



केंद्रीय विद्यालय ग्रुप केंद्र के.रि.पु.बल सोनीपत

KENDRIYA VIDYALAYA, GC CRPF SONIPAT (Haryana)-131021

(Min. of HRD Deptt of Education Govt. of India)

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वेब साइट-Website: <http://www.gccrpfsonipat.kvs.ac.in>

APPLICATION FORM FOR REGISTRATION OF FIRM

S.No. of Category :	Name of the Category with Sub code if any
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(Separate Application is to be filled-up for each category)

CONDITIONS FOR REGISTRATION:

1. The Firm/Supplier should be in profession for at least one year (copy of proof must be enclosed).
2. Annual Turnover of the firm should not be less than the turnover mentioned against the different categories in any of the three financial years (Attach proof).
3. The firm should be on the approved panel of at least 3 reputed Firms.
4. The Firm/Supplier should have registration with state & Local Authorities for undertaking the profession (Copies of proof to be enclosed)

APPLICATION FOR FIRM/SUPPLIER/ SERVICE PROVIDER

PART – 1 GENERAL INFORMATION

S. No.	Information sought	Information to be Provided
1	Name of the Firms (in Block Letters)	
2	Date of Establishment/Incorporation	
3	Correspondence address and Telephone No.	
4	Address of Head Office (if Separate and Telephone No.	
5	Status Proprietary/Partnership/Private Limited Company/ Public Limited Company	
6	Names of the Partners/Directors	
7	Name of Chief Executive with his present address and Telephone Nos.	
8	Name of Representative(s) with Designation who would be calling on us and attending to our jobs.	
9	Name of Bankers with address & telephone nos.	
10	Is the Firm registered Under the Factories Act “? If so, state Licence No. Date of Last renewal of Licence (Copy of the licence to be enclosed) PAN No. ESIS No. if any EPF Registration No. if any.	
11	Whether holding certificate under shops & establishment act duly renewed copy should be enclosed.	
12	State the latest Income Tax Assessed year and the amount of Tax assessed (Copies of last 3 years. IT Ruterns Balance Sheets & Revenue, A/c to be enclosed).	

13	Turnover for last three financial years	F.Y 2016-17 F.Y 2017-18 F.Y 2018-19
14	Are you agreeable to make deliveries to Kendriya Vidyalaya within and out of gc crpf Sonipat when so directed?	
15	Are you agreeable to abide strictly by the Terms and Conditions of the Tenders and contracts?	
16	If your firm is registered with any KV/KVS, RO/ KVS, HQ or any other State/ Central Govt. offices. Please give name and address.	
17	Name, Addresses and Telephone Nos. of some of your most valued clients (Separate List may be attached).	
18	Mention any other specialties of your Establishment.	

Note: please fill this form legibly in ink. If space provided is insufficient please type or write the replies on a separate sheet giving appropriate question number and attach it to the form.

I/WE _____ request Kendriya Vidyalaya, GC, CRPF SONIPAT (HARYANA) to consider inclusion or my/our name in the list of their approved firms/suppliers/service provider. We agree to give full satisfaction to the Vidyalaya in the event of their doing so.

Dated at _____ this _____ day of _____ 2020.

Signature with Seal

Name:- _____

Designation: _____

Note: The Vidyalaya reserves the right to cancel the name of the supplier/firm/service provider from its approved lists at his absolute discretion without assigning any reason.

KENDRIYA VIDYALAYA GC CRPF SONIPAT
FORM FOR THE REGISTRATION OF THE FIRMS FOR THE PERIOD OF ONE YEAR i.e. 2020-21

Sub :- Registration firms/Agencies for Supply/service

1. Name & Address of the firms :.....
.....
2. Telephone Number :.....
3. Email Id and Mobile no
4. Name of the owner of the firm with address :.....
5. VAT , TIN , TAN number of firm :VAT NO
:TIN NO.
:TAN NO.
6. PAN number of the owner :.....
7. Copies of return of VAT/TIN/TAN of last 03 years should be attached with format :.....
8. Details of experience & Place of work during the last 03 years

Institution where Rendered service/supplied	Period	Name of the service/Supplies	If contract cancelled before expiry , mention region

NOTE: Without TIN/PAN and VAT number, no firm will be registered. The Vidyalaya reserves the right to cancel the name of the supplier/firm/service provider from its approved lists at its absolute discretion without assigning any reason.

DECLARATION

I Mr./Ms. _____ Proprietor of M/S _____ do hereby undertake that the above furnished information is correct to the best of my knowledge and belief. In case of any information / supporting document furnished by me found to be incorrect / false, the offer of my contract will be cancelled automatically and action may be taken as per KVS rule. I assure you to provide the best service to the Vidyalaya.

SEAL OF COMPANY
Signature with Date,
Name and Designation of the Authorized Representative of the Firm

Tender Notice

KENDRIYA VIDYALAYA GC CRPF SONIPAT REGISTRATION OF FIRMS AS APPROVED SUPPLIERS/VENDORS

TERMS AND CONDITIONS:

Application submitted by the firm(s) in the prescribed "Application Form" for each group only will be accepted. All pages of "Application Form" shall be signed by the authorised representative of the Firm.

K.V. GC CRPF Sonipat reserves the right to reject any application.

Preference will be given to those firms who are on the approved list of Govt. Dept. And Public sector Undertakings or ISO Certificate holders or dealers authorised by manufacturers.

Intimation with regard to registration of the firm as "Approved Supplier" or otherwise will be communicated to each firm.

The registration as "Approved Supplier" will be kept valid for a period of 01 year. However, it will be reviewed, once in a year, eliminating firms which may have gone out of business Or whose performance has been found to be unsatisfactory.

Prescribed "Application Form" may be obtained from www.gccrpfsonepat.kvs.ac.in and Vidyalaya office as well.

In case of Accredited Agents and Authorised Dealers/Stockiest, satisfactory evidence from their Manufacturers shall be submitted along with the completed application form.

If K.V. GC CRPF Sonipat registers any Firm as approved Supplier he has to supply the material at K.V. GC CRPF Sonipat. He has to accept the K.V. GC CRPF Sonipat payment terms i.e. Payment shall be made by Crossed Cheque within 20 days from the date of supply of the material in good condition.

Firms/Manufacturers/Authorised dealers are requested to submit their *e-mail address*, in order to start e-procurement.

Any change in address, phone number, Fax no. And Email Id shall be informed to K.V. GC CRPF Sonipat immediately, so as to have proper communication with these Firms/Manufacturers.

The documents that are to be submitted at the time of registration

1. Registration of firm
2. PAN number copy
3. Income tax returns 2017-18 & 2018– 19

PRINCIPAL

Tick the areas in which the firm wishes to provide the service

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- | | |
|--|---|
| <input type="checkbox"/> Printing of Question papers | <input type="checkbox"/> Printing of Answer books |
| <input type="checkbox"/> Supply of printed envelopes | <input type="checkbox"/> Printing of CBSE Books |
| <input type="checkbox"/> AMC of Photocopies | <input type="checkbox"/> AMC of Fax machine |
| <input type="checkbox"/> AMC of Water cooler | <input type="checkbox"/> AMC of Computers |
| <input type="checkbox"/> Providing of manpower (Clerks, Typist, Peon) etc. | <input type="checkbox"/> Providing housekeeping services |
| <input type="checkbox"/> Providing sanitation services | <input type="checkbox"/> Providing security services |
| <input type="checkbox"/> Providing covered tempos | <input type="checkbox"/> Scrap / disposal of raddi |
| <input type="checkbox"/> Providing watermarked Paper (for printing books) | <input type="checkbox"/> Providing all type of stationery |
| <input type="checkbox"/> Providing Taxi for local journey | <input type="checkbox"/> Providing Taxi outstation <input type="checkbox"/> Providing |
- Trucks / Tempos for transportation of material
- | | |
|--|---|
| <input type="checkbox"/> Providing Data entry operators services | <input type="checkbox"/> Providing Computer on rental basis |
| <input type="checkbox"/> Welding service <input type="checkbox"/> Carpenter services | <input type="checkbox"/> Data punching services |
| <input type="checkbox"/> Providing new furniture <input type="checkbox"/> Providing steel almirahas | |
| <input type="checkbox"/> Providing lock repair services <input type="checkbox"/> Providing air cooler repair / watering services | |
| <input type="checkbox"/> Providing white washing services <input type="checkbox"/> Civil repair | |
| <input type="checkbox"/> Electrical repair <input type="checkbox"/> Telephone repair services | |
| <input type="checkbox"/> Manpower consultancy services <input type="checkbox"/> Providing software and hardware services | |
-
- | |
|--|
| <input type="checkbox"/> Internet related services |
| <input type="checkbox"/> Mobile telephony services |
| <input type="checkbox"/> IVRS services / SMS services |
| <input type="checkbox"/> Printing, dispatch of admit cards |
| <input type="checkbox"/> Canteen / Mess / Refreshment services |
| <input type="checkbox"/> Printing of Diaries |
| <input type="checkbox"/> Printing of School Magazine |
| <input type="checkbox"/> Sports items |
| <input type="checkbox"/> Installation, repair, AMC of CCTV's |
| <input type="checkbox"/> Air conditioner – Supply, rental, repair, AMC etc |
| <input type="checkbox"/> Providing Rubber stamps, name plates, numbering machine |
| <input type="checkbox"/> Supply of plumbing sanitary items |
| <input type="checkbox"/> Supply of A-4 size paper, supply of Photocopy machine with operator |