



DGVCCL

DAKSHIN GUJARAT VIJ COMPANY LIMITED



FORMAT FOR VENDOR REGISTRATION

1. (a) Name of the factory / firm :
- (b) The date of commencement of production :
2. Address of the factory / firm :
3. Address of the registered Office :
4. Whether Proprietary Pvt. Ltd. Or Public Ltd. :
5. Name of the Directors / Tender / Partners :
6. Total Investment excluding Loan Capital (Please attach Certified true copy of the latest balance sheet) :
7. Loan Capital :
8. Product / product manufactured and or assembled traded. :
9. Area of land occupied by the factory :
10. Built up area of the factory :

11. **No. Of Shifts in the factory** :
12. (a) **Factory License No.** :
- (b) **Small Scale Certificate No.** :
- (c) **Value of Plant and Machinery certified by SSI in case of SSI Units, alongwith the date of assessment of said value.** :
13. **Whether the product manufactured carry ISI mark** (Please Specify YES / NO.) :
14. **Whether registered with other Electricity GEB/GUVNL/MGVCL/PGVCL/UGVCL, DGS&D, Other Govt. & Semi-Govt.Deptt. & Validity thereof** :
15. **Details of machinery installed with their capacities.** :
16. **Details of testing equipment with their capacities.** :
17. (A) **Qualified personnel's working in the Factory / Office, their academic qualifications and Experience.** :
- a) **Manageria Name Qualifications Experience**
- b) **Production / Work staff**
- c) **Quality Control staff**
- (B) **Other personnel's working in the factory and their experience** :
- i) **Skilled**

ii) Unskilled

iii) Other

18. Is testing record maintained and if so, since when :
19. Method adopted for Quality control :
20. Is the person in charge of quality Control Independent of production control :
21. Distinguished marks or methods employed to identify their, material if any. :
22. Source of supply of Raw material :
23. (a) Production Capacity per annum (in quantity as well as value) :
- (b) Maximum production per annum (in quantity as well as value) achieved so far :
24. (a) Orders executed (lists of important orders showing the quantity, value to be attached) in the last 2 years, which details of name of purchaser, Purchase Order No. & date, material supplied etc. :
- (b) Please confirm whether your firm is stop dealed / blacklisted by DGVCL&/or any other company like GUVNL/MGVCL/UGVCL /PGVCL form any of the offices. This is a must.
- (c) Total turn over for last 3 years individually. :
25. Estimate of stocks of raw material held and the estimated Production on single shift basis from the stock so available. :

26. Result of sample Testing :

27. Whether the firm possesses ISO 9001 / ISO 9002 Certificate:

28. Remarks :

DOCUMENT

Following documents whichever applicable are to be attached in triplicate

- 1) Partnership Deed or Article of Association**

- 2) Latest Audited Balance Sheet**

- 3) Factory License**

- 4) Registration Certificate**

- 5) ISI License**

- 6) List of Machinery**

- 7) List of Testing equipment's**

- 8) List of Orders executed**

- 9) ISO 9001 / ISO 9002 Certificate Details:**