

**FORM FOR REGISTRATION OF FIRMS  
FOR THE PERIOD OF ONE YEAR W.E.F. 01/04/18 TO 31/3/19**

Sub:- registration of firms/agencies for supply/service\_\_\_\_\_

\_\_\_\_\_ in Kendriya Vidyalaya Sangathan, Regional Office Chandigarh .

1. Name & address of firms :- \_\_\_\_\_
2. Telephone number      a) Landlines - \_\_\_\_\_  
   b) Mobile - \_\_\_\_\_
3. Name of the owner of the firm with address :- \_\_\_\_\_
4. VAT, TIN, TAN number of the firm      VAT NO \_\_\_\_\_  
   TIN NO \_\_\_\_\_  
   TAN NO \_\_\_\_\_
5. PAN number of owner      :- \_\_\_\_\_
6. Copies of return of VAT/TIN/TAN      :- \_\_\_\_\_  
of last 3 years should be attached with format
7. Details of experience & place of work during the last 03 years

Institution where rendered service / supplied articles	Period	Name of supplies / service	If contract cancelled before expiry, mention region

8. Name & address for bank guarantee \_\_\_\_\_

Date :- \_\_\_\_\_

Signature of owner of the firm & seal

**NOTE: Without TIN/PAN and VAT number, no firm will be registered. The Vidyalaya reserves the right to cancel the name of the supplier/firm/service provider from its approved lists at its absolute discretion without assigning any reason.**

**Undertaking**

I Mr./Ms. \_\_\_\_\_ Proprietor of M/S \_\_\_\_\_ do hereby undertake that the above furnished information is correct to the best of my knowledge and belief. In case of any information / supporting document furnished by me found to be incorrect / false, the offer of my contract will be cancelled automatically and action may be taken as per KVS rule. I assure you to provide the best service to the Vidyalaya.

Place: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature \_\_\_\_\_  
Name of Proprietor \_\_\_\_\_  
Seal of the Firm \_\_\_\_\_