

VENDOR ASSESSMENT PROFORMA

New Mild Steel Drums

COMPANY'S NAME _____

ADDRESS _____

CONTACT PERSON _____ DESIGNATION _____

TEL. NO. _____ CELL NO. _____

FAX _____

E MAIL _____ WEBSITE _____

NOTE:

- The following factors have been considered as the basis of evaluation:
Section A: Mandatory Requirement
Section B: Category Based Requirements
 1. 1. Firm Status, Experience, Financial & Clientele.
You have any reservation in submitting any information, please let us have it in writing with proper justification.
- **Submission of incomplete/false information in response to this query or late submission of information shall result in automatic disqualification.**
- **All parties who will be pre-qualified have to participate in tendering. Otherwise, PSO reserves the right not to consider their organization in future tendering and pre-qualification processes**

INSTRUCTIONS:

1. Tick mark on the correct option. Use the Details field to elaborate or give comments.
2. Sign and stamp each page of all the documents being submitted.
3. Attach copies of all relevant Certificates/Documents wherein required. Attachments must have corresponding section number clearly written on top.
4. Submission of incomplete/false information shall result in automatic disqualification
5. For photographic evidence (if any), please mention (on the back of the picture) the question number to which the picture corresponds to.
6. Each section should be answered according to the directions given and there should be no deviations from the given format. Any section left blank shall be rated as nil.
7. Further queries (if any) shall be communicated to you accordingly.
8. This is without any commitment on our part at this stage

Stamp & Signature of Applicant

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SECTION -A

Mandatory Requirement

S.NO	Parameters	Yes	No
1	Has your firm been involved in any litigation with PSO or another entity? If yes, please provide details.		
2	NTN Certificate <i>(Please provide copy of NTN Certificate)</i>		
3	GST Certificate <i>(Please provide copy of GST Certificate)</i>		

If the answer to point#1 is yes, please provide details:

* For #1 Please provide undertaking on Rs.50/- stamp paper that your firm is currently not black listed by any firm.

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1. FIRM STATUS, EXPERIENCE FINANCIAL & CLIENTELE

S.No	Description	Details
1	Type of firm <input type="checkbox"/> Public Ltd/Private Ltd. <input type="checkbox"/> Partnership <input type="checkbox"/> Proprietorship <i>(Please provide certificate of incorporation)</i>	
2	Office Setup <input type="checkbox"/> Telephone, Fax & E-mail <input type="checkbox"/> Telephone & Fax only <input type="checkbox"/> Telephone only <i>(Please provide complete contact details of the office)</i>	
3	Experience of Supplying Drums to OMCs <input type="checkbox"/> More than 10 years <input type="checkbox"/> From 5-10 years <input type="checkbox"/> Less than 5 years <input type="checkbox"/> No Experience <i>(Please provide copies of work order as evidence)</i>	
4	Client Reference <input type="checkbox"/> Oil & Gas sector <input type="checkbox"/> MNC's (Multinational Companies) <input type="checkbox"/> No Major Reference <i>(Please provide reference letters from at least two clients)</i>	
5	Annual Sales Turnover <input type="checkbox"/> More than 30 million <input type="checkbox"/> From 10 to 30 million <input type="checkbox"/> Less than 10 million <i>(Please provide financial statements as evidence)</i>	
6	Financials: <input type="checkbox"/> Sales Turn Over verification <input type="checkbox"/> Audited Accounts/Turn over/Bank statement. <input type="checkbox"/> NTN Number, Tax Number	

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	<i>(Please provide details with evidence)</i>	
7	Production Capacity: <input type="checkbox"/> Greater than 500 per shift. <input type="checkbox"/> Between 300 to 500 per shift <input type="checkbox"/> Less than 300 per shift <i>(Please provide photographs and necessary documents as evidence)</i>	
8	Alternate Power Arrangement <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(Please provide photographs and necessary documents as evidence)</i>	
9	Plant & Machinery: <input type="checkbox"/> Drum Fabrication Machinery <input type="checkbox"/> Spot/Seam Welding Machines <input type="checkbox"/> Painting Booths <input type="checkbox"/> Leak Testing <input type="checkbox"/> Press Machines <input type="checkbox"/> Powder coating Set up <i>(Please provide the detail of the machinery)</i>	
10	Storage Capacity: <input type="checkbox"/> Greater than 1000 <input type="checkbox"/> Between 500 to 1000 <input type="checkbox"/> Between 300 to 500 <i>(Please provide evidence)</i>	
11	Process of Drums Powder Coating <input type="checkbox"/> De rusting /De greasing <input type="checkbox"/> Phosphating <input type="checkbox"/> Baking <input type="checkbox"/> All above <i>(Please provide details of above)</i>	
12	ISO 9001 / 14001 / 18001 Certification <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(Please provide relevant certificate as evidence)</i>	

Stamp & Signature of Applicant