

CANTONMENT BOARD LANSDOWNE

NOTICE FOR REGISTRATION OF FIRMS/SUPPLIERS/CONTRACTORS

Chief Executive Officer, Cantonment Board Lansdowne on behalf of the Cantonment Board Lansdowne invites applications for registration as suppliers/firms/Contractor for supply of various stores/items such as Consy. store/ Chemicals, Water fittings, Water pump equipments, Electric Goods, Building materials, Stationary, Printings, Computer & accessories, Medicines & hospital equipments, furniture, Garden Tools, Uniform and misc items and works as may be required from time to time. The registration of firms/suppliers/contractor will be for a period of 3 years from the date of registration. Registration fee will be Rs. 1000/- for suppliers & Rs. 5000/- for Contractors and firm those are registered in the CB office, Lansdowne may renew their registration by depositing Rs. 200/- for supplier & Rs. 2000/- for Contractors by cash each year:-

The following documents will have to be submitted/particulars for firms/Suppliers/Contractor to be furnished alongwith application forms :-

Sl. No.	Documents to be submitted	From whom to be submitted
1.	Name of firms & Telephone No.	firms/Suppliers/Contractor
2.	Complete address	firms/Suppliers/Contractor
3.	Registration Certificate	firms/Suppliers/Contractor
4.	Income tax certificate/Return	firms/Suppliers/Contractor
5.	Sale tax certificate.	firms/Suppliers/Contractor
6.	CST/ST/TIN/UPTT/UATT Number	firms/Suppliers/Contractor
7.	Name of bank & account number	firms/Suppliers/Contractor
8.	PAN No/Card	firms/Suppliers/Contractor
9.	Drug license (for Medicines)	firms/Suppliers
10.	Details of work/suppliers carried out in past to any Central Govt./State Govt. or Pvt. sector (copies of orders be enclosed).	firms/Suppliers/Contractor
11.	Physical verification of their business premises.	firms/Suppliers/Contractor
12.	Photographs of business premises.	firms/Suppliers/Contractor
13.	Proof of shop/Godown/show Room/Manufacturing unit.	firms/Suppliers/Contractor
14.	Experience Certificate of at least 03 years with Engineering appreciation for successful & satisfactory completion of work of the class approved for	Contractor
15.	Certificate of Tools & plants owned by firm in an affidavit format.	Contractor
16.	Bank statement for at least 06 months	Contractor
17.	Registration Certificate as a Contractor in any Govt. Deptt. For the Class applied for	Contractor
18.	Solvency Certificate	Contractor
19.	Character certificate issued by the District Magistrate not older than 06 months.	Contractor

3. The following points should be kept in mind while submitting the application :-

- (a) Incomplete & late submission of application will not be entertained.
- (b) Application for registration should be addressed to Chief Executive Officer Cantonment Board Lansdowne.
- (c) Last date of receipt of application upto 1700 hrs on 21 May 2016.

Note :- The period of registration mentioned above is subject to change based on the decision of the Cantonment Board.