

The Director
NIT, Raipur
G. E. Road
Raipur- 492 010

Photograph of the Proprietor/
Principal/Partner

Sub: Enlistment as a Vendor of the Institute.

You are required to submit information as per format below for enlistment as approved Vendor.

1. Name of the Firm
2. Classification of the firm whether
Proprietorship/Partnership/Joint Stock
Company / Private Ltd. co. / Public Limited Co.
3. Name of the Proprietor (in block letters) &
Date of birth
4. Present address of the firm with Phone No./
Fax No./E-mail/mobile No., if any
5. Permanent address of the firm
6. Nature of stores to be dealt with
7.
 - a) Financial capability (in rupees)
 - b) Annual turn over
 - c) Whether company's balance sheet is audited,
if yes, enclose audited balance sheet of last two
years duly authenticated by CA.
8. Name & address of Banker
 - a) Solvency certificate form Banker
 - b) Over draft/Bank guarantee facilities
9. Registration/Trade License No. & date
(Attested copy to be enclosed)
 - a) Documentary Proof of being an Income Tax
Payee as on 31 MAR 10
 - b) TIN No.
 - c) Central Sales Tax Registration Certificate
with Registration No. valid as on 31 MAR 10

10. a) Current Income Tax Clearance Certificate
(attested copy to be enclosed) Valid as on 31 Mar 09
- b) Current Sales Tax Clearance Certificate
(attested copy to be enclosed) valid as on 31 Mar 10
- c) Attested copy of Drug Licence, if you deal
with medicine.
11. Experience with credentials (documents, if any,
to be enclosed)
12. Whether it is a Production Unit, if yes, please
Specify location & area
- No. of skilled, semi-skilled & unskilled Employees
- No. of qualified engineer/diploma engineer
- List of machineries available
13. Whether you are having a Permanent Account:
No. if yes, mention the Ward No, Circle No./
Commissioner of Income Tax under which
you are registered
14. If already registered with any Central Govt.
department or with DGS&D during last two years,
then full details thereof (including range of Stores)
- Specimen signature of the
Proprietor/Authorized Partner

DECLARATION

I do hereby declare that all particulars furnished by me are true and correct to the best of my knowledge.

Enclo:

Note: Please attach photocopy of latest necessary certificates wherever necessary.