



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 :

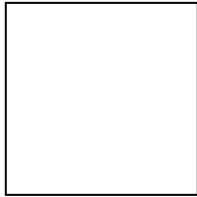
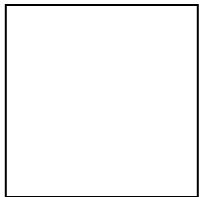
- (b) Installation of new machinery :
 (c) Additional test facilities :

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.