

Information Regarding Registration of Firms

In case a firm desires to have its name registered in the list of approved suppliers of this Railway, it should apply to the Controller of Stores, N.E. Railway remitting Rs.100/- towards cost of application + Rs.30/- as postal charges .

The application form duly filled in may be submitted to the Office of COS, N.E.Railway alongwith following documents.

1. Cash receipt of registration fee & application form as remitted in favour of FA&CAO/N.E.Railway/Gorakhpur.
2. Current and valid ITCC.
3. Current profit and loss account.
4. Current balance sheet.
5. Affidavit (In case of proprietorship concern)
6. Partnership deed. (In case of partnership concern)
7. Memorandum of articles of association (In case of limited concern)
8. Photocopies of registration with NSIC, DGS&D, RDSO, other Railways & production units etc.
9. Performance statement of supplies made to Govt., Semi Govt. departments in last 2-3 years.
10. Sales Tax registration certificate.
11. List of M & P and employees.
12. Documentary proof of factory.

On receipt of the application form along with above documents, the matter regarding enlistment will be examined and decision will be intimated in due course.

Firms may please note that the registration can be considered only if they are :

- (i) a manufacturer .
- (ii) an authorised agent /dealer of a reputed manufacturer.
- (iii) already registered with other Railways/DGS&D/NSIC/RDSO etc.