

**FORM FOR REGISTRATION/**

**OF FIRMS FOR THE PERIOD OF ONE YEAR**

To,

Dr. Rajendra Prasad Kendriya Vidyalaya  
President's Estate, New Delhi - 110004

Sub: Registration of firms / suppliers / service providers for supply  
of \_\_\_\_\_

1	Category under which registration is sought (tick as appropriate)	a) Manufacturer b) Assembler c) Supplier d) Service Provider		
2	Name & address of the firm			
3	Whether it is Individual or Firm (Attach Document in support)			
4	Telephone number			
5	Name of the owner of the firm with address			
6	GST, TAN etc numbers of the firm (Please Attach copies of related document)	GST No TAN No EPF A/c No. ESI A/c No. Service Tax No		
7	PAN number of Firm			
8	PAN number of owner			
9	Details of experience & place of work during the last 03 years	Institute where rendered service/Supplies	Period	Name of supplies/Service
10	Brief details of Bankers	Name of Bank Bank Account No. IFSC No of Bank		

11	Income Tax Circle in which the applicant firm is assessed to Income Tax (Please indicate GIR/PAN No.)	
12	Sale Tax Registration No.	
13	Total Numbers of the workers in the firm	

Date: \_\_\_\_\_

SIGNATURE OF OWNER OF  
THE FIRM & SEAL

**UNDERTAKING**

I, Mr/Ms. \_\_\_\_\_ proprietor of M/s \_\_\_\_\_ do hereby undertake that the above furnished information is correct to the best of my knowledge and belief. In case of any information/supporting documents by me found to be incorrect/case, the offer of my registration/contract will be cancelled automatically and action may be taken as per KVS rule. I assure you to provide the best service to the Vidyalaya.

Place: \_\_\_\_\_

Signature

Name of Proprietor

Date: \_\_\_\_\_

Seal of the Firm

Last date of submission by post / hand is \_\_\_\_\_ In case of any data submitted found false (at any stage), registration will be cancelled and action will be taken as per rule/law.

**Tick the areas in which the firm wishes to provide the service**

- Computer Hardware and Software,
- Supply of Medals
- Printing and publishing work
- Provide Lab Items i.e. chemicals & Instruments etc.
- AMC of Photocopies & Rizzo  provide dress on rent basis
- AMC of Water cooler  AMC of Computers
- Providing of manpower (Clerks, Peon) etc.  Providing housekeeping & Gardners services
- Providing sanitation materials & services  Providing security services
- Providing covered tempos  Scrap / disposal of raddi
- Providing watermarked Paper (for printing books)  Providing all type of stationery
- Providing Taxi for local journey  Providing RTV on rent basis
- Providing Trucks / Tempos for transportation of material
- Providing Bus services on rental basis
- Providing Data entry operators services  Data punching services
- Welding service  Carpenter services
- Providing new furniture and Repair  Providing steel almirahas
- Providing lock repair services  Providing air cooler repair / watering services
- Providing white washing services  Civil repair of School Building
- Electrical supply, repair, AMC  Telephone repair services
- Supply of photocopier cartage and AMC of photocopier Machine  Fire safety equipment & Refiling
- Provide tent, generator etc. on rent basis  Internet related services
- Mobile telephony services  IVRS services / SMS services
- Printing, dispatch of admit cards  Canteen / Mess / Refreshment services
- Provide Audio Visual Aids  Printing of School Magazine
- Sports items i.e. sports kits, equipment's etc  Installation, repair, AMC of CCTV's
- Air conditioner - Supply, rental, repair, AMC etc
- Providing Rubber stamps, name plates, numbering machine
- Supply of plumbing sanitary items
- Supply of A-4 size paper, supply of Photocopy machine
- Drawing & Painting  Gift Items
- Supply of Nursery costumes  Supply of Light and Sound systems
- Professional services of Chartered Accountant for preparation and e-filling & printing of form 16/16A etc.  Supply of Library Books, Newspapers, magazine and periodicals
- Services of Video & Photography services  Supply Musical instruments & repair