

No. CE/Admn/PLA-1014/2005.

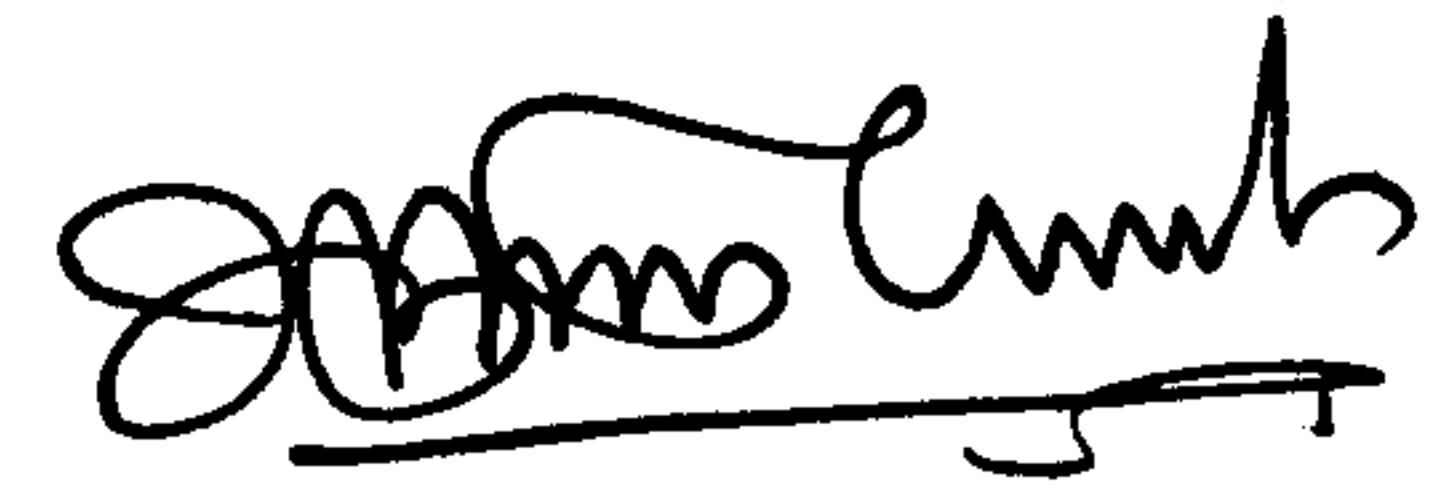
Office of the Chief Engineer,
PWD Design & Administration,
Thiruvananthapuram.
Dated: 29.10.2012.

CIRCULAR

Sub: Registration of Contractors - renewal - experience certificate proforma - regarding.

Ref: 1. Government Circular No. 5050/H3/2008/PWD dated: 27/11/2008.

Government vide reference cited had already directed to issue experience certificate to Contractors in a proforma approved by Government. Direction was issued to all the Engineers in this regard from this office. Several complaints were received by Government regarding the issue of experience certificate for renewal of Contractor's license. Most of the certificates issued are not in proper proforma. The performance of the Contractor's cannot be assessed from such certificates. Experience certificate in the proforma attached is essential and shall be followed for the purpose of renewal of registration. Also a register shall be kept in each office and all such certificates serially numbered and a copy retained in the office from where certificates are issued. All the Engineers concerned here by are directed to adhere the instructions. For each work separate proforma is necessary. The agreement authority should 'certify' the proforma.



For Chief Engineer
(PWD, Design & Administration)

Encl: Proforma.

GOVERNMENT OF KERALA

.....DEPARTMENT

Name of Circle
Address and Phone No :

Name of Division
Address and Phone No :

CERTIFICATE OF EXPERIENCE

1.i Name of Contractor :

1.ii Address :

1.iii Registration Number :

2. Name of Work :

3. Amount of Original Contract :

4. Whether Sublet Work :

5. Amount of Sublet Work :

6. Agreement No. and Date :

7. Amount of Work executed :

8. Stipulated period of completion :

9. Scheduled date of completion :

10. Extended date of completion :

11. Number of extension(s) granted :

12. Final date of completion :

13. Details of major components of the work with quantity and list of machinery used/hired (attach separate sheet if required) :

14. Whether the work was completed satisfactorily :

15. Whether any penalties/fine/ Termination imposed :

16. Litigation/Cases/Enquiry pending in respect of the work with status :

17. Defect or liability noted during the Guarantee period :

18. Performance of the Contractor : Poor/Satisfactory/Good/Very Good/Outstanding

19. Other remarks if any :

20. Name of the Officer issuing the Certificate :

CERTIFICATE

Certified that the details furnished of the work.....
.....are true.

Signature with Seal

Place :

Date :