

BANK OF MAHARASHTRA



APPLICATION

FOR

**EMPANELMENT OF SUPPLIERS OF VARIOUS GOODS
AND SERVICES**

AT

**BANK OF MAHARASHTRA
REGIONAL OFFICE, JAIPUR
F-104, RIDDHISIDDHIBHAWAN
AHINSA CIRCLE, C-Scheme
JAIPUR -302001**

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COVERING LETTER

Date

To,
The Asstt.General Manager,
Bank of Maharashtra,
Jaipur Region,
Jaipur-302001

Sub: Empanelment for Supply of various Goods & Services

Ref: Empanelment Notice Published in Daily News paper on _____

In response to the above notice, I/We hereby submit my / our application in the Required format. I/We have adhered to the requirements prescribed by the Bank. I/We Have carefully gone through the guidelines/ terms and conditions and prescribed format Carefully and I/We accept the same without any alterations/ modifications. We are also Aware that the bank reserves the right to accept or reject any or all the applications Without assigning any reasons thereof.

Yours faithfully,

Signature& Seal of Contractor.

To

Assistant General Manager

Bank of Maharashtra

Jaipur Region,

Jaipur-302001

Application form for empanelment as supplier/printer/contractor etc. for various Goods and services in the panel of Bank of Maharashtra C.O.Pune

We submit following details.

Sr. No	Perticulars	Details	Tick Mark
	Category	1) Empanelment of General Printers.	
		2) Security Printers on IBA's approved panel	
		3) Supply of Printing Paper/Computer Paper with or without Banks logo printing,	
		4) Supply of MICR Paper (with water mark) manufactured by IBA's approved paper mills.	
		5) Suppliers of table stationery/office stationery items	
		6) Manufacturers of plastic files, box files, folders, envelopes etc.	
		7) Suppliers of Electronic items	
		8) Suppliers of Electric items.	
		9) Manufacturer of all types of preprinted envelopes.	
		10) Courier Services	
		11) Architects, Interior Designers & Decorators, Civil & Electrical Energy Consultants, Structural Engineers, Solar energy Consultants.	
		12) Supply of furniture items. Repairs to Bank's furniture	
		13) Supply of Uniform Cloth/livery and other related items.	
		14) Supply of toiletry & other miscellaneous items	
		15) Maintenance Contracts for items like Water Coolers, Fax, Photocopier machines, Batteries, UPS etc.	
		16) Company/Authorized Garages for repairs of four wheelers of the Bank.	
		17) Supply of Petrol/ Diesel for bank's own vehicles on monthly payment basis.	
		18) Service Providers for Telephones for repairs and maintenance	
		19) Solar Energy Equipment manufacturers/ suppliers,	
		20) Painting Contractors	
		21) Interior Decorators & Contractors	
		22) Security Service Provider	

2	Name/Address & Telephone No. of the Applicant / firm			
3	Permanent Account Number(PAN)/Traders Identification Number(TIN) allotted under the Income Tax Act :			
4	Registration No. under CST/VAT (Attach photocopies)			
5	Sales (Rs in lacs) for past 3 years	2005-06	2006-07	2007-08
6	Name & Address of the Bank with which the applicant / firm maintains account	Name		
		Address		
		Type of the A/c-SB/CA/CC A/C No		
7	Whether the applicant/firm has earlier been on bank's panel specify the category and period of Empanelment			
8	Address of Government Department/ Banks/Financial Institutions/ Public Sector Undertakings / Leading private sector company with which the applicant is registered /empanelled as supplier/printer. (Please enclose certificate/s from the institutions/Depta. wherein specific comments on the Performance of the firm with reference to promptness of supply and adherence to specified quality/quantity etc. are given if available)			
9	Solvency Certificate issued by scheduled bank for Rs 50.00 lacs or Rs. 25.00 lacs or Rs 5.00 lacs as the case may be as given in Notice for Empanelment for different categories.	Attached for Rs 5.00lacs / Rs 25.00 lacs / Rs 50.00 lacs (strike out which is not applicable) Name of the bank-		

We have accepted the following terms and other conditions and enclose the documents that are Required as under:--

- 1) Copies of latest Income Tax Assessment Order, Sales-Tax Assessment order, Balance Sheet, P/L a/c about the performance of the firm in respect of (last 3 years in case of category 1,2,3,4,10,12) should be forwarded along with this form.
- 2) Details of such contracts undertaken in the past. Present status of such contracts along with the copies of award of contract, duration of the said contract, certificate of Appreciation, if any and reasons if the contracts are discontinued.
- 3) Details of registration as per the shop and establishment Act.
- 4) Details of registration with PMC to run the shop/printing press etc.
- 5) Copy of 'PAN CARD' issued by Income Tax authorities is enclosed.

Seal & Signature of the Proprietor/
Authorized Person and name(s)