



**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM
(INDIAN SUPPLIER)**

Doc. No. AA:SSP:SR:01 Rev:02

Date: 26.09.2016

amdt. 04 dated 11.12.2020

Annexure-C

PART- A: ORGANISATIONAL SOUNDNESS

1.0 ORGANISATIONAL INFORMATION					
1.1 NAME AND CORRESPONDENCE ADDRESS OF THE FIRM/ COMPANY TO BE REGISTERED:					
1.2 REGISTERED OFFICE ADDRESS					
1.3 Address, Contact person & Telephone no for:					
• WORKS N/ DIVISON N/ BRANCH N/ SISTER CONCERN N:					
1.4 PRODUCTS/ SYSTEMS/ SERVICES FOR WHICH REGISTRATION IS APPLIED FOR (ATTACH BROCHURES & CATALOGUES)					
SNO	DESCRIPTION	SIZE & RANGE	MANUFACTURING STANDARD (IS/ DIN/ BS/ ASME etc.)	WORKS/ DIVISON (as per cl 1.3)	
2.0 GENERAL INFORMATION					
2.1 DETAILS OF CONTACT PERSON FOR ANY CLARIFICATION (S): (Name, email id, Tel: Landline, mobile no:)					
2.2 DETAILS OF DIRECTORS IN CASE OF PRIVATE LTD., ONE PERSON COMPANY, PUBLIC LTD. AND PARTNERS IN CASE OF LIMITED LIABILITY PARTNERSHIP/ PARTNERSHIP FIRMS, OFFICE BEARERS IN CASE OF CO-OPERATIVE SOCIETY, TRUSTEES IN CASE OF TRUST, PROPRIETOR IN CASE OF PROPRIETORSHIP FIRM, Karta of HUF:					
Name	Gender	% Share of Ownership	PAN	Aadhar No	DIN No. (if applicable)
2.3 DIRECTORS / PARTNERS/ PROPRIETOR, IF RELATED TO ANY BHEL EMPLOYEE					
Name of BHEL Employee	Staff Designation	No.&	Unit & Department	Relationship	
2.4 IF ANY EX-BHEL PERSONNEL IS EMPLOYED/ ENGAGED BY THE COMPANY					
Name of Ex. BHEL Employee	Staff No.& last Designation held	Place of last posting (Unit & Dept.)	Date of leaving Service from BHEL		
2.5 DETAILS OF FAMILY MEMBERS, RELATED FIRMS, GROUP COMPANIES ETC. REGISTERED WITH BHEL					
Name of The Firm/ Family Member	Nature of Business	Relationship	Item/s for which supplier is registered	Common/ Supplier ID	Unit
3.0 OWNERSHIP INFORMATION					
3.1 TYPE OF OWNERSHIP: Govt./ State/ Pvt./ Co-Operative Society/ Trust/ Others					
3.2 Nature of Business: Manufacturer/ / Engg. Consultant/ EPC Contractor/ System Integrator Subcontractor - Machinist / Fabricator/ Non-manufacturer(s)/ Agents					
3.3 Year of Commencement of Business (attach relevant documents)					
4.0 REGISTRATION PARTICULARS (COPY OF RELEVANT DOCUMENTS TO BE ATTACHED)					
4.1*	Permanent Account No (PAN) (Mandatory)				
4.2	GSTIN: applicable/ exempted	(If applicable give details: State-wise GSTIN: Name of State/ UT: GSTIN: Copy of Registration Certificate)			
4.3	Whether Company is Micro/ Small Enterprise (MSE) Category	YES/ NO If yes, provided Udyam Registration Number			
4.3.1	Category as per extant MSME Act	Micro/ Small/ Medium			
4.3.2	MSE Ownership w.r.t. SC/ ST, if applicable, documents to be furnished				
4.4*	Registered with GeM - (provide GeM ID) (Mandatory)				
5.0 OTHER PARTICULARS					
5.1 IF REGISTERED WITH ANY OF BHEL UNITS					



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Name of BHEL unit & Common/ Unit Supplier ID	
Common/ Unit Supplier Identification (ID)Number	
Items for which supplier is registered & its specifications	
5.2 Whether approved by ASME / NTPC/ NPC/ EIL/ DGS&D/ RAILWAYS/ IBR/ LLOYDS/ ONGC/ PGCIL/ BARC/ RITES/ IOCL/ PDIL/ CPWD/ Any other CPSU for similar items, for which registration is sought?	YES/ NO
5.3 Whether Supplier is ISO 9001 Certified	YES/ NO
5.4 Whether Supplier is ISO 14000 Certified	YES/ NO
5.5 Whether Supplier is OHSAS 18000 Certified	YES/ NO
5.6 Experience List:	
5.7 Details of Pending Legal/ Arbitrations issues on contractual aspects with customer, if any? (If Yes, kindly furnish details with latest status on a separate sheet)	YES/ NO

6.0 MANUFACTURING FACILITIES:

6.1 LIST OF MANUFACTURING FACILITIES/EQUIPMENTS INCLUDING MATERIAL HANDLING FACILITY (RELATED TO THE ITEMS APPLIED FOR REGISTRATION)

Sl. No	Works/ Division (as per cl. 1.)	Description of Machine/Equipment	Quantity	Make & Year of Installation	Remarks

6.2 IF IN-HOUSE MFG FACILITIES NOT AVAILABLE, INFORM SOURCE OF MFG. DETAILS ALONG WITH THEIR FACILITIES (RELATED TO THE ITEMS APPLIED FOR REGISTRATION)

Sl. No	Process Outsourced	Name & address of The Company	Description of Machine / Equipment	Remarks

6.3 RATIO OF OUTSOURCED COST TO TOTAL PRODUCTION VALUE: _____.

6.4 POWER BACK UP (Furnish details on separate sheet) YES/ NO

7.0 INSPECTION & TESTING FACILITIES

7.1 LIST OF INSPECTION & TESTING FACILITIES / EQUIPMENT AVAILABLE (RELATED TO THE ITEMS APPLIED FOR REGISTRATION)

Sl. No	Works/ Division(as per cl. 1.2)	Description of Facility/ Equipment & Capacity	Nos.	Make & Year of Manufacturing	Last Date of Calibration(With Traceability)

7.2 IF IN-HOUSE TESTING FACILITIES NOT AVAILABLE, INDICATE SOURCE OF TESTING ALONGWITH THEIR FACILITIES (RELATED TO THE ITEMS APPLIED FOR REGISTRATION)

Sl. No	Test	Source of Testing	Description of Facility/ Equipment & Capacity	Approval of Equipment/ Process/ Personnel Qualification

Note: In case of outsourcing of major testing such as NDT, Electrical & Mechanical Testing, no marks will be awarded. However, material composition testing by chemical method from recognized laboratory shall not attract negative marking.

PART- B: FINANCIAL INFORMATION (to be certified by a Chartered Accountant)

1. Scanned copy of the financial information as below signed by a Chartered Accountant is to be uploaded.					
FINANCIAL INFORMATION FOR THE PREVIOUS FOUR YEARS					
“Figures to be as per Revised Schedule 6 of the Companies Act 2013, as applicable”					
8.0	Parameter	Year 1	Year 2	Year 3	Year 4
(Years in ascending order, Money value in Rs. Lakhs)					
8.1	NET WORTH (Share Capital + Reserves)				



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8.2	LONG TERM DEBT/ LOAN				
8.3	DEBT EQUITY RATIO Long term Debt (8.2) Net worth (8.1)				
8.4	INVESTMENT IN: Land & Building				
	Plant & Machinery				
	Other Fixed Assets				
8.5	NET CURRENT ASSETS				
	a) Cash on hand				
	b) Account receivable				
	1 c) Inventories				
	d) Loans and advances				
	e) Other current assets				
	Total				
	CURRENT LIABILITY & PROVISIONS				
	a) Sundry creditors				
	2 b) Advances from customers				
c) Other liabilities					
d) Provisions					
Total					
8.5	QUICK RATIO				
	3 $\frac{CA - Inventory \{8.5(1)-8.5(1)c\}}{Current liability \{8.5 (2)\}}$				
8.6	SALES (excluding other income)				
8.7	PROFIT BEFORE TAX				
8.8	Contingent Liabilities				
8.9	Whether the supplier has been referred to BIFR/ NCLT/ any other Govt agency (If YES, enclose details)				YES / NO
8.10	Whether the supplier is a potential sick company.(If YES, enclose details)				YES / NO

Date:

Name:

Membership number & Seal of Chartered Accountant

Signature -----

Part C: (QUALITY SYSTEM):

9.0	Parameters	System in effect
		Written Procedure Yes/ No (If Yes, upload document)
9.1	Incoming Material Control System	
9.2.1	In Process Control	
9.2.2	Control on Outsourced Processes, if applicable	
9.3	Manufacturing Process/ Testing Procedure Qualification	
9.4	Personnel qualification for critical processes for cl. 9.3 (above).	
9.5	Calibration system	
9.6	System of Identification & Traceability of materials at incoming stage, during processing and finished goods, tools, jigs, fixtures & processed components, etc.	
9.7 a	System of Storage, Preservation, Painting & packing	
9.7 b	Application of 5S	
9.8	System of Non Conformity Report (NCR) disposition, corrective	



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	and preventive action (CAPA)	
9.9	Customer complaints (CC) handling system, CC disposition, corrective and preventive action (CAPA)	
9.10	HSE measures	
9.11	Any other quality initiative/ Quality manual	
9.12	Details of sub suppliers, outsourced agency	

Part D: TECHNICAL COMPETENCE (MARKS SHEET)

Technical competence shall be evaluated in two parts viz. common competence and product/ material category/ item specific competence.

a) COMMON TECHNICAL COMPETENCE

TECHNICAL COMPETENCE (where design specification is given by BHEL)	Marking range	Marking range, if product specific technical competency not required	Marks by BHEL
Supplier understands the product specification.	(0-3)	(0-8)	
Supplier understands the inspection requirements.	(0-2)	(0-5)	
Supplier has process capability to achieve the product specification/dimensional requirement.	(0-3)	(0-8)	
Supplier has experienced manpower to carry out the job.	(0-2)	(0-4)	
TOTAL MARKS OUT OF POSSIBLE	10	25	

OR

TECHNICAL COMPETENCE (where performance specification is given by BHEL)	MARKING RANGE	Marking range, if product specific technical competency not required	PROCEDURE		SYSTEM IN EFFECT		RECORDS	
			Supplier to attach supporting documents	Marks by BHEL	Supplier to attach supporting documents	Marks by BHEL	Supplier to attach supporting documents	Marks by BHEL
Design capability	(0-3)	(0-8)						
Adequacy of quality assurance plan	(0-2)	(0-5)						
Process capability for components	(0-3)	(0-8)						
Adequacy of testing facilities	(0-2)	(0-4)						
TOTAL MARKS OUT OF POSSIBLE	10	25						
Average of Total (Total/3) = -----								

b) PRODUCT/ MATERIAL CATEGORY/ ITEM SPECIFIC TECHNICAL COMPETENCE

(Max. marks 15)

Unit MISCC to structure the parameters to be considered for technical competence and score of individual parameter depending on material category/ item. MISCC shall identify the requirement of enclosures to be furnished by supplier.

Product:

S.no	Mat. category/ item	Tech Parameter	Supplier's response with relevant documents	Remarks

To be filled up by supplier only on receipt of technical requirements/ Specification/ Drawings/ Standards from BHEL and to be sent to BHEL for further scrutiny.