

## FORM FOR REGISTRATION OF FIRMS

FOR THE PERIOD OF ONE YEAR W.E.F. 01.04.2020 TO 31.03.2021

Sub:- Registration of firms/agencies for supply/service \_\_\_\_\_  
\_\_\_\_\_ in Kendriya Vidyalaya DBN - Shikar.

1. Name & address of firm :- \_\_\_\_\_
2. Telephone number  
a) Landlines - \_\_\_\_\_  
b) Mobile - \_\_\_\_\_
3. Name of the owner of the firm with address :- \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. TAN number of the firm TAN NO \_\_\_\_\_  
(enclose photocopy) GST/SGST/CGST \_\_\_\_\_
5. PAN number of owner (enclose photocopy) :- \_\_\_\_\_
6. Photocopies of return of TAN/GST:- \_\_\_\_\_  
of last 3 years should be attached with format
7. Enclose photocopy of Registration under EPF, ESI and Service Tax (if applicable)
8. Details of experience & place of work during the last 03 years

| Institution where rendered service / supplied articles | Period | Name of supplies / service | If contract cancelled before expiry, mention reason |
|--|--------|----------------------------|---|
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**NOTE:**

- Without TIN/ PAN and VAT/GST number, no firm will be registered.
- Registration Form from General Order Supplier will not be accepted.
- The Vidyalaya reserves the right to cancel the name of the supplier/firm/service provider from its approved lists at its absolute discretion without assigning any reason.
- Attach dully signed additional sheet(s) if space is not available in this form.

### UNDERTAKING

I Mr./Ms. \_\_\_\_\_ Proprietor/Partner of  
M/S \_\_\_\_\_ do hereby undertake  
that the above furnished information is correct to the best of my knowledge and belief. In case  
of any information / supporting document furnished by me found to be incorrect / false, the  
offer of my contract will be cancelled automatically and action may be taken as per KVS rule. I  
assure you to provide the best service to the Vidyalaya.

Place: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature \_\_\_\_\_  
Name of Proprietor \_\_\_\_\_  
Seal of the Firm \_\_\_\_\_