

APPLICATION FORM FOR OBTAINING APPROVAL FOR SUPPLY OF PROPRIETARY ARTICLE ITEMS (PAD) & PACKAGED DRINKING WATER (PDW) UNDER BRAND NAME _____ FOR SUPPLY TO LICENSEE OPERATED MINOR STATIC UNITS UNDER THE MANAGE OF SOUTHERN RAILWAY.

**To
The Chief Commercial Manager/PS and Catering
Southern Railway,
Park Town, Chennai – 600 003.**

S.No.	Particulars	Details																																										
1.	Name of Brand(s) (Enclose copy of certificate for Registration of the brand)																																											
2.	<table border="1"> <thead> <tr> <th>Sl. No.</th> <th>Name of Product</th> <th>Flavour</th> <th>Colour</th> <th>Weight</th> <th>Packing size for supply</th> <th>MRP in Rs.</th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>3</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>4</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>5</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Sl. No.	Name of Product	Flavour	Colour	Weight	Packing size for supply	MRP in Rs.	1							2							3							4							5							
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1																																												
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4																																												
5																																												
3.	Name and full address of the applicant and indicate whether Manufacturer/Franchisee.																																											
3a.	E-mail ID of the applicant																																											
3b.	Phone Number of the applicant																																											
4.	Status of the applicant: Indicate Sole Proprietorship/ Partnership/Private Company/Public Limited Company/ Cooperative/ SSI etc.																																											
5	Whether Annexure-I - Annual Sales Turnover Details as duly certified by a registered Chartered Accountant is enclosed.																																											
6.	FSSAI/ISI/BIS etc. certificate no. with validity date (Enclose self-attested copy of the license/certificate)																																											
7.	Test report from a Govt. approved/NABL Accredited Laboratory, not older than 6 months at the time of submission of application, certifying that the product(s) is/are fit for human consumption for food items/must comply with the FSSAI Standards and that the product confirms to specifications and standards as per BIS norms for Packaged Drinking Water (Self-attested copy of Test reports for each product mentioned in row 2)																																											
8.	Permanent Account Number (PAN)(Enclose Self-attested copy).																																											

9.	GST registration No.(Enclose self-attested copy of theRegistration certificate)	
10.	Whether Annexure-II Affidavit in Rs.100 non-judicial stamp paper is enclosed	

VERIFICATION

- I/We _____ solemnly declare that to the best of my/our knowledge and belief, the information given in this application form and the annexures and statements/documents accompanying it, are correct, complete and truly stated, and also that we shall be bound by the acts of my/our duly constituted attorney.
- I/we understand that this application is for short listing of Proprietary Article Items (PAD) & Packaged Drinking Water (PDW) under Brand Name _____ for supply to minor Static Units under License of Southern Railway.

The following person(s) may be contacted for any information or clarifications relating to this application Form:

Name

Designation:

E-mail id:

Telephone:

Mobile:

Dated:

(Signature of the Applicant)

SEAL

Address: _____

ANNEXURE-I

**PRO-FORMA FOR FURNISHING SALES TURNOVER DETAILS OF THE
APPLICANT IN THE PRECEDING TWO FINANCIAL YEARS**

1. This form has to be duly certified by a registered Chartered Accountant.
2. The sales turnover furnished should be from the Profit and Loss Accounts certified by the Chartered Accountant for filing tax return.
3. If the sales turnover is not available for products, the total sales turnover may be furnished.

Sales Turnover of products	20xx	20xx
1.		
2.		
3.		
4.		
5.		
Total Sales Turnover		

(Chartered Accountant's Signature & Date)

Name of the CA:

Chartered Accountant's Seal

CA's Registration Number:

CA's Address:

CA's Telephone Number:

ANNEXURE II

AFFIDAVIT

(To be submitted on Rs.100/- non-judicial stamp paper)

1. I _____ S/o _____ R/o _____
_____ furnishing this affidavit in my capacity as an individual
/ partner of firm _____ / Director of Body Corporate
_____ and solemnly affirm and state as under:-

2. I/we manufacture/distribute/sell as on date following products PAD/PDW under
the brand name _____

- 1.
- 2.
- 3.

3. I/We am/are solely responsible for the brand name _____, and agree that
all products under the brand name _____ sold are safe for consumption as
per FSSAI Act/BIS and anything found contrary, through inspection/complaints and
in case of any irregularity found in PDW and in any particular product of PAD or
prices or in case of any deviation from the terms and conditions I/we will be liable
to be banned and Bank Guarantee will be forfeited.

4. I/We assure that the valid certificate issued by the concerned authority will be
submitted before the expiry date in case the validity of FSSAI/BIS certificate is due
to expire during the short-listing process or during the currency of the permitted
period.

5. I/We _____ have not been banned/black listed or debarred
by any Railway/Government body/IRCTC.

VERIFICATION

Verified at _____ on this _____ day of _____ month of 20____ ,
that the contents of the above affidavit are true and correct to my knowledge, no
part is false and nothing material has been concealed therefrom. I further declare
that I am duly authorized to sworn this affidavit.

Date:

Place:

DEPONENT
On behalf of

(To be duly attested by Notary)

Annexure III

Bank Guarantee Bond

The President of India,
acting through the Financial Advisor and Chief Accounts Officer,
Southern Railway,
Chennai – 600 003.

1. In consideration of the President of India acting through the Financial Advisor and Chief Accounts Officer (hereinafter called "Railway") having agreed to accept from _____ (hereinafter called "the said Licensee/s), under the terms and conditions of an Approval letter dated _____ made _____ between _____ and the President of India acting through the Principal Financial Advisor, Southern Railway, Chennai – 3 (hereinafter called "the said License Agreement") the Performance Guarantee for the due fulfilment by the Licensee/s of the terms and conditions in the said Agreement on production of Bank Guarantee for Rs _____ (Rs _____ only) we, _____ (indicate the name of the Bank hereinafter referred to as "the Bank") at the request of _____ Licensee/s do hereby undertake to pay the Railway an amount not exceeding Rs. _____ against any loss or damage caused to or suffered by or would be caused to or suffered by the Railway by reason of any breach by the said Licensee (s) of any of the terms or conditions contained in the said Agreement.
2. We _____ (indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on demand from the Railway stating that the amount claimed is by way of loss or damage caused to or suffered by the Railway by reason of breach by the said Licensee/s of any of the terms or conditions contained in the said agreement or any other agreement or by reason of the Licensee/s failure to perform this Agreement, any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____.
3. We undertake to pay to the Railway any money so demanded notwithstanding any dispute or disputes raised by the Licensee(s)/supplier (s) in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Licensee (s)/suppliers (s) shall have no claim against us for making such payment.

4. We, _____(indicate the name of the bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement, including Maintenance/Warrantee Period, and that it shall continue to be enforceable till the dues of the Railway under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till _____(Office/Department) Ministry of Railway certifies that the terms and conditions of the Agreement have been fully and properly carried out by the said Licensee (s) and accordingly discharged this guarantee, unless a demand or claim under this guarantee is made on us in writing on or before the _____(date of completion + 6 Months) we shall be discharged from all liability under this guarantee thereafter.

5. We _____(indicate the name of the Bank) further agree with the Railway that the Railway shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said Licensee (s) from time to time or to postpone from any time or from time to time any of the powers exercisable by the Railway against the said contract and to forebear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the Licensee/s or for any forbearance act or omission on the part of the Railway or indulgence by the Railway to the said Licensee(s) or such any matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This Guarantee will not be discharged due to the change in the constitution of the bank or the Licensee (s) Supplier (s).

7. We, _____ (indicate the name of Bank) undertake not to revoke this guarantee during its currency except with the previous consent of the Railway in writing.

Date this _____ day of _____ 20_____.

For _____

(Indicate the name of Bank)

Witnesses (With Signature, name & Address)

1.

2.

Seal of the Bank

Witness 1:

Signature _____

Name:

Age:

Address:

Witness 2:

Signature _____

Name:

Age:

Address:

CHECK LIST

1. Application in prescribed format
 2. Self Attested copy of Trade Mark Certificate for the Brand.
 3. Copy of Balance Sheet and Profit and Loss Account statement duly certified by a Chartered Accountant.
 4. Annexure I certified by a registered Chartered Accountant.
 5. Annexure II Affidavit as per format, duly attested by Notary.
 6. Self attested copy of valid FSSAI/BIS.
 7. Self attested copy of PAN.
 8. Copy of GST Registration Number.
 9. Test report for each product from a Govt. approved/NABL Accredited Laboratory not older than six months.
 10. Demand Draft for Rs.5,600/- drawn in favour of Financial Advisor and Chief Accounts Officer, Southern Railway, Chennai – 600 003 payable at Chennai towards cost of application.
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ACKNOWLEDGMENT

Application No. :

It is hereby acknowledged that an application for obtaining approval for supply of PAD/PDW (Strike out which is not applicable) dated _____ in _____ pages has been _____ received _____ from _____ Shri _____ / _____ M/s _____ along with a Demand Draft with no. _____, dated _____ issued by _____ Bank, _____ Branch for Rs.5600/- payable in Chennai towards cost of application including GST.

Chief Office Superintendent,
Catering Section
Office of Chief Commercial Manager/PS and Catering

Office Seal with date.