



INDIAN MARITIME UNIVERSITY

Kolkata Campus
P 19 Taratala Road
Kolkata 700 088

Phone: (033) 2401 4673
Fax: (033) 2401 4431
web: www.merical.ac.in

VENDOR ENLISTMENT FORM FOR PURCHASE OF MESS CONSUMABLES

1.	Name of the Firm	
2.	Address of the Firm	
3.	Name of the Proprietor / Partners / Director	
4.	Nature of Business / Trade	
5.	Copy of Trade Licence (Certificate to be attached)	
6.	Income Tax/Pan Card (Certificate to be attached)	
7.	GST (if applicable) (Registration Certificate to be attached)	
8.	Name and detail of the bank in which Payment is to be made. (A/c no., IFSC and branch address)	
9.	Contact No. (Mobile and Landline)	
10.	E mail address	
11.	Categories for which applied (Refer: Annexure)	1. 2. 3.



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1.	<p>Experience</p> <p>Whether complied with Experience Requirements as per details given in Terms and Conditions?:</p>	<p>YES / NO</p> <p>Established in the Year –</p> <p>Handling the Products since:</p> <table border="1" data-bbox="906 444 1386 879"> <thead> <tr> <th data-bbox="906 444 1149 546">Category</th> <th data-bbox="1149 444 1386 546">Since (which year)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	Category	Since (which year)												
Category	Since (which year)															
2.	<p>Turnover</p> <p>Whether complied with Turnover Requirements as per details given in Terms and Conditions?:</p> <p>TURNOVER</p>	<p>YES / NO</p> <p>TURNOVER (IN RS. LAKH)</p> <p>2014-15 – Rs.</p> <p>2015-16 – Rs.</p> <p>2016-17 – Rs.</p>														
3.	<p>Whether the Proprietor / Partner / Director / Managerial / supervisory level employee of firm seeking enlistment has any relative in Cadets Mess / IMU-KC.</p>	<p>YES / NO</p> <p>If Yes, Please provide details</p>														
4.	<p>Whether the firm seeking enlistment black listed by any organisation in last 5 years</p>	<p>Yes / No.</p>														

UNDERTAKING

1. I hereby certify that all the statements made and information supplied in the registration form and accompanying statements are true and correct to the best of my knowledge.
2. I undertake to oblige the purchase rules and general payment terms of IMU-KC.
3. I undertake not to involve myself in splitting of the bills and also will not entertain any unethical practice.
4. I will maintain transparency in all scenarios and will encourage promotion of competition for compliance of procurement.
5. I undertake to charge genuine price / MRP of the order/product to the Institute.
6. I will not involve myself in any unhealthy practice by way of entertaining sister concern firms/partners/relatives in procurement process.
7. I certify that my firm is not blacklisted / banned from business by any organization.
8. I undertake that if any information found incorrect, the application / registration is liable to be cancelled at any time and criminal action will be framed against the person/firm/company as deemed fit.
9. I hereby accept the rules and procedures of the Institute for enlistment of Mess consumable supplies and agree that the Institute has the right to accept or reject any application without assigning any reason thereto.

Date:

Name and signature of the Proprietor
WithSeal

ANNEXURE TO VENDOR ENLISTMENT FORM

1. FRESH VEGETABLE & FRUITS (*)

Sr no.	Items	Sr no.	Items	Sr no.	Items
1	Potato	18	Beans	35	Anaar (pomgranate)
2	Onion	19	Capsicum	36	Grapes
3	Ginger	20	Tamarind / imli	37	Ripe mangoes
4	Garlic	21	Cabbage	38	Muli
5	Green chilli	22	Sim	39	Pumpkin
6	Lemon	23	Potal	40	Green papaya
7	Tomato	24	Jhinga	41	Ripe papaya
8	Cucumber	25	Kundri	42	Jach fruit (kathal)
9	Dhania leaves	26	Bhindi (lady finger)	43	Khajoor
10	Cauliflower	27	Green mango	44	Amsutta
11	Carrot	28	Brinjal (baigan)	45	Pineapple
12	Spring onion	29	Pudina leaves	46	Baby corn
13	Lauki (gourd)	30	Curry leaves	47	Frozen peas
14	Green peas / Matar	31	Barbati	48	Water melon
15	Palak sag / spinach	32	Ripe banana	49	Mushroom (white)
16	Methi sag	33	Apple	50	Pudina Leaves
17	Karela	34	Orange		

2. NON VEGETARIAN ITEMS (All fresh items)

S	Name of the Items	Brand
1	Eggs- white (Min.weight-60 gms.)(*)	
2	Chicken (without skin,liver, gizzard, neck,wings and legs cut up toknee& without dippingin water-max. Weightafter cleaning shall be600gms-700gms).	Broiler -Fresh& Tender /Chilled
3	Fish - Rohu or Katla without Head&Tail (cleaned &cut into pieces)(*)	

3. DAIRY PRODUCTS

Sl	Name of the Items	Brand
1	Milk	ALL REPUTED BRANDS
2	Curd	
3	Butter	
4	Cheese	
5	Ghee	
6	Paneer	
7	Ice Cream (All Varieties)	

4. BAKERY ITEMS

Sl	Name of the Items	Brand
1	Bread sliced (400 gms pack)White / Brown	Modern/Britannia or equivalent
2	Bread sliced (800 gms pack)White / Brown	Modern/Britannia or equivalent
3	Bun (150gms)	

5. FRUIT JUICES & OTHER SOFT DRINKS

Sl	Name of the Items	Quantity
1	Maaza	(200ml tetra pkt.)
2	Tang	(500gm pkt.)
3	Real tetra pack	(200ml tetra pkt.)
4	B.Natural (ITC Product)	(200ml tetra pkt.)

6. GROCERY ITEMS

Sl	Name of the Items	Sl	Name of the Items
1	Arhar dal	50	Match box (10 b0x)
2	Moong dal	51	Edible colour (100 gm)
3	Masoor dal	52	Ajwain
4	Chana dal	53	Posto
5	Gotamasoor	54	Kala chana
6	Urad dal	55	Vinegar (700 ml)
7	Green moong	56	Sambhar masala (100 gm)
8	Rajma	57	Paw bhaji masala (100 gm)
9	Chana basen	58	Kasturimethi (100 gm)
10	Sugar	59	Makhana
11	Pepper(Golki whole)	60	Chana masala (100 gm)
12	Dalia (500 gm pkt.)	61	Chat masala (100 gm)
13	Salt	62	Bread crumb powder
14	Chilli powder (100 gm pkt.)	63	Kablichana
15	Haldi powder (100 gm pkt.)	64	Sabzi masala (100 gm)
16	Dhaniapowder(100 gm pkt.)	65	Sooji
17	Jeera powder (100 gm pkt.)	66	Poha (chira)
18	Small cardamom (Elaichi)	67	White matar
19	Big cardamom (Elaichi)	68	Matarbesan
20	Kheer rice (Gobinda bhog)	69	Coconut powder

21	Cooking soda	70	Kala jeera
22	Ararot (500 gms pkt.)	71	Maida
23	Jeera (Gota)	72	Biryani masala (50 gm)
24	Dry chilli	73	Ajeno moto
25	Cloves (lavang)	74	Papad
26	Gotagaram masala	75	Chow (500 gm)
27	Magaj	76	Sarisha
28	Cinamom (dalchini)	77	Sahajeera
29	Tejpatta (200 gm pkt.)	78	Badam
30	Washing soda	79	Coffee(sunrise)(200gm pkt.)
31	Kaju	80	Candle
32	Chanachur	81	Mashroom
33	Vim powder	82	Safalmatar
34	Panchfuran	83	Baking powder
35	Hing	84	Rose syrup
36	Chilli sauce (700 gm)	85	Kala urad dal
37	Soya sauce (700 gm)	86	Tea leaf (tataagni)
38	Basmati rice	87	Tomato sauce (delmonte)(1kg pouch)
39	Jaifal	88	Delmonte tomato ketchup(10gm sachet)
40	Jaitri	89	Jam
41	Soyabean (nutrela)	90	Amul butter i.p (20kg c/s)
42	White pepper	91	Refined edible oil (15kg tin)
43	Dry gulaabphool	92	Kishmish
44	Kabab chini	93	Kewra water
45	Mittha attar (6ml)	94	Rice
46	Kashmiri mirch powder (100 gm)	95	Atta
47	Pickle	96	Bhujia (haldiram)
48	Custard powder (1 kg)	97	Amul cream (1kg pouch)
49	Sewai	98	Ready Gravey

7. SNACKS (*)

Sr. No.	Items	Approx. Weight	Sr. No.	Items	Approx. Weight
1.	Lays (PotatoChips)	12.5 gm	10.	Mixture (Haldiram)	20 gm
2.	Chocolate (Munch/Park)	11.5 gm	11.	Moog Dal (Haldiram)	20 gm
3.	Biscuits(Parle Cream)	45 gm	12.	American Lays	12 gm
4.	Biscuits(Parle Hide & Seek)	16.5 gm	13.	Khatta Meetha (Haldiram)	20 gm
5.	Bhujia (Haldiram)	20 gm	14.	Tiffin Cake	
6.	Britannia Biscuits (Good day)	39 gm	15.	Uncle Chips	13.2 gm
7.	Britannia Biscuits (Little Heart)	20 gm	16.	Puff Corn	15 gm
8.	Pastry (Vanila/Butter Scotch flv.)	25 gm	17.	Peanuts (Lehar)	18 gm
9.	Britannia Biscuits (50 - 50)	50 gm	18.	Chips & Biscuits of any other reputed company.	

8. SWEETS

Sr. No.	Items
1.	Rasogolla
2.	Malai Chop
3.	Gopal Bhoge
4.	Pantua
5.	Langcha
6.	Laddu
7.	Kaju Barfi
8.	Malpoya
9.	Sonpapri

Sr. No.	Items
10.	Chandrapuli
11.	Malai Cham chum
12.	Rajbhog
13.	Sandesh
14.	Golap jamun
15.	Rash Malai
16.	Sweet Curd (100 gm Pot.)
17.	Sweet of any other variety of good quality

Date:

Name and signature of the Proprietor
with Seal