

BRIHANMUMBAI MUNICIPAL CORPORATION

No. EE/M&R/3634/Civil/M&E dated 02.03.2023

Sub.- Circular regarding exempting Public limited companies from Submission of details and producing Original PAN cards of Independent and Non-executive directors required for BMC Contractor Registration.

Ref- Hon'ble M.C.'s approval u/no. MGC/F/8840 dated 08.02.2023

As per the Hon'ble Municipal Commissioner's approval u/no. MGC/F/1614 dated 25.10.2016, the Rules for registration of contractors have been sanctioned under the name "Rules Governing Registration of Contractors for Civil and Mechanical & Electrical engineering works-2016" and the same came in force from 01.12.2016.

As per these rules, submission of details such as Maharashtra state professional tax certificate and latest tax paid challan, individual details and notarised PAN card copy of all directors of company along with producing original PAN cards for verification before scrutiny committee meeting is mandatory. Owing to several practical difficulties some of the public limited companies had requested for exemption from presenting original PAN cards and PT challans of board of directors. Hence the issue of submitting and producing details of directors of public limited companies is revisited.

As per the approval of Hon'ble M.C. u/no. MGC/F/8840 dated 08.02.2023, public limited companies are exempted from submitting and producing following details of Independent and Non-executive directors who are on the board of their company -

- a) Maharashtra State professional tax certificate and latest tax paid challan
- b) Individual details such as name, photograph, signature, contact no., email ids and residential address and
- c) Notarized copy of PAN card
- d) Original PAN card for verification in the scrutiny committee meeting.

(P.T.O.)

These public limited companies will have to submit and produce above details of Managing and Executive Directors who are involved in day to day affairs of execution and operation of company for registration process. The applicant public limited company will be asked to submit list of all Executive, Non-executive and Independent directors on the board of their company. Same shall be verified by their chartered accountant who has audited accounts of their firm.

All other required applicable documents mentioned in “Rules Governing Registration of Contractors for Civil and Mechanical & Electrical engineering works-2016” are required to be submitted for such proposals.

This circular will come into force with immediate effect.

Sd/-02.03.2023

Executive Engineer
(Monitoring & Registration) Cell