

VENDOR REGISTRATION FORM

Part - I Category of the Product/Service: Category Code(s) and brief description of the product/service for which Vendor Registration is requested (Please download from the website):

Part - II ORGANISATIONAL INFORMATION:

1. NAME OF THE FIRM/COMPANY TO BE REGISTERED: _____

2. REGISTERED OFFICE ADDRESS: _____

NAME AND ADDRESS OF THE: _____
Chief Executive/Director/Owner/Partner _____

Latest list of Board of Directors/Partners _____

CONTACT PERSON: _____

Tel Landline: _____ Mobile No. _____ Email: _____

Website: _____

3. DETAILS OF WORK FACILITIES ADDRESS: _____

CONTACT PERSON: _____

Tel Landline: _____ Mobile No. _____ Email: _____

Website: _____


Registrar
Sagar Janta Bhandara, Raipur

4. OWNERSHIP INFORMATION: Govt. of India Undertaking/State Govt. Undertaking/
(Tick as applicable) Undertaking/Public Limited Company/
Private Limited Company/ One Person Company/
Limited Liability
Partnership/ Partnership Firm/ Proprietorship/
Co-Operative Society/ Trust/ Others (Please specify)
5. Nature of Business: Manufacturer/Dealer/Trader/Distributor/Stockiest/
(Tick as applicable) Channel Partner/Indian Sales Office/ Subsidiary of
Registered foreign supplier/ Indian Agents/ Service
Provider/Supplier without any shop or godown.

(Authority letter from manufacturer/principals
should be submitted)
6. Year of commencement of Business (attach relevant documents): _____
(Enclose Start Up Certificate)
7. GOVT REGISTRATION PARTICULARS (COPY OF RELEVANT DOCUMENTS TO
BE ATTACHED)
- (a) Permanent Account No. (PAN): _____
- (b) Aadhar Card No. _____
- (c) GSTIN (Applicable/ exempted): _____
- (d) Import Export License Number: _____
- (e) Any other Registration with the Govt/State Government: Yes / No
(Furnish details)
- (f) Whether approved by any Central Govt/ State Government: Yes / No
Whether approved by any Central Govt/ State Government/
Public Sector/Pvt Sector/MNC for Similar items, for which
registration is sought?
- (g) Whether Supplier/Vendor/ Service provider is a: Yes / No
Start-up Enterprise
- (h) ISO certifications: (If applicable) ISO 9001
Certified/ ISO 14000
Certified/ OHSAS 18000
Certified
- (i) Registration Particulars: EPF/ ESIC/ CONTRACT LABOUR (R&A)
(Only for Service Providers) REGISTRATION NO. / ELECTRICAL
CONTRACTOR LICENSE
- (j) Whether the firm/ company is already registered with SRHU: Yes / No



Registrar

(k) Whether the firm/ company is under litigation/ arbitration cases during the last 5 years: Yes/ No

(l) Whether the firm/ company has been delisted/ debarred from Business with any similar company in India, and the reasons : Yes/No

* To enclose an undertaking on non-judicial stamped paper that the firm has not been blacklisted in the past and there is no case pending against it.

Part - III

8. TECHNICAL AND FINANCIAL DETAILS:

The undermentioned details may be furnished :-

Carpet Area of Warehouse / Godown in Sq. Ft. _____

Manpower details _____

Quality Control/Inspection facilities, wherever applicable _____

Readiness for participation in e-tendering/procurement : YES/No

(i) Annual Turnover & Profit/ Loss details of last 3 financial years:

| Year | 20__-__* | 20__-__* | 20__-__* |
|---|----------|----------|----------|
| Annual Sales excluding other Income (Rs. Lakhs) | | | |
| Profit before Tax (PBT) (Rs. Lakhs) | | | |

IT Paid and copy of IT Returns

*** Pls. attach audited financial statements/ IT Returns, as applicable, for the past three financial years preceding the year of submission of the application form.**



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Swami Rama Himalayan University

In case of space limitation, please enclose Annexures and also enclose Catalogues wherever applicable.

| List of Present Capacity/ Customers applicable | Name and Item Category No. of the item/equipment (for which registration has been sought) and for which Order(s) has been executed | Specify the size of the equipment wherever |
|--|--|--|
|--|--|--|

NOTE: PLEASE ATTACH SEPARATE SHEETS, IF SPACE AVAILABLE IS INADEQUATE

(b) FOR SERVICE PROVIDERS

Copy of major work order(s) / Service Contract(s) executed during the last **Three years** to be submitted along with the performance certificate issued, if any.

For each of the items for which registration is sought, at least one Order to be enclosed along with application. **OR** A record of last two to three years performance of the firm should be submitted from her similar organizations, where the firm was registered for supply of hospital equipments/consumables or other products.

In case of space limitation, please enclose Annexures and also enclose Catalogues, wherever applicable.

| SL No. | NAME OF THE WORK | CLIENT'S NAME | VALUE OF THE WORK CONTRACT | DATE OF STARTING | ACTUAL DATE OF COMPLETION OF WORK/ | DATE OF COMPLETION AS PER CONTRACT | REMARKS |
|---|------------------|---------------|----------------------------|------------------|------------------------------------|------------------------------------|---------|
| <p>NOTE: PLEASE ATTACH SEPARATE SHEETS, IF SPACE AVAILABLE IS INADEQUATE</p> | | | | | | | |



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10. List of your major Customers with contact address:

| Sl. No. | Name of the Client / Customer description of the | Contact Details (Address, Phone Numbers) | Brief Supplies/Jobs Executed |
|----------------|---|---|-------------------------------------|
|----------------|---|---|-------------------------------------|

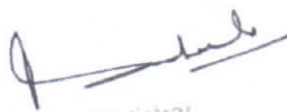
Declaration:

I / We declare and confirm that all information and attachments submitted in this application are true and correct. I / We are aware that any false information provided herein will result in the rejection of my / our application and cancellation of any registration granted.

Place:
Date:
Designation

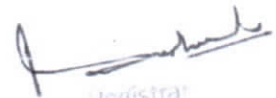
Signature with Name &

Official Seal of the firm/ company


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1. DOCUMENTS TO BE SUBMITTED IN SUPPORT OF DETAILS FURNISHED IN SECTION – 5

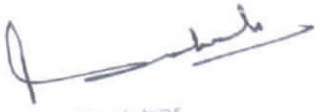
| Relevant Sl. No. of Section 5 | Particulars | Documents to be furnished |
|-------------------------------|--|--|
| 4 | Ownership Information | |
| | Public Limited Company / Private | Memorandum of Association, Limited Company / One Person Articles of Association and Company Certificate of Incorporation |
| | Limited Liability Partnership | Memorandum of Association, Articles of Association, LLP partnership agreement, Certificate of Incorporation (LI PIN) |
| | Partnership Firm | Registered Partnership Deed duly signed by Registrar of Firms |
| | Proprietorship | Profession Tax Regn. / Municipal Regn/PAN of Firm (Proprietor) |
| | | Latest list of Board of Directors/ Partners |
| 5 | Nature of Business | Dealership/Channel Partner Certificate |
| 7(e) | Registration as an approved Vendor in any Central Govt/ State Govt/ Public Sector Undertakings / reputed Private Organizations | Copy of Valid Registration Certificate for similar supplies/services to be enclosed |
| 7(h) | ISO Certifications | Copies of valid certificates in proof of being ISO 9001 Certified/ ISO 14000 Certified/ OHSAS 18000 Certified to be submitted. |
| 7(i) | Registration particulars for Service Providers Only | (i) E.P.F. REGISTRATION No. (ii) E.S.I. CODE NO. (iii) CONTRACT LABOUR (R&A) REGISTRATION NO. (iv) ELECTRICAL CONTRACT LICENSE NO. FOR MV / HV/ EHV ISSUED BY LICENSING AUTHORITY (IN CASE OF ELECTRICAL CONTRACTORS) |



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| | | |
|------|---------------------------------|--|
| 7(j) | Registration with SRHU | Copy of Registration Certificate to be enclosed |
| 7(k) | Pending litigation/ arbitration | If yes, details to be furnished in a cases during last Five years separate sheet. |
| 7(l) | Delisting/ debarment from | If yes, details to be furnished in a doing business by any company separate sheet. |


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