

INFORMATION TO BE SUBMITTED BY VENDOR

- 1 Name of the firm
- 2 Address
 - (a) Registered Office with
Telephone No./Fax/e-mail
 - (b) Factory/Works with
Telephone No./Fax/e-mail
- 3 Year of Establishment/
Incorporation
- 4 (a) Category of industry * Large/Medium/Small Scale/SSI Unit
(b) Nature of company * Proprietary /Partnership/
Private Limited/Public Limited/Others
- 5 Nature of Business * Manufacture/Processor/Trader/
Sole selling or Authorised Agent/
Assembler/Repacker/Services
- 6 Details of products/Services currently dealt
with (Attach details/literature) including ship
classification society/MMD requirements being met
- 7 Details of Marine and shipyard items/products/
services for which interest is being shown/
assessment is desired:
 - (a) Involving design and development
 - (b) Involving Indigenisation
 - (c) Production/Processing
 - (d) Any other type of item/service
- 8 Category/Type and range of Plant and
Machinery installed (Give details on a separate
sheet, if required)
- 9 Electric Power Sanctioned/Installed/Stand by
- 10 Details of Bought out items Component/
Sub-assembly/Processes from Subcontractors
- 11 Source of Raw Material Imported & Indigenous

* Strike off whichever is not applicable

12 Details of Testing/QC done by Subcontractors

13 Do you have capability for items indicated against Serial 7 above in respect of:

- | | |
|--|----------|
| (a) Design and development | YES / NO |
| (b) Manufacturing the items | YES / NO |
| (c) Quality control/Testing facilities | YES / NO |

14 Give details of manpower employed on your Pay Roll:

- (a) Technical/Supervisory
- (b) Skilled workers (Permanent)
- (c) Unskilled workers (Casual)
- (d) Unskilled workers (Permanent)
- (e) Administration

15 Turnover during last three financial years separately (Attach audited balance sheets and Profit & Loss statement)

<u>Year</u>	<u>Turn over in Rs.Crores/Lakhs</u>
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- (a) Capital Outlay
- (b) Name of Bankers, A/c No. & Address

16 Details of registration with other Government agencies (Attach copies of registration letters/ Certificates)

Regn.No.	Year
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- (a) Defence departments

- (b) Government departments

17 Any other relevant information e.g. Approval of Quality by any agency (BIS), ISO-9000 certification, Export Quality Certification-Membership details of FICCI/ASSOCHAM/ CII/AIMO & other industrial Organisations etc.

18 Details of past services/products/machinery & equipments supplied to HCSL or any other shipyard in India during last 5 years

19 Details of foreign collaboration with address/ Tel.No. of collaborator

20 List of Principal customers with names, telephone Nos. & address alongwith products supplied & date of last supply with value

21 Future expansion plans, if any

Seal of the firm

Signature :

Name :

Designation :

Notes: 1. Information is to be submitted periodically as determined by HCSL. After scrutiny if it is decided to carry out Vendor Assessment, the firm will be suitably informed.

2. The information shall be submitted in hard copy, and also shall be e-mailed , as an

attachment, to **vendors@hooghlycsl.com, sreerag.g@hooghlycsl.com & saikat.biswas@hooghlycsl.com**

3. For purposes of acceptance and registration a supplier can be:

- a) Put on **HOLD** if he supplies insufficient or vague information and wastes time on clarifications;
 - b) **Blacklisted or delisted** if he supplies false or misleading information.
 - c) **Banned** if he is bankrupt, insolvent or partitioned.
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