) type of registration required and strike whichever is not applicable

Passport  
Size  
Photo

Please read the Information Booklet carefully before filling the form.

Fee Amount	Bank	Branch	D.D.No.	Date
Rs.				

a) Name of the Contractor/Firm/Company :  
 (As it should appear in the Contractor Registration Card)

b) Address for communication

House/Flat/Plot Number	
Floor/Street Number	
Apartment/Village Name	
Area/Mandal Name	
City/Town/District	
PIN	
Telephone Number	
Mobile/Cell Number	
Email Address	

c) Status of the Contractor/Firm Please tick (✓) whichever is applicable

Individual/ Proprietary	Unregistered Partnership Firm/Co.	Registered Partnership Firm/Co.	Private Limited company	Public Limited company	Societies/ Co - operatives	Govt./ Quasi Govt	Others

1) If Individual or Proprietary firm/company or Societies

i) Technical Qualification, if any : Yes / No  
 tick (✓) whichever is applicable and strike whichever is not applicable. If yes, enclose copy of engineering degree certificate issued by recognized University

ii) Social Status of the Contractor : SC / ST / Others  
 tick (✓) whichever is applicable and strike whichever is not applicable. If SC/ST enclose copy of community certificate

2) i) If Partnership firm/Limited company/Societies/Co-operatives

Sl.No.	Names of Partners/Directors	Sl.No.	Names of Partners/Directors
1		4	
2		5	
3		6	

tick (✓) against the person who is authorized to represent the firm/company to sign the documents and furnish copies of certificate of registration from registrar of firms/companies, partnership deed, memorandum of articles of association.

ii) Does the Firm/Company comes : Yes / No  
 under purview of Industrial Act?

If yes, Enclose a copy of certificate of registration issued from the Department of Industries

Registration/ License No.	Date of registration	Type of Industry tick (✓) whichever is applicable				
		SSI	Ancillary	SSSBE	Tiny	Others

d) **Item of works** tick (✓) against the Item of Works for which registration is sought

Sl.No.	Item of work	tick (✓) against the Item of Works for which registration is sought
1)	Civil works	
2)	Erection of 33/11 KV Sub-Station	
3)	Repairs to sick Power Transformers	
4)	Repairs to sick Distribution Transformers & other Equipment	
5)	Erection & Maintenance of Lines	
6 (a)	Man Power Supply for Electrical Works	
6 (b)	Man Power Supply for Security Services	
7)	O&M of Sub-Station	
8)	Fabrication Works	
9)	Transport Works	
10)	Supply of Vehicles	
11)	Printing Works	
12)	Spot Billing & Spot Collection	
13)	Meter Testing & Meter Shifting	
14)	Any other items not covered above ( <b>Specify work details</b> )	
15)	Change of Class	
16)	Change of Voltage Grade	

e) **Class of Registration applied for** : Class-I / Class-II/ClassII(Vehicles)/Class-III  
 tick (✓) whichever is applicable and strike whichever is not applicable

f) **Are you already registered in TSSPDCL/** : Yes / No  
**Other Companies?**

If yes, furnish the following details.

Sl.No.	Name of the Organization	Registration No.	Class of registration	Monetary limits	Validity period
1)					
2)					

g) **Details of Solvency**

Issuing Authority	Name of Bank	Issue date	Amount of Solvency	Validity period
Bank				

h) **Details of Experience(Valid from 2018-2019 only for any one financial year):**

Sl.No.	Name of the work	Place of experience	Agt. No. & Date(SAP)	Value of Agreement entered	Period in which actually completed
1)					
2)					

i) **Self Certified T&P certificate enclosed** : Yes / No

j) **Number of repair/testing sheds available** :  
 with full addresses.

In case of registration for Items of work against Sl.Nos 3&4 i.e., Repairs to sick Power Transformers, repairs to sick DTRs and other equipment.

Sl.No.	Address	Capacity	Service Connection Details			
			Section	Area Code	Category	SCNO
1)						

k) **Number of Vehicles available** :

In case of registration for Items of work against Sl.Nos 9&10 i.e., Transport works, Supply of Vehicles.

Sl.No.	Vehicle Particulars		Month & Year of Mfg.	Validity Period of				
	Type	Number		R.C.	Insurance	Certificate of fitness	Permit	Pollution under control
1)								

1) Other details of Contractor/Firm/Company

Sl.	License/Registration	Details	
1)	Details of License issued by Telangana State Electrical Licensing Borad	License No.	
		Grade	
		Upto KV	
		Validity period	
2)	License (in Form-VI) under the T.S.Contract Labour (Regulations & Abolition) Rules 1971 issued by Assistant Commissioner of Labour, EPF, ESI	License No.	
		Employer ESI Code No.	
		Employer EPF Code No.	
3)	GST Registration Details	Registration No.	
4)	Income Tax	PAN No.	
5)		Aadhar No.	

m) Whether the Contractor or representatives of the Firm/ Company do have any relatives in TSSPDCL? : Yes / No  
If yes, please furnish the details

Sl.No.	Name of the Officer/ Employee	Designation and place of working	Relationship
1)			
2)			
3)			

n) Have you at any time been Removed/Demoted/Suspended/Blacklisted? : Yes/No  
If yes, give the details

Sl.No.	Name of the organization	Registration No.	Class	Date and Period of Removal/Demotion/ Suspension/ Blacklisted	Reasons
1)					

**DECLARATION**

I/We declare that the particulars given in this application are true to the best of my/our knowledge and belief and understand that it is liable for cancellation of registration if proved, otherwise.

Place :

Date :

SIGNATURE OF CONTRACTOR

Name :

Authority :

Note: This form shall be signed at O&M wing/TSSPDCL in person and the person competent at detailed below

a) Proprietorship firm : Individual/Sole proprietor of the firm

b) Partnership firm : By the partner who holds general power of attorney authorizing him to sign for and on behalf of the firm in contractual obligations (power of attorney with certified copy there of to be enclosed)

b) Companies : By Managing Director or any Director who holds general power of attorney in his favour from the firm giving him authority to do so (power of attorney with certified copy there of to be enclosed)

**List of enclosures with the application form:-**

Description of enclosure	tick (√) if enclosed	Description of enclosure	tick (√) if enclosed
D.D.		Copies of Certificate of EPF	
Copy of Engineering degree certificate		Solvency Certificate/ attested	
Copy of Community certificate		Experience Certificates/ attested	
Copy of Certificate of registration from registrar of Firms/Companies		T&P Certificate	
Copy of Articles of Association		Copy of vehicle RC book	
Copy of Certificate of Incorporation		Copy of Insurance policy	
Copy of Memorandum of firm		Copy of Pollution under control certificate	
Copy of Memorandum of Articles		Copy of State Permit	
Copy of Partnership deed		Copy of License issued by Telangana Electrical Licensing Broad	
Power of attorney for authorized persons of the contractor to sign contract documents		Copy of License (FormVI) issued by Labour Department	
Copy of Certificate for permanent registration from the Department of Industries		Copy of GST	
Original expired certificate of registration issued by TSSPDCL and Vendor number/ OtherGovt Dept not below the cadre of Divisional Engineer/ Executive Engineer		Copy of Income Tax PAN	
Copies of Certificate of registration issued by other companies		Copies of Certificate of ESI	

**FOR OFFICE USE**

Application is verified and proposed to accord

- a) New/Reissue Registration as Class I / II / III for a period of two years from \_\_\_\_\_ to \_\_\_\_\_.
- b) Duplicate Registration Card.
- c) Change of Class from Class I / II / III to Class I / II / III.
- d) Inclusion of additional Item of works viz., \_\_\_\_\_.
- e) Rejection on reasons \_\_\_\_\_.

Contractor's particulars are entered in register vide Sl.No. \_\_\_\_\_.

AE/A&E

ADE/O&M

DE/O&M

SE/O&M

CGM/O&M

Proceedings No. CGM/O&M/SE/O&M/DE/O&M/TSSPDCL/ \_\_\_\_\_ Dt \_\_\_\_\_.

- i) The Registration No. assigned \_\_\_\_\_.
- ii) Contractor's particulars entered/updated on \_\_\_\_\_.
- iii) Registration Certificate/Rejection letter sent to Contractor vide D.No. \_\_\_ Dt. \_\_\_\_\_.
- iv) DDs sent to the Pay Officer/TSSPDCL vide PCB folio Nos. \_\_\_\_\_ Dt. \_\_\_\_\_.

**Registration Fee and Mode of Payment**

The Item-wise fee structure is as given below:

Sl.No.	Item of work	Fee in Rs./-
1)	Civil works	8000/-
2)	Erection of 33/11 KV Sub-Station	12000/-
3)	Repairs to sick Power Transformers	16000/-
4)	Repairs to sick DTRs and Other Equipment	12000/-
5)	Erection & Maintenance of Lines	8000/-
6 (a)	Man Power Supply for Electrical Works	6000/-
6 (b)	Man Power Supply for Security Services	6000/-
7)	O&M of Sub-Station	5000/-
8)	Fabrication Works	3200/-
9)	Transport Works	3200/-
10)	Supply of Vehicles	3200/-
11)	Printing Works	3200/-
12)	Spot Billing & Spot Collection	6000/-
13)	Meter Testing & Meter Shifting	1600/-
14)	Any other items not covered above (Specify work details)	1600/-
15)	Change of Class	1500/-
16)	Change of Voltage Grade	1500/-

Plus additional Card fee Rs.118 / - toward ds Contractor Registration Card Draft of any scheduled bank drawn in favor of **The Pay Officer/ TSSPDCL/ Hyderabad** payable at Hyderabad .

**Class of Registration**

The Class of Registration will be accorded as detailed below:

Class	Eligible monetary limits for tendering of works	Amount for which Solvency certificate required	Requirement of previous experience/ Value of works done previously *
Class-I	Above Rs 5 Lakhs	Rs 20 Lakhs	Rs 20 Lakhs
Class-II	Upto 5 Lakhs	Rs 5 Lakhs	Rs 5 Lakhs
Class-II (vehicles)	Upto 5 Lakhs	-Nil-	-Nil-
Class-III	Upto Rs 1 Lakh	-Nil-	-Nil-

\* The maximum value of works executed during any one-year (financial) of the past 5 years shall be considered.

**Documents to be attached with the application (please read conditions placed at Website [www.tssouthernpower.com](http://www.tssouthernpower.com) for quick links Contractors (Application Form and information booklet)**

- (1) While applying for a fresh/renewal registration attach the following documents:  
DD for the consolidated amount of Item of work Plus card fee

Sl.	Document	Item of work Sl.No.													
		1	2	3	4	5	6 (a&b)	7	8	9	10	11	12	13	14
1	T&P certificate	√	√	√	√	√			√						
2	Copy of vehicle RC book (Below 10 Yrs Model)								√	√					
3	Copy of Insurance policy								√	√					
4	Copy of Pollution under control certificate								√	√					
5	Copy of State Permit, Fitness & Vehicle Tax								√	√					
6	Copy of License issued by CEIG of TS		√	√	√	√		√						√	
7	Copy of License issued by Labour department	√	√	√	√	√	√	√	√				√	√	√
8	Copy of registration under EPF	√	√	√	√	√	√	√	√	√	√	√	√	√	√
9	Copy of registration under ESI	√	√	√	√	√	√	√	√	√	√	√	√	√	√
10	Copy of registration under GST	√	√	√	√	√	√	√	√	√	√	√	√	√	√
11	Copy of PAN, Aadhar & Passport size photo	√	√	√	√	√	√	√	√	√	√	√	√	√	√
12	<b>Partnership firm</b> - Firm Registration, Partnership Deed, Firm Pan Card, Authorisation letter	√	√	√	√	√	√	√	√	√	√	√	√	√	√
13	<b>Private Limited Firm</b> – Certificate of Incorporation, MOU/MOA, Firm Pan Card, Authorisation letter	√	√	√	√	√	√	√	√	√	√	√	√	√	√

Sl.	Document	Class-I	Class-II	Class –II (vehicle)
1	Solvency certificate in original	Above Rs.20 lakhs	Upto Rs.5 lakhs	Nil
2	Experience certificate in original	Above Rs.20 lakhs	Upto Rs.5 lakhs*	Nil
3	Copy of GST	√	√	Nil

\* - or if Contractor is technically qualified a copy of engineering degree certificate issued by recognized University

# - Solvency and Experience shall not be insisted for registration under Class-III

- (2) (a) Validity period of registration for electrical works is limited till the validity of A/B Grade Electrical license  
(b) For other works (other than electrical works) the validity period of registration is 2 years.

Sd/-  
**CHIEF GENERAL MANAGER/O&M**