

HEADQUARTERS COAST GUARD REGION (NW), GANDHINAGAR
FORM FOR REGISTRATION/RE-REGISTRATION OF VENDORS/SUPPLIER

1. Name and registered address of the firm:
2. (a) Head Office/Registered Office : _____
Telephone No : _____
Fax No. : _____
Web site (if any)/E-mail : _____
Date of Establishment : _____

(b) Any branch office in
Ahmedabad/Gandhinagar : _____

Telephone /fax no. : _____
3. Factory location and address :
4. Telegraphic address :
5. Name and address of managing Director:
6. Telephone No : Office:
Factory:
7. Name of contact person : _____
Telephone /Mobile no. : _____
8. Type of organisation (Tick as applicable)

(a) Proprietary (b) Partnership (c) Private Limited Company (d) Public Limited Company (e) Public Sector	Documents to be enclosed with application Trade License Partnership deed, Trade License Memorandum of Article Certificate of Registration, Trade License.
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9. Nature of Business (Tick as applicable) :

Manufacturing Stockiest	Dealership Indian Agent Of OEM	Fabrication Indian Branch Office of OEM Supplier others (Pls specify) _____
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Operation _____

10. Details of the Organisation
- (a) Brief History :
- (b) Area – Present set up and Provisions for future expansion :
- (c) Covered accommodation :
- (d) Main Departments Tech/managerial :
- (e) Design office and Library details :
- (f) Sales and service set up :
- 11 Approximate capital Investment:
- (a) Authorised capital :
- (b) Capital Investment :
- (c) Financial position (comments with Latest copy of balance Sheet and income) :
- 12 Main items of machinery/equipment and test/inspection facilities available :
- 13 Labour:
- (a) Strength presently employed
- (i) Skilled :
- (ii) Semi-skilled :
- (iii) Non-Skilled :
14. Power
- (a) Source :
- (b) Present Load :
- (c) Availability of power for future expansion :
15. Raw materials
- (a) Requirements :
- (b) Period for which reserve stock of raw material is held :
- (c) Sources of procurement :
- (d) Percentage of indigenous :
- (e) Any difficulty regarding normal product or likely order :
16. Class/Type of product/Materials Manufactured/Sold/Dealer/Fabricated you wish to register with us (Tick as applicable):-

Sl. No.	Categories	Yes/NO		Sl. No.	Categories	Yes/NO	
		Y	N			Y	N
(a)	General Naval Store Items	Y	N	(b)	Electronics Items	Y	N
(c)	Electrical Items/Electrical Appliances	Y	N	(d)	Computer & its Accessories	Y	N
(e)	Machinery & Engineering	Y	N	(f)	Fabrications	Y	N
(g)	Clothing	Y	N	(h)	Stationery	Y	N
(j)	Medical Equipments	Y	N	(k)	Printing/Advertising/Sign Boards	Y	N
(l)	Photography	Y	N	(m)	Furniture/Carpentry work	Y	N
(n)	Paints	Y	N	(p)	Hiring of Equipments	Y	N
(q)	Interior Decorations items	Y	N	(r)	Life Saving Equipments	Y	N
(s)	MT Spares	Y	N	(t)	Fire Fighting & Damage control items	Y	N
(u)	Water Purifiers & Garbage cleaning equipments	Y	N	(v)	Lubricants	Y	N
(w)	Machine Tools	Y	N	(X)	Sports Items/ Medals/ Trophy	Y	N

17. Annual Turnover during last 3 years (Rs. Lakhs) (Enclose Balance Sheet and IT return for last 3 years):

- (a) 2016-2017 _____
- (b) 2017-2018 _____
- (c) 2018-2019 _____

18. Compliance Rate (in percentage for last 3 years):

- (a) Supply order materialized with in delivery schedule : _____
- (b) Supply order materialized on part payment basis : _____
- (c) Supply order cancelled on account of expiry of Delivery scheduled : _____

19. Commercial information registration (Enclose Attested copies):

- (a) GSTIN No. : _____
- (b) State ST Regn. No. : _____
- (c) TIN No. : _____
- (d) Excise Centre No. : _____
- (e) Trade License No. : _____
- (f) Service Tax Regn.No. : _____
- (if applicable)
- (g) PAN No. : _____
- (j) Registered with MSME / MSE (As SC/ST/Woman entrepreneurs)/ NSIC: _____
(Copy of certificate to be enclosed)

20. Bank Details (For "E" payments) : _____

(Including Branch code, MICR code and IFSC code / ECS Mandate form) _____

21. Is the registered with MSME/MSE/NSIC :
or with any other Defence or Civil Govt.
Department? If so, give details

22. Has the firm any collaboration and :
Technical know-how agreement with
foreign firms? If so, give details

23. Details of items for which patent rights :
of the firm exist

24. Are you having any development :
activities? Are you having in hand and
basic research program?

25. Details of qualified managerial and :
technical personnel.
Is any member on your staff a foreigner
or foreign qualified specialist?

26. Is your product "Type Approved" or has :
ISI certification mark? If so, give details

27. Training program of staff :
28. Details of stores under production or development :
29. Name and address of agents :
- 30 Any other information you wish to provide :
- 31 You are requested to deposited non-refundable assessment fee (Including Govt./Semi Govt. undertaking and PSU's) in the form of DD/cheque in the name of "Commanding Officer, ICGS Gandhinagar" for registration as following:
- (a) **Small Scale Industries** = ₹ 3000/-
- (b) **Pharmaceutical Industries** = ₹ 5000/-

Place:
Date:

Seal
Signature :
Name :
Designation :