



# **VENDOR REGISTRATION FORM**

**Braithwaite & Co. Ltd.**  
**“Engineering Excellence on the Move”**



ब्रेथवैट एण्ड कम्पनी लिमिटेड  
(भारत सरकार का एक उपक्रम)

**BRAITHWAITE & CO LIMITED**  
(A Government of India Undertaking)

**Under Ministry Of Railways**  
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VENDOR REGISTRATION FORM (for Suppliers/Fabricators/Manufacturers)

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[fill up only those points which are applicable; use enclosures wherever necessary]

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Office use only  
Regn. No.  
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DETAILS OF SUPPLY (to indicate items only)

- 1.i) **Name of the Suppliers** :  
/Fabricators / Manufacturers
- ii) **Type of the Organization** : 

Sole Proprietorship	Partnership	Private Ltd. Co.	Public Ltd. Co.
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- iii) **Name of contact Person** : Designation:
2. **Registered Address** :
- Head Office :
- Telegraphic Address :
- Phone No. : Telex No. Fax No.
- Address of Branch (es) :
- 1.
- 2.
- 3.
- 3.i) **Whether registered under** :
- a) The Indian Companies Act, 1956 Yes No
- b) The Indian Partnership Act, 1932 Yes No

[if unregistered under the above, Constitution of the Company / Firm to be enclosed]

ii) **Name and Address of Proprietors / Partners / Chief Executives / Directors :**

Name	
Status	
Address	
Phone	

Telex	
Fax	

iii) **Annual Turnover of previous 2 F/Y & Current F/Y :**

F/Y –

Total Turnover	Turnover In W / Bengal	Exports Turnover

F/Y-

Total Turnover	Turnover In W / Bengal	Exports Turnover

F/Y –

Total Turnover	Turnover In W / Bengal	Exports Turnover

iv) Documentary Evidence, if any , regarding financial soundness of the company / firm

v) Whether any relations of Sole Proprietor / Partner / Director working in Braithwaite

YES	NO
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If yes, Name of the person	Designation	Unit of BWT	Relationship

vi)

**Whether measuring gauges & equipments are calibrated at regular intervals :**

YES	NO
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4. **Information required in case of MANUFACTURERS :**

i) Address of Factory(ies) with Phone, Telex , Fax Nos. :  
[to enclose documentary proof of ownership]

<u>Address</u>	<u>Phone</u>	<u>Telex</u>	<u>Fax</u>
1.			
2.			
3.			

ii) Registered under India Factories Act, 1948 ?  YES  NO If Yes, Registration No. :  
Registration Dt. :

iii) Registration under N.S.I.C. ?  YES  NO If Yes, Registration No. :  
Registration Dt. :

iv) Authorized to issue ISI Marks ?  YES  NO If Yes, Name of Items :

v) SSI Registration No. : Dated:

vi) R.D.S.O. Registration No. : Dated: Validity: (Enclosed Copy)

vii-a) Details of Factory(ies) :

Location (Factory)	Particulars of Machines	Capacity (Machines)	Other Facilities	Testing Facilities	Installed Capacity	Normal Capacity	Operational Under erection

-b. Details of Manpower :

Location (Factory)	Skilled Labour	Unskilled Labour	Technical Persons	Other Staff	Total	Remarks

-c. Details of Products Manufactured :

Location (Factory)	Prompt(s)	Specification	Prod. Capacity (per annum)	Other Particulars found relevant

-d. Quality Control facilities, incl. Laboratory & Inspection facilities ( to enclose if necessary)

-e. Brief particulars of Material Handling equipment's available :-----

-f. Test Certificate, if any , of products tested by National Test House : ( to enclose Photostat copies)

Product	Certificate No.	Date	Product	Certificate No.	Date	Remarks

-g. Excise Registration No.  Division  Range

-h. Details of arrangements, if any, for rendering after-sales service at Braithwaite [Angus Works], as Well as at different places within India, to meet various requirements of customers of the Co. [to furnish in enclosure]

5. Information required in case of AUTHORISED DEALERS/ DISTRIBUTORS/ STOCKISTS/ IMPORTERS

i.Name of Manufacturer	Specification of brand	Stores / group of stores	Address of Manufacturer	Phone	Telex	Fax

ii. Other details of dealership/ distributorship [ to enclose photocopies of letters of Authority /Current Agency Agreements of manufacturer giving appointment as dealer / distributor ].

iii. Details of agreements, if any, for rendering after-sales service at Braithwaite (Clive / Victoria Works), as well as a different places within India, to meet various requirements of customers of the Co.[ to furnish in enclosure].

iv. Details of godown (s) / warehouse (s) :

Address of godown (s) / warehouse	Phone	Group of Stores	Manufacturers	Avg. qty. stored

v. Whether Direct Importer and Stockiest  YES  NO [ if yes, to attach documentary evidence in support ]

6. Name of Important executives of the company / firm :

Name	Designation	Address	Phone

7. Whether adequate Insurance coverage in respect of :

Commercial / business assets :  YES  NO Factories :  YES  NO

Godown / Warehouse :  YES  NO Vehicles :  YES  NO

8. Name / designation of persons authorized to sign Quotations, Challans, Bills, Receipts, other business documents :

Name	Designation
1.	
2.	
3.	

Name	Designation
4.	
5.	
6.	

9. Details of Bankers : [to enclose documentary evidence, where applicable]

Name of the Bank	Branch	Details of L / C facilities	Details of cash Arrangements

10. Whether enlisted as approved supplier with : Govt. Depts. / PSU S / other :[to enclosed Documentary evidence]

Name of Company	Regn. Particulars	Class of stores for which regd.	Other details, If any

11. Whether executed any order placed by the Company / Govt. Depts./ PSUs / Others :

Name of Company / Dept. etc.	Purchase Order Ref.	Class of supply / services	[to enclose documentary evid.]

12. Central Sales Tax Registration No. State Sales Tax Registration No.

- 13.i. Whether executed any order placed by Braithwaite, Clive, VW & Angus Works[BWT-CW] :

YES	NO
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- ii. If yes, whether business with BWT-CW ,VW or AW is continuing as on date :

YES	NO
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- iii. If no, reason for discontinuing business with BWT :-----

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- iv. BWT – CW / AW’s Purchase Order (s) under execution, if any :

Purchase Order No. Date Amount :

Purchase Order No. Date Amount :

- v. Value of Business with BWT – CW / AW / VW :
- |             |             |             |
|-------------|-------------|-------------|
| 2011-12 : ₹ | 2010-11 : ₹ | 2009-10 : ₹ |
| 2008-09 : ₹ | 2007-08 : ₹ | 2006-07 : ₹ |
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- vi. Any sister concern under same ownership : YES NO
- If Yes, whether in business with BWT-CW /VW / AW: YES NO
- If Yes, name(s) of such concern :-----
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- vii. Amount of business willing to execute at a time : ₹ Lakhs.
14. Trade License ref. Anti-Pollution Clearance Cert. Ref.
15. Turnover Tax Declaration / Payment document : [to enclose]
16. Whether agreeable to pay Security Deposit, per Contract & if required, at following rates: 

YES	NO
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[Changeable]
17. **Application Money:** Demand Draft / Pay Order No. Date Amount: ₹200/-  
( Any nationalized Bank)

18. TO ENCLOSE IN ALL CASES:
- A] Income Tax Clearance Certificate [Current]
  - B] Sales Tax Clearance Certificate [Current]
  - C] Latest annual report / balance sheet
  - D] Any other information / document which  
right be found relevant

Seal of  
Company or Firm

Date :

No. of Enclosures :

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Signature : Proprietor / Partner /  
Director / Mng. Director  
Constituted Authority.