



SIMON INDIA LTD

APPLICATION FOR REGISTRATION AS A VENDOR

Instructions for filling the Registration Form

- Complete information as required in the Registration Form must be provided. If any sought information is not applicable or not relevant, the same may be marked as 'Not Applicable'.
- Separate sheets may be attached if the space provided is insufficient.
- Separate sheets may be attached for any additional information not asked in the Registration Form, but the vendor considers it important for registration.
- All attached supporting documents must be listed in point no. 16.
- All sheets of the Registration Form must be signed & stamped by the authorized signatory.
- Duly filled in and signed & Stamped declaration of the Registration Form along with attachments, may be mailed to SIL Procurement Department at below mentioned address-
- Address –

Simon India Limited

Adventz Global Business Park,

Tower A, 8th Floor

Sector-26, Near Guru Dronacharya Metro Station

MG Road, Gurgaon-122002, INDIA

APPLICATION FORM FOR REGISTRATION AS AN APPROVED VENDOR

1.	Name of the Vendor	
2.	Address for correspondence	
2.1	Web site URL	
2.2	Contact Details : Name of the contact person : Telephone : Mobile : Fax : E-mail :	
2.3	Contact Details of CEO/Proprietor: Name of the CEO/Proprietor : Telephone : Mobile : Fax : E-mail :	
3.	Type of Category	A - Manufacturer B – Contractor/Service provider C – Engg. design services D – Stockist/Distributor/Dealer E - Importer
4	Constitution of Company	A - Proprietary, B - Partnership C - Pvt Limited D - Limited E – Others, Pl specify
5	Are you registered with MSME(Micro/Small/Medium scale) industries	Yes / No
6	If yes, MSME registration no.	

Please enclose copy of relevant certificate viz. Registration under MSME/NSIC, Authorisation Certificate from Principals for dealer/distributorship, etc

7. Bank Account details & copy of crossed Cheque.

8. Sales tax registration details / GST Details

8.1. CST No. (PI attach a copy of registration certificate)

8.2. VAT/TIN No. (PI attach a copy of registration certificate)

9. Central Excise Registration Details:

9.1. Registration No. (PI attach a copy of registration certificate)

9.2. Range

9.3. Division

10. GST No. (PI attach a copy of registration certificate)

11. PAN No. (PI attach a copy of PAN card)

12. Financial details of previous 3 financial years:

Sl.No.	Financial Year	Turnover
1.		
2.		
3.		

12.1. Please furnish the acknowledgement of last 3 year of filing last IT Return.

13. List of other clients with whom you are registered for the mentioned category (Sl. no. 3):

Sl.No.	Name of clients	Registered for	Years of supply, if any
1.			
2.			
3.			
4.			
5.			
6.			

14. Production / Supply capacity of each product:

Sl.No.	Name of product	Quantity
1.		
2.		
3.		
4.		
5.		
6.		

15. List of product/services for which you intend to register:

Sl.No.	Major Product/services	Original Manufacturer/Stockist
1.		
2.		
3.		
4.		
5.		
6.		

16. List of enclosures:

Sl.No.	Format Item No.	Description	No. of pages
1.			
2.			
3.			
4.			
5.			
6.			

For office use only –

The above vendor details entered into SAP

Entered by Procurement

Checked by Finance

DECLARATION

(This declaration should be completed by the proprietor, partner, director and/or authorized signatory, who has the authority to do so)

I/We declare and confirm that the information furnished and attachments submitted with the application are true and correct , to the best of my/our knowledge & belief.

In the event, any information given by me/us is found incorrect/false at any time, I/we understand that our registration will be cancelled without notice and any contract if awarded, shall be terminated forthwith.

I/we undertake to communicate promptly to SIL any change in the conditions or working of the firm.

NAME:

DESIGNATION:

DATE:

PLACE: