

## **ELIGIBILITY CRITERIA FOR “REGISTERED SUPPLIERS”**

1. General suppliers, authorized agents/distributors of the manufacturers/service providers and firms undertaking job works can be registered with the institute.
2. The firm obtaining the registration should have valid registration No. of SST / CST / VAT, Service Tax, TIN and PAN No.
3. The firm should have continuous record of three years in the same business.
4. The firm must maintain an office / shop / show room registered in its own name, in the market / industrial area or another suitable place.
5. The firm should have a bank account wherein the payments may be sent directly in the bank.
6. New firm may also be considered for registration at any time as it is a rolling process, provided they fulfill all the required conditions
7. The firm shall be liable to be removed from the list of approved firms if they fail to abide by the terms and conditions of the registration or fail to supply the goods on time or supply sub-standard items / goods or make any false declaration to the Institute or for any other grounds which, in the opinion of the Institute, is considered to be against the public interest.