

**DEFENCE METALLURGICAL RESEARCH LABORATORY****APPLICATION FORM FOR REGISTRATION OF FIRM**

<b>I.</b>	<b><u>Administrative information</u></b>		
<b>1.</b>	a) Name of the Firm	:	
	b) Registration ID with CPP Portal (eprocure.gov.in)	:	
<b>2.</b>	Registered Head Office Address		
	a) Postal Address	:	
	b) Telephone No(s), Fax No(s)	:	
	c) Mobile No(s)	:	
	d) E-mail	:	
	e) Website (if any)	:	
<b>3.</b>	Branch Office(s)		
	a) Postal Address	:	
	b) Telephone No(s), Fax No(s)	:	
	c) Mobile No(s)	:	
	d) E-mail	:	
	e) Website (if any)	:	
<b>4.</b>	a) Jurisdiction of Police Station under which the Premises of Registered/Head Office falls	:	
	b) Address of the Police Headquarter	:	
<b>5.</b>	Category of Registration		
	a) Manufacturers/ Distributors	:	
	b) Service Providers	:	
	c) Fabrication/Production (P) Agency	:	
	d) Development and Production (DP) Agency	:	
	e) Design, Development and Production (DDP) Agency	:	
	f) Others (System Integrator, Solution Provider etc.)	:	
<b>6.</b>	a) Stores/Services for which Registration is sought	:	
	b) Details of Distributor/Dealership of Articles normally stocked and the extent of such Stocks indicating separately Imported Articles (Types of Stores), Indigenous and Stock Articles with Name of the Mfrs. & Type of Stores (if applicable)	:	
<b>7.</b>	Kind of ownership and Registration Details		

	a)	If a Limited Concern, Name of Managing Director (enclose copy of MoA and AoA)	:	
	b)	If Single Owner, Name of the Proprietor	:	
	c)	If Partnership, Name of Partners (enclose copy of Partnership Deed)	:	
	d)	Others (Please specify relevant Act)	:	
8.		Point of Contact for seeking any information, person(s) to be contacted with Name, Designation, Phone No (O), Fax No, Mobile No and email address	:	
9.		Type of Industry : Micro/Small/Medium/Large Scale	:	
	a)	Registration No. and date with the Director of Industries / NSIC / Director General of Technical Development (please provide documentary evidence)	:	
	b)	Whether Owner belongs to SC/ST?	:	
	c)	Is the Owner Male/Female?	:	
10.		Reference of any Defence/DRDO Lab/DGS&D/Govt. Dept. with whom you are already Registered, provide documentary evidence if applicable.	:	
11.		List of Principal Customers with addresses (with special reference to the Defence Contracts with proof)	:	
<b>II.</b>	<b>Commercial Information</b>			
1.	Tax Registration Details (enclose relevant copies)			
	VAT No		PAN No	
	CST No		TAN No	
	GST No		Service Tax / TIN No	
2.	Principal's Authorization for Distributor / Dealer / Service Provider etc., if applicable		:	
3.	Bank Account details		:	Enclose ECS mandate
4.	Preceding three years turnover details		:	
<b>III.</b>	<b>Technical Information</b>			
1.	Are you providing after Sales Services? If no, Provide Details of Service Provider.		:	
2.	Brief description of the Organisation (i.e., History, Total Area, present set-up, future expansion plans, Depts., Labs etc		:	

3.	Details of Managerial & technical Personnel		:	
	a)	Total No. of Employees, Administrative, Technical, QC Inspectors, Skilled-unskilled personnel.	:	
	b)	The minimum requirements, experience & qualification laid down for Quality Control Manager, Supervisors & inspection Staff.	:	
<b>IV.</b>	<b>Manufacturing Information</b>			
1.	Manufacturing capacity as approved by Government (indicate Industrial License No. / Factory Act Registration & Date, Product & Quantity licensed)		:	
2.	Year of commencement of Manufacture of subject Stores for which registration is sought.		:	
3.	Details of facilities available for Water Supply, Fire Fighting, Security etc.		:	
4.	Details of Stores under production or development		:	
	a)	Brief details of Products manufactured indicating Sl. No., Type, Description Annual production for last three years	:	
	b)	Present Monthly productions	:	
	c)	Spare capacity available	:	
	d)	Product under development	:	
5.	Raw Materials (Sources of procurement, percentage of indigenous & imported Raw Materials)		:	
6.	Details of Intellectual Property Rights		:	
7.	Details of Plants & Machinery, indicating description, make, rating and quantity		:	
8.	Inward goods Inspection and Quality Control of Raw Materials/bought out Items.		:	
	a)	Available Test Equipment and facilities in the Factory indicating description, make rating and quantity.	:	
	b)	Assistance from external Agencies	:	

	(i)	Description of the Test	:	
	(ii)	Name of the Agency carrying out the Test	:	
9.		Inspection and Quality Control of finished Products.	:	
	a)	Available Testy equipment and facilities in the factory	:	
	b)	Assistance from external Agencies	:	
10.		Third Party Certification, If applicable, indicate details (Copies of Quality approval/Test Certificate/Test Reports may be enclosed in duplicate).	:	
11.		Future plans	:	
	a)	Expansion Programme	:	
	b)	Research Programme	:	
	c)	Any other information	:	
12.		Environment / Pollution clearance details with authority (if applicable)	:	
<b>V</b>	<b>Other Information</b>			
1.		History of banning/de-registration, if any, provide details? (enclose Undertaking form)	:	
2.		History of any Labour disputes, strikes, lock outs, No. of Man days lost due to Labour unrest, if any during last six years.	:	
3.		Is any owner / employee of your Company / Firm a foreigner? If yes, give details	:	
4.		Any ongoing enquiries against Company / Firm? If yes, give details	:	
5.		Measures taken for Security arrangements for confidential contracts. Provide details	:	
6.		Quality Management System Certification details, if any	:	

<u><b>DECLARATION</b></u>		
1.	I / We _____ (Name of Partner(s)/Proprietor(s)/Director(s) do hereby declare that the entries made in this application form are true to the best of my/our knowledge and that I/we shall be bound by the acts of duly constituted attorney.	
2.	I / We also hereby declare that all Material/Information related to DRDO shall be treated as CONFIDENTIAL and no Material/Information shall be passed on to any unauthorized person without written permission of the Director of the Lab/Estt.	
3.	I / We also declare that the firm <ul style="list-style-type: none"> <li>a) Has not been insolvent, in receivership, bankrupt or being wound up</li> <li>b) Does not have its affairs administered by a court or a judicial officer</li> <li>c) Does not have its business activities suspended</li> <li>d) Is not the subject of legal proceedings for any of the foregoing reasons</li> <li>e) The proprietor or directors have not been convicted of any criminal offence related to their professional misconduct or not otherwise have been disqualified pursuant to debarment proceedings.</li> </ul>	
4.	I / We also undertake the responsibility to inform all subsequent changes in the Constitution or working of Firm, affecting the accuracy of the details given herein will be promptly communicated to your Lab/Estt.	
5.	Mr. / Ms. _____ whose signatures are given below is an authorised representative of this Firm.	
_____	_____	_____
<b>(Specimen Signatures of Firm's Authorized representative)</b>		
<b>Place :</b>	<b>(SIGNATURE OF AUTHORISED SIGNATORY)</b>	
<b>Date :</b>	<b>(with Firm's SEAL)</b>	