केन्द्रीय विद्यालय नं १ सॉल्टलेक

KENDRIYA VIDYALAYA NO.1, SALT LAKE

ई .बी .ब्लॉक, लावोनी, सेक्टर १, EB BLOCK, LABONI, SECTOR-1, SALTLAKE कोलकाता – ७०००६४ पश्चिम वंगाल KOLKATA-700 064 West-Bengal शिक्षा मंत्रालय, भारत सरकार के अधीनस्थ Ministry of Education, Govt. Of India School Code: 1272, Website: https://no1saltlake.kvs.ac.in CBSE School No. 19229, CBSE Affiliation No. 2400002

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केन्द्रीय विद्यालय संगठन

Registration of Firms- Notice

## REGISTRATION OF FIRMS AS APPROVED SUPPLIERS / VENDORS

## **TERM AND CONDITIONS:**

- Application submitted by the Firm(s) in the prescribed "Application form" for each group only will be accepted upto 30.05.2022 by Speed Post / Registered Post / Deposit in drop box in school premises.
- 2. All pages of "Application Form "shall be signed by the authorized representative of the firm.
- 3. KV Salt Lake 1 reserves the right to reject any application .
- 4. Performance will be given to those firms who are on the approved list of Govt. Dept. and Public Sector Undertakings or ISO Certificate holders or dealers authorized by manufacturers.
- 5. The registration as "Approved Supplier" will be kept valid up-to 31.03.2023 and may be extended for one more year i.e up to 31.03.2024. However, it will be reviewed once in a year, elemineting firms which may have gone out of business or whose performance has been found unsatisfactory.
- 6. Prescribed "Application Form" is enclosed herewith and it may be obtained from Vidyalaya office as well.
- 7. In case of Accredited Agents and Authorised Dealers / Stockiest , satisfactory evidence from their manufacturers shall be submitted along with the completed application form.
- 8. Firms / Manufacturers / Authorised dealers are requested to submit their e-mail address in order to start procurement.
- 9. Any change in address, phone number, e-mail ID shall be informed to KV NO.1 Salt Lake immediately, so as to have proper communication with these Firm / Manufacturers.
- 10. The mandatory documents that are to be submitted at the time of registration :
  - i) Form for Registration Firm
  - ii) Trade Licence from Municipal Corporation
  - iii) PAN & GST Registration
  - IV) Income Tax Return (last 2 years)
  - v) PSRA Registration for Security Service.

केन्द्रीय विद्यालय ने 9 सॉल्ट लेक Kendriya Vizyalaya No-1 Selt Lake कोलकाता / Kolkata-700064







