



**VENDOR REGISTRATION FORM - NAVAL DOCKYARD, MUMBAI**

(To be filled and submitted by the Vendor)

- Note:** (a) This information is to be treated as 'Confidential' when filled.  
 (b) Vendor is to sign all the pages of the application and enclosures along with the stamp  
 (c) All enclosures are to be serially numbered and linked with the relevant paragraphs.

1. Name of the Vendor :
  
2. Address (including telephone, fax, Aadhaar linked mobile number and e-mail id)
  - Registered office :
  
  - Depot/Factory/Works :  
(Manufacturing Unit)
  
  - Local Branch (if any) :
  
3. Type of vendor & names of :  
 Proprietor/Partners/MD  
 (Proprietor/Partnership/  
 Pvt Ltd/ Public Ltd) With Aadhaar Numbers
  
4. Year of establishment and :  
 organisational structure
  
5. Category of Industry :  
 (Large/ Medium / Small scale)
  
6. Details of items being :  
 Manufactured / supplied  
 along with range/capacity and  
 relevant literature

7. Details of items for which assessment is desired and registration with ND (MB) is being sought (enclose separate sheet as needed) :
8. Details of registration with NSIC/SSI/Railway/P&T/DGS&D/ GeM / CPP/ Any other Defence / Govt Dept (Attach copies of registration letters) :
9. Any other relevant information eg approval of quality by any other agency, BIS Certification Marks, Export Quality certification etc. :
10. Name of the sister organisation/ subsidiaries with address in which proprietor/ partners or Directors or their family members or relatives have substantial interest (Substantial financial interest has same meaning as defined in Sec-13, Explanation-3 of Income Tax Act 1961) :
11. Sub-contractor's address with telephone, fax, Adhaar linked mobile number and e-mail id :
12. Total area of the factory/workshop:  
Storage place/godown/office  
Covered :  
Uncovered :  
Bonded space available :

13. Is the above said factory self  
Owned/partnership/rented

**Note:** Attach proof of ownership and detailed site plan of layout of premises clearly depicting various areas eg production area, inspection area, recreational area, etc.

14. Total number of employees  
(Administration/ Technical)
- (a) Total Number :
- (b) Out of above, personnel  
exclusively employed for  
QC/ Inspection :
- (c) Managerial/ Supervisors :
- (d) Skilled Labour :
- (e) Unskilled Labour :
- (e) Compliance to CLRA  
ESI, EPF (with codes) :
15. Name & address of Bankers :  
(with A/C details and Latest Bank Solvency Certificate)
16. Financial Status:-
- (a) Copy of last three  
consecutive years Balance  
sheet & Profit & Loss  
statements to be enclosed. :
- (b) Annual Turnover for the  
last three years :
- (c) Assessment report by D&B /  
SMERA / CRISIL (if any) :
17. (a) Sources of Finance :
- (b) Borrowing limits as  
sanctioned by bank, if any :
18. Income-Tax verification :

Certificate number & date  
Linked to Adhaar (Attach copy)

19. Goods & Services Tax (GST) registration certificate number & date. (Mandatory/Attach copy) :
20. SSI/ MSME registration certificate :
21. For which all products and Equipment you are authorised agent/ stockist/ dealer. If so, please furnish details with address & Phone numbers etc. :
22. Are you willing to supply spares/ items on rate contract basis. :
23. Has your product been tested by any agency ? If so, indicate details (Copies of qualification approval/ type test certificates/test reports may be enclosed in triplicate). :
24. Has your vendor been black listed by any Govt organisation earlier or supplies made by your vendor to the Naval Dockyard, Mumbai, rejected any time due to poor quality (submit affidavit iaw Annexure A). :
23. Foreign Collaboration, if any :

Products	Name & Address of the Collaborator	Year of Collaboration	Whether current or not
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24. Principal Customers (Enclose Separate Sheet) :

Name & Address of the customer	S/O No & Date	Products Supplied	Value of supply (Rs.)	Date of supply
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25. Future Plan: -

(a) Expansion programme :

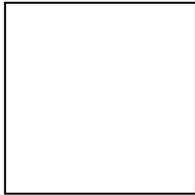
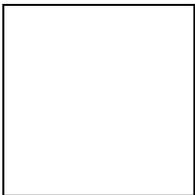
- (b) Installation of new machinery :
- (c) Additional test facilities :

26. Central / Defence Procurement Portal :  
(C/DPP) Registration ID

27. Government e-Marketplace :  
(GeM) Regn ID.

28. Any other information you :  
would like to furnish

I/we convendor that the information furnished is correct to the best of our knowledge. I/we understand that if at any later date, it comes to light that any of the information furnished above is incorrect, my/our registration will be cancelled without notice and other appropriate action will also be initiated against me/us.



Signatures of All Partners/Proprietors

(Name In  
Block Letters)

(Signature)

(Attach Photographs of  
All Partners/ Proprietors)

- 1. -----
- 2. -----
- 3. -----
- 4. -----

(Supplier's Seal)

Date :

Place :

**LIST OF DOCUMENTS TO BE ENCLOSED**  
**WITH VENDOR REGISTRATION FORM**

1. Goods and Services Tax (CGST/ SGST) Registration Certificate.
2. Incorporation Certificate/ Shop & Establishment Certificate (registered by competent Govt authority); Aadhaar card copy.
3. SSI or MSME Certificate.
4. Latest Bank Solvency Certificate with relevant A/C No (maximum three months old certificate prior to date of application will be accepted).
5. Financial rating Certificate is mandatory for bank solvency above INR 50 Lakhs from M/s CRISIL / SMERA / D&B /any other authorised agency etc.
6. Partnership deed or Memorandum of Association / Understanding (registered by competent Govt. authority), as applicable.
7. Labor Welfare, Contract Labour Regulation & Abolition Act (CLRA) 1970, Employees State Insurance (ESI) Act, 1948 & Employees Provident Fund (EPF) Act 1952, compliance Certificates & codes.
8. Purchase/ Work Order Copies (Latest).
9. Copy of last three years Balance Sheet & Profit and Loss Statement attested by the Company Chartered Accountant. Copy of last three years IT returns (linked with Aadhaar) / Net worth certificate attested by CA.
10. Details of ISO certification.
11. Details of items being manufactured/ supplied.
12. PAC / Authorized rep certification, as if applicable.
13. Copies of registration certificates with any other Government/ Defence organization (if available).
14. Details of foreign collaboration / principal customers (with documentation).
15. Ownership / rental agreements of office / factory premises (registered by competent Govt authority) / Certificate by Pollution Control Board as applicable.
16. Layout / site plan / photos of factory works / manufacturing unit.
17. Central Procurement Portal (CPP) Registration ID / Government e-Marketplace (GeM) Regn. ID along with any other relevant documents.
18. Any other certificate to support the above.