



DAKSHIN GUJARAT VIJ COMPANY LIMITED



1. VENDOR REGISTRATION:

{ A } CONDITIONS FOR REGISTRATION AS REGULAR SUPPLIERS:

- i. The suppliers, who have received and executed orders after 1st April, 1998 for the items against DGVCL's (Formerly GEB) Head Office orders are registered automatically as regular supplier for those items, looking to their performance. However, they shall have to fill up a prescribed form (given at the end of the tender document) giving basic details of their set up, turnover, manufacturing capacity, ISO Certification etc. and obtain formal registration of DGVCL. They shall also have to get re-registered by paying **Rs.10,000/- (non-refundable)** for each of their units separately, after five years from 01.03.2001.
- ii. If a regular supplier, by paying registration fees for registration of additional items asks for the Vendor registration as new party for those items, also request to incorporate inspection of items for which they are regular supplier, the same shall be clubbed towards 2 years factory visit and in no case such clubbed visit shall be considered for Re-registration after five years. For Re-registration after five years, separate fees of Rs.10, 000/- per unit shall be essential.

{ B } CONDITIONS FOR REGISTRATION AS NEW SUPPLIERS:

The parties, who have not supplied to DGVCL but have supplied to other SEB's/Govt. Organizations, will be considered as new suppliers. The non-refundable registration fees for the new supplier shall be as under:

- i. For tender value upto Rs.1 lac (Rupees one lac) - Vendor Registration is not required.
- ii. For the tender value between Rs.1 lac & Rs.5 lacs – Vendor Registration fees shall be Rs.1, 000/-per unit.
- iii. For the tender value above Rs.5 lacs - Vendor Registration fees shall be Rs.10, 000/- per unit.

They shall also have to get them re-registered by paying non-refundable registration fees as applicable, for each of their units separately, after five years from date of issue of approval letter for vendor Registration.

{C} OTHER CONDITIONS APPLICABLE TO REGULAR AND NEW SUPPLIERS:

- i. All the registered suppliers / manufacturers / tenderers / vendors, who intend to supply from their newly established factory / unit, shall have to get registered themselves with DGVCL, by paying Rs.10, 000/- (non-refundable) for each separate unit. For such registration, Factory inspection shall be arranged by DGVCL / Third Party Inspector. They shall be defined as new suppliers for the items to be supplied from their new locations.
- ii. In case of shifting of factory premises, they shall have to pay Rs.10, 000/- (non-refundable) towards registration fees and factory inspection shall also be carried out.
- iii. In case of change in name of the company, they shall have to confirm that there is neither change in the infrastructure facilities nor in the products/items, and that the simply it is a change in the name of the company. In such case, there is no need to pay registration fees. However, required documents, duly notarized in original like Power of Attorney, DGVCL Resolution, Partnership deed, Memorandum / Articles of Association, Certificates from Registrar of Companies, Sales tax authorities, Central Excise authorities, ISO/BIS, Factory

Inspector, SSI/NSIC (If applicable), chartered accountant, Agreement of take over of Business etc. to approach for such change in the name of company, shall be essential.

- iv. On payment of registration fees, DGVCL shall depute their representatives and or third party inspectors decided by DGVCL, for factory inspection and verifications of required details and documents. Based on the factory inspection report and verification of required documents, DGVCL at its sole discretion, shall decide whether to register the supplier / vendor or not.
- v. Payment of registration fees does not guarantee the registration as approved vendor. Vendor registration fee is non-refundable and the applicant for registration shall not be entitled to refund of the vendor registration fee, even if the registration is rejected by DGVCL.
- vi. The factory inspection of all the suppliers, from where the supplier is supposed to supply the materials, shall be arranged by DGVCL by deputing their representatives and or third party Inspectors appointed by DGVCL, at its sole discretion, at an interval of every two years. However, DGVCL reserves the right to visit factory of approved vendor at any stage for verification of their capability & availability of machinery, testing equipments, infrastructure and whether same terms & conditions are being maintained or not. If at any stage, infrastructure facilities, supply capability etc. of firm is not found up to the satisfaction & requirement of DGVCL, DGVCL shall, forthwith cancel, at its sole discretion, the registration of the supplier/vendor concerned & shall take appropriate actions as deemed fit.
- vii. The suppliers in respect of the tendered item/items should have valid vendor registration with DGVCL before the date of opening of the technical bid, otherwise their bids will not be opened.
- viii. All the tenderers are required to invariably submit copies of vendor registration approval letter for the tendered item/items, in the EMD cover. THIS IS A MUST; otherwise their tender is liable to be ignored without any further communication in the matter.
- ix. Mere Vendor registration shall not itself vest any right on a party to receive orders from DGVCL or to claim any damages or compensation for non-placement of the order against any tender. DGVCL reserves its right to place order on any party, at its sole discretion and/or change/revise/alter/delete the vendor registration criteria at any time at its sole discretion.

Only the courts at Surat (Gujarat State) shall have exclusive jurisdiction to adjudicate all disputes relating to or arising out of the vendor registration or placement of the order etc.