



## FAQs

### ENLISTMENT OF CIVIL CONTRACTORS

1. [Where to get the application form?](#)

The Application form for enlistment can be obtained from any of the BSNL Civil Divisions situated in Karnataka by payment of the requisite Application fee of **Rs. 287.50** (Rs. **250.00+ 15% tax** or as prescribed from time to time) and appropriate Application Processing fee prescribed for different category of enlistment.

OR

Can be downloaded from the website and in such cases the cost of Application Form i.e. **Rs. 287.50** (Rs. **250.00+ 15% tax** or as prescribed from time to time) should be paid by the way of demand draft/banker's cheque/pay order in favour of the **Accounts Officer(Cash) BSNL, payable at Bangalore.**

2. [Where the Enlistment Application Form is to be sent after filling the same with all documents required?](#)

The completely filled up Application Form along with all the required documents is to be sent to the below mentioned address;

**Deputy General Manager (CPC),**  
Office of Chief General Manager Telecom,  
Room no. 21, Ground Floor-Annex, New Admin Building,  
No.1, Swami Vivekananda Road,  
HALASURU, BENGALURU-560 008.

3. [Proforma of Solvency certificate /Banker's certificate](#)

**Annexure: -V (i)**

FORM OF BANKER'S CERTIFICATE FROM A SCHEDULED BANK

**(To be addressed to the designated enlistment authority)**

This is to certify that to the best of our knowledge and information that M/s/Shri..... having marginally noted address, a customer of our bank are/is respectable and can be treated as good for any engagement upto a limit of Rs..... (Rupees.....).

This certificate is issued without any guarantee or responsibility on the Bank or any of the officers.

(PAN NO.....)

Date: -

Signature with seal

For the Bank

Note: In case of partnership firm, certificate to include names of all partners as recorded with the Bank.

**Annexure:-V(ii)**

FORM OF WORKING CAPITAL CERTIFICATE FROM A SCHEDULED BANK

**(To be addressed to the designated enlistment authority)**

(For Class IV Contractors)

Certified that Shri/ M/s.....  
S/o/D/o.....and resident(s) of  
.....has/have been maintaining a saving bank account/  
current account/ fixed deposit account with this branch of bank since .....and an  
amount not less than Rs.....(Rupees.....) has been available to the  
credit in his/her/ their account No. .... for the last six months.

PAN NO(S) .....

Date: -

Signature with seal

For the Bank

4. [Standard proforma for Affidavit](#)

## **SPECIMEN FORMAT FOR AFFIDAVIT FOR SOLE PROPRIETOR**

I, ----- Son/Daughter/Wife of ----- aged ----years, (Address) ---  
-----, do hereby solemnly affirm & state on oath on--  
---- (date) --- at--- (place) ---- as follows:

1. I, hereby certify that I am the Sole Proprietor of the Firm bearing (Name & Address)----- .
2. I, hereby certify that I will not get myself registered as Contractor(s) in Bharat Sanchar Nigam Limited (A Govt. of India Enterprise) in more than one name.
3. I, hereby certify that I did not retire as an Engineer of Gazetted Rank or as any Gazetted Officer employed in Engineering or Administrative duties in Engineering Department of Bharat Sanchar Nigam Limited (A Govt. of India Enterprise) during the last one year. I, also hereby certify that I have neither such a person under my employment nor shall I employ any such a person within one year of his retirement except with the prior permission of Bharat Sanchar Nigam Limited (A Govt. of India Enterprise).
4. I, hereby declare that I am not a Shareholder or a Partner of any Firm enlisted in Bharat Sanchar Nigam Limited (A Govt. of India Enterprise).
5. I, hereby declare that I am not a Member of the Indian Parliament or any State Legislature.
6. I, hereby declare that I am neither a dismissed Government/Public Servant nor employed any dismissed Government/Public Servant under me.
7. I, hereby declare that I have not being / been blacklisted or removed from the approved list of Contractors or demoted to a lower class or orders passed banning/suspending business with the Applicant etc., by any Department in the past.
8. I, hereby declare that none of my relatives (By the term near relative is meant wife, husband, parents and grandparents, children & grand children, brothers and sisters, uncles & aunts and cousins and their corresponding in-laws) are working in Bharat Sanchar Nigam Limited (A Govt. of India Enterprise).

9. I, hereby declare that I have read the Rules of Bharat Sanchar Nigam Limited (A Govt. of India Enterprise) for Enlistment of contractors and I shall be bound by them as amended from time to time.
10. I, do hereby affirm & declare that what are all stated in the above paragraphs are true & correct to the best of my knowledge, information & belief.

Identified By Me

Deponent

Advocate

Sworn to before me

Date:

Place:

(Note: Affidavit shall be sworn before 1<sup>ST</sup> Class Magistrate/ Notary)

**SPECIMEN FORMAT FOR AFFIDAVIT FOR PRIVATE LIMITED**  
**COMPANY**

We, the following Share Holders/Directors of the Company bearing Name-----  
---Address----- do hereby solemnly affirm & state on oath on----- (date) ---  
at--- (place) ---- as follows:

- i) ----- Son/Daughter/Wife of ----- aged ----years,  
(Address) -----,
- ii) ----- Son/Daughter/Wife of ----- aged ----years,  
(Address) -----,
- iii) ----- Son/Daughter/Wife of ----- aged ----years,  
(Address) -----,

1. We, hereby certify that we are the Directors/Share Holders of the Company bearing (Name & Address)----- .
2. We, hereby certify that none of us will get ourselves registered as Contractor (s) in Bharat Sanchar Nigam Limited (A Govt. of India Enterprise) in more than one name.
3. We, hereby certify that none of the Directors have retired as an Engineer of Gazetted Rank or as any Gazetted Officer employed in Engineering or Administrative duties in Engineering Department of Bharat Sanchar Nigam Limited (A Govt. of India Enterprise) during the last one year. We, also hereby certify that we have neither such a person under our employment nor shall we employ any such a person within one year of his retirement except with the prior permission of Bharat Sanchar Nigam Limited (A Govt. of India Enterprise).
4. We, hereby declare that none of us are Shareholders or Partners/Directors of any Firm/Company enlisted in Bharat Sanchar Nigam Limited (A Govt. of India Enterprise).
5. We, hereby declare that none of us are Member(s) of the Indian Parliament or any State Legislature.

6. We, hereby declare that none of us are either dismissed Government/Public Servant (s) or have employed any dismissed Government/Public Servant under us.
7. We, hereby declare that none of us have being/been blacklisted or removed from the approved list of Contractors or demoted to a lower class or orders passed banning/suspending business with the Applicant etc., by any Department in the past.
8. We, hereby declare that none of our relatives (By the term near relative is meant wife, husband, parents and grandparents, children & grand children, brothers and sisters, uncles & aunts and cousins and their corresponding in-laws) are working in Bharat Sanchar Nigam Limited (A Govt. of India Enterprise).
9. We, hereby declare that each of us has read the prevailing Rules of Bharat Sanchar Nigam Limited (A Govt. of India Enterprise) for Enlistment of Contractors and each of us shall be bound by them as amended from time to time.
10. We, do hereby affirm & declare that what are all stated in the above paragraphs are true & correct to the best of our knowledge, information & belief.

Identified By Me	Deponents
	i)
Advocate	ii)
Place:	iii)
Date:	Sworn to before me

**(Note: Affidavit shall be sworn before 1<sup>ST</sup> Class Magistrate/ Notary)**

## **SPECIMEN FORMAT FOR AFFIDAVIT FOR PARTNERSHIP**

### **FIRM**

We, the following Partners of the Firm bearing Name-----Address----- do hereby solemnly affirm & state on oath on----- (date) --- at--- (place) ---- as follows:

- i) ----- Son/Daughter/Wife of ----- aged ----years,  
(Address) -----,
- ii) ----- Son/Daughter/Wife of ----- aged ----years,  
(Address) -----,
- iii) ----- Son/Daughter/Wife of ----- aged ----years,  
(Address) -----,

1. We, hereby certify that we are the Partners of the Firm bearing (Name & Address)----- .
1. We, hereby certify that none of us will get ourselves registered as Contractor (s) in Bharat Sanchar Nigam Limited (A Govt. of India Enterprise) in more than one name.
2. We, hereby certify that none of the Partners have retired as an Engineer of Gazetted Rank or as any Gazetted Officer employed in Engineering or Administrative duties in Engineering Department of Bharat Sanchar Nigam Limited (A Govt. of India Enterprise) during the last one year. We, also hereby certify that we have neither such a person under our employment nor shall we employ any such a person within one year of his retirement except with the prior permission of Bharat Sanchar Nigam Limited (A Govt. of India Enterprise).
3. We, hereby declare that none of us are Shareholders or Partners/Directors of any Firm/Company enlisted in Bharat Sanchar Nigam Limited (A Govt. of India Enterprise).

4. We, hereby declare that none of us are Member(s) of the Indian Parliament or any State Legislature.
5. We, hereby declare that none of us are either dismissed Government/Public Servant (s) or have employed any dismissed Government/Public Servant under us.
6. We, hereby declare that none of us have being/been blacklisted or removed from the approved list of Contractors or demoted to a lower class or orders passed banning/suspending business with the Applicant etc., by any Department in the past.
7. We, hereby declare that none of our relatives (By the term near relative is meant wife, husband, parents and grandparents, children & grand children, brothers and sisters, uncles & aunts and cousins and their corresponding in-laws) are working in Bharat Sanchar Nigam Limited (A Govt. of India Enterprise).
8. We, hereby declare that each of us has read the prevailing Rules of Bharat Sanchar Nigam Limited (A Govt. of India Enterprise) for Enlistment of Contractors and each of us shall be bound by them as amended from time to time.
9. We, do hereby affirm & declare that what are all stated in the above paragraphs are true & correct to the best of our knowledge, information & belief.

Identified By Me	Deponents
	i)
Advocate	ii)
Place:	iii)
Date:	Sworn to before me

(Note: Affidavit shall be sworn before 1<sup>ST</sup> Class Magistrate/ Notary)