

**Registration of firms under Article 170 (Revised) of Accounts Code**  
**Session 2023-24**

**Note:-**

- 1) The Firm/Supplier should be in profession for at least one year (Proof must be enclosed).
- 2) Annual Turnover of the firm should not be less than the turnover mentioned against the different categories in any of the three financial years (Attach proof).
- 3) The Firm/Supplier should have registration with state & Local Authorities for undertaking the profession ( Copies of proof to be enclosed)
- 4) Incomplete forms without required enclosures will be rejected.
- 5) Services Required :- Supply/ Purchases /Maintenance of Computers related technology, CCTV cameras, Air Conditioners, Water Coolers & Filters, Furniture, Printing works, Stationeries, Civil & Electrical works, Con. & Non-consumable lab articles, Sports materials, P.A. Audio Visual System, Electrical items, Electrical and Musical instruments, Audio Visual Aids, Petty constructions(Civil Work), grass cutting machine, security, housekeeping and gardening services, Catering Services (providing working lunch/snacks/refreshments), Carpentry, Masonry and Plumbing items & Services, Tent Arrangement along with lighting & stage decoration, Generator Set, Green Board, Alkosign Board, LCD Projector, Hardware materials; Plumbing Materials; etc.

फर्म का नाम/Name of the Firm	
फर्म का पता/Address of the Firm	
फर्म के मालिक/साझेदार का नाम Name of the Proprietor/Partner	
फर्म का रजिस्ट्रेशन नंबर/ट्रेड लाइसेंस नंबर/ Firm Registration Number/ Trade License Certificate (Enclose a self-attested photocopy with seal)	
पैन/टैन कार्ड नंबर TAN/PAN Card No. (Enclose a self-attested photocopy with seal)	
वैट/एसएसआई रजिस्ट्रेशन नंबर VAT/SSI Registration Certificate (Enclose a self-attested photocopy with seal)	

सीएसटी /जीएसटी नंबर /सर्विस टैक्स रजिस्ट्रेशन नंबर CST/GST Certificate/Service Tax Reg. No. (Enclose a self-attested photocopy with seal)	
लैंडलाइन एवं मोबाइल नंबर Contact No. (Both Landline & Mobile)	
ईमेल पता E-mail Address	
फर्म द्वारा दी जाने वाली सामग्री/ सेवाओं का विवरण (फर्म का दी जाने वाली सामग्री/ सेवाओं के लिए पंजीकृत होना अनिवार्य है) Details of Items/Services being provided by the firm to get registration (the firm must be registered for providing items/services being mentioned here)	1..... 2..... 3..... 4..... 5.....
<b><u>UNDERTAKING</u></b>	
I, Mr./Mrs. ....Proprietor/Partner of M/s ..... ..... do hereby certify that the above furnished information is correct. In case of any information found to be incorrect, I understand that the offer of contract will be cancelled and action will be initiated as per KVS rules. I assure to provide best services/ articles as possible to Kendriya Vidyalaya No.2, Ajmer.	
Place :-..... Date :-.....	Signature of the Proprietor/Partner with office stamp and seal

- The Vidyalaya reserves the right to cancel the name of the supplier/firm/service provider from its approved lists at his absolute discretion without assigning any reason.
- The last date to receive the registration form is 20.04.2023 till 1:00 pm personally or by speed post/ registered post only.
- The application received after due date and time will not be entertained.