

**INDIAN AIRLINES LIMITED (IAL)
APPLICATION FORM FOR ENLISTMENT OF VENDORS**

SL. NO	DESCRIPTION	INFORMATION TO BE FURNISHED BY THE APPLICANT.
1	Name and Address of the applicant Firm (Both Registered office & Place of Business)	
2	Telephone, Fax, Email & Website if any.	
3	No of Branches of the firm with addresses	
4	Type of the firm (Private/Public limited/ HUF/Individual/Registered Partnership Firm). Copies of the Memorandum and Articles of Association and Registered Partnership Deed, as applicable, to be submitted.	
5	Name(s) of the partner(s) and their Nationalities	
6	Name of the Bankers with full address, Telephone, Fax and Email (Banker's Certificate/Solvency certificate to be attached).	
7	Category in which enlistment is sought.(Refer Annexure II)	
8	Income Tax PAN: (Enclose Copy).	
9	VAT Registration No. (Enclose Copy).	
10	Excise Duty Registration No. (Enclose Copy).	
11	Central Sales Tax No. (Enclose Copy).	
12	Service Tax Registration No. (Enclose Copy)	
13	Labour License No. (Enclose copy)	

14	State Sales Tax/Shop Establishment No. (Enclose Copy).	
15	Whether established in Special Economic Zone (SEZ).	
16	License for Business from Municipality or other Govt. body (Enclose Copy).	
17	Provident Fund Registration No (Enclose Copy)	
18	Employees State Insurance Registration No. (Enclose Copy)	
19	Whether Registered with Small Scale Industries/National Small Industries Corporation/Director General of Supplies & Disposals/Central Purchase Organisation/ Ministry (enclose copies of certificates).	
20	Details of Production Facility.	
21	Are you a Manufacturer/Stockist/Distributor/ Channel Partner/ Fabricator/Printer, etc. If so, enclose relevant certificates & products dealt with. Also enclose proof of appointment as Stockist/Distributor/Channel Partner and its validity.	
22	Is your firm certified by ISO/BIS etc. (Enclose details)	
23	List of orders executed in the last 3 years with documentary evidence thereof, including proof of execution of orders. Also enclose details of single largest order executed in the last 3 years.	
24	List of Technical personnel employed by the company with qualifications and experience.	

25	Are you already registered with any PSU/ Govt. Department? If so, submit documentary evidence.	
26	Has the applicant or any partner been blacklisted/banned/debarred by IAL, or other PSU, or Govt. Department?	
27	Copies of Latest Income Tax Return, Value Added Tax, Excise Duty, Sales Tax Paid receipts to be attached.	
28	Annual turnover in the previous 3 financial years. (copies of Annual Audited accounts for the last three financial years to be attached).	
29	Segmental Turnover (for the specific items(s) applied for) in the previous 3 financial years duly certified by the Auditor/CA along with documentary proof thereof.	
30	Name(s) and designation(s) of officials authorised for signing the application form along with proof of authorisation thereof.	
31	Any other relevant information. (Please enclose details)	

Declaration:

I/We certify that I/We will not enlist myself/ourselves as vendors in IAL under more than one name for a similar product range. I/We also certify that the information furnished above are correct and I/We undertake to indemnify IAL for any action taken by IAL in respect of incorrect information, if furnished above.

I/We also declare that I/We are not involved in any arbitration/legal cases with IAL, and no such cases are pending in any court of law.

I/We undertake to abide by the terms and conditions of enlistment stipulated by IAL as per Annexure I.

Date:

Signature of the applicant & Address with official Seal.

Note:

- a) All relevant certificates/documents mentioned above should be attached with the form
- b) The applicant should self attest true copies of all documents submitted with the application form.
- c) If the space is insufficient, the information may be provided in additional sheets.
- d) All columns are mandatory. Please fill "N/A" if any information as asked for is not applicable.

6	IAL reserves the right to accept or reject the application for enlistment without assigning any reasons thereof.
7	Enlistment does not entitle any preferential treatment over other vendors, nor does it bestow any right to award of contract in favour of the enlisted vendor.
8	<p>IAL reserves the right to remove vendors from the enlistment if</p> <ul style="list-style-type: none"> a) they fail to execute a contract wholly or partly. b) it comes to the notice that they no longer have the staff or equipment considered necessary for continued enlistment. c) they are declared bankrupt or insolvent. d) they are removed for malafide reasons under Govt. Notification. e) they do not continuously and consistently respond to three or more enquiries from IAL.
9	Once enlisted, such enlistment would be valid for two years from the date of enlistment unless terminated in terms of '8' above. Applicants are to apply afresh for renewal of enlistment if they so desire. The vendors are to periodically update their data to IAL through EMAIL addressed to srmsplphq@indianairlines.co.in during the validity period of their enlistment.

Annexure-II
Categories of items

1	Canteen Equipment like grinder, vessels etc.,
2	Computer and Data Communication Equipment
3	Electrical Equipment & Fittings
4	Engineering Equipment
5	Furniture & Fixtures like chairs, tables, lockers, etc.,
6	General Equipment like Airconditioners, fridge, coolers, etc.,
7	Groundsupport/Ramp Equipment like trolleys, stepladders etc., and Spares thereof.
8	Medical Equipment/items and Medicines
9	Motor Vehicle/Motor Garage Equipment and Spares
10	Office Equipment like Copier machines, fax, paper shredder, etc.,
11	Special Tools Torque wrench, Angle Grinder, etc.,
12	Oil, Paints & Aviation Specialities
13	Stationery & Printing items
14	Uniforms (like Shirting, suiting, sarees, pullovers, etc.,)
15	General supply items like General Hardware, Cleaning Material, Chemicals, Tools, Abrasives etc., and other items for house keeping.
16	Maintenance contracts for PC's, Printers, UPS, Airconditioners, Fax machines, Water coolers, etc.,