

## APPLICATION FORM

SN	INFORMATION SOUGHT	INFORMATION PROVIDED
1	Name of the firm	
2	Address of Head Office with Telephone No and E mail ID	
	Address of office	
	Mobile No	
	E mail ID	
3	Name of the contact person	
	Mobile No	
4	Name of dealing Representative	
	Mobile No	
5	Type of firm : Sole/Proprietorship/Partnership/Ltd Co/ Others	
6	Name of proprietor/ partners/directors	
7	Year of Establishment (enclosed incorporation certificate )	
8	Is the firm registered under the factory act ? If so state	
	A) License no	
	B) Date of last renewal of license ( copy of license to be enclosed )	
	( C ) ESIS no, if any	
	( D ) EPF registration no, if any	
9	Whether nothing certificate under shop and establishment act , duly renewed ( copy of license to be enclosed )	
10	State the latest income tax assessed year and the amount of tax assessed ( copy of last 3 years , IT returns , balance sheet and revenue a/c to be enclosed	AY FY YEAR 2024-25 AY FY YEAR 2023-24 AY FY YEAR 2022-23
11	Turn over for last 3 years	
	FY 2023-24	
	FY 2022-23	
	FY 2021-22	
12	Whether black listed by any Govt.dept/ public sector company	
13	Are you agreeable to abide strictly by the term and conditions of the tenders and contracts	
14	PAN No ( specify in whose Name the pan no is available )	
15	Sale tax no ( enclosed the certificate )	
16	Service tax no ( CST NO/VAT NO/TAN NO )	
17	GST NO	
18	i) ISI Certificate No ( Enclosed the Copy of Validity Date )	

	ii) Copy of dealership /franchisee	
19	Details of empanelment certificate of any 3 PSUs/ Govt institutions /reputed clients ( copy enclosed )	
20	Whether agreeable to undertake delivery and installation with in 15 days after placing order	
21	Whether agreeable to replace the defective items with in 5 days from the date of intimation	
22	Name of representative who will be conducting on site joint inspection ( if available )	
23	Mention any other specialities of your establishment	
24	Are you in panel of any Division of LIC, if yes please mention with proof	

Supporting documents in regard to the above mentioned points should also be attached along with this application forms (Annexure A)

#### **SIGNATURE OF AGENCY /VENDOR**

- Please type this form or Fill it legibly in ink. If space provided is insufficient, please type or write the replies on a separate sheet giving appropriate question number and attached it to the form.
- All pages of applications form and documents must be signed with seal.

