

**National Federation of Farmers' Procurement, Processing and Retailing  
Cooperatives of India Ltd.(NACOF)**

**APPLICATION FORM FOR REGISTRATION OF SUPPLIERS OF THE NACOF**  
**(To be filled up on Manufacturer's/ Supplier's letter head)**

1. Name of the Producer/  
Manufacture/Supplier \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
2. Factory's address & Phone No. \_\_\_\_\_  
  
(Principal Add. & Phone No.) \_\_\_\_\_  
\_\_\_\_\_
  
3. Office address & Phone No. \_\_\_\_\_  
Website/E-mail Add. \_\_\_\_\_  
Fax No. \_\_\_\_\_
  
4. Registration No. \_\_\_\_\_  
VAT/CST No./Tin No. \_\_\_\_\_  
\_\_\_\_\_
  
5. Brand & Name of goods  
Offered \_\_\_\_\_  
\_\_\_\_\_
  
6. Name of States where products  
are offered for sale \_\_\_\_\_  
\_\_\_\_\_
  
7. Pricing:-
  - A. Company Issue Price \_\_\_\_\_
  - B. Wholesale Price \_\_\_\_\_
  - C. Maximum retail prices \_\_\_\_\_  
(Inclusive of all Taxes) please \_\_\_\_\_  
enclose price List
  - D. Trade Discount \_\_\_\_\_
  - E. Quantity Discount \_\_\_\_\_
  - F. Cash Discount \_\_\_\_\_
  - G. Any other Discount \_\_\_\_\_
  - H. Validity period of prices \_\_\_\_\_
  - I. Delivery Period \_\_\_\_\_

8. Terms of payment On realization from the Government Departments/Buyers  
\_\_\_\_\_  
\_\_\_\_\_
9. Name & Address of the Bankers'  
\_\_\_\_\_  
\_\_\_\_\_
10. Permanent Account Number (PAN Number)  
\_\_\_\_\_

11. DECLARATION:

- A. We agree to replace the slow moving damaged, discolored etc items supplied by us with the fast moving items or to take back the unsold stocks under intimation to NACOF.
- B. We undertake to give rebate on the unsold stocks in the event of reduction of prices.
- C. We shall be fully responsible for the quality and quantity of the stocks supplied by us and would ensure Certification of Seeds Guarantee/PFA/Warranty. We will comply with the package commodities Act, 1977 and the PFA Rules/ISI Specification and such other laws, applicable rules & regulations.
- D. We certify that the prices quoted by us are the lowest and reasonable discount allowed/given and the terms and conditions offered to you, are the best in the trade. We undertake not to make any upward revision of the prices without the specific approval NACOF. In case of reduction in the prices and introduction of any incentive scheme, we undertake to inform the same to the NACOF first.
- E. We will attend to the customer complaint, if any, promptly as and when required.
- F. We certify that we have never been black-listed by any Govt. agency.
- G. It is certified that none of our proprietors, Directors and their relatives are connected with the Management of the NACOF.
- H. We agree to deposit interest free refundable security amount of Rs. 1,00,000/- (Rs. One lakh only) by banker's cheque / D.D with the NACOF alongwith non-refundable registration fee of Rs. 5,000/- (Rs. Five Thousand only)
- I. We agree to take payment of our stocks from NACOF after the same is received by NACOF from its buyers.

SIGNATURE \_\_\_\_\_

DESIGNATION \_\_\_\_\_  
Seal of the party

Dated:  
Place :

## A F I D A V I T

I, Shri \_\_\_\_\_ S/o. Shri \_\_\_\_\_  
Resident of \_\_\_\_\_

do hereby solemnly affirm and declare as under:

1. That I am Proprietor/ Partner/ Managing Director/ Chairman of M/S \_\_\_\_\_  
\_\_\_\_\_ and I am authorized and competent to file this affidavit to the NACOF on behalf of above said company.
2. That the content of application from Sl No. 1 to 11 are correct and binding on us.
3. That our company is the Manufacturer/Distributor of the items to be supplied to the NACOF under the brand name(s) of \_\_\_\_\_
4. That the rates quoted by us are the lowest and most competitive in comparison to similar products of other manufactures. We shall be solely responsible for any complaint regarding rate/quality of items supplied by us and undertake to make good of losses, if any, to NACOF on the above score.
5. That neither I nor any partner/ Directors/ Officer of our concern is related with any Directors/ Officer/ employee of NACOF.
6. That in case of any dispute relating to this offer/contract/supply, the matter shall be referred to Sole Arbitrator of the Managing Director of NACOF or his nominee who may act as the Arbitrator.
7. That the information and documents given with the application to the NACOF for registration of our firm/company with NACOF as approved suppliers are true and correct.
8. In case any discrepancy is found, we should be solely responsible for the same.

DEPONENT

### VERIFICATION:

Verified at \_\_\_\_\_ on this day \_\_\_\_\_  
that the contents of above affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed and fabricated in the information provided in the application form for registration as supplier of the NACOF.

DEPONENT

**LIST OF DOCUMENTS TO BE SUBMITTED.**

1. Authority letter of Competent Authority to sign the application and affidavit.
2. Application duly filled in, on firm's/company's letter head.
3. Affidavit on non –judicial stamp paper of Rs.100/- duly notarized.
4. Photo copies of TAN/TIN/LST/CST/VAT/Service Tax.
5. Last three years audited Balance Sheet, Profit & Loss Account duly certified by CA (Attested copy by Notary).
6. SSI/NSI/Govt. certificate regarding your manufacturing unit or authorization letter of principal/certificate of Export & Import.
7. ISO certificate if applicable.
8. Microsoft certificate, if applicable.
9. Memorandum of articles.
10. Company Profile.
11. List of customers in the country.
12. Catalogue along with list of branches in the country.
13. Income Tax return for the last one year (Attested copy by Notary).
14. STCC (Arrested copy by Notary).
15. Current Account operation - proof on Bank Letter Head.
16. Attested copy of PAN by notary
17. Copy of Rate contract with DGS&D if registered with DGS&D.
18. Experience in the trade especially with Govt. Departments.
19. Certificate of VAT Assessment (Latest) (Notarized).
20. Copy of Authorization letter by the manufacturers/producers for appointment as their distributor/dealer duly notarized.

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