

APPLICATION FORM OF NEW INTRODUCTION

(THE DETAILS TO BE TYPED ONLY & HARD COPY OF APPLICATION FORM ALONG WITH ALL REQUISITE DOCUMENTS DULY ANNEXED TO BE FORWARDED TO CSD, HO, ADELPHI)

SUPPLIER DETAILS:

1 NAME OF THE FIRM : _____

2 ADDRESS OF THE REGISTERED OFFICE : _____

AREA _____, PIN CODE _____

STATE _____

PHONE NO. : _____, _____, _____,

FAX NOS. : _____, _____, _____,

EMAIL ADDRESS _____

WEBSITE ADDRESS _____

GSTIN NO : _____ (attach certified copy)

3 ADDRESS FOR COMMUNICATION : _____

AREA _____, PIN CODE _____

STATE _____

PHONE NO. : _____, _____, _____,

FAX NOS. : _____, _____, _____,

EMAIL ADDRESS _____

4 CONTACT PERSON NAME : _____

DESIGNATION : _____

TEL/MOB. NO. : _____

5 Type of Industry : _____
(eg. Heavy, MSME (Micro, Small, Medium), Cottage, Non-MSME)
(supporting documents from local authorities)

6 Type of Business : _____
(Proprietorship, Partnership, Pvt. Ltd, Ltd, Central PSU, State PSU, Cooperative, Federation)
(attach supporting documents)

7 Status of Supplier : _____
(Manufacturer, Brand Owner, All India Sole selling agents for domestic manufactured items, All India Sole selling agents for imported items, Importers, Ex-servicemen Enterprises provided the shareholding of ESM or NoK is minimum 66.66%) (Attach supporting Documents).

8 (a) Item/s being offered to CSD (for General & AFD II items)

Sr. No.	HSN Code	Nomenclature / Name of the products with Brand Name * (for example : Bikaji Brand Classic Salted Peanuts)	Weight/ Volume Dimension/ size/capacity as applicable	Case Pack	Net rate (exclusive of GST and other levies)		MRP (per unit)	GST in %	Date of introduction in civil market ***	Shelf Life / Warranty ****	Bar Code	Market Share (%) *****	Any BIS / ISI standards available / applicable	Places (cities) where items are available	Annual Sales Data (excluding exports) for past 3 Financial Years (Both in Volume & value) UOM for Volume is "Units". Value to be denoted in "Lakhs" *****					
					In Trade **	Offered to CSD									(p)					
															FY:		FY:		FY:	
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	Vol	Val	Vol	Val	Vol	Val
1.																				
2.																				
3.																				
4.																				
5.																				
6.																				
7.																				
8.																				

NOTE:

- * Please note that the nomenclature mentioned above should match with samples and TDS submitted to us in all respect and no variation is acceptable. Photographs of the samples bearing complete nomenclature / name of the items proposed for introduction are also to be submitted mandatorily. Samples of each of the items will be submitted only when asked by this Office.
- ** The trade rate exclusive of GST and levies should be the lowest throughout India and should be certified by Chartered Accountants. (Copy of the trade invoice to this effect to be enclosed)
- *** It should be ensured that the products should be available in civil market for at least 3 months before applying for introduction in CSD.
- **** Products having shelf life of more than 6 months only be supplied to CSD with exception for selective items. Attach certificate from Govt. recognized laboratory in r/o the shelf life of item/s being offered to CSD.
- ***** To be supported by Certificate from any reputed Market Research agency.
- ***** The annual sales data to be authenticated by Chartered Accountants.

8 (b) Item/s being offered to CSD (for Liquor items)

Sr. No.	HSN Code	Nomenclature / Name of the products with Brand Name *	Volume	Case pack	Lowest EDP Price (state)(per case)**	PET / GLASS BOTTLE	Rate offered to CSD exclusive of taxes & levies (per case)	MRP (per unit)	VAT percentage	Date of introduction in civil market ***	Shelf Life / Warranty ****	Bar Code	Market Share (%) *****	Annual sale data of volumes in cases for past 2 FYs *****	
														(o)	
														FY:	FY:
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)		
1.															
2.															
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7.															
8.															

NOTE:

- * Please note that the nomenclature mentioned above should match with samples and TDS submitted to us in all respect and no variation is acceptable. Photographs of the samples bearing complete nomenclature / name of the items proposed for introduction are also to be submitted mandatorily. Samples of each of the items will be submitted only when asked by this Office.
- ** The trade rate exclusive of VAT and other levies should be the lowest throughout India and should be certified by Chartered Accountants. (Copy of the trade invoice to this effect to be enclosed)
- *** It should be ensured that the products should be available in civil market for at least 3 months before applying for introduction in CSD.
- **** Products having shelf life of more than 6 months only be supplied to CSD with exception for selective items. Attach certificate from Govt. recognized laboratory in r/o the shelf life of item/s being offered to CSD.
- ***** To be supported by Certificate from any reputed Market Research agency.
- ***** To be supported by authentication done by Excise / customs authorities.

8 (c) Annual Turnover of the firm for past 3 Financial Years. (The figures should be supported with the copies of Audited P&L Statements.)

Sr. No.	FY	Turnover (in Crores)
1.		
2.		
3.		

8 (d) Product offered (For AFD-I White Goods) : (There is no limits for number of items to be applied for introduction)

Sr. No.	Nomenclature of the Products with Brand Name	Model No.	HSN Code	Month & Year of Launch in Civil Market	Warranty	Barcode	MRP	Net Rate exclusive of GST and other levies		% of Market Share **	Annual Sales Data (excluding exports) for past 3 Financial Years (Both in Volume & value) UOM for Volume is "Units". Value to be denoted in "Lakhs" ***					
								Trade *	Offered to CSD		FY:		FY:		FY:	
											Vol	Val	Vol	Val	Vol	Val
1.																
2.																
3.																
4.																
5.																
6.																
7.																
8.																

Note :-

* The trade rate exclusive of GST and levies should be the lowest throughout India and should be certified by Chartered Accountants. (Copy of the trade invoice to this effect to be enclosed)

9) Details of Products manufacturing units / franchisee / sub-contractor / job workers / packaging units:

Sr. No.	Product offered for introduction	Name of factory (In case of imported product address of warehouse to be mentioned)	Factory Address & Phone no. (In case of imported product, name & address of exporter to be mentioned)	Factory License Registration No. & Validity of license	Whether owned, franchisee, sub-contract, job work or packing unit (to be specified) with supporting documents	Validity of Contract upto (date)
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						

10) Was any item of the firm deleted from CSD in the last 3 years? If so reason thereof.

YES	NO
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11) Is any court case pending in consumer court? If so details thereof with present status.

YES	NO
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12) Is any complaint against any of the products of the firm? If so details thereof.

YES	NO
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13) Was your firm ever been blacklisted by the Central/State Govt./CPC at any time? If so, please give details.

YES	NO
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14) Whether items offered now have been applied earlier for introduction but rejected in last 3 years? If so details thereof.

YES	NO
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Sr.	Name of the Products	Period of Rejection

15) Whether the products are sold/available on online shopping / e-commerce sites i.e Flipkart, Amazon, etc.

YES	NO
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16) Whether products are available on GeM Portal of GOI.

YES	NO
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17) Terms of Payment :

18) Terms of supply :

REMARKS

Direct delivery from manufacturing unit / C&F agency to all Depots (F.O.R Door Delivery)

19) What is the replacement Policy of defective items?

REMARKS

20) Please indicate your consent to the subscription of the advertisements in CSD Price List, CSD Newsletter, Hamara Samachar or any other magazines, periodicals and souvenir concerned with Armed Forces and their welfare for increasing awareness of your products.

YES	NO
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21) Whether willing to provide 100% bank guarantee valid for three year to cover value of initial order and subsequent orders ?

YES	NO
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ADDITIONAL DATA FOR INTRODUCTION OF LIQUOR PRODUCTS

22) Whether your firm is a bottling unit or distillation plant cum manufacturing unit.

REMARKS

23) Details of the States, with corresponding lowest Ex Distillery price & MRP, where the labels of offered liquor items have been registered with excise authorities. (Label Registration in 10 states mandatory. While filling up this form at least registration in 05 states essential):

Sr. No.	ITEM	STATE IN WHICH LABEL REGISTERED	LOWEST EX-DISTILLERY PRICE	MRP	Scanned copies of labels registered in States
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

24) Are you a current supplier of CSD ?

YES	NO
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25) Whether the brand being offered is being supplied in the civil market at the following levels ? If so, since when ?

a) National level - All India covering all states.

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b) Regional level with names of states.

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c) Local level with names of cities.

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26) Do your firm fulfill the parameters applicable to be eligible for consideration of the following products :

Sr. No.	Category of Liquor	Cases per year	Actual sale in cases per year
1	Matured Dark Rum	50000	
2	Matured White Rum	30000	
3	Whisky	30000	
4	Scotch Whisky	10000	
5	Single Malt Whisky (BIO)	3000	
6	Beer	50000	
7	Brandy	20000	
8	Gin	10000	
9	Vodka	5000	
10	Wine	2500	
11	Liqueur	1500	

27) Sources of procurement of molasses or rectified spirit etc.

- a) Whether purchased from open market.
- b) From own sugar mills.
- c) Allotment from State Government at controlled rates

28) Indicate break-up of the cost of product per case :

Items	Glass / Pet Bottle	Labels	PP Caps / Gwala Caps	Spirit	Labour	Other expenses for packing material etc.

29) Name other brands in CSD and civil market separately which are comparable with each of your product being offered now.

Items applied	Comparable with existing items in CSD	Comparable with existing items in Civil Market

30) Are you ready to effect supply as per schedule

YES	NO
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31) Are you willing to supply the products Against Firm Demand?

YES	NO
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32) Details of executives/employees on whole time employment with your Firm and authorized to represent the firm with CSD (No Liaison Agents allowed).

Sr. No.	Name	Design	Address & email	Mobile No.

33) Please confirm your acceptance against each :

- a) In case of any default, the General Manager CSD will be the sole authority to impose any penalty.
- b) You are required to execute all our orders at the existing rates mentioned in the orders till such time price applied for is approved by the Competent Authority or for three months after your revised price reaches department, whichever is earlier.
- c) If your products do not pick up sale while reviewing its performance after a certain period depending on the nature of the item, these items would be put up for deletion. After allowing two months for sale, the unsold stocks will be returned to you at the wholesale price of CSD at your cost.
- d) Any damaged/date expired stock will have to be replaced with fresh one at your risk and cost.
- e) Penalty shall be imposed as per the policy reviewed from time to time on late receipt of consignments against delivery schedule.
- f) Extra packing material would have to be supplied at your cost as and when requested for replacing damaged ones.
- g) Price parity established and agreed to will be maintained from time to time.
- h) One sample will be provided free of cost to all our Area Depots for display as & when required

j) Undertaking :

“It is certified that information rendered in the application form is correct to the best of my/our knowledge. In case of any incorrect information rendered/deviations found thereto at a later stage which may adversely affect the department’s interest, it will be the manufacture/ supplier’s responsibility and the item will become liable for deletion and also the unsold stocks of the items will be taken back by the manufacturer/supplier at his risk and cost. The decision of General Manager, CSD will be final”.

Items offered for introduction vide this application form were not applied for one to one replacement during last 1 year.

It is certified that latest models available in the market have been offered.

Canvassing/influencing in any form by the concerned supplier or through any outside agency, the decision making process of introduction of the Department will lead to the product being rejected.

Introduction request will be treated as closed, in an eventuality of your failure to attend the Price Negotiation on Scheduled date as fixed and communicated by the Department.

34)	NUMBER OF ITEMS APPLIED	
	Type of Industry (MSME, Startups / Ex-Servicemen / Others)	
	BANK NAME	
	STAGE-I AMOUNT PAID	
	UTR No.	
	IFS code	
	DATE OF TRANSACTION	

On line payment is to be made to Canteen Stores Department Public Fund Account (Main) through RTGS/ NEFT/ ECS which is **non-refundable**

- i. **Name of the Bank** : State Bank of India
- ii. **Branch** : Churchgate, Mumbai - 400 020
- iii. **A/c No.** : 10996681139
- iv. **IFS Code** : SBIN 0000300

(transaction slip in original must be enclosed along with the application form).

SIGNATURE OF SUPPLIER/ PERSON AUTHORIZED :

STAMP :

NAME : _____

DESIGNATION : _____ DATE : _____