To  
The Principal  
Kendriya Vidyalaya No.2 Kharagpur  
PO: Kharagpur , Distt- Paschim Medinipur  
West Bengal-721301

**PROFORMA FOR ENLISTMENT OF SUPPLIERS/ VENDORS/  
 SERVICE PROVIDERS/CONTRACTORS FOR SESSION 2020-21**

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|  | Name of the firm/company: |  |
|  | Address of the firm/company  & contact telephone No.: |  |
|  | Name & address of the proprietor/contractor  /partner of the firm/company with communication  details like Phone/Fax No., Mobile no/email address |  |
|  | Registration/enlistment sought for: -  as a **Supplier/ Service Provider/Contractor** |  |
|  | Registration/enlistment particulars, ( Attach supportive documents) | i) Trade License No./Contractors license No.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ii) PAN No.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ iii) GST/CST registration No.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ iv) Service Tax Regn No.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ v) Other details if any |
|  | Banker’s details | a. Current A/c No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ b. Name & address of the bank |
|  | Whether enlisted with any Govt. Institution or not if yes submit details |  |
|  | Documents attached: - (Xerox copies of all the documents as the proof of all the above statements should be attached |  |

I Sri \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ proprietor/partner/authorized signatory of the firm  
M/s \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ do here by confirmed that the above information  
provided by me are correct. I assure to provide my sincere / satisfactory service to the stated Institution if I am  
considered for registration / enlisted at your end.

Signature of the Proprietor/partner/authorized signatory of  
M/s \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
STAMP/SEAL Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_