

**Government of India
Central Public Works Department
Directorate General of Works
CSQ Organisation
Contracts & Manual Unit**

No. DG(W)/CON/ 122

Dated Nirman Bhawan, New Delhi, the 18th May, 1998

OFFICE MEMORANDUM

The revalidation of enlistment of contractors is being done for a period of five years from the date of expiry of the enlistment. The contractor is required to apply for revalidation three months in advance of the expiry of enlistment. However, in certain cases, the contractor does not apply in time or there is some procedural delay in the department in processing the case which result in delay in issue of the order of revalidation. Different methods are being adopted by different enlistment authorities in notifying the period of validity of revalidation in the revalidation-order. It has now been decided by the DG(W), CPWD that :

- (i) When the application of contractor for revalidation is received 3 months in advance of expiry of the enlistment and if there is a procedural delay in taking a decision on application of revalidation, provisional extension of 6 months for validity of enlistment may be granted.
- (ii) If the contractor's application is not received 3 months in advance of expiry of enlistment, but is received before the date of expiry of enlistment, provisional extension upto only 3 months may be granted.
- (iii) If the application is received after expiry of enlistment, the same should be rejected and the contractor may be advised to seek fresh enlistment.

The above procedure is proposed to be followed w.e.f. 1.8.98 so that the Contractor's Associations are informed who in turn can ask their members to apply

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for revalidation in time. Until 1.8.98, whatever applications are received would be processed in the normal manner irrespective of the validity of enlistment. No relaxation would however be given after 1.8.98. The date of receipt of application in the department will be reckoned as the application date for the above purpose.



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