



**Tender Document For
Supply
Of
Industrial Safety Shoes and Formal
Shoes
For
Employees
At
Main Dairy Plant, Palanpur
Tender Ref No.
BNS/PUR/Shoes/2021**

Notice Inviting Tender Bid



BANASKANTHA DISTRICT CO-OP. MILK PRODUCERS' UNION LTD.,
BANAS DAIRY, PB NO: 20, PALANPUR: 385 001
Phone: (02742) 253881 to 253885

TENDER NOTICE

Sealed Bids are invited for Supply of Industrial Safety Shoes and Formal Shoes for Employees from experienced and eligible bidders.

Tender document containing specification of items, general terms and conditions and the eligibility criteria is available at our website: www.banasdairy.coop. Completed bid, in sealed envelope super-scribed with the **'Tender for Industrial Safety Shoes and Formal Shoes for Employees by due date 13.10.2021**, can be submitted latest by **13.10.2021 up to 01.30 PM**. All bids shall be opened on **13.10.2021 at 03.00PM**, in presence of all present bidders.

Incharge Managing Director reserves the right to accept or reject any or all tenders without assigning any reason there of and there shall be no dispute on that decision.

Incharge Managing Director

Index

Table of Contents

Notice Inviting Tender Bid	2
Index	3
Preface	4
Instructions for Submitting Tender Bid	5
Eligibility Criteria	8
General Terms and conditions for Bid	9
Annexure-1: Tender Enquiry Data Sheet	14
Annexure-2: Commercial Bid Format	15
Annexure- 3: EMD Details.....	16
Annexure- 4: Summary of Orders Executed	17
Annexure- 5: Technical Specifications	18
Annexure- 6: Deviation Form.....	21
Annexure- 7: Vendor Registration Form.....	22

Preface

Banaskantha District Co-operative Milk Producers' Union Ltd., Palanpur (popularly known as Banas Dairy) is one of largest Milk Producers' Union in Asia and is engaged in business of processing of milk and manufacturing of Milk products through its state of the art Manufacturing Facilities at various locations across several states.

Banaskantha District Co-op. Milk Producers' Union Ltd., Palanpur invites tender bids for Supply of Industrial Safety Shoes and Formal Shoes for Employees, as mentioned in Annexure for Specifications.

Important Points:

- For any query related to tender, bidder may contact us on email Id: tender@banasdairy.coop
- For detailed understanding of our requirement, bidder may visit Banas Dairy, Palanpur or may contact Purchase Department.

Important Dates:

Sr. No.	Events	Date
1	Document Download Start Date	18.09.2021
2	Document Download End Date	13.10.2021
3	Last Date for seeking clarification	02.10.2021
4	Pre - Bid Meeting	Not Applicable
5	Last Date For Submission of Bid (up to 01:30 PM)	13.10.2021
6	Opening of Bids (at 03:30 PM)	13.10.2021

Correspondence details for all other communications and Bid / Tender Submission.

Purchase Department,
Main Administration Building,
Banas Dairy, Post Box – 20,
Palanpur – 385001
Email: tender@banasdairy.coop, Landline: 02742 – 253881 to 85 (Ext: 216/316)

Instructions for Submitting Tender Bid

1. Tender bid can be sent by post/ courier or submitted by hand at our office by time as specified in tender notice. Tenders received late will be rejected.
2. Bid can be submitted by hand or by post/ courier. For bids submitted by post or Courier, it is bidder's responsibility that bid reaches our office on or before the scheduled time and date.
3. Tender bid should be sent in duly sealed cover, super-scribed with **"Tender for Supply of Industrial Safety Shoes and Formal Shoes for Employees" by due date: 13.10.2021**". All the pages of Tender document should be signed and enclosed with the tender bid, as a token of acceptance of all terms and conditions as mentioned in the tender document.
4. All bids shall be opened in the presence of intending parties/ their authorized representative who will be present at the time of bid opening.
5. In case tender opening date is declared a Holiday, bids shall be opened on next working day at the same time specified above.
6. Any certificate/ document not found enclosed with the tender document as required for fulfilling the eligibility criteria of bid may lead to declaring the party as non-eligible and in this event their bid may not be considered and may be out rightly rejected. Bidder has to complete all the Annexure and submit along with this Tender Document signed.
7. Tender form shall be filled up legibly preferably typed giving full name and address of the tenderer, over writing, alterations/additions etc. will disqualify the tender unless such overwriting, alterations/ additions are attested and signed by bidder. Conditional/ telegraphic/ fax/ E-mail tenders shall be rejected.
8. The bidder shall have to enclose following documents along with Tender bid:
 - a. List of all the purchase orders duly indicating the name of client, his address, type & quantity of material and the date of Supply during the last 36 months along with at least one performance certificate (or frequent order execution with same supplier) along with copy of the purchase orders executed in the last one year in same firm name and style.

- b. Any document (such as GST) issued by Govt. or Semi Govt. Department which certifies/proves that the bidder is in business for the required period should be attached along with the Tender Bid.
- c. The bidder shall be registered with the office of competent authority or under statutory bodies at the time of bid opening in the same name and style. In order to support this bidder shall submit any of the following documents:

A copy of the Registration Certificate issued by the Registrar of Companies in case of firms of proprietary nature

OR

Copy of partnership deed in case of partnership firm

OR

Copy of article of association in case of Pvt. Ltd. Companies

OR

Copy of registration certificate for firms registered with NSIC/Central or State Govt. Department/ Local bodies for similar work

OR

Bidder shall enclose/mention the PAN and TAN number of the firm and to support this, he/she shall submit a photocopy of PAN/TAN certificate

OR

Bidder's firm shall be registered with GST. GST numbers shall be mentioned by the bidder and in support of this; he/she shall submit a photocopy of GST registration certificate duly renewed by the competent authority

- 9. Submitted documents shall be numbered and attached serially indicating serial number. Total number of pages enclosed shall be shown in the index.
- 10. ISO certified company may be preferred to others. A copy of valid license/ certificate should be attached with Tender Document.
- 11. Tender shall be accompanied with requisite amount of Tender Fees (Non-refundable) of Rs. 2000/- and EMD (Earnest Money Deposit) of Rs. 2,00,000/- Bid price Tender fee and EMD should be in form of Demand Draft in favor of **Banaskantha District Co-operative Milk**

Producers' Union Limited, payable at Palanpur. Tender bids without Tender Fees or EMD will automatically be rejected.

12. EMD of successful bidders shall be retained as security deposits without any interest till supplies are complete against the Supply Orders issued under this Contract. (i.e. Contract Period Completion)
13. Earnest money of unsuccessful bidder shall be returned within 60 days from the finalizing of contracts, without any interest on it.
14. Validity of offers should be 120 days from the date of Bid Opening.
15. Rate shall be finalized based on the lowest offer strictly complying with specifications.
16. Parties who have been suppliers of our union or any milk union in the past also have to comply with all these conditions. No relaxation whatsoever shall be given to them.
17. Any offer received after due date or times shall be straightway rejected.
18. We reserve the right to accept or reject any quotation, to reject quotations for some or all items and to cancel the entire bidding process at any point of time without assigning any reason.
19. If any dispute or differences arises at any time between the two parties in respect of or concerning anything contained or arising out of contract shall be referred to sole arbitrator (i.e. our I/c Managing Director). The decision of the arbitrator shall be final and binding on both the parties.
20. Canvassing in any form will lead to disqualification of the bid.
21. For all legal matters and disputes, Palanpur court shall be the Jurisdiction.

Seen and accepted
Signature of party with office stamp

Eligibility Criteria

Bidder should be Original Manufacturer or authorized distributor of Original Manufacturer since last 3 years and he has to submit declaration statement from original manufacturer.

Note: Bidder is required to attach the documentary evidence of the same along with the bid.

General Terms and conditions for Bid

1. Supply of Industrial Safety Shoes and Formal Shoes for Employees is to be made at General Stores of Main Dairy Plant at Palanpur.
2. Offers should be strictly according to our specification and scope of work, failing which it may not be considered. Item to be supplied has to be strictly as per Annexure for Technical Specifications.
3. The officers of our Union shall be allowed to inspect the works and/ or any document referred to in the tender. If it is found that the declarations made by the bidder in Bid are false/ misleading/ faulty, the bidder shall be disqualified and the earnest money deposit submitted shall be forfeited.
4. Prospective tenders are advised to go through the earnest money, payment terms, tender sample, counter sample and lab test certificate clause and all other clauses of this tender enquiry carefully before filling the tender.
5. Any defect arising out of faulty installation or use of substandard material or workmanship shall be rectified by the Supplier at his own cost.

Please Note:

- Initial acceptance of goods is not the final acceptance of quality.
 - In case materials are found substandard at our union/ village societies, on receipt of the same Banas Dairy reserves the right to reject the material out rightly. Labor Charges, if any will also be recovered from the bidder. Banas Dairy reserves the right to send your material for testing at any laboratory of our choice and in case the result is found unsatisfactory, it also reserves the right to take any action as deemed fit.
6. Inspection and Tests: The Purchaser or its representative shall have the right to inspect and/ or test the Goods to confirm their conformity to the Contract. The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery and/or at the Good's final destination.

Should any inspected or tested Goods fail to conform to the Specifications, the Purchaser may reject them and the Supplier shall either replace the rejected Goods or make all alternations necessary to meet specification requirements free of cost to the Purchaser.

The Purchaser's right to inspect, test, and where necessary, reject the Goods after the Goods arrival at the destination shall in no way be limited or waived by reason of the Goods having previously been inspected, tested and passed by the Purchaser or its representative prior to Goods shipment.

All the bidders are required to physically submit Light Weight Running Shoe as tender sample along with the lab test report in original from any of the labs approved by National Accreditation Board of testing & Calibration Laboratories (NABL) Lab and sample should be affixed or pasted with lab test report duly sealed, stamped and signed by the concerned laboratory. The lab test certificate should indicate that:-

"It is Certified that the sample offered for lab test is meeting / not meeting all the requirement with reference to its ingredients of the tender Enquiry specifications and the sample is acceptable I not acceptable with reference to its tender enquiry specifications.

7. Risk Purchase: In case of delayed supplies, purchase from alternate source may be completed at the risk, cost and responsibility of the supplier after expiry of scheduled date without any notice. Extra amount spent on Risk Purchase shall be adjusted against the earnest money/ pending payments or same shall be recovered from your firm.

We will reserve the right to affect risk purchase in case of non-fulfillment of any of various terms and conditions of the contract by the supplier at his risk & cost.

8. Maintaining ethical standards in business: It is highly necessary for the suppliers to ensure that business ethics are maintained at the highest degree with Our Union/ Village Societies. In no case we will be able to tolerate any unethical practice by the supplier by way of offering either cash or in kind or compensation in any form either to get the rejected material accepted or to get higher volume of the business than the approved quantity.

By any chance if it comes to our notice that you or any of your employee/ representative/ Agent has tried to initiate such unfair business practices with any of our employee or any of the employee/ decision maker of our Union/ Village Societies even with/ without any documentary evidences, the same shall be considered as a cancellation of S.O. and we reserve our right to terminate/suspend the S.O. and the contract during any time without assigning any reason thereof.

9. If any loss or damage occurs during supply of goods under contract, the supplier shall make arrangement for repair and replacement of any damaged, item/s in stipulated time.
10. For delay in Supply, a late penalty @ 0.5% per week shall be deducted subject to a maximum of 5 % of the contract price. On further delays order shall be liable to be cancelled. However our I/c Managing Director can waive off such penalty depending upon the reasons for delay.
11. Delivery of Goods: Material shall be delivered at the destination as specified in the Supply Order on any working days (except Sundays & holidays)
12. Payment Terms: 95% After delivery of Material, mentioned Specific Terms & Conditions of Tender on the technical specifications of the supplied shoes matching the specifications and balance 5 % after Twelve months of delivery or on submission of performance Bank

Guarantee of equivalent amount from the nationalized bank valid for Twelve months from the date of delivery. Bank Guarantee must be irrevocable and unconditional

13. Other Commercial Terms and Conditions:

- a. Invoices will be raised in the name of Banaskantha District Cooperative Milk Producers' Union Ltd, Palanpur
- b. Supplier will be required to submit two copies of invoices
- c. In case of any change in tax rate, the same shall be applicable as per statutory norms

14. Force Majeure: If any Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

15. Tender received without tender samples or in case the tender samples are received after due date and time of receipt of tender shall be ignored summarily.

16. Purchaser's Instructions: The Purchaser may in his absolute discretion, issue from time to time drawings and/ or instructions, directions and clarifications which are collectively referred to as Purchaser's instructions. These instructions will be binding on the supplier.

17. Approvals: The Supplier shall obtain all the necessary legal approvals.

18. Jurisdiction: Settlement of any dispute out of the Supply Order/ contract against this bid shall be subject to the courts at Palanpur only.

19. Data on firm: Please send data on your firm and information in the enclosed Annexure. The tender bid received without above information or with incorrect information may not be considered.

Specific Terms and Conditions

Note - Terms and Conditions mentioned here will prevail over to General Terms and Conditions

1. Bidder will be required to submit sample of each variant required in form of one Pair each in confirmation with technical specification.
2. Each bidder shall submit quotation quoting for only one Sample for each pair of variant, which is most suitable as per the specification. The offer should not contain multiple samples/rate for each variant.
3. Please note that the offered sample will not be final sample for reference of design and shade. If required bidder has to develop sample as per our instruction / suggestion against offered sample.
4. Samples should be clearly marked with the name or identity and the same name or identity should be clearly indicated in the quotation. Code should be preferably marked with permanent ink on the sample so as to avoid any sort of confusion regarding bid of offered sample.
5. Tenderers should ensure that the sample submitted by them fully confirms to all the parameters of the Tender Enquiry specification
6. Sample none returnable – After the order finalization, selected supplier will be required to supply ordered item sample at Free of Cost. The sample to be sent to us shall be in accordance with the specifications as mentioned in the PO.
 - a. On our approval on shade, design and finish the production for the quantities mentioned in the PO shall be taken up.
 - b. Advance Sample ; The successful bidder shall be required to submit required number of advance sample within 10 days of receipt of supply order /AT as per contract for indenter's approval. The shall be required before giving clearing for bulk supply.
7. Each lot shall be supplied with test certificate /quality testing carried out by you with lab test report in original from any of the labs approved by National Accreditation Board of testing & Calibration Laboratories (NABL) Lab, along with lot sr. no.
8. We shall also check for the shade, design and finish of the lot supplied in line with approved sample. If any deviation is observed the lot shall be rejected which has to be replaced within 15 days' time from the intimation of the rejection. Only on replacement in line with the PO specifications and its verification by the laboratories the rejected lot shall be returned.
9. On our request you may have to supply the shoes in individual polythene bags.
10. It must be pack in good quality bag individually marking the size & category for easy identification & distribution to our employees.
11. **Delivery** – Supplier has to supply the ordered material within 40 days from the date of PO / our confirmation.

12. All the supply lot should be Shoes as per the approved sample only. Any variation in the supply lot will be rejected.
13. Any defect arising out of faulty installation or use of substandard material or workmanship shall be rectified by the Supplier at his own cost.

Please Note:

- Initial acceptance of goods is not the final acceptance of quality.
 - In case materials are found substandard at our union, on receipt of the same Banas Dairy reserves the right to reject the material out rightly. Labor Charges, if any will also be recovered from the bidder. Banas Dairy reserves the right to send your material for testing at any laboratory of our choice and in case the result is found unsatisfactory, it also reserves the right to take any action as deemed fit.
14. Inspection and Tests: The Purchaser or its representative shall have the right to inspect and/ or test the Goods to confirm their conformity to the Contract. The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery and/or at the Good's final destination.

Should any inspected or tested Goods fail to conform to the Specifications, the Purchaser may reject them and the Supplier shall either replace the rejected Goods or make all alternations necessary to meet specification requirements free of cost to the Purchaser.

The Purchaser's right to inspect, test, and where necessary, reject the Goods after the Goods arrival at the destination shall in no way be limited or waived by reason of the Goods having previously been inspected, tested and passed by the Purchaser or its representative prior to Goods shipment.

15. Delivery FOR Banas Dairy stores

16. Bidder's, who are not manufacturer, will have to submit manufacturer's Authorization letter along with bid.

Annexure-1: Tender Enquiry Data Sheet

The following specific data for this Tender Enquiry shall complement, supplement, or amend the provisions in the Invitation in Tender and Instructions to Bidders. Whenever there is a conflict, the provisions herein shall prevail over those in the ITB.

Name of the Purchaser: Banaskantha District Co-operative Milk Producers' Union Ltd., Palanpur
Description of Goods: Supply of Industrial Safety Shoes and Formal Shoes for Employees
Purchaser's Address: Banas Dairy, PB NO: 20, Palanpur-385001, Banaskantha, Gujarat, India
Submission of Queries on T/E Document: Not later than– 02.10.2021 till 15:00 hours, to the following e-mail tender@banasdairy.coop
Pre- Bid Meeting: No Pre-Bid Meeting will be done against this Tender
Bid Validity: Validity of bid shall be no less than 120 days from the date of submission
Required number of copies of the Tender: Two (Original plus one photocopy and clearly mention ORIGINAL& COPY on photocopy).
The address for Tender submission: Purchase Department, Banaskantha District Co-operative Milk Producers' Union Limited PB NO 20 , Palanpur : 385001, Dist : Banaskantha
Due date (Deadline) for Bid submission: 13.10.2021 at 01.30 P.M.
Opening of Quotation: 13.10.2021 at 03.00 P.M.

Annexure-2: Commercial Bid Format

Sr. No.	Material Code	Material Description	Specifications	Quoted Shoes Make and Article no.	Quantity & Unit (Tentative)	Basic Rate per Unit (in Rs.)	Any other charges if any (Please specify)	GST per Unit (in Rs.)	Landed Rate/ Unit (FOR Banas Dairy)	
									(In figure)	(In Words)
1	9012432	SAFETY SHOES FOR EMPLOYEE	As per Annexure		3100 Pair					
2	9013780	FORMAL SHOES			850 Pair					

We agree to supply the above items at a contract price quoted against each item within the period specified in the Tender Document.

We, also confirm that, we will supply all quantity in 40 Days.

Signature of Bidder:

Name of Bidder's:.....

Business Address:.....

Contact Person Name.....

Contact Person Mobile No.....

Email ID.....

Place:.....

Date:.....

Annexure- 3: EMD Details

1. Earnest Money Deposit Details (Rs. 2,00,000/-)

Details of Bank draft:

No. _____

Dated _____ Drawn On (Name of Bank) _____

EMD Amount Rs. _____

(Rupees in words

(_____)

I/we have read the instructions carefully and accordingly submitting the tender as per the terms and conditions as given in the tender notice for Supply of Industrial Safety Shoes and Formal Shoes for Employee.

Date:

Signature of the Party

With office stamp

Annexure- 5: Technical Specifications

Sr. No	Material Code	Material Description	Specification
1	901243 2	SAFETY SHOES FOR EMPLOYEE	<p>Specifications For Industrial Safety Shoes</p> <ol style="list-style-type: none"> 1. Make: Allen cooper/ Liberty warrior/Bata/ or any equivalent make 2. Upper leather: Finest quality grain leather in Tango print 3. Upper leather thickness : 2.0 mm-2.2 mm 4. Toe : Imported ,Light Weight Composite Toe Cap with ,EN12568 : 2010; Certified - Toecaps tested to 200 joules, Rust Proof, Lighter weight, Wide, Elec. Shock-proof & comfortable 5. Sole: Direct Injection Double Density PU TPU sole : Oil-acid-alkali resistant made of DIP (Direct Injection Process) Sole temp. for PU as per IS 15298/2016. 6. Lining : Spacer lining with antimicrobial treatment of 250 gsm non woven fabric 7. Insole : Removable polyamide EVA 8. Sole thickness : 35 mm +/- 05 mm (Heel) 20 mm +/- 5 (At forepart), should have Features like slip resistance, Shock absorption, flame & Chemical resistance 9. Thread : Nylon or polyester, Water proof 10. Eyelet : 4 Nos. made of Nickel 11. Lace : Nylon 80cm round with breaking strength 50-60 kg- Black colour 12. Thermoplastic Stiffner : Unique thermoplastic stiffner 13. Color : Black and Odour less 14. Having SRC : Internal Slip resistance thread pattern (SRA +SRB= SRC tested) Antiskid properties as per IS 15298/2016-20344-2011 15. Finishing : Elegant and spray finish 16. Packing : one shoe box with quality carry bag 17. Size roll : 5-12 18. Batch no; date; model no; approved certified etc embossed on shoes 19. Certificate : EN 20345 : IS 15298 (2016- Latest) with NABL accredited lab, FDDI, DGMS, CLI, CLRI, PFI 20. Shock Absorber : Shock Absorber must be provided in heel area 21. Electrical Resistance - Minimum 11 kv

			<p>22. Weight : approx 800-900 gms 24. Antifungal, anti bacterial properties 25. Ensure comfortable level high during long & continuous working to to the person 26. Wear & tear resistant can withstand rough usage also 27. GUARANTEE/ Warranty - Minimum 1 years against any defects</p> <p>Size Quantity (Pair) size no:5 - 15 size no:6 - 190 size no:7 - 550 Size no:8 - 1000 Size no:9 - 851 size no:10 - 400 Size no:11 - 80 Size no:12 - 13 Size no:13(UK) - 01</p> <p>TOTAL 3100 PAIRS FOR EMPLOYEE(Men) Size & Quantity may be change at the time of PO</p>
2	901378 0	FORMAL SHOES	<p>Formal Leather Shoes Make: Red Chief/Bata/Liberty/Lee Cooper/ Allen Cooper or any equivalent make GUARANTEE/ Warranty - Minimum 1 years against any defects</p> <p>Size Quantity (Pair) </p> <p>size no:6 - 35 size no:7 - 150 Size no:8 - 260 Size no:9 - 244 size no:10 - 140 Size no:11 - 20 Size no:12 - 01</p> <p>TOTAL 850 PAIRS FOR EMPLOYEE(Men) Size & Quantity may be change at the time of PO</p>

Note:

Even minutest deviation from required Technical Specification should be mentioned in the "Deviation Form". In case of failure of the same, entire Bid may be rejected

Industrial Safety Shoes Design and Shape



Annexure- 6: Deviation Form

Name of Supplier:

Technical Deviations List:

-
-
-
-
-
-

Commercial Deviations List:

-
-
-
-
-

Note: In case of any other deviation not mentioned on this page, may lead to disqualifying of Bid.

Date:

Seal of Company & Signature of Authority

Annexure- 7: Vendor Registration Form



Banaskantha District Cooperative Milk Producers' Union Ltd.,

Banaskantha Dairy, Post Box No. 20, Palanpur: 385 001, Phone: 253881 to 253885

Fax : 02742-252723, e-mail :tender@banasdairy.coop, web www.banasdairy.coop

Please mark all such columns as NOT APPLICABLE where you cannot provide information.

ADDRESS	
Name of the Vendor *Mandatory (This shall be the registered name of the firm. With the same name payments to party will be released) (CAPITAL LETTERS)	
Address of Head Office *Mandatory	
Street-1	
Street - 2	
City	
District Name	
State	
Pin Code	
Telephone (1) LL : STD Code:	
Telephone (2) Mob :	
Fax	
Email-id	
Company Web Site (if any)	
Name and Designation of Contact Person(s)	

Note: - If HO Office /Branch Office / Factory having in different state please give Bank details / Tax Details in separate sheet.

Address of Branch (If any)	
Street – 1	
Street – 2	
City	
State	
Pin Code	
Telephone	

Fax	
Email-id	
Name & Designation of Contact Person(s)	
Address of Factory / Factories / Subsidiaries / Sister Concerns (If any)	
Street	
City	
State	
Pin Code	
Telephone	
Fax	
Email-id	
Name & Designation of Contact Person	

Please use separate sheets if required

ORGANIZATION DETAILS	
Status of Organization	
Tick (☑) appropriate option.	Proprietary / Partnership / Company / LLP
Name of Business	
Nature of Enterprise Investment in Plant & Machinery: * Mandatory if applicable and pl. Mention the MSMED Registration No. Date and Category micro, small, Medium IF NOT, PLEASE MENTION N/A If you are under MICRO, SMALL & MEDIUM ENTERPRISES DEVELOPMENT (MSMED) ACT 2006. MSMED Registration Certificate is Required	

Year of Establishment									
Registration Number (as per certificate from ROC/ Registrar of Firms.									
Name & Address of the Owner / Partners / Directors	<table border="1"> <thead> <tr> <th>Sr.No.</th> <th>Name</th> <th>Designation</th> <th>Address</th> </tr> </thead> <tbody> <tr> <td colspan="4" style="text-align: center;">(Attach separate Sheet if Required)</td> </tr> </tbody> </table>	Sr.No.	Name	Designation	Address	(Attach separate Sheet if Required)			
Sr.No.	Name	Designation	Address						
(Attach separate Sheet if Required)									
BANK DETAILS * Mandatory									
Bank Account No.									
Name of the Bank									
Bank Address									
Bank City									
Bank Branch									
IFSC RTGS / NEFT No.									
Branch Code									
EXCISE DETAILS									
Excise Registration No.									
Excise Range									
Excise Division									
Excise Commissionerate									
CST No.									
GST /ARN number									
Vat(TIN)									
PAN									

Service Tax Registration No	
Service Category	
Service Tax Commissionerate	
Service Tax Commissionerate range	
Work Contract Tax Registration No.	
SERVICE DETAILS OF ORGANISATION	
Describe firm's major field(s) of Operation/Product range.	
Installed Capacity	
Average Monthly Production	
Sources of major Raw Materials	
Value of average raw materials inventory maintained	
Is Sub Vendor approval carried out by you for your vendors?	
Make/Type / Value of machines used. Please attach details.	
Manufacturing facilities available at work place. (Please attach details)	
Do you have separate Inspection Cell? Inspection & Testing facilities available at work. (Please attach details)	
Quality Control is responsible to whom?	

Description of the material to be Supplied	
Description of the Service to be Provided	
HSN	
Service A/C Code	

DECLARATION

The above information is true in all respects and we undertake to inform you about any change in the above particulars regarding our business from time to time. We also undertake the responsibility that in no case we will employ any consultant to deal with BKDCMPU Ltd., Palanpur

Mandatory fields are marked with an asterisk (*)

Note :*The vendor creation will be made based on the information furnished by you in the above form for vendor registration. If, at any time in future, it comes to the knowledge of the management that any of this information is incorrect or any relevant information has been withheld then you are liable to be **black listed** without any notice in lieu thereof.*

As a part of vendor registration, the copy of following **supporting documents** must be required and all details (whatever applicable) to be filled in the vendor registration form.

- 1) PAN Card**
- 2) Demand Draft against Tender Fees Non Refundable**
- 3) Excise Registration Certificate**
- 4) Demand Draft against Tender Fees Non Refundable**
- 5) CST & VAT & GST Registration**
- 6) Cancelled Cheque**
- 7) Service Tax Registration certificate**

4) Partnership Deed/Trade License 8) List of Directors/Partners on company's Letter Head.

9) Registration Certificate from ROC (in case of Companies)

Date : _____

Place : _____

Name & Signature of Proprietor/Partner/

Chief Executive under Proper Seal

For Office Use Only

Concerned Dept. Head

O.S.D. (Comm.)

Vendor Registration No. _____ Date : _____