



RAJASTHAN ELECTRONICS & INSTRUMENTS LTD.

[A Public Sector Enterprise]

2, Kanakpura Industrial Area, Jaipur-302034

Phone : 0141-2471083, Email: mm@reil.co.in, Website : www.reiljp.com

REGISTRATION FORM (SUPPORT INDUSTRY)

1	Name of the Firm		
2	Complete Address & Communication Details	Factory	Office
	Address		
	Telephone No.		
	Mobile No.		
	Fax. No.		
	Email ID		
	Website		
3	Is your Firm Public Ltd.(Listed/Unlisted)/Pvt. Ltd., Company (Attach Document)		
4	Details of the Owner/ Partners/Key Managerial person	Name	
		Mobile No.	
		Telephone No.	
		Email ID	
		Qualification	
		Adhar Card No	
5	Registration No. of firm & Authority with whom registered (Attach Copy of registration Certificate)	DIC	
		MSME	
		NSIC	
		Factory Act.	
		Others	

6	Registration No. (Attach Photo Copy) (Tick which ever is applicable)	GST No.	
		PAN No.	
		TIN No.	
		TAN No.	
		Others	
7	Category of Ownership (Please tick appropriate Box) (Tick which ever is applicable)	SC	[]
		ST	[]
		OBC	[]
		GEN.	
		MALE	[]
		FEMALE	[]
8	Category of firm with supporting document (Tick which ever is applicable)	Micro	[]
		Small	[]
		Medium	[]
		Large	[]
9. FINANCIAL DETAILS			
a	Investment in Plant & Machinery		
b	Value of immovable property & other Fixed Assets		
c	Bankers name, Address & RTGS Details		
d	Details of Loan taken from Banks/Financial Institutions		
e	Amount up to which supplies can be made at one time		
f	Annual Turn Over of last three years .(Attach Balance Sheets & IT returns of last three years)		
g	Details of other current Assets like Cash & Banks balance, Deposits etc.		
10	Duration of experience in taking subcontract jobs & details of the nature of jobs handled		
11	Major Customers for whom your firm has executed subcontract jobs		

12. DETAILS OF MACHINERIES AVAILABLE

S. No.	Name of the Machine with Broad specification	Make & Model	Date of Installation

13. DETAILS OF MEASURING & TESTING FACILITIES AVAILABLE

S. No	Name of Test & Measuring Instruments with broad specification	Make & Model

14. NO. OF EMPLOYEES & THEIR QUALIFICATION

a	Supervisors	
b	Skilled Workers	
c	Unskilled Workers	

15 Are you or any of your partner (s) / Director (s) are related to any of the employee of REIL? If so give name & details

16 Type of job in which your Firm is interested

17	Any other details	
		Signature of the party.
	Place	Name
	Date	Designation
		Seal/Stamp

Note :-

- 1) The form should be filled complete in all respects and all necessary documents should be furnished without which request for registration is liable to be rejected.
(List of document to be attached is as per Annexure – 1).
- 2) We reserve the right to consider or reject the request without assigning any reason. The registration shall not bind REIL for placement of any order/business.
- 3) Duly filled in form is to be sent to;

**Head (Procurement),
Rajasthan Electronic & Instruments Limited,
2, Kanakpura Industrial Area. Sirsi Road, Jaipur
Rajasthan (India) - 302012**

LIST OF DOCUMENT TO BE ENCLOSED WITH REGISTRATION FORM

S.No.	Description	Attached/Not Attached
1	Registration Certificate of Firm	
2	Last Income Tax Clearance Certificate	
3	Balance Sheet of last 3 years	
4	CST,LST& GST Registration Certificate	
5	Authorization letters from principal manufacturers/authorized distributors <ul style="list-style-type: none"> • For Distributor (Authorization from Manufacture) • For Dealer (Authorization from Manufacturer in favours of Distributor & from distributor in favour of dealer) 	
6	Copies of rate contracts/Purchase Orders from your customers	
7	Catalogues of items for which registration sought	
8	Category Certificate Copy <ul style="list-style-type: none"> • SC • ST • GEN • MALE • FEMALE 	
9	Status of firm <ul style="list-style-type: none"> • Micro • Small • Medium • Large 	

Note :

1. All documents should be self Certified.
2. Form Fees is Rs.250/- in form of DD in favour of Rajasthan Electronics & Instruments Ltd., Jaipur or cash receipt (**Exempt for MSE registered firm**).