

From,

The Engineer-in-Chief (Roads), Haryana,  
Public Works (B&R) Branch, Chandigarh.

To

All Administrative Secretaries,  
Haryana

Memo No.

Dated Chandigarh, the:

**Subject: Launching of Haryana Engineering Works Portal for Registration of Contractors.**

Hon'ble Chief Minister has launched the Contractor registration module on Haryana Engineering Works (HEW) Portal on dated 24.05.2021. The portal can be visited at <https://works.haryana.gov.in>

The "Haryana Engineering Works (HEW) Portal" aims to provide a single window for contractors to bring in transparency and ease of doing business. It is intended to register contractors on HEW Portal so as to have a ready list of competent contractors to minimize requirement and time for verification of credentials at the time of calling tenders. Simultaneously, Contractor performance will be evaluated against each completed work by awarding marks and generating dynamic "Rating".

Registered Contractors will be benefitted with exemption of paying Earnest Money Deposit (EMD). Contractors not registered on HEW Portal can also participate in tender, but they will not be eligible for EMD exemption benefit and those contractors shall furnish, as part of the Bid, an EMD for the amount as specified in a particular work. Performance of the contractor shall be monitored and evaluated after completion of each work. Any registered contractor falling below the threshold limit (i.e., 70% in their performance score) will be auto de-registered. Other functionalities will also be provided on HEW Portal in due course of time such as allotment of works, submission of contractor bills, view bill payment, pending payments etc.

Whereas the application by Contractors for Registration is optional but each contractor working in any of the department/Board/Society etc of Haryana Government is mandatorily required to create Profile on the HEW portal by entering some basic information. This is required to establish a Unique Contractor ID of each contractor working anywhere in Haryana. All contractors must create Login Account and get "**Profile Summary**" document before 31.07.2021. A sample copy of Profile Summary Document generated from HEW portal is attached as **Annexure1**. Profile Summary Document must be included as mandatory condition in each bid document and made part of tenders, to be invited in future. Therefore, all contractors as part of technical evaluation for each submitted bid must enclose "Profile Summary" document of HEW Portal for all tenders to be invited after 01.08.2021. In case a contractor fails to submit or upload a copy of "Profile Summary" document along-with the bid, the submitted bids will be rejected for all tenders to be invited after 01.08.2021.

The HEW portal has been integrated with Human Resource Management System (HRMS) and all department having employee data on HRMS can login HEW portal with existing HRMS username and password as at <http://intrahry.gov.in/>. Therefore, it is a prerequisite to keep data updated on HRMS at all times to avoid any discrepancy and delay in data entry. One Day Norm for data updation on HRMS be adopted for ease of access.

While submitting application on HEW portal for registration, contractor is required to enter the details of the works completed/under progress in any of the department/Board/Society etc. in Haryana State by selecting the name of concerned office and department. Accordingly, the application will be forwarded at HEW Portal Login of concerned officer currently posted in that office as per information updated in the HRMS portal.

Steps for dealing cases related to registration and verification of completed/under progress works on HEW portal is as under:

1. The application of contractor will be transferred by the online system to any one of the Executive Engineer of PWD, IWRD and PHED for scrutiny of the documents and verification of the works

completed/under progress. Such Executive Engineer to whom the application of the contractor is allocated is called "Nodal Executive Engineer" for the sake of convenience only.

2. Concerned Nodal Executive Engineers are required to verify the documents as submitted by the contractor in the online application. The list of required documents and other details can be seen in the "Registration Rules for Contractors-2021" available online at HEW Portal under Download section.
3. The scoring on the performance of the contractor against each completed work is required to be completed by each Nodal Executive Engineer by awarding suitable marks out of 100 (maximum) marks. The scoring methodology and attributes will be as indicated in Annexure A1 and Annexure A2 of the "Registration Rules for Contractors-2021".
4. If the contractor has submitted details of works completed in other office of same department or other Department of Haryana Government, the scoring will be entered from the respective Engineer-in-Charge currently posted in the said office as updated in HRMS. A time period of 15 Days has been stipulated to verify the contractor works and submit online to "Nodal Executive Engineer" for further processing the case.

For this purpose, **same** username and password, of HRMS login credentials can be used on HEW Portal by Engineer-in-Charge for entering scores against the completed works, submitted by the contractor.

5. The scoring achieved against each attribute of each work as awarded by concerned Engineer-in-charge will also be available for viewing on contractor login. If contractor is aggrieved with the scores awarded against any one work, it can apply for appeal for rechecking/review. The case for reviewing will be automatically forwarded to next higher authority for review and reevaluation of the previously awarded marks.
6. Nodal Executive Engineer will securitize the application and send the case to competent authority, as the case may be, as indicated in the Registration Rules for Contractors-2021.

7. Time limit for dealing the registration cases has been stipulated as 15 days at any one of the competent authorities i.e. Executive Engineer, Superintending Engineer or Head Office. The detail of the stipulated timelines has been indicated in "Registration Rules for Contractors-2021".
8. For any web portal related issues Department Users and Contractors may contact at **help line No. 9041049834 (9 AM to 5 PM)** or may send an email at **info-hewp.pwd@hry.gov.in**.
9. A user Manual for Contractors and Department Users can be downloaded from the "**Downloads**" section on the HEW Portal home page.

Contractor application request will go to Nodal Executive Engineer electronically. It is reiterated that concerned official/officer of concerned department will receive two types of requests for verification under their HEW login credentials:

1. **Verification of Contractor Works:** To be done by the concerned Engineer-in-charge under whose jurisdiction the work has been completed. Verification is requiring to be done within 15 days of receiving of data. Verification is to be done online on HEW Portal based upon the defined set of parameters.
2. **Verification of Contractor Registration Application** –To be done by concerned Nodal Executive Engineers of PWD, IWRD and PHED only where applications would require to be examined to check eligibility of the contractor as per Registration Rules – 2021.

It is therefore requested to kindly direct all concerned to follow the steps as indicated above and also inform all the contractors working under their jurisdiction for creating a Contract Account Login/Profile on HEW Portal and apply for Registration. No contractor will be eligible to bid in any tender of engineering works if Contractor Account Login/Profile has not been created by them till 31.07.2021.

This is for further necessary action at your end.

DA/ As Above

Executive Engineer(General)  
for Engineer-in-Chief (Roads)  
Public Works (B&R) Haryana

Endst. No. 90869

Dated:- 02/06/2021

A copy of above is forwarded to the following for information and necessary action please:-

1. The Managing Director, Haryana Police Housing Corporation, Panchkula.
2. The Chief Administrator, Haryana Urban Development Authority, Panchkula.
3. The Chief Administrator, Haryana State Agriculture Marketing Board, Panchkula.
4. Engineer-in-Chief, Irrigation and Water Resources Department, Haryana Panchkula.
5. Engineer-in-Chief, Public Health Engineering Department Haryana, Panchkula.

02/06/21

Executive Engineer (General)  
for Engineer-in-Chief (Roads)  
Public Works (B&R) Haryana

DA/ As Above



## Government of Haryana

**Contractor Profile Summary**  
**Haryana Engineering Works Portal**

(https://works.haryana.gov.in)



No. R35 /HEWP/2021

Dated: 26/05/2021

ABC Const. Co., C/o Sh./Smt.Ramesh R/o Pot No.1, Indl Area) Contractor, Pot No.1, Indl Area (DELHI, EAST) has created an account on Haryana Engineering Works Portal, Govt. of Haryana with following details:

1	Contractor ID	R35
2	Name of Contractor/Agency	ABC Const. Co., C/o Sh./Smt.Ramesh R/o Pot No.1, Indl Area)
3	Registered Office Address	Pot No.1, Indl Area (DELHI, EAST)
4	Correspondence Address	Pot No.1, Indl Area (DELHI, EAST)
5	Email ID	abc@test.com
6	PAN Number	AXDFS1234A
7	HUM ID (if available)	
8	Haryana Govt. Treasury Unique Code (if available)	GE0L01

**Note :-**

- The contractor profile has been created based on the self - declaration by the applicant. In case, it is found that the applicant has submitted false information, the account will be cancelled.
- Account creation is mandatory for all type of Contractors, Consultants, Labour & Construction (L&C) Societies, Firms for participating in bids/ tenders in the State of Haryana.\*

\*\*\*This is a Computer generated certificate and do not require any signature\*\*\*