

**Aryabhata Research Institute of Observational
Sciences, Manora Peak, Nainital – 263129,
Uttarakhand**

Empanelment of Firms/Suppliers

Terms and Conditions

1. Applications are liable to be rejected if the instructions contained hereunder are not correctly carried out.
2. Answers to the queries should be definite, complete and legible.
3. The form should be filled up neatly.
4. For each group of items enumerated in Annexure “A” , only one form should be submitted. However , more than one items are supplied by a firm, two or more application form can be submitted with requisite fee.
5. Registration will be for a period of three years from the date of enlistment. It is the responsibility of the Contractor/Supplier to apply for renewal well in advance of time before the expiry date. Application for renewal should be submitted in the usual form which will be issued on payment of the standard fees.
6. Registration may be cancelled without prior intimation due to any of the following reasons :
 - a) Non- fulfillment of contractual obligations.
 - b) Failure to submit Photostat copy of Permanent Account No.
 - c) Any ground which in the opinion of the Director, ARIES in the public interest.

7. Whenever the space provided for answers is insufficient , details should be given neatly typed in separate plain sheet giving reference to the corresponding question.
8. APPLICATION WILL NOT BE ENTERTAINED UNLESS the applicant agrees to abide by the 'General conditions of all contracts and special conditions of contracts governing supplies of listed items.
9. The Demand Draft drawn in favour of Director, ARIES, Nainital of Rs 500/- for 3 years will be required to send along with all testimonials and application form. **The Registration will be done upto 31.5.2010.**
- 10 If agents, please state – whether you are sole Distributor or Regional Agent. State territories held and attach a copy of the Agency Agreement /appointment issued by your principals.

Whether you are usually holding ample stock of the items for which Registration is sought.

Whether you have adequate facilities for after sales service, give details.
- 11 If stockist , please state whether you always hold adequate stock of the items for which registration is sought.

Approximate stock-in-trade value of items for which registration is sought, in rupees.

Whether you have adequate facilities for after sales service, give details.
- 12 Name and address of your bankers stating name in which account stands.
- 13 Are you on the list of approved contractors of DGS&D or any other Govt. If so, please give name and address , Registration No. and date and state whether you are registered for the items for which

registration is sought . Photo copy of Registration Certificate be enclosed.

14 Are you doing business with ARIES,Nainital.

15 Please furnish copy of PAN no.

16 Whether you are prepared to furnish any security deposit for capital goods if and when called for.

17 A copy of the Profit & Loss account and Balance Sheet for the last year is necessary along with the application .

18. For Consumable/Non Consumable items, the EMD may be waived off for consumable items only whose registration is completed now for three years.

19. Services after sales up to the warranty period be the responsibility of the supplier and no hanky panky way be initiated after supplies otherwise penal action may be started in appropriate forum.

For Director

Annexure "A"

- i) Electrical and Electronics items for Telescope and Scientific equipments etc.
- ii) Consumables items of stationary
- iii) Consumables/Non Consumable items of Interiors and Civil works
- iv) Consumable/NC items of HP/WIPRO and others for Computers
- v) Mechanical items/items for Optics and Aluminizing work
- vi) AMC of 50 Computers
- vii) Empanelment of Advertising and Customs clearance agency

**Aryabhatta Research Institute of
Observational Sciences, Manora Peak,
Nainital – 263129, Uttarakhand**

Application form for the registration of Firms

2010-2013(Three Years)

1. Name of the Firm
2. Postal Address
3. Telephone No/Mobile No.
4. Fax No.
5. E-mail
6. Head Office
7. Branches
8. Factory
9. Godowns
- 10 Showrooms

11 Are You registered under any one of the following-

The Indian Companies Act 1913	Yes	NO
The India Partnership Act, 1932	Yes	No
Indian Factories Act	Yes	No
Industries Act , 1951	Yes	No

Any act if not who are the owners of the firm. Please give name and address.

If so, Date of Registration

License Held

Certificate of incorporation and copy of the same be provide.

12 Are you a Manufacturer, Agent / Stockist

13. Supplier Type Local State Importer

If importer, write the name of distributor.

14. Do you agree with terms and conditions written above have you read the above instructions carefully.

Place:

Date:

Signature of the Manager/Proprietor

ARIES/3-32(1)/5125

To

02.2.2010

The Paromita Advertising Pvt. Ltd.

New Delhi

Sub : Publication of Advt. for Empanelment of Firms

Sir,

This is to request you to get published the material as under mentioned.

Aryabhata Research Institute of Observational Sciences Manora Peak, Nainital

Empanelment of Firms/Suppliers/Manufacturers/Contractors

The Applications are invited for the empanelment of

Of firms /suppliers/manufacturers of

- i) Electrical and Electronics items for Telescopes and Scientific equipments
- ii) Consumable items of Stationary and Office
- iii) Consumable items of Interiors and Civil works
- iv) Consumables items of HP/Wipro and others for computers.
- v) Mechanical/Optics and Aluminising items
- vi) Empanelment of firms/contractors for AMC of 50 computers
- vii) Empanelment of Advertising and Customs Clearance agency.

The goods shall be supplied on FOR basis. The registration will be done for a period

of three years on payment of Rs 500/- DD in favour of **Director. ARIES,Nainital** on agreed terms and conditions. The details and application form(download) may be seen from our web site **aries.res.in**.

Therefore, please send the estimates of publication in the Hindustan Times(Delhi/Banglore), Dainik Jagarn(Nainital/Lucknow/Delhi/Dehradun).

Thanking you,

Yours sincerely,

(K D Tiwary)

Asstt Registrar