



DIRECTORATE OF INDUSTRIES & ENTERPRISE PROMOTION, KANPUR, UTTAR PRADESH
(Erstwhile Directorate of Industries, U.P.)

Stores Purchase Section

FORM OF APPLICATION FOR REGISTRATION OF FIRMS/COMPANIES
AS APPROVED SUPPLIERS

Note: (1) Unless complete and definite answers are given to the questions below, the application is liable to be ignored.

(2) Separate sheets may be used where the space provided is not sufficient.

1. Name of firm/company (in block letters)

2. (a) Address - Head Office :.....

Branches :.....

(b) Name and address of allied or associated firms/companies

.....
.....

3. e-mail address (if any) :.....

4. Website address :.....

5. (a) Date of commencement of business :.....

(b) Working capital :.....

6. Is your firm/company registered under

(a) The Indian Companies Act, 1956 / 2013 :.....

(b) The Indian Partnership Act, 1932 :.....

(c) Any Act-If not who are the owners ?
(Please give full address – see also declaration below)

(d) The Indian Factories Act, 1948

*Replies to questions at 6 (a), (b) and (d) must be substantiated by .

(a) Copy of Memorandum of Association/Articles of Association and Certificate of Incorporation.

(b) Statement in Register of Firms showing names of partners and copy of Partnership Deed (Attested copy)

(c) Registration number and date :.....

7. Are you a manufacturer? If so, please give .

(a) Details of stores manufactured, specifying each item separately
:.....
.....
.....

(b) Full address of factory or workshop owned by you (with documentary proof of ownership)
:.....
.....

8. Are you a manufacturer's agent? If so, please give

(a) Name and address of each manufacturer :.....

(b) Stores manufactured by each :.....

(c) Letter of authority (in original) appointing you as Agent, which must indicate whether the manufacturers will also deal with Government direct or only through your agency
:.....
.....

9. Are you a stockist only? If so, please give

(a) Items of stores stocked :.....

.....

.....

(b) The quantity and value of stocks held at present and of which you are the owner :.....

.....

(c) Addresses of godown (s) where stocked :.....

.....

.....

10. Names and permanent addresses of the Proprietors or Partners or Directors, etc.

.....

11. Name and full address of your bankers stating the name in which the account stands.

.....

12. Are you on the list of approved contractors of the following? If so, give details of Registration

(a) Director General of Supplies and Disposals :.....

.....

(b) Any State Government :.....

.....

(c) Any other authority :.....

.....

13. Did you apply for registration with this department before? If so, with what result.

.....
.....

14. Has anyone in the Uttar Pradesh Government Service any interest in the business, other than being a share-holder in the case of joint stock companies?

.....

15. Give details of any contracts executed during the last 2 (two) years for any Government department.:

.....

16. Give details of the stores against which your name is to be registered (give the list of stores in triplicate).

.....

17. Have you remitted the prescribed registration fee? If so, give amount and date of remittance.

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18. Were you or any other persons interested in the business removed/black-listed from the list of approved suppliers of this department or any other department?

.....

.....

19. Annual turnover/net worth for last 3 (three) years (year wise) duly supported by relevant balance sheets.

.....
.....

20. Have you been paying Income tax and Sales tax/VAT regularly?
If so, attach certificates to that effect from the authorities concerned.

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21. Details of after sales-services for providing technical support to the clients.

.....

22. Entity responsible for legal/litigation matters concerned for the item etc.

.....

23. Name and designation, contact no. and addresses/e-mail ID of the person(s) signing this application.

.....

DECLARATION BY THE APPLICANT

We.....

(name of *Partners/ Proprietors/or Directors) do hereby declare that the entries made in this application form are True to the best of our knowledge and also that we shall be bound by the acts of our duly, constituted Attorney Mr. who has signed this application and of any other person who in future may be appointed by us in his stead to carry on the business of the concern whether an intimation of such change is given to you or not.

We have read the conditions of registration and have accepted them.

Signature and designations of

*Partners/Proprietors/or Directors

Place :

(Signature(s))

Date :

Name of Signatory(ies) signing this application

Seal

Note: (1) All subsequent changes in constitution of a firm/company, affecting the accuracy of the answers now given should be promptly communicated to the Commissioner and Director of Industries, Store Purchase Section, Kanpur/Procuring entity, as the case may be.

Note: (2) All annexures/enclosures supporting the application should be authenticated under the signature of the applicant in ink with seal of the firm/company.

* Strike out items not applicable

चेक लिस्ट

- अ- आवेदनकर्ता इकाई का नाम :-
 ब- आवेदन का प्रकार :-
 स- आवेदन का दिनांक :-
 स- मूल उत्पादक इकाई का नाम व पता :-
 द- पंजीकरण हेतु उत्पादों की सूची :-

क्रमांक	प्रपत्रों का विवरण	पेज सं०	अभ्युक्ति
1-	सी०ए० द्वारा प्रमाणित विगत 03 वर्षों की बैलेन्सशीट		
2-	प्रमाणित पार्टनरशिप डीड		
3-	पावर आफ एटार्नी (यदि लागू हो)		
4-	इकाई को बैन्डेड/ससपेन्डेड न किये जाने सम्बंधी शपथपत्र * (रु० 10/- के स्टाम्प पेपर पर नोटराइज)		
5-	बैंक द्वारा प्रमाणित बैंकर्स रिपोर्ट		
6-	किराया रसीद/किराया अनुबंध, लीजडीड/स्वामित्व सम्बन्धी प्रपत्र		
7-	मेमोरेण्डम आफ आर्टीकल		
8-	निदेशकों/पाटनर्स/प्रोपराइटर के नाम और पता		
9-	एग्रीमेन्ट/अथारिटी लेटर (यदि लागू हो) (रु० 10/- के स्टाम्प पेपर पर नोटराइज)		
10-	डी०जी०एस०एण्डडी०/एन०एस०आई०सी०/ एस०एस०आई०/डी०जी०टी०डी० पंजीकरण प्रमाण-पत्र		
11-	बी०आई०एस० लाइसेन्स		
12-	ड्रग लाइसेन्स/अन्य लाइसेन्स		
13-	नान कनविकसन प्रमाण-पत्र		
14-	मैन्युफैक्चरिंग लाइसेन्स		
15-	सी०आई०बी० पंजीयन प्रमाण-पत्र		
16-	डाट एप्रुवल		
17-	यू०पी० वेट क्लीयरेंस प्रमाण पत्र		
18-	यू०पी०वेट/सी०एस०टी० पंजीयन प्रमाण-पत्र		
19-	आयकर रिटर्न/आयकर क्लीयरेंस प्रमाण-पत्र		
20-	क्या मूल उत्पादक द्वारा किसी अन्य इकाई को प्रस्तावित उत्पादों हेतु अथारिटी दी है।		
21-	03 फोटोग्राफ पासपोर्ट साइज		
22-	घोषणा पत्र		
23-	पंजीयन शुल्क की फोटो प्रति		
24-	इस अह्वय का शपथ-पत्र कि इकाई वर्तमान में उत्पादन कर रही है तथा एस०एस०आई० पंजीयन/ई०एम० पार्ट-11 में उल्लिखित उत्पादों को वर्तमान में उत्पादन कर रही है।		
25-	इम्पोर्ट/एक्सपोर्ट लाइसेन्स		