



# RAJASTHAN ELECTRONICS & INSTRUMENTS LTD.

[A Public Sector Enterprise]

2, Kanakpura Industrial Area, Jaipur-302034

Phone : 0141-2471083, Email: [mm@reil.co.in](mailto:mm@reil.co.in), Website : [www.reiljp.com](http://www.reiljp.com)

## REGISTRATION FORM (VENDOR)

1	Name of Firm			
2	Complete Address & Communication details	Factory	Registered Office	Branch Office If any
	Address			
	Telephone No.			
	Mobile No.			
	Fax. No.			
	Email ID			
	Website			
3	Name & Designation of person to be contacted & his Mobile No.			
4	Name & Designation of the Chief Executive & his Mobile No.			
5	Activity (Tick whichever is applicable)	Manufacturer	[ ]	
		Authorized Distributor	[ ]	
		Authorized Dealer	[ ]	
		Authorized Stockist	[ ]	
6	Is your Firm Public Ltd. (Listed/ Unlisted) / Pvt. Ltd., Company (Attach Document)			
7	Registration No. of firm & Authority with whom registered (Attach Copy Of registration Certificate)	GST No.		
		PAN No.		
		Shop Act.		
		TIN No.		
		Others		
8	Category of Ownership with supporting Document (Tick which ever is applicable).	SC	[ ]	
		ST	[ ]	
		OBC	[ ]	
		Gen.	[ ]	
		Male	[ ]	
		Female	[ ]	
9	Status of Firm with supporting documents (Tick which ever is applicable)	Micro	[ ]	
		Small	[ ]	
		Medium	[ ]	
		Large	[ ]	

<b>10</b>	<b>Date of Commencement of business</b>	
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**11. FINANCIAL STATUS**

a	Value of immovable property & other Fixed Assets	
b	Bankers name ,Address & RTGS Details	
c	Details of Loan taken from Banks/Financial Institutions	
d	Amount up to which supplies can be made at one time	
e	Annual Turn Over of last three years .(Attach Balance Sheets & IT returns of last three years)	
f	Details of other current Assets like Cash & Banks balance, Deposits etc.	

**112.A TO BE FILLED IN BY DISTRIBUTORS, DEALERS & STOCKISTS**

	Name & Address of principal manufacturer with Telephone No., Fax No.& Email ID.	Articles for which Agency held	Value of normal stock of these items	Name of the concerned person with Mobile no.

<b>12 .B. TO BE FILLED IN BY MANUFACTURER</b>		
a	Brief of Manufacturer facilities available	Attach Annexure
b	Brief of Testing facilities available	Attach Annexure
c	Registration No. under factory Act.	
d	Brief description of the items manufactured (Attached 2 sets of detailed specification & catalogues/literature for these items	
e	Collaboration if any	
f	Registration No. under	
i)	Patent Act.	
ii)	Trade & Merchandise Act	
g	Brief details of Fixed & Current Assets	
<b>13. TYPES OF ARTICLES/ITEMS</b>		
a	For which registration sought (Attach details specification & catalogues	
b	Details of rate contracts for such items ( if any) Attach Photo Copy.	
c	Details of test approval/certificate for each items (Attach Zerox Copy)	
<b>14</b>	<b>Are you or any of your Partner/ Director (s) are related to any of the employee of REIL ?If so give name &amp; details</b>	

<b>15</b>	<b>Any other details</b>	
		Signature & Seal of Authorized Signatory of the party.
	Place	Name
	Date	Designation

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"> <li>• For Distributor (Authorization from Manufacture)</li> <li>• For Dealer ( Authorization from Manufacturer in favours of Distributor &amp; from distributor in favour of dealer)</li> </ul>	
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"> <li>• SC</li> <li>• ST</li> <li>• GEN</li> <li>• MALE</li> <li>• FEMALE</li> </ul>	
9	Status of firm <ul style="list-style-type: none"> <li>• Micro</li> <li>• Small</li> <li>• Medium</li> <li>• Large</li> </ul>	

**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**).