

**Grid Controller of India Limited**

Application for Registration as Empaneled Supplier (Indian Suppliers)

Ref:  
(Office Use Only)

**Complete all sections of the form, sign the declaration and send the completed form and attachments in an envelope marked 'Application for Registration as Empaneled Supplier'**

**To:**

HR Department, Corporate Centre,  
Grid Controller of India Limited.  
61, IFCI Tower, 9th Floor,  
Nehru Place, New Delhi-110019

All columns in this form may be **filled** up. If applicant has no information to give on a particular column, "Nil" may be mentioned. In case of columns not relevant in your case, "Not Applicable" may be mentioned. No column should be left blank.

**Section 1: Applicant Particulars**

Registration Category	<input type="checkbox"/> Original Equipment Manufacturer (OEM) <input type="checkbox"/> Stockist/ Distributor <input type="checkbox"/> Small Scale Industry <input type="checkbox"/> Public Sector Unit <input type="checkbox"/> Govt. Deptt. <input type="checkbox"/> Consortium / State/ Govt. Agencies <input type="checkbox"/> Others (Please mention)  (Sub- Contractors & Ancillary Units do not need to apply on this form)				
Name of the Individual/ Firm/ Company:					
Constitution or Legal status					
Registration Number:		Registering: Authority		Date of Registration	
Registered Address Office:					
GeM seller Id					
Address of Factory					
Contact Person Name and Designation:					
Address for Correspondence:					
Tel. No.			Fax No.		
Mobile No			Email Address:		

## Section 2: Applicant profile

### 2.1 Type of Ownership:

- ☐ Individual ☐ Partnership ☐ Ltd. Company (Pvt./ Public)
- ☐ PSU/ Govt. Undertaking ☐ Research Institute ☐ Trust
- ☐ Joint Venture or other tie-up for technology, equipment, financial backing and/or Project Management (Please specify)
- ☐ Other, please specify .....

- Enclose copies of PAN(in case of individual) / Partnership Deed / Articles & Memorandum of Association/ JV Agreement/ Certificate of incorporation/ Certificate of Registration etc. as applicable, duly certified by Chartered Accountant.

### 2.2 (a) Are you a small scale Industry registered with the N.S.I.C? Yes / No

If yes, please enclose copy of NSIC Competency/ Capacity certificate.

### (b) Are you an MSME vendor/seller? Yes / No

If yes, please enclose copy of Udyam Registration Certificate.

### (c) Do you have ISO 9000/9001/9002 certification? Yes / No

If yes, please specify & indicate validity:

### (d) In case of certification by other accredited institutions, please give details: -

Institution	Type of Certification	Valid up to (date)

### (e) Give details of registration, if any, with GRID-INDIA or its Divisions (Specify Division)/ DGS & D/ PSUs/ Central/State Govt. /Major Private Institutions/ Others (Specify):

Company	Registration Number	Dated	Validity	Class/ Type of Registration

- Attach necessary certificates from the registering authorities.

2.3 Give the floor area of your factory and Offices. If you own more than one factory, please give separate details for each unit:

Factory or Office	Location	Area in Square Meters

2.4 Give a list of your major products / services, you intend to offer as a supplier:

Sl. No.	Major Products / Services	Are you Original Equipment Manufacturer for listed product
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No

- Please enclose your Company/ Product Catalogues

2.5 Give a List of your major Customers

Sl. No.	Customer's Name & Address	Serial No. of the Product/ Service (from para 2.3) provided to the Customer

- Please attach Proof in the form of Purchase Order copies/ Invoice etc.

- 2.6 List the names of Owners/ Partners/Promoters and Directors/ Company Secretary/ Holder of Power of Attorney, as applicable, in the format detailed below:

Name of the Owners/ Partners/ Promoter & Directors/ Company Secretary/ Holder of Power of Attorney	Address	Whether Owner/ Partner/ Promoter/ Director/ Company Secretary/ Holder of Power of Attorney	Extent of shareholding in the Firm/Company as the case may be

- 2.7 List the names & addresses of all associated, subsidiary & holding companies, including trusts

Company Name	Address	Nature of Business	Relationship with Applicant

### Section 3: Financial details

- 3.1 Annual Turnover in the past 3 years:

Year	2022-23	2021-22	2020-21
Annual Turn-over (Rs. Lakhs)			
Profit/ Loss (Rs. Lakhs)			

- 3.2 Attach the following audited financial statements, as applicable, for the past three financial years and place a tick mark in the appropriate column as confirmation of having enclosed the appropriate documents with the application.

Year	2022-23	2021-22	2020-21
Balance Sheet			
Profit/Loss Statement			

### **IMPORTANT NOTE – Financial Assessment:**

Before the assessment of this application can be completed, a representative from GRID-INDIA may contact you concerning the financial and technical information that you provide. Your co-operation is required to assist in the assessment process. Failure to co-operate may affect registration.

The assessment report is specifically for use by GRID-INDIA for the purpose of assessing Suppliers for registration, and will be treated as strictly confidential.

### 3.3 Bank(s) details:

Will you authorize your Bank/s to supply GRID-INDIA with a reference as to your financial position, if required?		YES / NO
Name of Bank (Scheduled Commercial Bank) & Branch		
Name and Designation of Contact Person:		
Address:		
Tel No:		

### 3.4 Details of Income Tax assessed, as per clearance Certificate, in the last 3 years:

Year	2022-23	2021-22	2020-21
Amount Assessed (Rs. Lakhs)			
Amount paid/ payable (Rs. Lakhs)			

### 3.5 GST/Sales Tax/ VAT Details:

Central GST/sales Tax Registration No.: .....

State GST/Sales Tax/ VAT registration No.: .....

Details of GST/Sales Tax/ VAT assessed, as per clearance Certificate, in the last 3 years:

Year	2022-23	2021-22	2020-21
Amount Assessed (Rs. Lakhs)			
Amount paid/ payable (Rs. Lakhs)			

- 4 In the last 3 years, has your firm, or any firm with which any of your company's owners, officers or partners were associated, been debarred, disqualified, removed, business dealings banned or otherwise prevented from bidding?

YES / NO

If yes, State the reference to Customer and their orders and the basis for the action.

- 5 **Security Deposit:** - A one-time refundable security amount of ₹ 25,000/- in the form of Demand Draft in favour of "Grid Controller of India Limited" shall be submitted for empanelment towards the products/services mentioned at para 2.0 above.

Details of DD submitted is:-

DD No.	Issuing Bank and Branch	Date	Amount (₹)

- 6 Please provide any additional information, which will help you in securing registration with GRID-INDIA.

7 **DECLARATION:**

(This declaration should be completed by a proprietor, partner, director or other senior manager who has the authority to do so.)

I/We declare and confirm that –

- The GRID-INDIA Conditions of Registration are acceptable.
- All information and attachments submitted in this application are true and correct.
- I/We are aware that any false information provided herein will result in the rejection of my application and cancellation of any registrations granted.
- I/We shall be bound by the acts of duly constituted attorney who has signed this application and of any other person who in future shall be appointed by us in his place to carry on business of the concern whether or not an intimation of such changes is given to GRID-INDIA.
- I/We have read and understood GRID-INDIA's General Conditions of Contract and agree to abide by the same in all respects.
- I/We undertake to communicate promptly to GRID-INDIA any changes in condition or working of the firm.
- I/We understand that the tenure of our empanelment with GRID-INDIA shall be valid for a period of ☐ 2 / ☐ 5 years.
- I/We understand that the security amount shall be released only after end of our empanelment tenure.

Signed: .....

Name: .....

Position: .....

Date: .....

Details of person holding the power of Attorney (If different from above)  
(attach attested copy)

Name ..... Tel. No. ( ... ) .....

Mobile No.....

Position .....Fax No. ( ... ) .....

**Official Seal**