

REGISTRATION/ RENEWAL OF SUPPLIERS FOR TWO YEAR 2022-2024

1. Commander Works Engineer (Air Force) Borjhar, Guwahati-15 invites application for Renewal / Registration of firm / Suppliers as "Approved Supplier" for a period of TWO YEARS as per the Appendix appended below for the jurisdictions of (i) **CWE(AF) Borjhar** (ii) **GE(AF) Borjhar**, (iii) **GE (AF) Tezpur** (iv) **AGE (I) (AF) Kumbhirgram** and (v) **AGE (I) (AF) Digaru**.
2. Please note that:
 - (a) Application deficient of any documents mentioned at Appendix will not be entertained at any stage without any correspondence.
 - (b) Commander Works Engineer (Air Force), Borjhar reserves the right to accept/reject any application without assigning any reasons thereof.
 - (c) Only one application for one formation (either GE or AGE(I)) is accepted.
3. Applications shall be addressed to Commander Works Engineer (Air Force) Borjhar, Guwahati-784015 with endorsement "REGISTRATION/RENEWAL OF FIRM" on the envelop should reach above address by Registered Post / Speed Post within 21 days from the date of publication of advertisement in newspaper.
4. Sample Hard Copy of Appendix (02 Pages including Affidavit) are available with Garrison Engineer (AF) Borjhar HQ CWE (AF) Borjhar as well.
5. All the documents submitted shall be in consonant with latest GST regulations.
6. All the firms applied for empanelment / registration as suppliers shall be under category of "REGULAR GST Scheme" irrespective of annual turnover. The firms registered under GST Composite Scheme will be rejected.
7. Submission of GST is compulsory irrespective of amount of turnover of the firm.
8. Submission of PAN details is compulsory irrespective of amount of turnover of the firm.
9. Submission of Current account details is compulsory irrespective of amount of turnover of the firm.
10. All above details shall be submitted within 21 days of publication of this advertisement.

ADVERTISEMENT REGARDING REGISTRATION/ RENEWAL OF SUPPLIERS

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APPLICATION FOR EMPANELMENT / RENEWAL OF SUPPLIERS FOR TWO YEARS

1. Name/Title of the Firm :
2. Name of Director/Proprietor/ Partners :
(Attach Partnership Deed in case of Partnership)
3. Particulars of the firm/Organization with : (a) M/S
Full and complete address of the firm & Factory :
Address as per GST Registration. (Attach Proof)
(b) Office Address :
(c) Factory Address (if exists) :
4. Does the partner of firm has any relatives in :
MES department (Mention details)
5. Telephone No/ Mob Nos with details of :
Residence
6. eMail IDs : (1) (2)
7. Whether registered with GeM or any other :
Govt Deptt/Semi Govt office, If so, please give
details thereof (Attach Proof)
8. (a) Are you a manufacture or order supplier, :
enclose full details (Attach Proof)
(b) If you are a Distributor or sole selling :
Agent or agent to any reputed firm/
manufacturer, give details (Attach Proof)
9. Are you having some export/import business :
If so give details (Attach Proof)
10. Details of any Sister Concern / Allied Firm :
11. Type of Stores / Services in which interested to deal with (Please ✓ or ✗ where
applicable) (Attach Proof screen shots of HSN Codes from GST Login):
 - (a) Timber, Plywood, Black Board, Glass
(HSN Codes as per GST Login = _____)
 - (b) Paints, Polish & Other Hardware / Steel Mongery (Civil Engg Nature)
(HSN Codes as per GST Login = _____)
 - (c) Sanitary goods
(HSN Codes as per GST Login = _____)
 - (d) Bazar Supply Cement, Bricks, Tiles, Sand Aggregates, tiles, Brooms,
Jute items, Brushes, Road Material etc
(HSN Codes as per GST Login = _____)
 - (e) Water supply goods
(HSN Codes as per GST Login = _____)
 - (f) Electrical Engineering / Equipments / Appliances / Instruments
(HSN Codes as per GST Login = _____)
 - (g) Spares & Repairs of machinery / Pumps / Motors / Batteries / Inverters
(HSN Codes as per GST Login = _____)
 - (h) Oil / Lubricants / Vehicles spares etc
 - (j) Refrigerator and Air Conditioning / Heating & Repairing
(HSN Codes as per GST Login = _____)
 - (k) Printing and Stationery, Office Contingencies etc
(HSN Codes as per GST Login = _____)
 - (l) Electronics Items viz. Computer Hardware/ Software &
its Consumables / Spares Items viz. Computer Hardware / Software /

APPLICATION FOR EMPANELMENT / RENEWAL OF SUPPLIERS FOR TWO YEARS contd....

- (m) Furniture & components of MES pattern / Trade Pattern
(HSN Codes as per GST Login = _____)
- (n) Spares and Repair of DG sets
(HSN Codes as per GST Login = _____)
- (p) Water Proofing Material etc
(HSN Codes as per GST Login = _____)
- (q) A M C of IT Equipment
(HSN Codes as per GST Login = _____)
- (r) Others Commodities if any
(HSN Codes as per GST Login = _____)
12. Details of previous contracts/supplies made :
during the past 1/2/3 years in govt departments
- (i) Attach completion certificate of previous Supply order (covering above other categories not covered) placed by office of _____ for supply items _____ vide Order No. ___ dated _____
- (ii) Attach completion certificate of previous Job Order (covering above other categories not covered) placed by office of _____ to carry out Job Work of _____ vide Order No. ___ dated _____
- (iii)
- (iv)
13. Amount upto which you can undertake :
Supply at one time. (Solvency Certificate to be attached
in Original from Nationalised Bank of Current Account)
14. Give your GST Nos with date of registration :
(Enclose photo copy of GST Registration Certificate)
15. PAN Card No (Enclose Photocopy) :
16. Particulars of Aadhar Card (Attaché Proof) :
17. Do you have any Registration No. with this Office :
(Quote Regn No. & Validity) for Renewal
18. Current Income Tax clearance certificate :
(Attaché Proof)
19. Bankers Name, Current account No :
(Attaché Proof)
20. Professional Tax current paid challan : Yes / No
(Attaché Proof)
21. Photograph of shop accompany proprietor of :
the shop / Trade
22. User ID created on <https://defproc.gov.in/nicgep/app> :
23. Whether your firm ever been black-listed :
If yes attach proof
24. Affidavit by NOTARY PUBLIC on Rs. 100/- : Attached / Not-Attached
Non-Judicial Stamp Paper
as per Annexure is enclosed
25. Passport Size Photographs – 06 Nos : Attached / Not-Attached
Of proprietor
26. Specimen Signature of Proprietor- 06 Slips : Attached / Not-Attached
27. General remarks by the Supplier if any :

Date:

(Signature of Proprietor)

Firm Seal

Firm Stamp

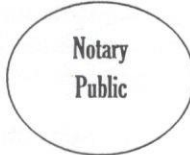
Note : All the photocopies attached shall be self attested and also attested by a Gazetted Officer, failing which applications are liable for rejection without further communication

AFFIDAVIT AUTHENTICATED BY NOTARY PUBLIC

I, _____ S/O, D/O _____ and proprietor / Partners of M/S _____ declare that, the documents submitted by me to Commander Works Engineer (AF) Borjhar for REGISTRATION / RENEWAL of the firm as per Appendix in response to the advertisement are genuine & authentic. In case any discrepancy arise during the course of currency of validity of my firm's registration, I will be held responsible for declaring incorrect response(s) and my registration against the firm will forfeit permanently from Military Engineer Services (hence forth called as MES).

I also undertake that my firm can be banned at any time or department may recommend for cancellation of GST without notice by the MES department in case of any malpractice, dishonorable & unprofessional conduct / supply of inferior goods & Services / Cartel Bidding / delay in execution of supply orders or job orders / on-execution of any supply order or job order / if not responded by our firm to quote 05 Nos or more quotations in three months issued to me.

(A) Witness-01 _____
Address _____
Aadhar No. _____
(B) Witness-02 _____
Address _____
Aadhar No. _____



(Shri / Smt _____)
For M/S _____
Address :.....
.....Stamp...
.....
.....

Notes:-

1. Ministry of Defence, Military Engineer Services, Office of Commander Works Engineer (AF) Borjhar, Near Airport Guwahati-781015 invites application for Renewal / Registration of firm / Suppliers as "Approved Supplier" for a period of TWO YEARS as per the details appended above for the jurisdictions of GE (AF) Borjhar, GE (AF) Tezpur, AGE (I) (AF) Kumbhirgram and AGE (I) (AF) Digaru as well.
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