# KENDRIYA VIDYALAYA NO2, NTPC KORBA - 495450 (CG)

**FORM FOR REGISTRATION OF FIRM**

From: -

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To

The Principal

Kendriya Vidyalaya No.2 NTPC Korba

In front of NTPC Hospital Korba

Korba - 495450 (C.G.)

**Sub: Application for Registration of Firm-reg.**

Sir,

I am to inform you that I want to register my firm for supply of articles to your Vidyalaya. Details of my firm are as given below:-

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| **S. No.** | **Particulars** | **Details** |
| 1 | Name of The Firm  |  |
| 2 | Registration Number of Firm (Copy of The Establishment Registration issued By Local Authority ) |  |
| 3 | Works of the Firm (As Mentioned in Registration Form) |  |
| 4 | Period of validity of Registration |  |
| 5 |  Full Address of Firm (As Mentioned in Registration Form) |  |
| 6 | GSTN No. of Firm (Attach Copy of GSTN) |  |
| 7 | PAN No. of Firm ( Attach Copy of PAN) |  |
| 8 | Tel. No. of Firm |  |
| 9 | Mobile No. of Firm |  |
| 10 | E-Mail ID of Firm |  |
| 11 | Bank Account Number of Firm (Copy of The Bank Pass Book-1 Page) |  |
| 12 | Bank & Branch Name |  |
| 13 | IFSC Code of Bank |  |
| 14 | EPF, ESI Registration and IG license for KORBA (**Proof** Will Be Submitted By Manpower Supply Agencies Only)  |  |
| 15 | Site Photograph of Shop |  |

In view of the above you are requested that kindly register our firm to your institutions and give us a chance to render our services for printing.

Thank you.

 **Yours faithfully,**

Encl :-AS above **SI.No. 1,4,5,6,11&16**

 Sign of Proprietor with date

 & Seal of the Firm

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