

केन्द्रीय विद्यालय, विरमगाम / KENDRIYA VIDYALAYA VIRAMGAM

वर्ष 2019-20 के लिए फर्म पंजीकरण का प्रपत्र /FORM FOR THE REGISTRATION OF THE FIRMS FOR THE YEAR 2019-2020

विषय: वस्तुओं/सेवाओं की आपूर्ति हेतु फर्म/एजेंसी का पंजीकरण **Sub :- Registration of firms/Agencies for Supply/Service**

फर्म/प्रतिष्ठान के अधिकृत व्यक्ति/मालिक द्वारा भरा जाये/TO BE FILLED BY AUTHORIZED PERSON / OWNER OF ORGANIZATION

1.	प्रतिष्ठान/कंपनी/आपूर्तिकर्ता/विक्रेता का नाम NAME OF THE ORGANIZATION/ COMPANY / SUPPLIER / VENDOR											
2.	पत्राचार का पता/ ADDRESS FOR COMMUNICATION	दुकान सं./नाम Shop No./Name										
		गली का नाम Street Name										
		ग्राम व पोस्ट Village (Post)										
		नगर City										
		पिन कोड/PINCODE										
3.	टेलीफोन नं. ई-मेल/TELEPHONE NUMBERS EMAIL ID	लैंडलाइन (का.)/Landline(O)										
		फैक्स (का.)/Fax (O)										
		मोबाइल/Mobile										
		ई-मेल/Email Id										
4.	व्यापार की जाने वाली ब्रांड/सामग्री BRAND/ARTICLE IN WHICH BUSINESS IS DONE *यदि किसी अन्य वस्तु/सामग्री की आपूर्ति कर सकते हैं तो पंजीकरण आवेदन पत्र के साथ अलग से प्रपत्र भरा जाय/ *if any other item/article you can supply, then a separate sheet may be used while submitting hardcopy of registration	क्र सं/ S. No	ब्रांड/वस्तु/सामग्री/सेवा का नाम/Name of the Brand/ Article/Item that you can supply	निर्माता के नाम/ Name of the Manufacturer								
		1)										
		2)										
		3)										
		4)										
		5)										
		6)										
5.	पंजीकरण संबंधी संख्या Registration Related Numbers	वस्तु एवं सेवा कर संख्या/ GST NUMBER										
		टिन/वैट नं./TIN / VAT NUMBER										
		स्थाई खाता संख्या/PAN NUMBER										
6.	मैं,..... एतद्वारा घोषणा करता हूँ कि निम्नलिखित दस्तावेजों की स्वप्रमाणित प्रतियाँ वर्ष 2019-20 के लिए पंजीकरण हेतु इस आवेदन पत्र के साथ संलग्न की गई हैं। I DECLARE THAT, THE FOLLOWING DOCUMENTS ARE ENCLOSED WITH THE HARD COPY OF THIS APPLICATION THAT IS MEANT FOR REGISTRATION OF FIRM FOR 2019 - 20											
(i).	फर्म/कंपनी/दुकान के पंजीकरण की प्रति/Copy of registration of firm / company / shop	हाँ/YES	नहीं/NO									
(ii).	वस्तु एवं सेवा कर नं. की प्रति/Copy of GST Number copy	हाँ/YES	नहीं/NO									
(iii).	स्थाई खाता सं. की प्रति/ PAN NUMBER copy	हाँ/YES	नहीं/NO									
(iv).	वस्तुओं/सेवाओं की सूची जिसकी आपूर्ति विद्यालय को किया जा सकता है/LIST OF ARTICLES that we can supply to the Vidyalaya	हाँ/YES	नहीं/NO									
(v).	पिछले 3 वर्षों में फर्म/कंपनी/दुकान के निष्पादन का प्रमाण/Proof of 3 years performance of the company/ shop	हाँ/YES	नहीं/NO									
(vi).	अन्य/Others											

घोषणा/DECLARATION

मैं/हम,..... एतद्वारा घोषणा करते हैं कि उपर्युक्त सूचनाएँ मेरी/हमारी जानकारी में सत्य हैं। उपर्युक्त विवरण में किसी प्रकार के परिवर्तन की स्थिति में मैं/हम केन्द्रीय विद्यालय विरमगाम को यथाशीघ्र सूचित करने का वचन देता/देते हूँ/हैं। I / WE..... DECLARE THAT THE INFORMATION FURNISHED ABOVE IS TRUE TO THE BEST OF MY/OUR KNOWLEDGE I/WE UNDERTAKE TO INFORM KV VIRAMGAM AT THE EARLIEST IF ANY CHANGE IN THE DETAILS MENTIONED ABOVE.

मैं/हम एतद्वारा वचन देता/देते हूँ/हैं कि मैं/हम संलग्न नियम एवं शर्तों के अधीन पूर्णतया बाध्य हूँ/हैं। I/WE HEREBY AGREE TO ABIDE BY THE CONDITIONS PRESCRIBED IN THE ENCLOSED STATEMENT.

सधन्यवाद! THANKING YOU,

भवदीय Yours faithfully,

दिनांक सहित हस्ताक्षर/Signature with Date,

कंपनी की मोहर

फर्म के अधिकृत प्रतिनिधि का नाम और पद/Name and Designation of the Authorized Representative of the Firm

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KENDRIYA VIDYALAYA VIRAMGAM
REGISTRATION OF FIRMS AS APPROVED SUPPLIERS/VENDORS

TERMS AND CONDITIONS:

1. Application submitted by the firm(s) in the prescribed "Application Form" for each group only will be accepted.
2. All pages of "Application Form" shall be signed by the authorised representative of the Firm.
3. K.V. VIRAMGAM, Ahmedabad reserves the right to reject any application.
4. 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.
5. Intimation with regard to registration of the firm as "Approved Supplier" or otherwise will be communicated to each firm.
6. The registration as "Approved Supplier" will be kept valid for a period of 01 year. However, it may be reviewed, once in a year, eliminating firms which may have gone out of business Or whose performance has been found to be unsatisfactory.
7. Prescribed "Application Form" may be obtained from <http://www.kvviramgam.com/> and Vidyalaya office as well.
8. In case of Accredited Agents and Authorised Dealers/Stockiest, satisfactory evidence from their Manufacturers shall be submitted along with the completed application form.
9. If K.V. Viramgam registers any Firm as approved Supplier issue and supply order, then firm has to accept the KV Viramgam payment terms i.e. Payment shall be made by **RTGS/NIFT/Crossed Cheque** within 20 days from the date of supply of the material in good condition.
10. Firms/Manufacturers/Authorised dealers are requested to submit their **e-mail address**, in order to start e-procurement.
11. Any change in address, phone number, Fax no. And Email Id shall be informed to K.V. Viramgam, immediately, so as to have proper communication with these Firms/Manufacturers.
12. The documents that are to be submitted at the time of registration
 - (i) Registration of firm
 - (ii) GST NUMBER
 - (iii) PAN number copy
 - (iv) Income tax returns previous two years

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/ Bus outstation |
| <input type="checkbox"/> Trucks / Tempos for transportation of material | <input type="checkbox"/> Providing Computer on rental basis |
| <input type="checkbox"/> Providing Data entry operators services | <input type="checkbox"/> Data punching services |
| <input type="checkbox"/> Welding service | <input type="checkbox"/> Carpenter 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"/> Laboratory Equipments |
| <input type="checkbox"/> Electrical repair | <input type="checkbox"/> Telephone repair services |
| <input type="checkbox"/> Gardening Services | <input type="checkbox"/> Advertisement Agencies |
| <input type="checkbox"/> Manpower consultancy services | <input type="checkbox"/> Providing software and hardware services |
| <input type="checkbox"/> Internet related services | <input type="checkbox"/> Civil Repair & Supply of Construction Materials |
| <input type="checkbox"/> Mobile telephony services | <input type="checkbox"/> Tent/ Mandap/ PA System Service. |
| <input type="checkbox"/> IVRS services / SMS services | <input type="checkbox"/> Supply of White/ Green Board |
| <input type="checkbox"/> Printing, dispatch of admit cards | <input type="checkbox"/> Dress Material/ Costumes on rent. |
| <input type="checkbox"/> Canteen / Mess / Refreshment services | <input type="checkbox"/> Musical & Audio/ Video Room Equipment |
| <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/ Repair of Photocopy machine with operator | |
| <input type="checkbox"/> Fridge repairs/ Electrical items repairing | |
| <input type="checkbox"/> Xerox of Papers one side/back to back | |

Any other than specified above: