

SERVICE PROVIDERS REGISTRATION & SELECTION FORM

General Introduction			
1.1	Name of the company:		
	Address 1:		
	Address 2:		
	Address 3:		
	City:		Country:
	PIN:		
	Contact Person (1) :		Designation:
	Contact Person (2) :		Designation:
1.2	Phone No :		Extension:
	Mobile:		
	Residence:		
	FAX:		
	E-Mail :		
1.3	Who introduced / recommended:		
1.4	Services Offered		
	a		
	b		
	c		
1.5	Average lead time for service:		
1.6	How old is the establishment (No. of Years in Business):		
1.7	Certification ;ISI /ISO9000 /etc. Attach supporting documents:		
1.8	Client Reference list to be attached.		
1.9	Credit /Payments /Delivery Terms :		
For Office Internal Use : Supplier Selection			
2.1	Appraisal method		
	1. Sample(s) testing		
	2. Past performance		
	3. Experience of other known users		
	4. Well known brand / trail order		
2.2	Recommendation by		Date:
	In-charge(Purchase)		Partner
*	Attach Additional Sheets where ever Necessary.		

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