

## **Approval of Product**

Approval of Product for use in MHADA works .

Requirement of document for eligibility and Procedure to be followed.

1. The following documents are required for approval of products and renewal of product approval (Civil and Electrical) ----- List attached.
2. Scrutiny /Registration fee of Rs. 15,000/- + GST shall be paid for enlistment or approval of product and also for renewal of approval of product.
3. The detailed proposal shall be submitted to the Chief Engineer-I, MHADA / R. No. : 504, 4<sup>th</sup> floor, Griha Nirman Bhavan, Bandra (E), Mumbai-400051.
4. Each and every documents shall be attested by authorised signatory along with company stamp.
5. For more details contact office of Chief Engineer-I, MHADA : 022 - 66405208, 022-66405475.
  - i) Executive Engineer  
Ph.No: 022-66405208
  - ii) Deputy Engineer  
Ph.No: 022-66405475  
Assistant Engineer-II/ Junior Engineer  
Ph.No: 022-66405475

## LISTS FOR ELIGIBILITY FOR PRODUCT APPROVAL FOR USE IN MHADA WORKS.

- 1) Company Profile along with Quality Assurance Plan / Quality Control Manual, Flow chart of Row material process.
  - 2) Self attested copy of list of Products for which approval is sought on Letter Head.
  - 3) Self attested copy of Valid I.S.I Certification / ISO Certificate.
  - 4) Self attested copy of Valid B.I.S Certification marks.
  - 5) Self attested copy of I.S. Code copy of Product specification.
  - 6) Xerox copy of Literature/Catalogue/Technical details of the product.
  - 7) Latest Test report from Govt. / Semi Govt. and In house of all the products for which approval is sought.
  - 8) Current Price Schedule inclusive of GST to be submitted on letterhead.
  - 9) Approval Certificate of Govt., Semi Govt. & recognized firms.
  - 10) List of Clients on Letter Head.
  - 11) Name of the sites where the product has been used/Purchase Order.
  - 12) Latest Performance Certificate relevant to Purchase orders which are submitted.
  - 13) Self attested copy of company Incorporation Certificate.
  - 14) Self attested copy of ITR for year last 3 years assessment years.
  - 15) CA certificate on their letter head for Annual turnover of the company for last 3 Financial years.
  - 16) Factory visit/ PPT presentation of the product, Pen drive. or printout of presentation to be submitted.
  - 17) Self attested copy of GSTIN and PAN Card.
  - 18) Self attested copy of Registration with small scale company industries.
  - 19) Self attested List of Machineries available in the manufacturing plant on letter head.
  - 20) A copy of resolution by the company for Authorized signatory by the head of the company or Authority letter by the company with I.D. or sign proof.
  - 21) A copy of resolution Affidavit on Rs.500/- (Rupees Five Hundred only) Stamp paper to be submitted by the Authorized Signatory of the establishment duly signed, sealed and Notarized (As per enclosed format)
- All documents which are submitted should be **Compulsory Self Attested**.
- All documents should be submitted with **Box File** with **INDEX**.
- The proper submission of the proposal along with above self attested documents may be helpful for early process of product approval.

  
Chief Engineer - I  
MHADA

**REQUIREMENTS OF DOCUMENTS FOR ELIGIBILITY OF PRODUCT  
APPROVAL RENEWAL FOR USE IN MHADA WORKS.**

- 1) Self attested copy of list of Products for which approval is sought on Letter Head.
- 2) Self attested copy of Valid I.S.I Certification / ISO Certificate.
- 3) Self attested copy of Valid B.I.S Certification marks.
- 4) Latest Test report from Govt. / Semi Govt. and In house of all the products for which approval is sought
- 5) Current Price Schedule inclusive of GST to be submitted on letterhead
- 6) Approval Certificate of Govt., Semi Govt. & recognized firms.
- 7) Latest Performance Certificate relevant to Purchase orders which are submitted.
- 8) Self attested copy of ITR for last 3 years assessment years.
- 9) CA certificate on their letter head for Annual turnover of the company for last 3 Financial years.
- 10) Factory visit.
- 11) A copy of resolution by the company for Authorized signatory by the head of the company or Authority letter by the company with I.D. or sign proof.
- 12) A copy of resolution Affidavit on Rs.500/- (Rupees Five Hundred only) Stamp paper to be submitted by the Authorized Signatory of the establishment duly signed, sealed and Notarized (As per enclosed format)
- 13) The Performance Report of the products used in MHADA works.
- 14) Assessment of use of product in MHADA Project.

- All documents which are submitted should be **Compulsory Self Attested**.
- All documents should be submitted with **Box File** with **INDEX**.
- The proper submission of the proposal along with above self attested documents may be helpful for early process of product approval.

  
**Chief Engineer - I**  
**MHADA**

**ANNEXURE**

[Affidavit of Rs. 500/- (Rupees Five Hundred only) to be submitted by the Authorized Signatory of the establishment duly signed, sealed and Notarized.]

**AFFIDAVIT**

I \_\_\_\_\_ (full name printed), that I am \_\_\_\_\_ (title) of applicant firm \_\_\_\_\_ (firm name) having its office at \_\_\_\_\_ (firm address) in connection with our application dated \_\_\_\_\_ made to MHADA regarding Approval of Products for use in MHADA works hereby solemnly affirm and declare as under:

1. That information and the enclosed documents submitted with the application is for the purpose of obtaining Approval of Products manufactured by \_\_\_\_\_ (firm name) for use in MHADA works
2. That the information given in the application made by the company is true and complete and to the best of my knowledge and belief. Nothing is false and no material information has been concealed therein. I have not deliberately omitted any relevant facts.
3. That the certified true copies of the documents submitted with the application are valid, authentic and correct.
4. That I am well aware that the concealment of facts and giving false, incomplete or misleading information is punishable offence and in case, I am guilty of giving false, incomplete or misleading information or concealment of facts herein, and/or that the company fail/s to disclose all the information and/or suppress any information and or misrepresent the information, I shall be liable for prosecution and punishment under Indian Penal Code and/or any other law applicable thereto.
5. That MHADA shall also be free to take any action including withdrawal of approval of registration and/or any other action as deemed necessary against the and others as the case may be and/or the individual associated with the company established under Companies Act 1956.
6. That I shall present all the documents or whatsoever communicated to the company during the validity period of the approval by MHADA.

**DEPONENT VERIFICATION:**

I, \_\_\_\_\_, the above named deponent do hereby verify that the facts stated in the above affidavit are true to my knowledge. No part of the same is false and nothing material information has been concealed therefrom.

Verified at \_\_\_\_\_ on this

**BEFORE ME**