

# BHILAI STEEL PLANT

**Vendor Details Form**

|  |  |
| --- | --- |
| **Field Description** | **Required Data** |
| **Contact Details for Vendor Code :** | |
| Vendor Code with SAIL (if available) |  |
| Vendor Name # |  |
| Address : # (Ref Note 1) |  |
| City **#** |  |
| PIN/ZIP code **#** |  |
| District **#** |  |
| State **#** |  |
| Country **#** |  |
| Landline telephone number (with STD Code) |  |
| Contact Person Name **#** |  |
| Contact Person Designation **#** |  |
| Mobile No **#** |  |
| E-mail Address **#** (for all communication) |  |
| Website : |  |
| **Particulars of Bank Account : (please submit cancelled cheque copy):Ref Note 2** | |
| Bank Account number **#** |  |
| Bank Name **#** |  |
| Branch Name / City **#** |  |
| Bank IFSC Code **#** |  |
| **Statutory Information :** | |
| Permanent Account Number (PAN) **#** |  |
| GST Vendor Type **#** (Ref Note 3) |  |
| GST Registration Number **#** (Ref Note 4) |  |
| Type of Vendor (Ref Note 5) # |  |
| Ownership Status (Ref Note 6) |  |
| **Other Details :** | |
| MSME Status **#** (Ref Note 7) |  |
| Whether owned by SC/ST/Woman(Ref Note 8) |  |
| If Dealer : Name of OEM company (Ref Note 9) |  |
| GEM Registration No |  |

Fields marked with # must necessarily to be filled by Indian vendors. Form should be signed by authorized representative of company only and rubber stamp with name & designations should be clearly visible.

Declaration: All the information furnished above is correct and true to the best of our Knowledge.

Signature Name & Designation Date Seal of company



# BHILAI STEEL PLANT

**Reference Notes for Vendor Details Form**

|  |  |
| --- | --- |
| 1 :Address :- | Kindly note that PIN, State and GST Number should be in line and must represent same address /State. |
| 2: To enable E-payment as per bank account details mentioned in the form, the vendor is required to enclose the Bank Mandate Form in original duly endorsed by bank & cancelled cheque(with pre-printed Name, Account No & IFSC) and submit the hard copy of the same to following Address.  DGM (MPRD, VDC & QGA)  Room No. 512-C, 5th Floor,  Ispat Bhawan,  Bhilai Steel Plant,  Bhilai-490001 (CG) : | |
| 3 : GST Vendor Type:- | Registered, Not Registered(Exempt), Composite Registration |
| 4: PAN & GST :- | Please provide PAN card & GST Certificate Copy. |
| 5: Type of Vendor (Select one option) :- | Manufacturer, Trader, Dealer, Other. If Manu. Type Large / Medium/ Small scale Industry |
| 6: Ownership Status (Select one option) :- | CPSU, SPSU, Central Government, State  Government, NGO, Proprietorship, Partnership, Private Limited, Public Limited |
| 7: M S M E Status (Select one option) :- | Micro, Small, Medium, Other. Please Provide UDYAM REG. Cert. latest copy (After 01.07.2020) in support of MSME status. |
| 8:Whether owned by SC/ST/ Woman :- | Please provide documentary evidence, preferably documents of Central/State Government. |
| 9: Dealer :- | Attached valid dealership certificate Copy |
| 10: Submitted scanned documents should be from original documents only and clearly visible. All required documents shall be self-attested. | |
| 11: Incomplete form or form received without required documents will be rejected without any further correspondence. | |