

THE BRIHAN-MUMBAI ELECTRIC SUPPLY & TRANSPORT UNDERTAKING
(Management Department)

PROFORMA FOR FURNISHING INFORMATION BY THE MANUFACTURING UNIT

1. Name of the firm & Address : -----

2. Address for correspondence : -----

 Telephone No. - Office: Godown: ----- Factory: -----
 Telex No. ----- Fax No. -----
 Telephonic Address: E-mail: ----- Website: -----
3. Constitution of the Firm : **Govt./ Semi-Govt. /Public Ltd./ Pvt. Ltd./
Partnership / Proprietary**
4. Name of office/Residential : -----
 Address of Directors/ : -----
 Partners/Proprietor : ----- Tel. No. -----
5. Directorship/Partnership in : -----
 other firms : -----
6. Name of Bankers & their : -----
 Full Address : ----- Tel No. -----
7. Details of Registration with SSI/NSIC/Central & State : Please attach zerox
 Govt. Authorities/Semi-Govt. Authorities/ copies of the
 State Transport Undertakings/Reputed Public Ltd. & Registration Certificate
 Pvt. Companies.
8. Details of Registration with various Tax/Govt. duties : Please attach zerox
 Authorities such as: copies of the
 a) MST/CST Registration No. Registration Certificates.
 b) Excise Registration No.
9. Details as regards - :
 Collaboration, if any.
10. Area of the -
 a) Factory Premises : Sq.Mtr./Sq.ft.
 b) Godown/Store : Sq.Mtr./Sq.ft.
 c) Office : Sq.Mtr./Sq.ft.
11. The details of Machinery/Equip- : Please furnish a separate list with all details
 ments installed in the factory indicating their sizes, capacity etc.
12. a) Authorised Capacity (Electric Load) :
 b) Capacity Allowed (Electric Load) :
13. Persons on roll :
 a) Engineering/Science Graduates/Post Graduates :
 b) Diploma holders :
 c) ITI qualified :
 d) Skilled :
 e) Semi-skilled :
 f) Un-skilled :
 g) Others :
14. No. of shifts :
15. Items manufactured : Separate list may be attached.

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16. Do you have any expansion/diversion plans? :
If yes, furnish details
17. Please furnish a list – : Separate list may be attached
Source of Raw materials/Sub-components indicating particulars of raw
AND Quality assurance thereof materials/components and source
of purchase etc.
18. a) Inspection facilities/testing equipments : List may be attached.
available.
b) Do you have your own laboratory for :
testing raw materials/finished products?
19. Any R&D facilities available? If yes, please :
furnish details
20. Names of the reputed customers such as : List of orders executed along with
O.E. Manufacturers/Govt./ Semi-Govt./ zerox copies of the same during
Organization State Transport Undertakings/ last 3 years with details viz. Name
Reputed Public & Private Companies/ & Address of the Organization,
Corporations. material & quantity supplied and
value of orders must be attached.
21. Whether the product have been tested at : Xerox copies of various recent Test
Central Institute of Road Transport, Pune / Certificates be attached.
Central Power Research Institute,
Bangalore/Electronic Research Develop-
ment Association, Baroda /**OR** at any other
recognized Institute / Laboratory.
22. In case of out-station firms, please furnish :
the name of the authorised
distributors/agent available in Mumbai
along with their address, telephone number
& their terms / condition etc.
23. Other information:-
a) Approx. Annual Turnover : (Certified copies of the same by
(Last two financial years) Chartered Accountant must be
attached).
b) Delivery Facilities available :
c) Please furnish latest zerox copies of – :
i) Rent Receipt/Monthly Compen- :
sation Receipt.
ii) Electric Bill. :
iii) Telephone Bill. :
iv) Income-Tax Clearance Certificate / :
Advance Tax paid receipt.
v) Balance Sheet/Annual Report for :
last 2 Financial Years.
24. Any additional information not covered :
above.

**Signature of the –
Director / Partner / Proprietor / Manager
(Seal of the firm)**

11. Items Supplied : Separate list may be attached.
12. Are you authorized distributors of any of the Reputed manufactures? If yes, furnish details. : Please attach Xerox copies of such certificates of various manufacturers, Items manufactured/supplied.
13. Names of the reputed customers such as O.E. Manufacturers/Govt./ Semi-Govt./ Organization State Transport Undertakings/ Reputed Public & Private Companies/ Corporations. : List of orders executed along with zerox copies of the same during last 3 years with details viz. Name & Address of the Organization, material & quantity supplied and value of orders must be attached.
14. Whether the product have been tested at Central Institute of Road Transport, Pune / Central Power Research Institute, Bangalore/Electronic Research Development Association, Baroda /**OR** at any other recognized Institute / Laboratory. : Xerox copies of various recent Test Certificates be attached.
15. Other information:-
- a) Approx. Annual Turnover (Last two financial years) : (Certified copies of the same by Chartered Accountant must be attached).
 - b) Delivery Facilities available :
 - c) Please furnish latest zerox copies of – :
 - i) Rent Receipt/Monthly Compensation Receipt. :
 - ii) Electric Bill. :
 - iii) Telephone Bill. :
 - iv) Income-Tax Clearance Certificate / Advance Tax paid receipt. :
 - v) Balance Sheet/Annual Report for last 2 Financial Years. :
16. Any additional information not covered above. :

**Signature of the –
Director / Partner / Proprietor / Manager
(Seal of the firm)**