

DELHI JAL BOARD, GOVT. OF NCT OF DELHI
OFFICE OF THE EXECUTIVE ENGINEER (PLANNING) WATER-II
VARUNALAYA PHASE-I KAROL BAGH NEW DELHI-110005

No.DJB/EE(PLG)W-II/Empanelment-Pvt.Labs/177-192

DATE: 27.04.2026

Subject: List of documents required for the empanelment/renewal of Private laboratories located in Delhi/NCR for the testing of materials in DJB as per modified SOP.

It has been decided by the Competent Authority that Private laboratories located in Delhi/NCR may be empanelled for testing of material in DJB. The following documents are required to be submitted by such labs in the office of EE(Plg)W-II for the empanelment/renewal for the testing of materials in DJB:-

1. Copy of certificate of accreditation with NABL / BIS or any other accreditation body operating in accordance with ISO/IEC 17011 and accrediting laboratories as per ISO/IEC 17025 provided the accreditation scope covers relevant tests required for DJB works.
2. Details of space available (layout plan of the laboratory).
3. List of testing facilities available specifying the tests with standards applicable.
4. Details of testing equipment/instruments, including age, make, calibration status,
5. Copy of agreements for calibration and maintenance of instruments with OEM/authorized agencies .
6. Details of Staff (Technical and Non-Technical).
7. Copy of GST registration certificate.
8. Copy of letters of Govt./Semi Govt. departments which are utilizing their services.
9. A letter specifying that the laboratory shall collect the material sample from the site at no extra cost.
10. An affidavit on Rs. 100/- non judicial stamp paper to the effect that they have not been black listed or debarred by the Govt. and if so, the application shall not be considered.

Copy to:

1. PS to CEO, DJB: for kind information
2. Member (Admin)/(Fin)/(WS)/(Dr)/CVO: for kind information
3. CE(QC)/CE(P&D): for kind information
4. SE(Proj.)W-I/SE(Dr)Proj.-III/SE(Plg)W: for kind information
5. EE(EDP): to upload it on DJB website for wide publication
6. EE(Civil)QC/AE(Civil)QC
7. Notice Board
8. Office copy


EE(Plg)W-II


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