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FORM OF APPLICATION FOR RENEWAL / UP-GRADATION OF REGISTRATION CONTRACTOR UNDER AGRICULTURE DEPARTMENT, ASSAM.

- 1 Name of Applicant (in block letter) :
- 2 Fathers Name (In case of individual & In case of Firm deeds and certified copy of power of attorney) :
- 3 Date of birth :
- 4 Home Address (Documents of proof to be submitted) Vill/Ward/Bylane :
P. O.- :
P. S.- :
Dist.- :
Pin :
- 5 Place of Birth Vill/Ward/Bylane :
P. O.- :
P. S.- :
Dist.- :
Pin :
Mob. No. :
E-mail ID. :
- 6 Present Address (For communication) (Documents of proof to be submitted) Vill/Ward/Bylane :
P. O.- :
P. S.- :
Dist.- :
Pin :
Mob. No. :
E-mail ID. :
- 7 i) Community :
ii) Caste (Certificate to be submitted) :
- 8 Nationality :
- 9 Bankers Name with A/C No. Along with IFSC code (Xerox copy of pass book to submit) :
- 10 Class for which renewal/up-gradation registration is sought for in case of upgradation previous Registration No. In Agril. Deptt. :
- 11 Details of past works carried out with (work order & completion certificate of Engineer not below E.E. to furnish) :
- 12 Date from which working :
- 13 Details of contractors organization and Tools & Plant available at the disposal of Contractor. (Affidavit) :
- 14 PAN Card with No. :
- 15 VAT registration certificate and GRN No. :
- 16 Labour Licence :
- 17 Educational Qualification :
- 18 Earlier Registration Certificate No. :
- 19 a) Electrical supervisory License :
b) Anti termite license :
- 20 MV Tax clearance. :
- 21 Financial soundness certificate from bank. :
- 22 Tech. Staff with pay roll. :
- 23 Police verification report of the contractor (Not below the rank of DSP) :

I Shri.....do hereby agree to accept the decision of the department regarding cancellation of my petition for Renewal/Upgradation of registration as a contractor for Agriculture department if any false information or fraud documents furnished by me is detected along with this application.

N.B Xerox copy of all mentioned documents must be furnished along with petition.

Signature of applicant

CHECK LIST

1. Caste Certificate
2. Address proof with e-mail ID.
3. Educational Qualification certificate.
4. (a) Bankers Name, A/C No. along with IFSC code
(b) Financial soundness certificate from bank.
5. Court Fee of Rs. 8.25/-
6. PAN Card. (Xerox copy)
7. GRN documents with up-to-date Form WC2
8. Up-to Date Labour License.
9. Tools & Plant under possession.
10. Work done certificate with work order
11. Up-to Date Electrical Supervisory License
12. Up-to Date Anti-Termite License
13. M.V. Tax clearance
14. Technical staff with pay roll.
15. Previous Registration License (Yellow card)
16. 3 copies of Passport size photograph
17. Police verification report of the contractor/proprietor of the firm.

(Not below the rank of DSP)

Yours' faithfully

Chief Engineer, Agriculture,
Assam, Khanapara, Guwahati-22

FORM OF APPLICATION FOR NEW REGISTRATION OF CONTRACTOR UNDER AGRICULTURE DEPARTMENT, ASSAM.

- 1 Name of Applicant (in block letter) :
- 2 Fathers Name (In case of individual & In case of Firm deeds and certified copy of power of attorney) :
- 3 Date of birth :
- 4 Home Address (Documents of proof to be submitted) Vill/Ward/Bylane :
P. O.- :
P. S.- :
Dist.- :
Pin :
- 5 Place of Birth :
- 6 Present Address (For communication) (Documents of proof to be submitted) Vill/Ward/Bylane :
P. O.- :
P. S.- :
Dist.- :
Pin :
Mob. No. :
E-mail ID. :
- 7 i) Community :
ii) Caste (Certificate to be submitted) :
- 8 Nationality :
- 9 Bankers Name with A/C No. Along with IFSC code (Xerox copy of pass book to submit) :
- 10 Class for which new registration is sought for. :
- 11 Details of past works carried out with (work order & completion certificate of Engineer not below E.E. to furnish) :
- 12 Date from which working :
- 13 Details of contractors organization and Tools & Plant available at the disposal of Contractor. (Affidavit) :
- 14 PAN Card with No. :
- 15 VAT registration certificate and GRN No :
- 16 Labour Licence :
- 17 Educational Qualification :
- 18 Earlier Registration Certificate No. in other Department :
- 19 a) Electrical supervisory License :
b) Anti termite license :
- 20 MV Tax clearance. :
- 21 Financial soundness certificate from bank. :
- 22 Tech. Staff with pay roll. :
- 23 Police verification report of the contractor (Not below the rank of DSP) :

I Shri.....do hereby agree to accept the decision of the department regarding cancellation of my petition for New registration as a contractor for Agriculture department if any false information or fraud documents furnished by me is detected along with this application.

N.B Xerox copy of all mentioned documents must be furnished along with petition.

Signature of applicant

Annexure-I

WORK COMPLETION CERTIFICATE

- 1. Name of work :
- 2. A.A. No. & Date :
- 3. Administrative Approval Amount :
- 4. (a) Tender No. :
- (b) Work Value :
- (c) Work Order No. :
- 5. Name of Contractor :
- 6. Date of Commencement :
- 7. Date of Completion :
- 8. Item of Works with quantity :
- 9. Name and signature of the Measuring Officer with designation :
- 10. (a) Upto date Bill value :
- (b) Payment already made :
- (c) Present bill value :

Certified that the work has been physically verified by me and found 100% completed by the Contractor in all respect as per specification, drawing & Tender Agreement.

Executive Engineer.....
.....Division

