

**MINISTRY OF WORKS & HUMAN SETTLEMENT
CONSTRUCTION DEVELOPMENT BOARD**

Up-gradation criteria

GENERAL REQUIREMENTS

1. CDB form should be filled up completely with all postal addresses including 'Care of' addresses. (This form is available in **BCCI** office or download from www.cdb.gov.bt).
2. Endorsement of CAB office.
3. CDB certificate should be valid at the time of application.
4. Latest copies of contract license and CDB certificate should be attached.

During the 46th Board meeting of CDB held on 8th May 2007, the following criteria were finalized for strict implementation by all concerned for up-gradation to next higher class.

A. Financial Capacity:

Firms proposing to upgrade must fulfill the following financial criteria as shown below:

Criteria	(Class 'B' proposing to upgrade to class 'A')	(Class 'C' proposing to upgrade to class 'B')	(Class 'D' proposing to upgrade to class 'C')
(1) Minimum value of Turnover in any one year during the last three years: (Profit/Loss Statement)	Nu. 22.5 Million	Nu. 11.25 Million	Nu 0.75 Million
(2) Net Worth: (Nu.) and Credit rating (Nu.)	4,000,000 10,000,000	1000,000 5,000,000	500,000 1,000,000

B. Human Resources (Key Personnel)

Minimum requirement for Human Resources (Key personnel) will be checked against the class proposed for up-gradation. The firm should demonstrate that key personnel employed with the firm had been working with the firm for no less than six months as per the table below.

Criteria	(Class 'B' proposing to upgrade to class 'A')		(Class 'C' proposing to upgrade to class 'B')		(Class 'D' proposing to upgrade to class 'C')	
	W ₁ & W ₃	W ₄	W ₁ & W ₃	W ₄	W ₁ & W ₃	W ₄
Permanent Key Employees:						
(i) Manager	1	1	1	1	1	1
(ii) Graduate Engineer	1 (Civil)	1 (Elec)	1 (Civil)	1 (Elec)	-	-
(iii) Diploma Engineer	2 (Civil)	2 (Elec)	1 (Civil)	1 (Elec)	1 (Civil)	1 (Elec)
(iv) Accountant	1	1	1	1	-	-
(v) Site supervisor	3 (Civil)	3 (Elec)	2 (Civil)	2 (Elec)	1 (Civil)	1 (Elec)
-----	-----	-----	-----	-----	-----	-----
Minimum # of employees:	8	8	6	6	3	3

C. Equipment & Facilities

Firms proposing to upgrade must fulfill the following Equipment & Facilities criteria as shown below with complete documentation.

Sl.#	Mandatory Equipment & Facilities	(Class 'B' proposing to upgrade to class 'A')			(Class 'C' proposing to upgrade to class 'B')			(Class 'D' proposing to upgrade to class 'C')		
		W ₁	W ₃	W ₄	W ₁	W ₃	W ₄	W ₁	W ₃	W ₄
	W ₁ , W ₃ & W ₄									
1	Excavator (or) Pay loader (or) (Motor grader for W ₁)	1	1	-	-	-	-	-	-	-
2	Truck (Truck or Tractor for Class C)	1	1	1	1	1	1	1*	1*	1*
3	Air compressor	1*	1*	1*	1	-	-	-	-	-
4	Road roller	1	-	-	-	-	-	-	-	-
5	Survey equipments (Theodolite/Total stn.)	1*	1*	1*	1*	1*	-	-	-	-
6	Concrete mixer (10/7 cft) & (7/5 cft for Class C)	-	1	1	-	1	1	1	1	-
7	Vibrator	-	1	1	-	1	1	1*	1*	1*
8	Steel shuttering set (sft.)	-	5000	-	-	2500	-	-	-	-
9	Water pump	-	-	1	-	-	-	-	1	-
10	Crane Truck	-	-	1	-	-	-	-	-	-
11	Meggar	-	-	1	-	-	1	-	-	1
12	Max puller	-	-	-	-	-	1	-	-	-

Note:

Astarisk (*) means at least **one** among three categories.

D. Track Record

The firm should fulfill the requirement for the proposed classification.

Criteria Contract Range	(Class 'B' proposing to upgrade to class 'A')	(Class 'C' proposing to upgrade to class 'B')	(Class 'D' proposing to upgrade to class 'C')
b) To UPGRADE	i) Applicants must be currently registered as class 'B' contractor. ii) Completed three projects in the applied category valued at least Nu. 7.5 million each, or alternatively, one project in the applied category valued of at least Nu. 12 million (80% of 15m), during the previous two years.	i) Applicants must be currently registered as class 'C' contractor. ii) Completed three projects in the applied category valued at least Nu. 4.5 million each, or alternatively, one project in the applied category valued at least 6.0 million (80% of 7.5m), during the previous two years.	i) Applicants must be currently registered as class 'D' contractor. ii) Completed three projects in the applied category valued at least Nu. 0.50 million each, or alternatively, one project in the applied category valued at least Nu. 0.90 million, during the previous two years.
b) To UPGRADE	The above works should have been completed to the satisfaction of the client. Such satisfactory completion certificates should be signed by no less than Head of Department / Organization.	The above works should have been completed to the satisfaction of the client. Such satisfactory completion certificates should be signed by no less than Head of Department / Organization	The above works should have been completed to the satisfaction of the client. Such satisfactory completion certificates should be signed by no less than Head of Department/Organization.

E. **Establishment:** Office establishment/Registered office space will be physically checked.

- - - - - @ @ @ - - - - -