

THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LIMITED
(A GOVERNMENT OF WEST BENGAL UNDERTAKING)

Shilpa Bhawan ,31, Black Burn Lane ,
Kolkata-700012.

Phone : (033)2237 3895/22366769 , Fax No- (033) 2234 6057

Enlistment of SSI Registered units (Manufacturer only) for supplying orders for execution of Wooden & Steel Furniture, Hospital furniture & Equipment, Interior & Modular Work, Utensils & Kitchen Equipment, Furnishing Items, Plastic/PVC Items & Tarpaulin.

DETAILED TERMS AND CONDITION OF ENLISTMENT

Rs. 100/-

THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LIMITED

Application Booklet

1	Name of applicant & firm:	:	
2	Nationality		
3	Residential Address		
4	a) Regd. Office		

	b) Factory Address		
5	Telephone No		
6	Fax No		
7	E Mail Address		
8	UDYAM Registration No.		

9	Constitution		Individual / Partnership Firm / Private Ltd. company/ Sole Proprietorship Concern/ Public Ltd. Company
10	If partnership firm, names of the partner(s)		
11	a) Relationship of applicant with the Partner(s)		

	b)Whether the applicant is a Dismissed Government Servant?		Yes/No (if yes, give details).
	c) Whether the applicant /firm had been removed from approved list of suppliers from any organization?		Yes/No (if yes, give details in separate sheet).
	d) Whether the firm is demoted to a lower class of suppliers at any organization?		Yes/No (if yes, give reasons).
	e) Whether the applicant is having business banned/ suspended by any government department in the past?		Yes/No (if yes, give details).
	f) Whether the firm has any manufacturing unit of their own?		Yes / No (If yes, give a list of plant and machineries in a separate sheet.
	g) Whether the applicant is Convicted by a court of law?		Yes/No (If yes, give details in separate sheet).
	h) Whether the affairs of the firm are being administered by a court or a judicial officer?		Yes / No.(If yes, give details in separate sheet).

	i) Whether business activities of the firm have been suspended and they are subject to legal Proceedings?	Yes / No (If yes, give details in separate sheet).
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	j) Whether the firm was disqualified pursuant to administrative suspension or Disbursement by any Dept?	Yes / No (If yes, please enclose VAT clearance certificate)
	k) Whether the firm has PAN Card or IT Clearance?	Yes / No (If yes, photocopy of PAN Card should be attached).
	l) Whether the firm has Professional Tax Clearance Certificate?	Yes / No (If yes, attach P.Tax Clearance Certificate).
	m) Whether the firm has EPF Registration?	Yes / No (If yes, attach supporting document).
	n) Whether the firm has Factory License?	Yes / No (If yes, attach Factory License).
	o) Whether the firm has GST Registration?	Yes / No (if yes, give details).
	p) Whether the firm has Pollution Certificate? (if required)	Yes / No (If yes, attach pollution Certificate).
	q) Whether the firm has Fire License?	Yes / No (If yes, attach fire license Certificate).

	r)Electric Bill of factory		To be Submitted Last 3 month.
	s)List of Machinery		To be submitted with details list and specification.
	t)List of tools & equipment		To be submitted with details list and specification.
	u) Audited Balance Sheet/Turn Over (last Year)		To be enclosed
12	Name of bankers with full address		

13	Factory details a) Sketch plan duly signed by the applicant to be submitted b) Photocopy of Deed/Lease deed/rented deed to submit duly self attested by the applicant. c) Is it in the Industrial Park or Commercial Park of WBSIDC Ltd. or another place? Details to be given d) No of Workers (Skilled/Semi Skilled/Unskilled). e) No of Office Staff. f) No of In-house		
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	Designer/Technical Staff. g) Arrangement of Pollution Control. h) Safety measures taken in factory premises.		
14	Whether already enlisted with other department		Yes / No (If yes, give copy in support of the statement)
15	If any person working with the applicant is a near relative of officer/official of WBSIDCL, Kolkata		Yes / No. (If yes, give details)
16	Whether the unit is registered as SSI/MSME unit or not		Yes/No (If Yes, copy of UDYAM from MSME-DI should be enclosed.
17	Quality Certification and other certificate		Yes/No (If any, copy to be enclosed.)
18	Credential		Yes/No (If Yes, copy to be submitted with documentary evidence.)

19. Particulars of Fees paid for the application:

		Mode of Payment				
	Purchased / Downloaded	By Cash	By Demand Draft	Date	Amount	Issuing Bank and branch
Application Booklet						

I/we certify that the information given above is true to the best of our knowledge. I/we also undertake that if any of the information is found wrong, I am liable to be debarred.

(Strike out whichever is not applicable)

Signature(s) of applicant(s) with seal

Sl No	Name	Signature	Address	Seal
1.				
2.				

THE WEST BENGAL SMALL INDUSTRIES DEVELOPMENT CORPORATION LTD.

(A Govt. of West Bengal Undertaking)

Silpa Bhaban, 31, Black Burn Lane , Kolkata -700012

Date

Sl. No.....

ACKNOWLEDGEMENT

Received application form without verifying the content from M/s.

As directed , This is to inform him/her that the date of interview has been fixed on..... at.....

Yours faithfully,

For The West Bengal Small Industries Development. Corpn, Ltd

Dealing Assistant

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Dealing Assistant

FORM OF SOLVENCY CERTIFICATE FROM A SCHEDULED BANK

This is to certify that to the best of our knowledge and information

M/s/Sri..... having
marginally noted address a Customer of our bank are/is respectable and can be treated as good
for any engagement up to a limit of `.....(Rupees.....only).

This certificate is issued without any guarantee or responsibility on the Bank.

(Signature)

For the Bank

Note:

1. In case of partnership firm, certificate to include names of all partners as Recorded with the Bank.
2. Any solvency certificate older than one year from the date of issue of press Notification should not be considered.

General conditions:

1. All annexure and enclosures to this Application Booklet form will be treated as an essential and integral part of the Registration Document and conditions for enlistment.
2. In these Documents, the term Applicant denotes a person (which expression includes an Individual/Registered Society/Partnership Firm/ Corporate Body) who submits his application in response to the above mentioned Notice.
3. Erasing or over-writing in the applications shall not be allowed. If some correction become unavoidable, the entire (portion and not a part of the same) should be scored out, and should be written clearly and legibly, authenticated by the authorized signatory.
4. WBSIDCL, authority shall disqualify the Manufacturers if it finds at any time that the information submitted concerning the qualifications of the applicant was false or materials supplied is inaccurate/incomplete.
5. All factory sheds will be physically inspected by the authorized committee/team/officers.
6. The selected Manufacturers shall have to abide by the following terms & condition:
 - (i) Manufacturers should have to supply furniture to the Government offices, hospitals, educational institutions etc.
 - (ii) Rate of each items (listed) is fixed by the WBSIDC Ltd. as per specifications of each item and the same rate will prevail at least 02 (two) years.
 - (iii) Manufacturers should make supply the requisite furniture to the indenters as per supply order issued to him/her by the WBSIDC Ltd.
 - (iv) Any objection on quality of supplied furniture (wooden/steel) should be addressed by the manufacturer and replacement of furniture should be made at once.
 - (v) Enlisted Manufacturers will get Marketing Assistance as per Marketing Policy of WBSIDC Ltd.
8. WBSIDCL, Authority shall cancel the enlistment of any listed supplier, if it finds at anytime that the performance of the agency is unsatisfactory and in such cases the decision of WBSIDCL authority will be final & binding.

9. The Enlistment will remain valid for 3 (three) years w.e.f. the date of issue of Confirmation of enlistment.

10. A Committee duly constituted by WBSIDCL will evaluate every aspects based on the requirements as per enlistment notice to select the successful firms and the decision of the committee will be final and binding to all.

11. submitted all the document in seal envelop