

**PROFORMA OF THE APPLICATION FORM FOR  
REGISTRATION AS SUPPLIER OF THE NCCF.**

(to be filled up on Manufacturer's/supplier's letter head.)

1. Name of the manufacturer/supplier  
(Address and phone No.) \_\_\_\_\_  
\_\_\_\_\_
2. VAT/Sales Tax Registration No. \_\_\_\_\_
3. Brand Names and details of  
goods offered \_\_\_\_\_
4. Names of States where products are  
offered for sale \_\_\_\_\_  
\_\_\_\_\_
5. Pricing:-
  - a. Company Issue Price: \_\_\_\_\_
  - b. Wholesale Price: \_\_\_\_\_
  - c. Maximum retail prices (inclusive  
of taxes). Please enclose price  
List: \_\_\_\_\_  
\_\_\_\_\_
  - d. Trade Discount: \_\_\_\_\_
  - e. Quantity Discount: \_\_\_\_\_
  - f. Cash Discount: \_\_\_\_\_
  - g. Any other Discount: \_\_\_\_\_
  - h. Validity period of prices: \_\_\_\_\_
6. Delivery Period/Time required; \_\_\_\_\_
7. Terms of Payment: \_\_\_\_\_  
\_\_\_\_\_
8. Name & Address of the bankers: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Permanent Account Number: \_\_\_\_\_
10. DECLARATION:
  - (a) We agree to replace the slow moving items supplied by us with the fast  
moving items or to take back the unsold stocks.
  - (b) We undertake to give rebate on the unsold stocks in the event of  
reduction of prices.

- (c) We shall be fully responsible for the quality of the stocks supplied by us and ensure necessary Warranty/Guarantee. We will comply with the package commodities Act., 1977 and the PFA Rules/ISI specifications.
- (d) We certify that the prices quoted by us are the lowest and the terms and conditions offered to you are the best from our side. We undertake not to make any upward revision of the prices without prior notice and specific consent of the NCCF. In case of reduction in the rates and introduction of any incentive scheme, we undertake to inform the same to the NCCF first.
- (e) We will attend to the customer complaint, if any, promptly as and when required.
- (f) We certify that we have never been black-listed by any Govt. Agency.
- (g) It is certified that none of our proprietors, directors or their relatives are connected with the Management of the NCCF.
- (h) We agree to take payment for our stocks from the NCCF after the same is received by the NCCF from its buyers.

11. We enclose herewith a cheque DD for Rs.\_\_\_\_\_ towards interest free security deposit alongwith the following documents:

- i) Company profile with ownership details (list of Directors/partners etc.)
- ii) Registration certificate.
- (iii) Affidavit in the prescribed format.
- (iv) Audited Accounts for the last 3 years.
- (v) Income Tax Return for last financial year.
- (vi) List of existing main customers.
- (vii) Copy of PAN.
- (viii) Copy of TIN.
- (ix) Copy of VAT/Sales Tax Registration Certificate.
- (x) Current price list of standard branded items showing issue price to NCCF and corresponding MRP.
- (xi) A copy of the existing rate contract with DGS&D (if any).
- (xii) Microsoft Certificate (if applicable).
- (xiii) Authorization/Power of Attorney from the manufacturers to deal with the NCCF (if any).
- (xiv) Any other information/relevant documents.

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**AFFIDAVIT**

(on stamp paper of Rs.10/-)

I, Shri \_\_\_\_\_ S/O Shri \_\_\_\_\_ resident of \_\_\_\_\_

\_\_\_\_\_ do hereby solemnly affirm and declare as under:

1. That I am Proprietor/Partner/Managing Director/Chairman of M/s. \_\_\_\_\_  
\_\_\_\_\_ and I am authorized and competent to file this affidavit to the NCCF on behalf of the above named company.
2. That the contents in the application form from Sl. No. 1 to 11 are correct and binding on us.
3. That we are the Manufacture/Distributor of the items to be supplied to the NCCF under the brand name(s) of \_\_\_\_\_.
4. That the rates quoted by us are the lowest and most competitive in comparison to similar products in the market. We shall be solely responsible for any complaint regarding rate/quality of items supplied by us and undertake to make good losses, if any to NCCF out of our dealing with the NCCF.
5. That neither I nor any Partner/Director/Officer of our concern is related with any Director/Officer/employee of NCCF.
6. That in case of any dispute relating to this offer/contract/supply, the matter shall be referred to Sole Arbitration of the Managing Director NCCF or his nominee who shall act as the Arbitrator. The decision of the Arbitrator will be final and binding on us.
7. That the information and documents given with the application to the NCCF for our registration with NCCF as approved supplier are true and correct. In case any discrepancies are found, we should be solely responsible for the same.

DEPONENT

VERIFICATION:

Verified at \_\_\_\_\_ on this day \_\_\_\_ of \_\_\_\_\_, that the content of above affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed and fabricated in the information provided in the application form for registration as supplier of the NCCF.

DEPONENT

**LIST OF DOCUMENTS TO BE SUBMITTED ALONGWITH  
THE APPLICATION FOR REGISTRATION OF SUPPLIER.**

- i) Company profile with ownership details (list of Directors/partners etc.)
- ii) Registration certificate.
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- (xiv) Any other information/relevant documents.

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