

Registered
Headquarters
Chief Engineer
Project Himank
Pin-931710
C/O 56 APO

31041/R/01 /E3

28 Nov 2017

M/S _____

RENEWAL/REGISTRATION OF FIRMS FOR THE YEAR 2018-21

Sir,

1. It is informed that your firm was enlisted with this HQ ,16 TF,50 TF and 753 TF for supply of Cat 'A' and Cat 'B' and General supplies for the period up to 31 Mar 2018.
2. If you intend to renew your registration for the period up to 31 Mar 2021, you may submit the following documents either by speed post /registered Post /by hand at R& D Section of HQ CE (P) Himank by 1500 hrs on 20 Dec 2017 in sealed envelope.

(a) Application for renewal/registration for the following categories:-

- (i) Fabrication (Pre-Fab shelter, water Tanks, steel Gates, Shuttering, Steel doors etc) - **Category - I**
- (ii) Medicine/ Medical Equipment : Authorised dealer ship Certificate be attached - **Category - II**
- (iii) Auto parts & Cat 'A' Spares : Authorised dealer ship certificate if any to be attached - **Category - III**
- (iv) Workshop/Job work/repair through trade : **Category - IV**
- (v) FIP Repair/Turbo charger repair/water pumps/specialized repair : Authorised service centre certificate must be attached - **Category - V**
- (vi) Original equipment Manufacturer : Documentary evidence must be attached - **Category - VI**
- (vii) General Order Supplier (Other than above mentioned category) - **Category - VII**

- (b) Photocopy of registration Certificate with sale tax Office and last quarter sale tax submission certificate.
- (c) Photocopy of TIN/PAN/GST No
- (d) Photocopy of Income Tax clearance certificate for last two years.

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- (e) Photocopy of authorised dealership certificates, if any
- (f) **Experience** Minimum 4 documents (example Supply Order, Work Order or similar documents) showing experience in the field applied for registration with " completion certificate" of that work from the user department.
- (g) Record of passport details and Countries visited if any.
- (h) Proper verification and security clearance of State Police Authority
- (j) Bank details to include
 - (i) Account Number
 - (ii) MICR Code
 - (iii) IFSC Code
 - (iv) Latest cancelled bank Cheque
 - (v) Bank Solvency Certificate
- (k) Complete address including PIN/GST number of the office where return filed.
 - (i) Sale tax office
 - (ii) Income Tax Office
 - (iii) Labour commissioner
- (l) Post card size photographs showing the following:-
 - (i) Front view of the firm, showing name & address of the firm in back-ground and owner sitting in the firm.
 - (ii) Stocking of materials showing name of the firm in background.
 - (iii) If the firm applying for fabrication works (Cat -I) then photographs showing factory premises, Machinery of firm and fabricated products all showing the name of the firm in back - ground.
 - (iv) If the firm is applying for workshop Category i.e (Cat-IV) then photographs showing workshop premises machinery all showing the name of the firm in back-ground.
 - (v) If the firms applying for Category -V. Photographs showing FIP test bench or specialized equipment with Firm in back-ground.
- (m) A provision of submission of standing security Deposit of Rs. 50,000/(Fifty thousand only) will be applied for the enlisted Suppliers. The enlisted Supplier need not submit EMD.

3. Firms are advised to be competent in downloading /uploading quotations from CPP Portal.


4. Each firm can apply for more than one category however for each category separate envelope is to be forwarded containing all relevant documents in a sealed envelope, with marking on top **RENEWAL/REGISTRATION OF FIRMS FOR PROJECT HIMANK FOR THE YEAR 2018-2021**

CATEGORY APPLIED FOR : _____
FIRM LOCATION : _____

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5. It is also informed that documents received after due date i.e. 20 Dec 2017 at 1500hrs, documents received in piece-meal and incomplete documents will be rejected forthright and no further correspondence will be made.

Yours faithfully,


(Sandeep Singh)
Lt Col
SO-1 (Res)
For Chief Engineer

REGISTERED FIRMS HQ CE (P) HIMANK FOR THE FY 2018-21 Fabrication (Pre-Fab shelter water Tanks, steel Gates, Shuttering, Steel doors etc) - Category - I

1	No	
2	Registration No	
3	Firm's Name	
4	Location of Firms / Postal Address & Tele Nos	
5	Photocopy of Registration certificate with sales Tax office and last quarter sale tax submission certificate	
6	Photocopy of TIN /PAN/GST No	
7	Photocopy of latest Income tax clearance certificate	
8	Photocopy of Authorized dealership certificate if any	
9	Experience minimum 04 documents (SO, WO or similar documents) showing experience in the field applied for registration with "Completion certificate" of that from the user department	
10	Record of Passport details and countries visted if any	
11	Proper verification and security clearance of state Police Authority	
12	Bank Account No. and Name of Bank and other details for clearance of bill through e-payment	
13	A provision of submission of standing security Deposit of Rs. 50,000/(Fifty thousand only) will be applied for the enlisted Suppliers.	
14	Sale Tax office	Complete adress including PIN number of the office where returns filed
15	income tax office	
16	Labour commissioner	
17	Front view of the firm, showing name & address of the firm in background and owner sitting in the firm	Postcard size photographs showing the following
18	Stock of material showing name of the firm in background	

REGISTERED FIRMS HQ CE (P) HIMANK FOR THE FY 2018-21 Medicine/ Medical Equipment : Authorised dealer ship
Certificate be attached - Category - II

1	No					
2	Registration No					
3	Firm's Name					
4	Location of Firms / Postal Address & Tele Nos					
5	Photocopy of Registration certificate with sales Tax office and last quarter sale tax submission certificate					
6	Photocopy of TIN /PAN/GST No					
7	Photocopy of latest Income tax clearance certificate					
8	Photocopy of Authorized dealership certificate if any					
9	Experience minimum 04 documents (SO, WO or similar documents) showing experience in the field applied for registration with "Completion certificate " of that from the user department					
10	Record of Passport details and countries visted if any					
11	Proper verification and security clearance of state Police Authority					
12	Bank Account No. and Name of Bank and other details for clearance of bill through e-payment					
13	A provision of submission of standing security Deposit of Rs. 50,000/(Fifty thousand only) will be applied for the enlisted Suppliers.					
14	Sale Tax office	15	Income tax office	16	Labour commis sioner	Postcard size photographs showing the following
17	Front view of the firm, showing name & address of the firm in background and owner sitting in the firm					
18	Stock of material showing name of the firm in background					

**REGISTERED FIRMS HQ CE (P) HIMANK FOR THE FY 2018-21 Auto parts & Cat 'A' Spares : Authorised dealer ship certificate if any
to be attached - Category - III**

No				
1	Registration No			
2	Firm's Name			
3	Location of Firms / Postal Address & Tele Nos			
4	Photocopy of Registration certificate with sales Tax office and last quarter sale tax submission certificate			
5	Photocopy of TIN /PAN/GST No			
6	Photocopy of latest Income tax clearance certificate			
7	Photocopy of Authorized dealership certificate if any			
8	Experience minimum 04 documents (SO, WO or similar documents) showing experience in the field applied for registration with "Completion certificate " of that from the user department			
9	Record of Passport details and countries visited if any			
10	Proper verification and security clearance of state Police Authority			
11	Bank Account No. and Name of Bank and other details for clearance of bill through e-payment			
12	A provision of submission of standing security Deposit of Rs. 50,000/(Fifty thousand only) will be applied for the enlisted Suppliers.			
13	Complete adress including PIN number of the office where returns filed			Postcard size photographs showing the following
14	Sale Tax office	income tax office	Labour commisioner	
15	Front view of the firm, showing name & address of the firm in background and owner sitting in the firm			Stock of material showing name of the firm in background
16				
17				
18				

REGISTERED FIRMS HQ CE (P) HIMANK FOR THE FY 2018-21 Workshop/Job work/repair through trade : Category - IV

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REGISTERED FIRMS HQ CE (P) HIMANK FOR THE FY 2018-21 FIP Repair/Turbo charger repair/water pumps/specialized repair : Authorised service centre certificate must be attached -

Category - V

1	No																
2	Registration No																
3	Firm's Name																
4	Location of Firms / Postal Address & Tele Nos																
5	Photocopy of Registration certificate with sales Tax office and last quarter sale tax submission certificate																
6	Photocopy of TIN /PAN/GST No																
7	Photocopy of latest Income tax clearance certificate																
8	Photocopy of Authorized dealership certificate if any																
9	Experience minimum 04 documents (SO, WO or similar documents) showing experience in the field applied for registration with "Completion certificate " of that from the user department																
10	Record of Passport details and countries visited if any																
11	Proper verification and security clearance of state Police Authority																
12	Bank Account No. and Name of Bank and other details for clearance of bill through e-payment																
13	A provision of submission of standing security Deposit of Rs. 50,000/(Fifty thousand only) will be applied for the enlisted Suppliers.																
14	Sale Tax office	15	Income tax office	16	Labour commissioner	17	Front view of the firm, showing name & address of the firm in background and owner sitting in the firm	18	If the firms applying for Category -V. Photographs showing FIP test bench or specialized equipment with Firm in back-ground								

**REGISTERED FIRMS HQ CE (P) HIMANK FOR THE FY 2018-21 Original equipment Manufacturer : Documentary evidence
must be attached -Category - VI**

1	No				
2	Registration No				
3	Firm's Name				
4	Location of Firms / Postal Address & Tele Nos				
5	Photocopy of Registration certificate with sales Tax office and last quarter sale tax submission certificate				
6	Photocopy of TIN /PAN/GST No				
7	Photocopy of latest income tax clearance certificate				
8	Photocopy of Authorized dealership certificate if any				
9	Experience minimum 04 documents (SO, WO or similar documents) showing experience in the field applied for registration with "Completion certificate " of that from the user department				
10	Record of Passport details and countries visited if any				
11	Proper verification and security clearance of state Police Authority				
12	Bank Account No. and Name of Bank and other details for clearance of bill through e-payment				
13	A provision of submission of standing security Deposit of Rs. 50,000/(Fifty thousand only) will be applied for the enlisted Suppliers.				
14	Sale Tax office	15	income tax office	16	Labour commisioner
Complete address including PIN number of the office where returns filed					
17	Front view of the firm, showing name & address of the firm in background and owner sitting in the firm				Postcard size photographs showing the following
18	Stock of material showing name of the firm in background				

**REGISTERED FIRMS HQ CE (P) HIMANK FOR THE FY 2018-21 General Order Supplier (Other than above mentioned category) –
Category –VII**

1	No			
2	Registration No			
3	Firm's Name			
4	Location of Firms / Postal Address & Tele Nos			
5	Photocopy of Registration certificate with sales Tax office and last quarter sale tax submission certificate			
6	Photocopy of TIN /PAN/GST No			
7	Photocopy of latest Income tax clearance certificate			
8	Photocopy of Authorized dealership certificate if any			
9	Experience minimum 04 documents (SO, WO or similar documents) showing experience in the field applied for registration with "Completion certificate " of that from the user department			
10	Record of Passport details and countries visted if any			
11	Proper verification and security clearance of state Police Authority			
12	Bank Account No. and Name of Bank and other details for clearance of bill through e-payment			
13	A provision of submission of standing security Deposit of Rs. 50,000/(Fifty thousand only) will be applied for the enlisted Suppliers.			
14	Sale Tax office	15	Income tax office	Complete adress including PIN number of the office where returns filed
16	Labour commisioner			
17	Front view of the firm, showing name & address of the firm in background and owner sitting in the firm			Postcard size photographs showing the following
18	Stock of material showing name of the frim in background			