



# UTILITY POWERTECH LIMITED

(A Joint Venture of REL Infra & NTPC Ltd.)

NTPC Ltd., TSTPS, Kaniha  
'H' Block, Near Telephone Exchange  
Inside plant, Dist – Angul, Odisha, Pin – 759147  
Tel. No: 06760-244141, Fax : 06760-244142

## Application Form

For

## Registration of Contractors

### Head Office

**UTILITY POWERTECH LIMITED**  
(A Joint Venture of REL Infra & NTPC Ltd.)  
“UPL House”  
W-24, Sector-11,  
Noida-201 301

Board Numbers 91-120-4512300  
Fax Numbers 91-120-2531097  
Web Site - [www.utilitypowertech.org](http://www.utilitypowertech.org)  
E-mail - [uplpowertech@gmail.com](mailto:uplpowertech@gmail.com)

## ADVERTISEMENT SAMPLE



**UTILITY POWERTECH LIMITED**  
(A Joint Venture of REL Infra and NTPC Ltd.)

Ref: UPL/TSTPS/REG./VENDOR/2012-14

### Enlistment of Vendors / Contractors

Utility Powertech Ltd invites applications from experienced contractors for enlistment in the fields of Maintenance works of Electrical / Mechanical / Civil, Residual Life Assessment, Civil Construction jobs & upkeep of area maintenance etc. at NTPC Ltd., TSTPS, KANIHA, TALCHER. Documents can be obtained on payment of Rs. 400/- from the following address for Registration:

**Resident Manager**  
Utility Powertech Ltd.,  
NTPC Ltd., TSTPS, KANIHA,  
DIST-ANGUL (ODISHA)  
PIN-759147

**Contact No:**  
06760-244141, 247976, 247978

Issue of Application form: From 27.01.2012 to 18.02.2012.  
Submission of Application form: On or before 02.03.2012.

Interested parties are requested to go through the website of UPL i.e. [www.utilitypowertech.org](http://www.utilitypowertech.org).

1) .



**Utility Powertech Limited**  
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"UPL House" W-24, Sector-11, Noida-201 301

Ref. : UPL/TSTPS/REG. VENDOR/2012-14/

Date :

M/s \_\_\_\_\_

**Sub: Registration of Contractors.**

Dear Sir,

We thank you very much for showing interest to associate with us in the execution of various works.

Our Company, **Utility Powertech Limited (UPL)**, Certified ISO 14001:2004, OHSAS 18001:2007, ISO 9001:2008 is a 50:50 joint venture of **NTPC Ltd.**, a Govt. of India owned MAHARATNA Company and the largest Power Utility in the country and **Reliance Infrastructure Limited** a fully integrated company in the power sector. This enterprising initiative, of a joint venture, between Public and Professionally managed private sector companies has been taken up to offer specialized services in the field of Construction of Power Plants / Infrastructure Projects and Operations and Maintenance of power plants and other utilities. Utility Powertech Ltd. has earned credentials and diversified to provide a wide gamut of services in the Power / Infrastructure Sector. The services broadly include:

- Execution of Civil, Mechanical, Electrical & Instrumentation jobs on Turnkey basis.
- Overhauling / Repair services for various Mechanical, Electrical and Civil packages.
- Operation & Maintenance of Thermal Power Stations.
- Residual Life Assessment (RLA) & Life Extension (LE) Studies.
- Renovation & Modernization and Allied Services.
- Execution of Power Projects on EPC/Turnkey Basis i.e. from Concept to Commissioning.
- Supply, Erection, Testing and Commissioning of various Mechanical/ Electrical/ Instrumentation equipment.

UPL is interested to register contractors for which the registration form is being enclosed herewith. In order to process the registration we request you to furnish registration fee of Rs. 1000/- (Rupees One Thousand Only) by DD drawn in favour of "Utility Powertech Limited" payable at **SBI, Telesingha, NTPC Campus, NTPC/TSTPS**.

We hope you would find the above details of interest to you and shall like to be associated with us on long term basis.

Thanking you,

Yours truly,

For **Utility Powertech Limited**

**Authorised Signatory/ RM**

**Enclosed:**

1. Application for Registration of Contractor.
2. NIT Published – Annexure-I
3. Details of work executed – Annexure-II
4. Details of Tools and Plant – Annexure-III
5. List of various categories of jobs-Annexure-IV
6. Summary of work Experience & other particular-Annexure-V
7. List of documents to be enclosed-Annexure-VI



# UTILITY POWERTECH LIMITED

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## APPLICATION FOR REGISTRATION OF CONTRACTOR

- 1 Name of the organization :
- 2 Name of the Key Person & Designation :
- 3 Nature of Business :
- 4 Full Address & mobile/ Telephone / Fax No. :
- 5 Details of registration with other organizations :
- 6 Constitution of Firm : Limited / Pvt. Limited / Partnership / Proprietary
- 7 Name of Banker :
- 8 Category of Registration  
**Maintenance & Upkeep**
  - Civil Maintenance
  - Civil Construction
  - Electrical
  - Mechanical
  - Others**Non-Conventional**
  - Wind
  - Hydel
  - Solar**Residual Life Assessment Study**
- 9 Financial value of the packages which the Firm can execute
  - Less than Ten Lakh
  - Less than Twenty Five Lakh
  - Less than Fifty Lakh
  - Less than Hundred Lakh
  - One Hundred Lakh to Three Hundred Lakh
  - Three Hundred Lakh to Five Hundred Lakh
  - Above Five Hundred Lakh
- 10 Experience of the Firm : Please furnish the details of the works executed as per Annexure-II
- 11 Details of Tools & Plants available with the Firm : Please furnish details of the Tools & Plants, equipment and machinery available with the Firm as per Annexure-III.

12. **DECLARATION:**

I/We \_\_\_\_\_ on \_\_\_\_\_ behalf of M/s \_\_\_\_\_  
address \_\_\_\_\_ hereby declare that the information  
furnished above are correct to the best of my / our knowledge and belief. In case any information furnished above is found to be  
incorrect, I/We shall be liable for any action taken by the Company including cancellation of Registration. I/We undertake to  
comply with statutory requirements in respect of Labour Laws, Payment of minimum wages, Provident Fund, ESI, Labour  
License, Electrical License and other related Laws as well as Guidelines from the Company for compliance of the related laws  
from time to time.

I/We further undertake to intimate the company for any change in the above information.

**Signature with seal of Authorised Signatory**

**Encl : \_\_\_\_\_ pages.**

**Name of the person signing the Declaration**

**Designation \_\_\_\_\_**



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### List of various Categories of jobs

#### Category of Jobs

#### Interested

#### **Maintenance/Upkeep Group**

##### (A) (Civil)

- (MC-1) Civil Maintenance works in Plant & Township
- (MC-2) Painting works in Plant and Township
- (MC-3) Raising of Ash Dyke works in Power Plants
- (MC-4) Horticulture Works
- (MC-5) Maintenance of road, culverts and drains
- (MC-6) Maintenance of water supply system
- (MC-7) Cleaning of water pipe lines

##### (B) (Mechanical) (i) 100 MW Units (ii) 210 MW X above units

- (MM-1) Mechanical Maintenance of Power Plants
- (MM-2) Maintenance of Air Conditioning System / Cooling Appliances / Ventilation System / Water Works
- (MM-3) Overhauling/Maintenance of Boilers & Auxiliaries
- (MM-4) Overhauling/Maintenance of Turbines & Auxiliaries
- (MM-5) Overhauling/Maintenance of Generator & Auxiliaries
- (MM-6) Overhauling/Maintenance of Coal Mills / Coal Handling Plants
- (MM-7) Overhauling/Maintenance of Ash Handling Plants
- (MM-8) Operation & Maintenance of Small Mini Micro Hydel / Wind Plant.
- (MM-9) Unloading of coal from Railway wagons.
- (MM-10) Deployment of experts for turbines
- (MM-11) Deployment of experts Boilers
- (MM-11) Deployment of experts Vibration analysis and balancing

##### (C) (Electrical)

- (ME-1) Operation & Maintenance of (220 KV/400 KV) Switch-yards and associated equipments.
- (ME-2) Operation & Maintenance of 132 KV KV Switch-yards and associated equipments.
- (ME-3) Overhauling & Maintenance of HT (11/6.6 KV) Switch gears and Motors.
- (ME-4) Overhauling & Maintenance of LT MCCs, Switch gears and Motors.
- (ME-5) Erection, Testing, Commissioning and Maintenance of EHV (132 KV & above) grade Transformers & Electrical equipments.
- (ME-6) Erection, Testing, Commissioning and Maintenance of EHV (11/6.6 KV / 415 V) Transformers and associated equipments.
- (ME-7) Maintenance of overhead lines / conductors
- (ME-8) Maintenance of Electrical distribution network

**Category of Jobs**

**Interested**

- (ME-9) Jointing & Connecting of HT / LT Cables
- (ME-10) Maintenance of Power Plant / Industrial Lighting system
- (ME-11) Maintenance of Township Lighting system
- (ME-12) Erection, Testing, Commissioning and maintenance of 33/11KV substation and associated transmission lines.

**(D) (Miscellaneous Works)**

- (MW-1) Residual Life Assessment Study for Boiler, Turbine of
  - (i) 100 MW Units and
  - (ii) 210 MW Units and above.
- (MW-2) Vibration Analysis & Dynamic Balancing
- (MW-3) Stress Analysis
- (MW-4) Fly Ash Bricks Manufacturing
- (MW-5) Lake Park Management
- (MW-6) Insulation Work
- (MW-7) Non-Destructive Testing
- (MW-8) House Keeping of Plant, Township, Commercial Complexes etc.
- (MW-9) Special Equipment Cleaning
- (MW-10) Up-keepment of the plant area
- (MW-11) Pesticide works
- (MW-12) Maintenance of AC, Cooler etc.
- (MW-13) Stone Picking & Extraneous materials from conveyor in CHP

**(E) Construction Group**

- (CC-1) Construction of civil works like building and high rise building.
- (CC-2) Construction of road including bitumen carpeting and Construction of bridges & culverts.
- (CC-3) Heavy earth works, area grading and embankments.
- (CC-4) Sanitary and plumbing contracts.
- (CC-5) Acoustic and interior designers.
- (CC-6) Construction of heavy Foundation.
- (CC-7) Fabrication works at heights.
- (CC-8) Waterproofing works.
- (CC-9) Heavy duty equipment suppliers for constructions
- (CC-10) Consultants for civil construction design.
- (CC-11) Surveyors
- (CC-12) Soil testing contractors and consultants.

**Category of Jobs**

**Interested**

**(F) Manpower Supply Group**

(MS-1) Deployment of Unskilled/ Semi Skilled/ Skilled manpower.

(MS-2) Deployment of Engineers/ Supervisors/ Data Entry Operators

**Note:** Please indicate by marking tick (√) against job requested for registration.

**Signature of contractor with seal**





## Annexure-II

# UTILITY POWERTECH LIMITED

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Details of works executed

Name of the Company :

Sr. No.	Name of Client	Nature of Work	Contract no. & Date	Contract Value in Lacs	Executed Value in lacs	Period of Completion as per award	Actual Period Completion	Date of Start	Date of Completion	Completion Certificate No. & Date
1	2	3	4		5	6	7	8	9	10
1										
2										
3										
4										
5										
6										
7										
8										

**Note : Copy of Award/Order and completion Certificate may be enclosed.**  
(Attach additional sheet if required.)

Signature of contractor with seal



**UTILITY POWERTECH LIMITED**  
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Annexure-III

**Details of Tools & Plants**

**Name of contractor:**

Sl. No.	Name of tools and Plant	Type	Makes	Purpose
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Note : Attach additional sheet if required.

**Signature of contractor with seal**



**UTILITY POWERTECH LIMITED**  
Summary of Work Experience & Other Particulars

Annexure- V (1 of 2 pages)

Name of Contractor: \_\_\_\_\_

<b>Sr.No.</b>	<b>Particulars</b>	<b>Details</b>
1.	P.F. Code – Registration No. & Date	
2.	PAN No.	
3.	Income Tax Clearance Certificate – No. & Date of Validity	
4.	Sales Tax Certificate /TIN	
5.	WCT Registration certificate	
6.	Certificate VAT registration Certificate	
7.	Labour License	
8.	Electrical License	
9.	Service Tax Registration No.	

**Signature of Contractor with Seal**



UTILITY POWERTECH LIMITED

## **REGISTRATION OF CONTRACTORS MECHANICAL, ELECTRICAL & CIVIL WORKS**

### **Copies of following documents to be enclosed with the Application form.**

1. Article of Association / Memorandum of Association / Partnership Deed / Registration of the firm.
2. Electrical Contractor License / Civil Contractor License / Labour License or any other license as applicable.
3. Provident Fund Registration Letter.
4. Sales Tax Registration Certificate / VAT Registration Certificate.
5. Works Contract Tax Registration Certificate.
6. ESIS Registration Letter.
7. Permanent Account Number (Income Tax).
8. Income Tax Clearance Certificate valid for the previous three financial year.
9. Solvency Certificate from the main Bankers.
10. List of major Customers (with copies of Work Order of similar nature executed during last seven years) along with Completion Certificate.
11. Balance Sheet and Profit & Loss A/c for the last three years i.e. 2008-09, 2009-10, 2010-11 (1<sup>st</sup> April to 31<sup>st</sup> March).
12. Annexure II to V duly filled in with signatures and seal of the Company.
13. Registration with Boiler Inspector.
14. Service Tax registration.
15. The applicant would give declaration that they have not been Suspended or banned by any UPL Site/NTPC Site.

**Company may reject Applications received without assigning any reason thereof.**

**For & on behalf of UPL**

**Authorised Signatory/RM**



**UTILITY POWERTECH LIMITED**  
Summary of Work Experience

Annexure- V (2 of 2 pages)

Name of contractor/ Company:

Sl. No.	LOA No. & Date	Work Description	Category of job as per Annexure-iv	Value in Lacs	Balance sheet for Last 3 Years( in Rs.Lacs)			Executed single Order values (in Rs. Lacs)						
					2008-09	2009-10	2010-11	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12
1.														
2.														
3.														
4.														
5.														

Note : Attach additional sheet if required.

Signature of contactor with seal