

**Mandal Becharaji Special Investment Regional Development
Authority, Gandhinagar**

FORM NO. 10

(Under The Gujarat SIR Act 2009 and The Gujarat Town Planning and Urban Development Act 1976 & Regulation No. 9.3.1 and 9.3.5 of General Development Control Regulation of MBSIRDA)

Application Form for Clerk of Works/ Site Supervisor

(To be filled in Black ink/Black ball pen only)

Recent Passport size
(37mm×37mm)
Photograph to be
pasted here &
signed half

From:- _____

Date:- _____

To,

Chief Executive Officer,

Mandal Becharaji SIR Development Authority,

Block no: 11-12,3rd Floor,

Udyog Bhavan, Sector-11

Gandhinagar- 382017

Subject: Application for Registration / Renewal of Registration of

(Please ✓ Mark)

(1) Clerk of Works / Site Supervisor **Grade-1** []

(2) Clerk of Works / Site Supervisor **Grade-2** []

(Separate Application shall be made for each Registration)

Respected Sir,

I, the undersigned Mr. / Mrs. / Ms. _____,
apply for the Registration of Clerk of Works/ Site Supervisor.

(1) Name: - Mr. / Mrs. / Ms. _____

(2) Date of Birth :- _____

(3) Address Local :- _____

(4) Office Address :- _____

(5) Permanent Address:- _____

(6) E-mail Address:- _____

(7) Telephone No:- _____ Mobile No.:- _____

(8) Qualifications :- _____

(9) Experience (Along with Certificates):- _____

(10) Are you serving anywhere? :- YES / NO

If yes, Give detailed address of employer and his No Objection Certificate.

(11) Registration / Registration Renewal

	Grade-1	Grade-2
<u>Registration Fees (for 5 years):</u>	Rs.5000/-	Rs.4000/-
<u>Renewal Fees (for every 5 years):</u>	Rs.5000/-	Rs.4000/-
Fees-Remitted in person / by D.D: No. _____		Date: _____
Last year's Registration No. _____		: _____

(12) Further particulars, if any: _____

I hereby undertake to abide by all Rules, Regulations, Standing Orders, Requirements and instruction given by the Authority and shall carry out duties and responsibilities as prescribed in Development Control Regulations of Mandal Becharaji-SIR Development Authority.

I also understand that if, I fail to perform my duties as above, the Authority will be entitled to withdraw my Registration and forfeit my Registration fees, if any.

Kindly grant me a new/renewed Registration for the year_____. Registration Book may be sent to me when it gets ready. I send herewith three 37mmX37mm size photographs duly signed by me.

Place:

Date:

Signature of Applicant.

Note: Kindly refer the instruction for application of registration attached herewith.

(A) INSTRUCTION FOR APPLICATION OF REGISTRATION:-

Attested copies of the following Documents are required to be furnished along with application form of registration.

- (1) Proof for address like; Ration card, Electoral identity card, Passport, Driving License, LIC policy, Property tax bill, Telephone bill, Electricity bill, Certificate issued by Chairman / Secretary of the residential premises etc.
- (2) Certificate of degree / diploma obtained by the applicant.
- (3) Certificate of birth date proof (S.S.C. Certificate or School leaving certificate etc.)
- (4) Certificate of Experience stating the period, position of applicant, list of projects executed or designed.
- (5) Certificate of registration with Municipal Corporation(s)/Urban Development Authority etc. if any.
- (6) No Objection Certificate from the employer (in case where applicant is an employee)
- (7) Three coloured Passport size photographs **(37mm×37mm)** with **white background** one shall be pasted (not to be stapled) in application form. Remaining two photograph shall be stapled along with application form separately.

(B) ELIGIBILITY CRITERIA FOR REGISTRATION OF CLERK OF WORKS/ SITE

SUPERVISOR:

(1) GRADE-1:

- i. **Scope of Work:** Execution of High rise, Educational institutes, Hospitals, Public buildings and Special Structures.
- ii. **Registration Fees:** Rs. 5000/- for five years
- iii. **Renewal Fees:** Rs. 5000/- for every five years
- iv. **Eligibility:**
 - (a) A degree in Civil Engineering/ Architecture or Diploma in Architecture equivalent to degree Architecture or its equivalent qualification recognized by All India Board of Technical Education & with minimum 3 years Experience (after attaining the degree) in

Construction work at a responsible position in any Private/
Government/ Semi-Government.

OR

- (b) Diploma in Civil engineering recognized by State Board of Technical Examinations of any State in India with Minimum 5 years experience (after attaining the diploma) in Construction work at a responsible position in any private/ Government/ Semi Government.

OR

- (c) Bachelor's Degree with specialized training in building in construction technology or Diploma in Building Construction Technology from a recognized institute with minimum 3 years experience (after attaining the degree/ diploma) in Construction work at a responsible position in any Private / Government / Semi Government.

(2) GRADE-2:

- i. **Scope of Work:** Execution of low rise frame structure building having more than ground floor+2 upper floors.All Low Rise Buildings excluding above Grade-1.
- ii. **Registration Fees:** Rs. 4000/- for five years
- iii. **Renewal Fees:** Rs. 4000/- for every five years
- iv. **Eligibility:**

- (a) A degree in Civil Engineering/ Architecture or Diploma in Architecture equivalent to degree in Architecture or its equivalent qualification recognized by All India Board of Technical Education & with minimum 1 year Experience (after attaining the degree) in Construction work at a responsible position in any Private/ Government/ Semi-Government.

OR

- (b) Diploma in Civil engineering recognized by State Board of Technical Examinations of any State in India with Minimum 3 years experience (after attaining the diploma) in Construction work at a responsible position in any private/ Government/ Semi Government.

OR

- (c) Bachelor's Degree with specialized training in building in construction technology or Diploma in Building Construction Technology from a recognized institute with minimum 1 years experience (after attaining the degree/ diploma) in Construction work at a responsible position in any Private / Government / Semi Government.

Also refer regulation no. 9.3.1 and 9.3.5 of General Development Control Regulation of Mandal Becharaji SIR Development Authority