

# KENDRIYA VIDYALAYA NO. 2 SIRSA

## SUPPLIER REGISTRATION FORM

**Sub: Registration of firms/agencies for supply/service in Kendriya Vidyalaya No. 2 Sirsa.**

1. Name of the firm : \_\_\_\_\_
2. Name of the owner : \_\_\_\_\_
3. Full Postal Address : \_\_\_\_\_  
\_\_\_\_\_
4. E-mail: \_\_\_\_\_
5. Website: \_\_\_\_\_
6. Name of contact person: \_\_\_\_\_
7. Contact No.: (a) Landline No. \_\_\_\_\_ (b) Mobile No. \_\_\_\_\_
8. VAT/GST/TIN/TAN No. (Copy to be enclosed) (a) VAT No. \_\_\_\_\_  
(b) TIN No. \_\_\_\_\_  
(c) TAN No. \_\_\_\_\_  
(d) GST No. \_\_\_\_\_
9. PAN No of the owner: \_\_\_\_\_  
(Copy to be enclosed)
10. Current Bank Account No. \_\_\_\_\_  
with Branch details

**11. Product/Items/Services/ Category for which Registration is applied for:**

S. No.	Name of Product/Items/Services/ Category	Whether Original Manufacturer/Authorized Agent or Distributor/ DGS&D Registered firm/Dealer	Remarks

(In case of supplier please enclose authorization of your manufacturer/Authorized dealer/Supplier/Contractor Certificate)

**12. Details of experience & place of work during the last 03 Years:**

S. No.	Institute where rendered service/supplied articles	Period	Name of supplies/ service	Remarks if any

**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.**

## Undertaking

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.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Signature \_\_\_\_\_

Name of Proprietor \_\_\_\_\_

Seal of the Firm \_\_\_\_\_

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

- |  |  |
|--|--|
| <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 Data entry operators services                 | <input type="checkbox"/> Providing Computer on rental basis                                  |
| <input type="checkbox"/> Welding service   | <input type="checkbox"/> Data punching services  |
| <input type="checkbox"/> Providing new furniture                                 | <input type="checkbox"/> Carpenter services  |
| <input type="checkbox"/> Providing lock repair services                          | <input type="checkbox"/> Providing steel almirah   |
| <input type="checkbox"/> Providing white washing services                        | <input type="checkbox"/> Providing air cooler repair / watering services                     |
| <input type="checkbox"/> Electrical repair                                       | <input type="checkbox"/> Civil repair  |
| <input type="checkbox"/> Manpower consultancy services                           | <input type="checkbox"/> Telephone repair services   |
| <input type="checkbox"/> Internet related services                               | <input type="checkbox"/> Providing software and hardware services                            |
| <input type="checkbox"/> IVRS services / SMS services                            | <input type="checkbox"/> Mobile telephony services   |
| <input type="checkbox"/> Canteen / Mess / Refreshment services                   | <input type="checkbox"/> Printing, dispatch of admit cards                                   |
| <input type="checkbox"/> Printing of School Magazine                             | <input type="checkbox"/> Printing of Diaries   |
| <input type="checkbox"/> Installation, repair, AMC of CCTV's                     | <input type="checkbox"/> Sports items  |
| <input type="checkbox"/> Providing Rubber stamps, name plates, numbering machine | <input type="checkbox"/> Air conditioner – Supply, rental, repair, AMC etc                   |
| <input type="checkbox"/> Supply of plumbing sanitary items                       | <input type="checkbox"/> Supply of A-4 size paper, supply of Photocopy machine with operator |