

DEFENCE SERVICES OFFICERS' INSTITUTE
DHAULA KUAN, NEW DELHI-110010

NOTICE
REGISTRATION FOR CONTRACTORS

1. Applications for Registration of Contractors for rate contracts of various items are invited by Defence Services Officer's Institute (DSOI), Dhaula Kuan, New Delhi 110010 from reputed suppliers. The registrations will be valid for a period of three years from 01 Apr 2019 to 31 Mar 2022. List of items for registration and documents required for registration are indicated below:-

(a) **Items of Annual Tender Order Value > Rs. 10 Lakhs:** Dry Ration, Fresh Non-Veg Items (Mutton, Chicken, and Fish & Eggs), Staff Uniform (Cloth Materials), Milk Products, Fresh Fruits & Vegetables, Transportation, Ice cream.

(b) **Items of Annual Tender Order Value < Rs. 10 Lakh:** Milk, Frozen Non - Veg Items (Mutton, Chicken, and Fish), Playing Cards, Coal, Packaging Material & Disposals, Conservancy items, Computer & Office Stationery, Namkin & Roasted Peanuts, Pest Control, Plastic Container, Electrical Items, Salvage, Maintenance of LPG Appliance, Gents /Ladies footwear, Hiring of Music DJ Systems,.

2. **List of Document** Registration is to be done by applying on company's Letter head to the Secretary DSOI along with following documents which are mandatory for registration of contractors:-

(a) PAN and Income Tax Returns for the last three years, Last year's return duly vetted and countersigned by Chartered Accountant.

(b) Experience certificate in the field for the last three years.

(c) GST and copy of Registration Certificate and FSSAI Certificate.

(d) Bank statement for the last six months.

(e) Proof of Residence.

(f) Three photographs of the applicant and specimen signatures duly attested by Chartered Accountant/Gazetted Officer as per Performa.

(g) All documents submitted by the applicant must be signed with ruber seal.

(h) Address proof of shop/establishment to be given to the contractor and the same be verified by the TAC/BOO/through competent agency.

(i) Ownership proof of the company be attached.

(j) Registration fee (non refundable) of Rs. 5000/- by DD along with the application.

(k) No cash transactions in respect of taking of any type of fees/EMD/Security deposit should be permitted. All transactions through DD/BG to DSOI Account.

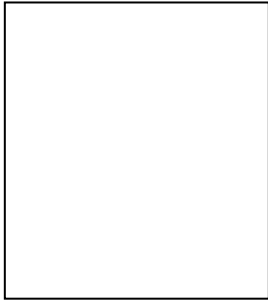
3. Registration of vendors does not guarantee award of any business, unless the other terms and conditions laid down are met in too by the registered vendors.

4. Last date for submission of application for registration **15 Dec 2018.**

5. All existing contractors whose registration is expiring on **31st Mar 2019** may also need to revalidate their registration by submitting the above mentioned documents a fresh.

Secretary

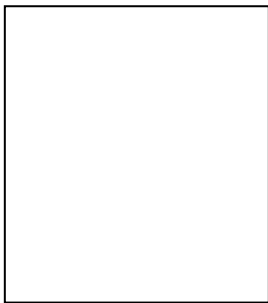
Performa: Specimen Signature & Photographs of the Contractor



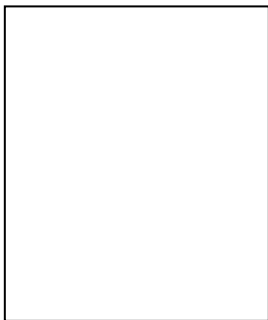
Signature _____

Name _____

Address _____



Signature _____



Signature _____

Signature Attested By:

Chartered Accountant/Gazetted Officer
With official Seal

Place:

Date: