



Your Vendor Registration Application will be considered subject to KIOCL Plant requirement.

As per KIOCL's Vendor Registration procedure; you are requested to SUBMIT following documents within 15 days from the date of application for further process.

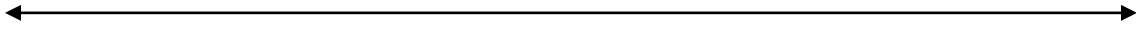
ADDRESS:

FOR PRODUCTS

In Charge (Materials)
M/s KIOCL Limited,
II Block, Koramangala,
Bangalore - 560 034

FOR SERVICES

In Charge (Technical Services)
M/s KIOCL Limited,
II Block, Koramangala,
Bangalore - 560 034



- i) Memorandum & Article of Association (in case of Limited Co.)
- ii) Partnership Deed (in case of Partnership Firm)
- iii) Proprietorship Registration or Lease deed (Proprietary firm)
- iv) Acknowledgement to Entrepreneur's Memorandum
- v) Copy of Certificate of Incorporation issued by Registrar of Companies under the Companies Act 1956
- vi) Registrar of company's certificate/Factory License/ Municipal Shop's/ Establishment Certificate
- vii) GST registration certificate
- viii) Registration certificate under SSI/NSIC/MSME
- ix) PAN card and copies of I.T. return paid for last 3 years.
- x) Last 3 Year's Audited Balance Sheet, Profit & loss account (Auditor's Note and Directors report - optional)
- xi) ISO Certification (optional)
- xii) List of Category of items being manufactured (Give names, sizes, capacity - range/s, models, grades, standards, catalogues etc.
- xiii) Services / item for which registration required with details.
- xiv) List of technical personnel employed in production and services (optional)
- xv) Details of Plant, machinery and manufacturing facilities and its capacity (in-house)
- xvi) Details of quality control equipment and testing facility available (in house)
- xvii) Write-up on quality control measures adopted by the firm for ensuring quality of raw material, bought out item (s) for assembly and sub-assembly and for products/stores in process and the finished products quality control (optional)
- xviii) Vendor Registration Certificate if registered with /PSU/Central Govt./State Govt/ Private organization/ etc
- xix) Details of Contracts received from PSU/Central Govt./State Govt/ Private organization/ etc with respective to Service /item for which registration is required.
- xx) Performance certificates received from customers
- xxi) Company's Financial Position - Report from Bank
- xxii) Banker's details with A/c No., MICR No., IFSC Code details etc.,