

SHREE HANS ALLOYS LIMITED

(An ISO 9001: 2000 Organization)

LEVEL – 2 MANUAL
FUNCTION: PUR
REVISION NO.: 00

DOC. NO.: PUR/F/02/01
PAGE NO.: 01 of 01
EFFE. DATE: 01.11.03

TITLE: **VENDOR REGISTRATION FORM**

1. NAME:

2. ADDRESS OF THE SUPPLIER:

3. CONTACT PERSON:

4.

MOBILE NO.:

EMAIL ID:

5. LIST OF ITEMS DEALT WITH (PLEASE ATTACH SHEET):

6. LIST OF MAJOR CUSTOMERS (PLEASE ATTACH SHEET):

7. TYPE OF COMPANY (PLEASE TICK): (**LIMITED, PRIVATE LIMITED, PARTNERSHIP, PROPRIETORSHIP / TRADING**)

8. TURNOVER IN LAST 2 YRS. (Rs. In LACS):

Year 20__/__/__	<input type="text"/>
Year 20__/__/__	<input type="text"/>

9. QUALITY CONTROL METHODS IN PRACTICE : yes no

10. TECHNICAL COMPETENCE: yes no

11. STORAGE FACILITIES:

ADEQUATE / NOT ADEQUATE

12. IS THE COMPANY ISO 9000 CERTIFIED:

yes no

13. IF SAMPLE IS SUPPLIED FOR TRIAL, IS IT APPROVED?

yes no

14. WHETHER INSTRUMENTS USED ARE CALIBRATED?

yes no

15. CAN YOU ISSUE MATERIAL TEST REPORT?

yes no

16. C.S.T. NO.: _____

17. TIN NO.: _____

18. EXCISE DETAILS (PLEASE ATTACH SHEET):

19. S.S.I. NO.: _____

AUTHORIZED SIGNATURE: _____

FOR OFFICE USE ONLY

1. IF TRIAL ORDER IS GIVEN TO PARTY, HOW WAS THE PERFORMANCE? **SATISFACTORY / DISSATISFACTORY**

2. CAN SUPPLIER SUPPLY CONSISTENTLY? _____

yes no

3. PAST EXPERIENCE: _____

SATISFACTORY / DISSATISFACTORY

4. SUPPLIER IS RECOMMENDED FOR REGISTRATION: _____

yes no

5. ENTERED AS APPROVED SUPPLIER: _____

yes no

APPROVED BY: _____ SIGN: _____ DATE: _____