

VENDOR REGISTRATION FORM

1. Firm Name, Address, Telephone, and e – mail :
:

2. Registration Number
a) GST No. :

3. Type of Business :
Products / Services / Manufacturing /
Process Subcontracted :

4. For how long are you in this business?

5. Mention names of your major customers :

6. Do you supply products of reputed brand :
If yes, mention the brands :

7. Have you been a sub – contractor for our company?
If yes, how long? :

8. Do you have any quality certification? :
If yes, give details
If no, how do you assure quality? :

9. Whether a Partnership Firm / Proprietary :
Private Ltd / Limited

10. Annual Turn Over :

Technical Details ;

I. Product :

- a) Details of products handled :
(Enclose product catalogue)
- b) Products Manufactured are :
as per (your designs / collaborator's
designs / customer designs)
- c) Products Manufactured are :
Proprietary Nature / Custom built
- d) Indicate the product uniqueness / :
monopoly for us to review / evaluate
- e) Products / make for which you :
are sole selling / marketing agents

II. Quality :

- a) Details of Test facilities :
as per relevant National / International
Codes of practice.
- b) Details of quality Assurance :
Procedures adopted
- c) Whether you can offer third :
party inspection (Lloyds / BV /ABS / EIL /
NFSCSF Ltd etc.) at your factory
- d) Are you approved by CIB / :
Boiler Inspectorate?
- e) Are quality records maintained? :
- f) Is your firm going in for ISO 9000 :
Certificate?
If so, furnish status

III. General :

- a) Are the manufacturing activities :
Carried out under one roof?
- b) Details of Equipment's Available :



c) No. of Employees Employed :

d) Details of membership, if (trade Association / chamber of commerce etc.) :

We / I certify that the information furnished in this form is true to the best of our / my knowledge and belief.

Signature of Proprietor / Partner (s) Manager

Seal of the Firm

(In the case of Partnership, Signature of all Partners)

FOR OFFICE USE

() action relevant
Sample Approval
Notes :

Site Visit :
Trial Order

Approved :

Not Approved

Basis of Approval

Approval Scope & Validity

Supplier Code :

Date of Approval :

Signature :

Seal :