

**CHHATTISGARH MEDICAL SERVICES CORPORATION
LIMITED,**

(Government of Chhattisgarh)

Tender

For

**Construction of 100 bedded MCH wing at Rajnandgaon (C.G.) under
National Rural Health Mission scheme**

VOLUME-I

Prequalification Document

APRIL' 2013



**HSCC (INDIA) LTD.
(CONSULTANTS & ENGINEERS FOR MEGA HOSPITALS & LABORATORIES)
E-6(A), sector-1, NOIDA(U.P) 201301 (India)**

Phone : 0120-2542436-40

Fax : 0120-2542447

PQ tender No. HSCC/NRHM/CG./2013/03

**National Rural Health Mission scheme
(Government of Chhatisgarh)**

HSCC/NRHM/CG/2013/03

10.04.2013

Detailed tender information

Bids are invited on behalf of Managing Director, CGMSC, Govt. Of C.G., from eligible contractors/firms for the works “Construction of 100 bedded MCH wing for District Hospital including internal & external Electrical, HVAC, PHE, fire fighting & developments works etc.” at Rajnandgaon,(C.G.) under National Rural Health Mission scheme (NRHM)” as detailed below:

| Name & description of work | Completion period of work (in months) | Estimated cost (in Rs.) | Bid Security (in Rs.) | Date of sale | Date of Submission & opening at HSCC/NOIDA. | Pre bid meeting at HSCC corporate office, Noida |
|----------------------------|---------------------------------------|-------------------------|-----------------------|--|---|---|
| Rajnandgaon (C.G.) | 18 (Eighteen) | 12.00 Crore | 22.00 Lakhs | 10.04.2013 to 25.04.2013 upto 12:00 hrs. | 25.04.2013 up to 16:00 hrs. and opening on 25.04.2013 at 16:30 hrs. | 18.04.2013 at 15.00 Hrs |

Complete set of tender documents comprising prequalification document (Volume I), General Conditions of contract (Volume-II), Instructions to Bidders & Specific conditions of contract (Volume III), Technical specifications (Volume IV), Bill Of Quantities (Volume V) and Tender Drawings (Volume-VI) has been made available at HSCC website www.hsccltd.co.in. and Managing Director CGMSC (CG) website www.cgmsc.in. The interested applicants/firms may also check their eligibility for the tender. Interested applicants/firms may see the complete set of tender documents which have been kept at dispatch counter of HSCC Corporate office, at E-6(A), sector-1, Noida. Contractors/firms may also purchase the complete set of tender documents comprising of Vol. I, II, III, IV, V and VI (tender drawings) in person from the office of HSCC (I) Ltd, Noida on any working day as mentioned above on written request mentioning the name & description of work against a non refundable fee of Rs. 5,000/- through Cash/demand draft each location wise in favour of HSCC (I) Ltd. NOIDA payable at NOIDA/Delhi or download the tender documents (Vol-I to VI) from HSCC & CGMSC(CG) websites and submit complete set of tender documents (Vol-1 to VI) along with the tender document fee of Rs. 5000/-each location wise through demand draft including bid security. However in case of downloading of tender documents from websites (Vol-I to VI) it will be the responsibility of applicants/firms to ensure that complete tender documents has been downloaded. Interested applicants/firms may like to attend the Pre bid meeting will be held at HSCC corporate office Noida on above mentioned dates. The tender document containing volume-I to VI shall be submitted separately for each district /location wise complete in all respect along with requisite amount of bid security in favour of HSCC (I) Ltd Noida on or before due date and time as mentioned above. HSCC/Employer reserves the right to accept or reject any application without assigning any reason or incurring any liability whatsoever. Prospective bidders are advised to regularly scan through HSCC web site. Corrigendum/amendments etc., if any, will be notified on the HSCC web site and CGMSC websites and separate advertisement will not be made for this.

Dy.General Manager (HSCC)

INSTRUCTION TO APPLICANTS

PROJECT NAME: Construction of 100 bedded MCH wing for District Hospital at Rajnandgaon, Chhattisgarh, under National Rural Health Mission scheme (CG)

Completion period: within 18 (Eighteen) Calendar months

EMPLOYER/CLIENT: Chhattisgarh Medical Services Corporation Limited (CG)

1. Scope of Bid :

1.1 For & on behalf of Managing Director, CGMSC (CG) (**Employer/Client**), HSCC (I) Ltd (**The Consultant**) intends to invite bids from eligible contractors/firms for above works details as under

1.2 Brief Details :

Construction of 100 bedded MCH wing for District Hospital at Rajnandgaon , Chhattisgarh, under National Rural Health Mission scheme (C.G.) including internal & external Electrical, HVAC, PHE, fire fighting & developments works etc.

Tender is open to all agencies / firms having sound background and Specialisation in carrying out similar works.

2.0 SUBMISSION OF APPLICATION:

2.1 Application for prequalification must be submitted complete in all respect in sealed envelopes which must be either delivered by hand or by registered mail, at Dy.GM (C), HSCC (India) Ltd, Plot No. 6(A), Block-E, Sector-1, NOIDA, U.P.-201301, so as to reach not later than designated date & time and be clearly marked “Application for prequalification for “Construction of 100 bedded MCH wing for District Hospital at Rajnandgaon, CG, under National Rural Health Mission scheme (C.G.).

2.2 The name and mailing address of the Applicant should be clearly marked on the envelope.

2.3 All the information asked for pre-qualification and bids shall be answered in the ENGLISH language by all the agencies/firms.

2.4 Failure to provide information in the stipulated format enclosed or to provide timely clarification or substantiation of the information supplied (considered essential to evaluate the Applicant’s qualification) shall result in disqualification of the Applicant.

3.0 MINIMUM PRE-QUALIFICATION CRITERIA:

3.1 Pre-Qualification will be based on meeting all the minimum criteria for pre-qualification and other qualification criteria regarding the Applicant's work experience, personnel and equipment capabilities and financial position as demonstrated by the Applicant's responses in the forms attached to the Letter of Application.

3.2 The Applicant should meet the following minimum criteria for Pre-Qualification :

(i) Average Annual Financial Turnover during the last three financial years i.e. 2009-10, 2010-11 & 2011-12 should be at least 40% of the estimated cost.

(ii) Experience should be in the name of bidding company and not in name of subsidiary/ associate company/ group company

(iii) (a) Experience of having successfully completed similar works during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following :

Three *similar completed works costing not less than the amount equal to 40% of the estimated cost.

or

Two *similar completed works costing not less than the amount equal to 50% of the estimated cost.

or

One *similar completed work costing not less than the amount equal to 80% of the estimated cost.

and

(b) one completed work of any nature (either part of (iii)(a) or a separate one) costing not less than the amount equal to 40% of the estimated cost with some central/ state Government Organization/ Central Autonomous Body/ Central Public Sector Undertaking

* Similar works shall mean:

Construction of any RCC framed structure building (Ground+2) including finishing complete, related internal & external services like plumbing, fire fighting, electrical & HVAC etc. However, in case the bidder do not have the experience of major specialized works like plumbing, fire fighting, electrical & HVAC etc , such specialized works shall be carried out by specialized agencies having sound financial background and experience of executing works of similar nature & magnitude. The bidder is required to give an undertaking as per enclosed format at Annexure-VII.

A Certificate from client for completion of work(s) must be submitted along with application against single work order. Own works / own certification of the agencies shall not be considered for prequalification.

The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum; calculated from the date of completion to the last date of receipt of applications for tender.

- 3.3 The firm should submit an affidavit duly notarized that they have not abandoned any work of Union Government/ State Governments/ PSU's etc. during the last 5 years. They should also submit an affidavit that they have not been blacklisted, debarred, declared non performer or expelled by Union Government/ State Governments/ PSU's etc. during the last 5 years
- 3.4 The applicant should provide information regarding litigation/ Arbitration cases for the last five years as per ANNEXURE-V
- 3.5 **Financial Capabilities:** The Applicant should submit Audited Balance Sheets for the last three financial years i.e. 2009-10, 2010-11 & 2011-12. The applicant should not have incurred any loss in more than two years during the last five years ending 31st March 2011 (Fill enclosed ANNEXURE-III).

3.6 Minimum Solvency Requirement:

A solvency certificate from applicant's Bank (Nationalized/Scheduled) that applicant is solvent for 30% of the Project Estimated Cost. The certificate should be not more than one year old from the date of submission of bid.

- 3.7 **Bidding Capacity:** The bidding capacity of the contractor/firms should be equal to or more than the estimated cost of the work. The bidding capacity shall be worked out by the formula as below:

$$\text{Bidding Capacity} = (A * N * 2) - B$$

Where

A= Maximum Value of construction works executed in any one year during the last 7 years taking in to account the completed as well as work in progress.

N= Number of years prescribed for completion of work for which bids has been invited.

B= Value of existing commitments and on going works to be completed during the period of completion of work for which bids have been invited.

NOTE: Bidders are requested to submit details of calculation along with all supporting documents in respect of arriving value of bid capacity (Fill enclosed Annexure-IX also)

4.0 PERSONNEL, EQUIPMENT AND FINANCIAL CAPABILITIES

- 4.1 **Personnel Capabilities:** The firm should have suitable qualified and experienced personnel for the successful completion of the works. List of employees and bio-data of key officials shall be submitted stating clearly how these would be involved in this work. (Fill enclosed ANNEXURE-I).
- 4.2 **Equipment Capabilities:** The Applicant should submit the list of equipments for successful completion of project. (Fill enclosed ANNEXURE-II)

5.0 EXPERIENCE OF EXECUTING OF PROJECTS OF SIMILAR NATURE & COMPLEXITY

The applicant shall submit information about their past experience of projects of similar nature and complexity with information about magnitude of the projects, Type of Projects, Completion Certificate from Client, Time Overrun if any, Cost over run if any, (Fill enclosed ANNEXURE-IV).

6.0 OTHER INFORMATION TO BE SUBMITTED ALONGWITH APPLICATION

6.1 Registration/ Licence: The firm should have Works Contract Tax/VAT Registration with the appropriate Authorities In case the firm is not registered at the time of submission of bid, they will get themselves registered with the concerned authorities in case they are awarded the work

6.2 The applicant should provide information regarding litigation/ Arbitration cases for the last five years as per ANNEXURE-V

6.3 The applicant shall submit the supporting documents regarding the information given in the ANNEXURE-I to ANNEXURE-V

6.4 The contractor will indemnify HSCC/CGMSC (CG) Principle employer/,client, as the case may be, against all penal action that may be levied/effected by any concerned authority for default in any labour regulation/PF/ESI and other statutory requirements of the relevant Acts/Laws related to the work of the contractor and will bear the legal charges, if any, and will pay the legal charges/dues directly to the concerned authority

7.0 Even though the Applicants meet the above criteria, they are subject to be disqualified, if they have:

- made misleading or false representation in the form, statement and attachments submitted; /or
- Record of poor performance such as abandoning the work, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures, etc. /or
- The performance of any agency already worked/ working with HSCC is not found satisfactory./or
- found to have been black listed/debarred/expelled in any of the works.

8.0 The applicants are advised to visit the site to get first hand information as regards its approach, accessibility, working conditions, site conditions, availability of labour and material etc. and other matters affecting cost and work. All costs incurred in connection with submission of the pre-qualification application shall be borne by the applicant irrespective of the outcome.

9.0 If any information furnished by the applicant is found incorrect at a later stage, performance security will be forfeited and applicant shall be liable to be debarred from tendering in HSCC. The department reserves the right to verify the particulars furnished by the applicant independently.

10.0 The competent authority to pre-qualify shall have the power to relax any condition/criterion for pre-qualification if it considers expedient to do so.

11.0 Even though the agency meets all the criteria, the Employer / Consultant reserves the right to accept or reject any applicant/disqualify any agency without assigning any reason whatsoever.

12.0 UPDATING QUALIFICATION INFORMATION

12.1 Applicants shall be required to update the financial information used for Pre-Qualification as and when asked for and at the time of submitting their bids, to confirm their continued compliance with the pre-qualification criteria and verification of information provided. Free issued cement & steel shall be considered to arrive at final completed project cost.

13.0 GENERAL

13.1 Only agencies / firms who have been pre-qualified under this procedure will be considered further. Firm may submit only one application for any work. If a firm is submitting more than one application, all applications of the said firm will be rejected.

13.2 The Employer / Consultant reserves the right to:

- (a) Reject or accept any application without assigning any reason or incurring any liability thereof
- (b) Cancel the tendering process and reject all applications
- (c) Split the works into different packages if required
- (d) Amend the scope and value of any contract under this project.

13.3 Joint venture companies or experience of any work done in joint venture shall not be considered.

13.4 No correspondence either from successful / pre-qualified applicant or unsuccessful applicant will be entertained in this regard.

13.5 Check list format attached at Annexure VI must be filled and enclosed along with the application.

For & on behalf of HSCC (I) Ltd.

LETTER OF APPLICATION

[NOTE : On the letterhead paper of the applicant including full postal address, telephone no., fax no., telex no. and cable address]

Date: _____

HSCC(I) Ltd.
Plot No. 6(A), Block(E), Sector-I
NOIDA, U.P.-201301

Sirs,

1. Being duly authorised to represent and act on behalf of
(hereinafter referred to as “the Applicant”) and having reviewed and fully understood all the pre-qualification information provided, the undersigned hereby apply to be pre-qualified by yourselves as a bidder for the

----- **its**
maintenance during the Defect Liability period

| Pre-Qualification Number | Client Name |
|-----------------------------|------------------|
| HSCC/NRHM/CG/2013/03 | CGMSC(CG) |

2. Attached to this letter are copies or original documents defining :
 - (a) the applicants legal status
 - (b) the principal place of business
 - (c) the place of incorporation (for applicants who are corporations) or the place of registration and the nationality of the owners (for applicants who are partnerships or individually owned firms)
 - (d) application form no. 1 to 6
3. Your agency and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with this application, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This letter of application will also serve as authorization or any individual or authorized representative or any institution referred to in the supporting information, to provide such information deemed necessary and requested by yourselves to verify statements

and information provided in this application, or with regard to the resources, experience, and competence of the Applicant.

4. Your agency and its authorized representatives may contact the following persons for further information:

| | |
|---|---------------|
| General, Personnel, Technical and Financial Enquiries | |
| Contact 1 : | Telephone 1 : |
| Contact 2 : | Telephone 2 : |

5. This application is made in the full understanding that :

(a) Bids submitted by applicants will be subject to verification of all information submitted at the time of bidding

(b) Your agency reserves the right to :

- amend the scope and value of the contract / bid under this project ; in such event, bids will only be called from pre-qualified bidders who meet the revised requirements ; and
- reject or accept any application, cancel the pre-qualification process, and reject all applications without assigning reasons or incurring any liability thereof ; and

(c) Your agency shall not be liable for any such actions and shall be under no obligation to inform the Applicant

6. The undersigned declare that statements made and the information provided in the duly completed application are , true and correct in every detail.

| |
|----------------------|
| Sealed & Signed |
| Name |
| For and on behalf of |

APPLICATION FORM NO. 1

GENERAL INFORMATION

All individual firms applying for pre- qualification are requested to complete the information in this form. Information to be provided for all owners or APPLICANTS who are partnerships or individually-owned firms.

| | |
|----|--|
| 1. | Name of firm |
| 2 | Head office address |
| 3 | Telephone Contact |
| 4 | Fax E-mail No. |
| 5 | Place of incorporation/ Registration Year of incorporation/ registration |

Authorized Signatory of bidder

APPLICATION FORM NO. 2

STRUCTURE AND ORGANIZATION

1. Name & address of the applicant
2. Telephone No. / Telex No. / Fax No.
3. Legal status of the applicant (attach copies of original document defining the legal status)
 - (a) An individual
 - (b) A proprietor firm
 - (c) A firm in partnership
 - (d) A Limited Company or Corporation.
4. Particulars of registration with various Government bodies (attach attested photocopy). Having registration does not entitles the agency to get prequalified for this work.All PQ criteria need be meet.

| | |
|-------------------------------------|------------------|
| Organisation /Place of registration | Registration No. |
|-------------------------------------|------------------|
5. Name and Titles of Directors & Officers with designation to be concerned with this work.
6. Designation of individuals authorised to act for the organisation
7. Was the applicant ever required to suspend construction for a period of more than six months continuously after you commenced the construction? If so, give the name of the project and reasons of suspension of work.
8. Has the applicant ever abandoned the awarded work before its completion ? If so, give name of the project and reasons for abandonment.
9. Has the applicant ever been debarred / black listed for tendering in any organisation at any time If so, give details.
10. Has the applicant ever been convicted by a court of law? If so, give details.
11. Any other information considered necessary but not included above.

Authorized Signatory of bidder

PERSONNEL CAPABILITIES

| Sl. No. | Designation | Total Number | Number available for this work | Name | Qualification | Professional experience | Remarks |
|---------|-------------|--------------|--------------------------------|------|---------------|-------------------------|---------|
| | | | | | | | |

Authorized Signatory of bidder

EQUIPMENT CAPABILITIES

| Sl. No. | Name of Equipment | Nos | Capacity or Type | Age | Condition | Remarks |
|---------|-------------------|-----|------------------|-----|-----------|---------|
| | | | | | | |

Authorized Signatory of bidder

FINANCIAL CAPABILITIES

(Rs. In lacs)

| | |
|---|---|
| Financial Year | Annual Turn Over in Indian Rupees (or equivalent to Indian Rupees) as per Audited Balance Sheet |
| 2009-2010 | Rs. |
| 2010-2011 | Rs. |
| 2011-2012 | Rs. |
| Average Annual Turnover over the past three years | Rs. |

| Financial Information in Rs. Equivalent | For year 2007-2008 | For year 2008-2009 | For year 2009-2010 | For year 2010-11 | For year 2011-12 |
|---|--------------------|--------------------|--------------------|------------------|------------------|
| 1. Total Assets | | | | | |
| 2. Current Assets | | | | | |
| 3. Total Liabilities | | | | | |
| 4. Current Liabilities | | | | | |
| 5. Profit before Tax | | | | | |
| 6. Profit after Tax | | | | | |
| 7. Net Worth | | | | | |

NOTE : The above data is to be supported by audited balance sheets

1. Attach copies of audited balance sheets duly certified by the chartered accountant for all three years (2009-2010, 2010-11 &2011-12). Audited Balance sheet should mention the membership number of chartered accountant issued by ICAI along with full address.
2. Attach recent solvency certificate from bankers

Authorized Signatory of bidder

APPLICATION FORM NO. 6**ANNEXURE - IV****EXPERIENCE OF COMPLETION OF PROJECTS OF SIMILAR NATURE & COMPLEXITY**

(During last seven years ending last day of month previous to the one in which applications are invited)

| Sl. No. | Name of work / project and location | Owner or sponsoring organization | Cost of work in Lakhs | Date of commencement as per contract | Stipulated date of completion | Actual date of completion | Name and address/ telephone number of officer to whom reference may be made | Remarks |
|---------|-------------------------------------|----------------------------------|-----------------------|--------------------------------------|-------------------------------|---------------------------|---|---------|
| | | | | | | | | |

NOTE : Please attach supporting documents (completion certificates along with order copies) for the above information

Authorized Signatory of bidder

APPLICATION FORM NO. 7**ANNEXURE - V**

Litigation Details
Court Cases/arbitration

| |
|----------------|
| Name of Bidder |
|----------------|

| Year | Name of the work | Name of the Client, with Address | Title of the court Case/Arbitration | Detail of the Court/ Arbitrator | Status Pending/ Decided | Disputed Amount (Current Value, the equivalent) in case of Court Cases/arbitration | Actual Awarded Amount (Rs) in decided Court Cases/arbitration |
|------|------------------|----------------------------------|-------------------------------------|---------------------------------|-------------------------|--|---|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Authorized Signatory of bidder

Check-List

| S.No | Criteria | Requirements | Page no. at which required information is available (To be mentioned) | Indicate Eligibility Y / N |
|------|--|---|---|----------------------------|
| 1 | Average Turnover for last three years | Copies of audited balance sheets certified by the chartered accountant along with Membership no for all three years (2008-09, 2009-2010 & 2010-11). | | |
| 2 | Experience | During last seven years +Similar work completed, 3 nos. of value not less than 40% of the estimated cost +Similar work completed, 2 Nos. of value not less than 50% of the estimated cost +One Similar work completed of value not less than 80% of the estimated cost | | |
| 3. | Experience | one completed work of any nature (either part of (iii)(a) or a separate one) costing not less than the amount equal to 40% of the estimated cost with some central/ state Government Organization/ Central Autonomous Body/ Central Public Sector Undertaking | | |
| 4 | Experience | A Certificate from client for completion of work(s) against single work order must be submitted along with application | | |
| 5 | Personnel Capabilities | List of suitable qualified and experienced personnel in relevant field | | |
| 6 | Equipment Capabilities | List of equipment required and proposed to be deployed & source of such equipments | | |
| 7 | Financial Capability | <ul style="list-style-type: none"> ▪ Net worth positive for all the three years ▪ Profit earning for all the three years | | |
| 8 | Solvency Certificate | Solvency certificate from applicant's bank for 30% of the estimated project cost. The certificate should be not more than one year old. | | |
| 9. | Abandoning / Blacklisting | Information regarding not abandoned /Black listing for any work of Union Govt./State Govt./ PSU's etc. during last 5 years and The applicant should provide information regarding litigation/ Arbitration cases for the last five years as per ANNEXURE-V | | |
| 10. | Tender document fee, in case down loaded from web site | Rs. 5,000/- | | |
| 11 | Bid Security | In terms of BG/DD and validity shall be 180 days. | | |
| 12 | Tender Documents | All volumes of tender documents submitted in the respective envelopes as specified in SCC (Vol-III) including amendments, if any | | |

UNDERTAKING

We _____ do hereby undertake to engage a specialised _____ agency after approval of HSCC for undertaking the execution of _____ works of (_____ Name of the project _____) whose minimum qualification shall be as under:

- (i) Average Annual Financial Turnover during the last three financial years i.e. 2009-2010, 2010-2011 & 2011-12 should be at least 40% of estimated price of _____ works.
- (ii) Experience of having successfully completed similar works during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following :

Three similar completed works each costing not less than the amount equal to 40% of estimated price of _____ works.

or

Two similar completed works each costing not less than the amount equal to 50% of estimated price of _____ works.

or

One similar completed work costing not less than the amount equal to 80% of estimated price of _____ works.
- (iii) We shall be solely responsible for successful execution of _____ work.
- (iv) one completed work of any nature (either part of (iv)(a) or a separate one) costing not less than the amount equal to 40% of the estimated cost with some central/ state Government Organization/ Central Autonomous Body/ Central Public Sector Undertaking.
- (v) The contractor must have the financial capability to continue the works uninterrupted for 04 months even if payment is not made.

ANNEXURE - VIII

Bidders submitting their bids using tender documents downloaded from the websites mentioned above should enclose the tender document fee in the form prescribe above in Envelope no.1 of their bids along with Certificate as per format given at ANNEXURE-VIII of this Volume I of the tender documents failing which the bid shall be rejected.

CERTIFICATE

(Only for bidders using tender documents downloaded from website)

We certify that the prequalification documents submitted by us along with our bid for _____(tender no.)_____ (name of work)_____ are downloaded from HSCC website (www.hsccltd.com) or CGMSC (CG) website www.cgmsc.in and is same in content and form (verbatim).

We also undertake that any deviation, if detected at any stage, would entitle CGMSC (CG) / HSCC to reject our bid/tender/offer and take suitable penal action against us. In any such an eventuality, the decision of CGMSC(CG) /HSCC shall final and the same would be legally binding on us.

Signature & seal of the Tenderer

PROJECT UNDER EXECUTION OR AWARDED

| Sl.No | Name of Work/ Project & location | Owner of sponsoring Organization | Cost of Work | Date of Commencement As per contract | Stipulated Date of completion | Uptodate Percentage Progress of work | Slow Progress, If any, & reasons thereof | Name & address/ Telephone No. of officer to whom reference may be made | Remarks |
|-------|----------------------------------|----------------------------------|--------------|--------------------------------------|-------------------------------|--------------------------------------|--|--|---------|
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) | (10) |
| | | | | | | | | | |

Certified that above lists of works is complete and no work has been left out and that the information given is correct to my knowledge and belief.

Signature of Applicant