



APPLICATION FORM FOR VENDOR / CONTRACTOR REGISTRATION

S. No.	Officers requirement	Response
1.	Name of the Contractor	
2.	Postal Address (Office)	
	Telephone No: Factory / Office	
	Contact Person	
	Mobile No	
3.	Factory Address	
	Telephone	
	Fax No.	
	Mobile No	
	E-mail	
4.	Name of Representative	
	Address	
	Telephone	
	Fax No.	
	Mobile No	
	E-mail	
5.	Constitution - Sole Proprietorship / Partnership / Pvt Ltd / Public Ltd. / Public Sector	
6.	Names of Proprietor/ Partners / Directors / Executives	
7.	Year of Establishment	
8.	Investment in plant and machinery -Initial and Current	



S. No.	Officers requirement	Response	
9.	Whether registered under SSI / NSIC / MSME, if yes please specify Micro, Small or Medium.		
10.	PAN Number		
11.	GST registration number		
12.	Last 3 Year's Turnover (Year 1, Year 2 & Year 3)	Year	Turnover
13.	Amount of Maximum value of single work executed in the last 5 years as prime contractor (Item wise)		
14.	In case of Manufacture,		
	(a)Installed Capacity		
	(b)Licensed Capacity		
	(c)Actual Production for Last 3 Years		
15.	Whether the applicant has been Barred / holiday listed by BPRL or Ministry Of Petroleum and Natural Gas, India (MOPNG) debarring them from carrying on business dealings with BPRL/MOPNG or serving a banning order by another Oil PSE.	YES/ NO	
16.	Whether the applicant has gone for Arbitration / Litigation for any of the past work with BPRL.	YES/ NO	
	Nature of Work		
	Nature of Arbitration		

For
(Sign and Stamp)

Date :



VENDOR UNDERTAKING FORM

S. No.	Declaration
1.	I / We certify that I/we will not get myself/ourselves registered as contractor(s) in the Undertaking under more than one name.
2.	I / We hereby confirm that the above information is true to the best of my / our knowledge & belief.
3.	I / We also undertake that, if at any stage, the above information are found to be incorrect, the Corporation shall reserve the right to cancel my /our registration, at any time, without notice, at its discretion.
4.	I / We certify that I/our partners / directors did not retire as an employee of Bharat Petroleum Corporation Limited / Bharat PetroResources Limited during the last two years. I / We also certify that I have neither such persons under my employment nor shall I / we employ such persons within two years of his / her retirement from this organization except with prior permission.
5.	I / We certify that I / our partners / directors are not relatives of the Managerial, Accounts, Engineering or Materials employee of Bharat Petroleum Corporation Limited / Bharat PetroResources Limited (A near relative may include wife, husband, parent, children, grandchildren, brothers, sisters, uncles, aunts, cousins and their corresponding in laws).
6.	I / We certify that I / our partners / directors are not under liquidation, court receivership or similar proceedings.

For
(Sign and Stamp)

Date:



LIST OF MATERIALS AND SERVICES

Vendor Name:	
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S. No.	Item category	Bidder's confirmation
1.	Materials : Casing and Tubing	
2.	Materials : Wellhead and Xmas Trees	
3.	Materials : Casing and Cementing Accessories	
4.	Materials : Drilling Bits	
5.	Materials : Casing Dope	
6.	Materials : Personal Protective Equipments	
7.	Services : Hiring of Consultant for 2D 3D Seismic Data Acquisition	
8.	Services : Hiring of Consultant for 2D 3D Seismic Data Processing	
9.	Services : Hiring of Consultant for 2D 3D Seismic Data Interpretation	
10.	Services : Hiring of Topographical Survey and Land Acquisition Services	
11.	Services : Hiring of Mud logging Services	
12.	Services : Supply of Liner Hanger Equipment and Running Services	
13.	Services : Hiring of Rig Inspection Services	
14.	Services : Hiring of Well Insurance services	
15.	Services : Hiring of Environmental Monitoring Services	
16.	Services : Hiring of Cementing Services and supply of cement and additives.	
17.	Services : Hiring of Drilling Fluid Services with mud chemicals	
18.	Services : Hiring of Wire line logging & perforation Services	
19.	Services : Hiring of Warehouse management and logistics services	
20.	Services : Civil works at Drill Sites	
21.	Services : Hiring of Nitrogen Pumping Unit and Services	
22.	Services : Hiring of Air Compressor Unit and Services	
23.	Services : Hiring of Slick line Well Testing Services	
24.	Services : Hiring of Geological Lab Study and Core Analysis Services	
25.	Services : Hiring of Work Over Rig Services	
26.	Services : Hiring of Down hole Testing Tools and Services	
27.	Services : Hiring of Surface Well Testing Services	
28.	Services : Hiring of Waste Management services	
29.	Services : Engagement of Technical Consultancy Company for preparing Pre Feed, Feed, Detailed Engineering and Field Development Concepts including required facilities - On-land	
30.	Services : Engagement of Technical Consultancy Company for preparing Pre Feed, Feed, Detailed Engineering and Field Development Concepts including required facilities - Offshore	
31.	Services : Hiring of Consultant for Production Forecast / Enhancement preparation studies	
32.	Services : Hiring of Cars at Mumbai	



S. No.	Item category	Bidder's confirmation
33.	Services : Third Party Liability (TPL) Offshore Energy Insurance for Shut-In Wells in Area 1, Rovuma Basin, Mozambique	
34.	Services : Hiring of House Keeping Services	
35.	Services : Printing and Stationary Services in BPRL Mumbai Office	
36.	Services : Hiring of Car at Chennai	
37.	Services : Hiring of Car at Ahmedabad	
38.	Services : Consultancy Services for Surveying & PML	
39.	Services : Hiring of Well Test interpretation Consultancy Services	
40.	Services : Hiring of Consultancy for Reservoir Dynamic Modeling and Simulation Services	
41.	Services : Hiring of Stimulation / Hydro Fracture (HF) design, feasibility and post execution evaluation services	
42.	Services : Hiring of Solvent and Acid Pumping services (Mud Acid, Treatment Acid, Solvents, Hot Oil Circulation and De-emulsifiers)	
43.	Services : Hiring of Consultancy for Opportunity Evaluation (Geological, Production, Reservoir and Economic Model etc.)	
44.	Services : Hiring of agency for maintenance of oil production facility	
45.	Services : Hiring of Consultancy agency for Technical Due Diligence of Upstream E&P opportunities	
46.	Services : Hiring of Consultancy agencies for providing Oil & Gas upstream asset Data Base	
47.	Services : Hiring of Consultancy agencies for providing Mergers & Acquisitions (M&A) Transaction Data Base	

Note: Please (✓) whichever category applicable.

For
(Sign and Stamp)

Date:



LIST OF MANDATORY DOCUMENTS TO BE SUBMITTED:

1. Latest available audited Balance Sheets & Profit & Loss account along with auditor's report of the bidder for the last THREE consecutive accounting years (English language only).
2. In addition to the above mentioned financial documents, bidder to submit a copy of certificate duly certified/attested by a Chartered Accountant showing/indicating year wise turnover and Networth figures of above financial documents.
3. Maximum value work order executed in the last 5 year along with completion certificate.
4. Copy of Registration Certificate / Partnership deed / Article of Association and Memorandum of Association.
5. Copy of Establishment Certificate.
6. Copy of MSME certificate (SSI / NSIC /Udyog Aadhaar/ EM-II etc.), if applicable, clearly mentioning the Category of Enterprise, Nature of activity and Social category.
7. Copy of Registration certificate with PF / ESI authorities.
8. Vendor Master Form duly filled, signed and stamped by authorized signatory (Format attached) and Copy of PAN card, GST Certificate, Certificate of incorporation and cancelled cheque as supporting documents.
9. Company Organization Structure.
10. Company Profile including client list, equipment / Machinery list, Plant area, Power Connection details , No. of Employees, product range, Certifications, HSSE Policy, Quality Assurance plan, Testing Facilities, Major purchase orders & Completion certificates in the last 5 years etc.



Annexure - 1 Organisation and Tax related Details

S. No	Description	Vendor Response						Remarks
1	Type of Company (Nature of Entity or Business Concern (Please tick the appropriate Value)	01 Individual		02 HUF		1. Pls tick wherever applicable. 2. Pls. attach self attested and stamped copy of relevant Registration Certificate/Partnership/Trust Deed/lease deed 3. For foreign vendors , details mentioned in Sl. no.6 is optional and Sl.no. 7 to 11 are not applicable.		
		03 Association of Persons (AOP)		04 Body of Individuals (BOI)				
		05 Co-op. Society		06 Trust				
		07 Partnership Firm		08 Sole Proprietorship Firm				
		09 Public Ltd. Company		10 Private Ltd. Company				
		11 Central PSU		12 State PSU				
		13 Central Govt. Authority/Dept.		14 State Govt. Authority/Dept.				
		15 Limited Liability Partnership(LLP)		16 Foreign Vendor				
17 Others, pls Specify:								
2	E-mail ID							Pls. indicate e-mail Id to be used by us for sending updates, information, etc.
3	Mobile No.	+91-						Pls. indicate mobile no to be used for sending updates, information
4	Telephone No.	STD		Landline				Pls. indicate STD code followed by Tele No.
5	Communication Address as per GST registration address	Building :						Pls provide address details
		Street:						
		Village/City:		District/Taluka/Zilla:				
		State:		PIN:				
6	PAN Number							Please attach self attested Copy of Pan Card
7	Whether reg under GST	Registered		Unregistered		Composition		Pl tick wherever applicable.
8	GST Regn no. /Composition reg. no.							Please attach the self attested GST registration Certificate
9	Whether unit for which GST no. is provided is located in SEZ	YES		NO				Pl tick wherever applicable.
10	Whether having multiple regn in a state	YES		Business Division:		NO		Pl tick wherever applicable. If Yes, specify business Division
11	Whether MSME Regd.	YES		NO				Pl tick wherever applicable.

I/We confirm that information provided above is true to my knowledge & belief.

Date: _____

(Vendor Name)

Vendor Code in BPRL - For Office Purpose only)

(Name & Signature of Authorized signatory)

(Company Seal)



National Electronic Fund Transfer (NEFT) Mandate Form for BPRL's purpose

S.No	Particulars	Details
1	Vendor Name	
2	Vendor Code	
3	Particulars of Bank Account:- (Attach Self attested and stamped copy of cancelled cheque or Duly Filled latest bank certificate)	
3(a)	Name of the Bank	
3(b)	Name of the Branch	
3(c)	Bank Address	
3(d)	City Name	
3(e)	NEFT IFSC Code	
3(f)	Bank Account No.	
3(g)	Type of Account	
<p>We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or lost because of incomplete or incorrect information, We would not hold the company responsible</p>		
Date: _____		
Name & Signature of Authorized signatory		Company Seal
<u>Bank Certificate for BPRL's purpose</u>		
<p>We certify that the details given above are correct as per our records.</p>		
Date: _____		
Signature of Authorized Official of bank		Official Seal of Bank



Micro Small &Medium Enterprises (MSME)/Udyog Aadhar Registration Details

Sr. No	Description	Vendor Feedback	Remarks
1.	MSME Registration /Udyog Aadhar Number		Please attach self attested and stamped Copy of MSME Registration/UAM certificate for verification.
2.	MSME Registration /Udyog Aadhar Number		As mentioned in Registration Certificate.
3.	District of Registration for MSME/UAM		As mentioned in Registration Certificate.
4.	Registration Category		As mentioned in Registration Certificate. 01- Micro 02- Small 03 - Medium
5.	Registered activities for MSME		As mentioned in Registration Certificate. 01 Manufacturing 02 Services
6.	Proprietor/Partners/Promoters details <u>belonging to Schedule cast/Schedule tribe</u> <u>(SC/ST)</u>	Name: Name: Name:	Please provide details as per SC/ST certificate & attach the same wherever applicable. (Please note that in case no certificate is enclosed for SC/ST, it shall be deemed that the entity owners does not fall in the category.)

I/We confirm that information provided above is true to my knowledge & belief.

(Vendor Name)

(Vendor Code in BPRL)

(Name & Signature of Authorized signatory)

(Company Seal)

Date:_____



Note:

1. Registration shall be done for the applied category.
2. BPRL's decision on any matter regarding registration of vendor shall be final and binding.
3. The registration of Vendors through this process is not a confirmation of award of job from BPRL.

Address for submission of Forms with Annexures:

Sr. Manager (P&C),
Bharat PetroResources Limited,
12th Floor "F" Wing - Maker Towers,
Cuffe Parade - Mumbai,
Maharashtra - 400005.