

## फर्म पंजीकरण हेतु सूचना

केन्द्रीय विद्यालय सूरतगढ़ छावनी में सत्र 2020 -21 के लिए निम्नलिखित सामग्री/सेवाओं की आपूर्ति प्रदान करने हेतु इच्छुक मान्यता प्राप्त एवं अनुभवी संस्थाएं अपनी फर्म के पंजीकरण हेतु आवेदन कर सकती हैं।

<b>सामग्री</b>	<b>सेवाएँ</b>
<p>1.फर्नीचर एवं फर्नीचर मरम्मत सामग्री 2. विज्ञान एवं गणित के उपकरण 3. खेलकूद सामग्री 4. विद्युत् सामग्री 5. प्लम्बर सामग्री 6. शिक्षक सहायक सामग्री 7. स्टेशनरी सामग्री 8. संगीत उपकरण 9. पुस्तकालय पुस्तकें 10. कंप्यूटर एवं कंप्यूटर हार्डवेयर सामग्री 11. साफ-सफाई सामग्री 12. एयर कंडीशनर एवं कूलर 13. स्पीकर, माइक, एम्पलीफायर सामग्री 14. पुरस्कार-ट्राफी, मेडल व स्मृति चिन्ह 15. सीसीटीवी कैमरा 16. संगीत एवं ऑडियो विजुअल सामग्री 17. बिल्डिंग मैटेरिअल 18. ड्राइंग एवं पेंटिंग मैटेरिअल</p>	<p>1. चौकीदारी 2. साफ-सफाई कार्य 3. बागवानी कार्य 4. छपाई का कार्य 5. टेंट सेवाएँ 6. वेल्डिंग कार्य 7. प्लम्बर कार्य 8. विद्युत कार्य 9. बढई कार्य 10. बोर्ड एवं दीवार की पेंटिंग 11. कंप्यूटर वार्षिक रख-रखाव अनुबंध 12. साउंड सिस्टम (स्पीकर, माइक, एम्पलीफायर आदि) का वार्षिक रख-रखाव 13. परिधान किराए पर लेने हेतु 14. फोटो स्टेट मशीन, कूलर, ए.सी., वाटर प्युरिफायर, सीसीटीवी के वार्षिक रखवाव 15. कैटरिंग सेवाएँ 16. शैक्षिक भ्रमण तथा साहसिक गतिविधियों हेतु परिवहन सुविधाएँ 17. कैंटीन सुविधाएँ</p>
<b>Items</b>	<b>Services</b>
<p><b>1. Furniture and Furniture repair Items 2. Science and Math apparatus 3. Games &amp; Sports Items 4. Electric materials 5. Plumber Materials 6. Teaching aids items 7. Stationery 8. Music apparatus 9. Library Books 10. Computers and Computer Hardware Material 11. Cleanliness Items 12. Air Conditioner &amp; Coolers 13. Speaker, Mike, Amplifier Material 14. Awards (Trophy, Madel &amp; Samriti Chinah) 15. CCTV Camera 16. Music and audio visual items 17. Building material 18. Drawing &amp; painting material</b></p>	<p><b>1. Watch &amp; Ward 2. Cleanliness work 3. Gardening work 4. Printing work 5. Tent services 6. Welding work 7. Plumber work 8. Electric work 9. Carpenter Work 10. Board/Wall painting 11. AMC of computers 12. Sound system, speaker, Mike, Amplifier services 13. Hiring of dress 14. AMC of photo copies/coolers/AC/water purifier/CCTV 15. Catering service 16. Transportation of excursion and adventtue activity 17. Canteen services</b></p>

Dated:.....

To,

The Principal,  
Kendriya Vidyalaya Suratgarh Cantt,  
P.B. No.25, Suratgarh- 335804,  
Distt. Sriganganagar (Rajasthan)

फर्म पंजीकरण हेतु आवेदन प्रपत्र

Form for Firm Registration

सेवा का प्रकार :-  
(Type of Service)

(Separate Application is to be filled-up for each category)

सेवा प्रदान करने हेतु शर्तें : Conditions for Supplying Services

- 1) The Firm/Supplier should be in profession for at least one year (copy of proof must be enclosed).
- 2) Annual Turnover of the firm should not be less than the turnover mentioned against the different categories in any of the three financial years (Attach proof).
- 3) The firm should be on the approved panel of at least 3 reputed Firms.
- 4) The Firm/Supplier should have registration with state & Local Authorities for undertaking the profession ( Copies of proof to be enclosed)
- 5) Kindly attach copy of GST No, Tin No., Tan No. Pan No, Registration No and income tax returns.

APPLICATION FOR FIRM/SUPPLIER/ SERVICE PROVIDER

PART – 1 GENERAL INFORMATION

S.No.	Information sought	Information to be Provided
1	Name of the Firms ( in Block Letters)	
2	Date of Establishment/Incorporation	
3	Correspondence address and Telephone No.	
4	Address of Head Office ( if Separate and Telephone No.	
5	Status Proprietary/Partnership/Private Limited Company/ Public Limited Company	
6	Names of the Partners/Directors	
7	Name of Chief Executive with his present address and Telephone Nos.	

8	Name of Representative(s) with Designation who would be calling on us and attending to our jobs.	
9	Name of Bankers with address & telephone nos.	
10	Is the Firm registered Under the Factories Act “? If so, state (a) Licence No. (b) Date of Last renewal of Licence ( Copy of the licence to be enclosed) (c) PAN No. (d) ESIS No. if any (e) EPF Registration No. if any.	
11	Whether holding certificate under shops & establishment act duly renewed copy should be enclosed.	
12	State the latest Income Tax Assessed year and the amount of Tax assessed (Copies of last 3 years. IT Returns Balance Sheets & Revenue, A/c to be enclosed).	
13	Turnover for last three financial years	F.Y 2016-17 F.Y 2017-18 F.Y 2018-19
14	Are you agreeable to make deliveries to Kendriya Vidyalaya within and out of KV, when so directed?	
15	Are you agreeable to abide strictly by the Terms and Conditions of the Tenders and contracts?	
16	If your firm is registered with any KV/KVS, RO/ KVS, HQ or any other State/ Central Govt. offices. Please give name and address.	
17	Name, Addresses and Telephone Nos. of some of your most valued clients (Separate List may be attached).	
18	Whether registered on GEM (Government E Market Place) Portal (Yes/No)	
19	Mention any other specialties of your Establishment.	

Note: please fill this form legibly in ink. If space provided is insufficient please type or write the replies on a separate sheet giving appropriate question number and attach it to the form.

I/WE \_\_\_\_\_ request Kendriya Vidyalaya Suratgarh Cantt. to consider inclusion of my/our name in the list of their approved firms/suppliers/service provider. We agree to give full satisfaction to the Vidyalaya in the event of their doing so.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

Signature with Seal

Name:- \_\_\_\_\_

Designation: \_\_\_\_\_

**Note: The Vidyalaya reserves the right to cancel the name of the supplier/firm/service provider from its approved lists at his absolute discretion without assigning any reason.**