

ANNEXURE-1

**Rashtriya Ispat Nigam Limited
Visakhapatnam Steel Plant
Branch Sales Office
3rd Floor, Meghalaya Tower,
Church Road Jaipur-302001.**

Phones : 0141-2371342 & 2370293 Fax : 0141-2364920

E-Mail : rinljpr@yahoo.com

No.VSP/Mktg/Jaipur/2015-16/119

Date:24/04/2015

Registration as Retailer for Sale of Steel Materials.

1. RINL invites applications for Registration as Retailer for sale of Steel items at the following Locations.

Sl No	Location	Name & Address of the Controlling Branch.
1.	BHIWADI (Dist. Alwar)	Rashtriya Ispat Nigam Ltd Branch Sales Office, 3rd floor, Meghalaya Tower, Church Road, Jaipur(Rajasthan) 302001
2.	KOTA	
3.	JODHPUR	
4.	UDAIPUR	

2. The Retailers are registered to service the requirements for urban sector including industrial locations. Accordingly, the product range includes **TMT Rebars of various sizes and grades, Structural, Rounds, Semis** etc, as marketed by RINL.
3. The existing Retailers, CA, CSA, DLD, RD or Handling Contractors of RINL are not eligible to apply against this advertisement. The selected applicant can open the outlets at any of the locations advertised above as permitted in the detailed Terms & Conditions with prior approval of RINL.
4. Application format, instructions to applicant and terms and conditions can be downloaded from our website (www.vizagsteel.com) or can be obtained free of cost from the Sr.Branch Manager of controlling Branch mentioned above till **5.00PM of 29/06/2015**.
5. Filled in application forms should be submitted in the Box provided in the Controlling Branch latest by **3.00 PM on 30/06/2015**, which shall be opened by **3.30 PM on the same day**.
6. Interested parties may contact the Sr Branch Manager concerned for further details or visit our web site as mentioned above.
7. Preference to applicants belonging to SC/ST & OBC (including state BC) shall be given.


SR. BRANCH MANAGER, JAIPUR

ANNEXURE-II

Rashtriya Ispat Nigam Limited
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Instructions to the Applicant.

1. The applicant shall carefully go through the application format and Terms & Conditions and fully understand the terms and conditions governing their registration as RINL's Retailer.
2. The applicant shall acquaint themselves about the operations to be done by meeting the **Sr.Branch Manager** or his designated officer of Controlling Branch. The applicant also to visit the stockyard and acquaint himself with the location and working of RINL stockyard from where materials will normally be delivered. The Applicant by the very act of applying will be deemed to have fully understood the terms and conditions governing their registration and also familiarized themselves with the location of Branch and stockyard at the time of submission of their application.
3. The details shall be filled in as per the format and the documentary proof is to be attached wherever applicable. The claim made in the application and the documents submitted along with the application shall only be considered. No additional documents or claims shall be entertained later. The caste certificate forms issued by Central/State governments are acceptable. State BC certificates are also acceptable for OBC category.
4. The Retailer is expected to operate an exclusive retail outlet cum warehouse for RINL products and cater to small and tiny demands of users/Consumers within the area serviced by the Retailer. RINL will however, retain the right to sell any of the products within such jurisdiction directly or through other means and ways. Further, RINL may, at its discretion, advise the Retailer to participate in a tender or to service an order obtained by RINL.
5. The application form shall be deposited in the box provided for in the controlling Branch office within the indicated date & time. No application shall be accepted beyond the specified date and time.
6. Incomplete applications, applications not accompanied by the required documents, and conditional applications are summarily rejected. RINL may, at its convenience, finalise the registration within a period of 90 days.
7. RINL will not be responsible for any delay, loss or non-receipt of application by post etc. Applications received by Fax, E-mail, Telegram/Telex etc., will not be considered.
8. The applications for Retailers shall be evaluated on various attributes like sales turnover as certified by CA, financial capabilities as certified by the Banker, experience in the field of steel etc. and any other criteria, which the company considers necessary to take into account while evaluation of the application.
9. The retailer is required to provide 'Retail Outlet' / 'Sales Office' in the Location and to develop the same as directed by RINL. Retailer is also required to provide, as a minimum qualifying criterion, a warehouse of suitable area. Preferably both Retail Outlet and Warehouse should be situated at the same place. In case this is not possible, the Warehouse can be located at a suitable place within/outside the municipal limits.
10. The applicant is responsible to submit details of ownership of the proposed yard, i.e. a copy of the title deed / lease agreement / consent to lease on stamp-paper. The yard shall be developed, for use as stockyard, within 30 days from the date of LOI. The operations will begin only after the retailer declares that the yard is ready to receive, stock and deliver RINL materials.
11. Assessment made by RINL shall be final & binding. RINL reserves the right to accept or reject any and or all applications without assigning any reason whatsoever.

FORMAT OF APPLICATION FOR REGISTRATION AS RETAILER

Annexure -III

For use of Branch only

Date & Time of Opening	
No of the application	
Total applications Received	
Location	

Rashtriya Ispat Nigam Limited
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3rd Floor, Meghalaya Tower,
Church Road Jaipur-302001.
Phones : 0141-2371342 & 2370293 Fax : 0141-2364920
E-Mail : rinljpr@yahoo.com

Application form for Retailer for Sale of Steel Materials

1. Name of the applicant/Firm :
2. Status of the applicant : Proprietor/Partnership/Pvt.Ltd.Firm/Public Ltd.
Firm / Co-operative
3. Category (Tick Mark applicable category) : SC/ST OBC (including State BC) General

(Please furnish documentary evidence if belong to SC/ST/OBC(including State BC) from competent authority, as per the format provided at Annexure-VIII and IX)

4. Address :
5. Contact Details :
Telephone No.
Fax No.,email
6. Contact Person :
Name
Designation
Details of Partners/Directors

(Please enclose a copy of Partnership Deed/Memorandum and Articles of Association, Company Registration Details along with latest Balance Sheet and P&L Statement)

7. Whether any of the applicant/proprietor/Partner/Directors are Retailers / DLDs/CA/CSA/Handling Contractors for RINL Products: Yes/No
8. Whether any of the applicant/proprietor/Partner/Directors are related to Employees of RINL : Yes/No
(if yes, Please furnish the details there off)

Format of Application Page No 1/2

FORMAT OF APPLICATION FOR REGISTRATION AS RETAILER

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9. *Sales Tax Details* :
CST No. & Date
VAT/SST No. & Date:
ECC No.

10. *Nature of the Business* : **Manufacturing/Trading**

11. *Type of Products handled*

12. *Turnover Details:*

YEAR	2012-13	2013-14	2014-15
Total Sales Turnover			
Turnover of Steel Products(If any)			

13. *Total Equity Capital or Investment in Business.*
(Rs. in Lakhs)

14. *Bankers Name & Address:*
(Please enclose Bankers Reference indicating the credit worthiness and solvency)

15. *Details of Proposed infrastructure Facilities:*

Own/leased/Consent to lease :

Office/Sales counter Area
in Sq.ft:

(Indicate whether existing in the proposed yard or will be made immediately after selection of the applicant)

Warehouse/stockyard Area
in Sq.ft:

Address :

Any other information the applicant wishes to provide:

(Please provide a location map indicating the distances from the main centre of the place along with a copy of title deed, lease agreement or consent to lease)

16. *Proposed off take per month (in MT):*
(if monthly requirement is more than 100 MT)

17. *Areas/places to be covered in the proposed business, in order of preference:*

18. **Declaration:**

I/We have gone through the terms and conditions contained in Instructions to Applicants and Draft agreement of Registration as Retailer and accord my/our acceptance of the same

I/We declare that the information given above is true and correct. I/We am/are fully aware that if any information given above is found to be incorrect, I/We would be disqualified and/or our registration may be cancelled at any point of time.

Place:

Date:

Signature of Authorised signatory With Seal

Note: This application form shall be attached to the covering letter in the applicant firms' letterhead

Form of Certificate to be produced by a candidate belonging to Scheduled Caste or Scheduled Tribe in support of his claim

FORM OF CASTE CERTIFICATE

Regn. No. _____ Date _____

- A. This is to certify that Shri./Smt./Kum. _____ son / daughter of _____ of village/ town _____ in District/Division _____ of the State/Union Territory _____ belongs to the _____ caste/ tribe which is recognised as Scheduled Caste / Scheduled Tribe under :

Please Tick Mark :

1. The Constitution (Scheduled Castes) Order, 1950
2. The Constitution (Scheduled Tribes) Order, 1950
3. The Constitution (Scheduled Castes) (Union Territories) Order, 1951
4. The Constitution (Scheduled Tribes) (Union Territories) Order, 1951 (as amended by the Scheduled Castes and Scheduled Tribes Lists (Modification) Order, 1956, the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) Act, 1971 and Scheduled Tribes Orders (Amendment) Act, 1976).
5. The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956.
6. The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1959.
7. The Constitution (Andaman & Nicobar Islands) Scheduled Tribes Order, 1959.
8. The Constitution (Dadra & Nagar Haveli) Scheduled Castes Order, 1962.
9. The Constitution (Dadra & Nagar Haveli) Scheduled Tribes Order, 1962.
10. The Constitution (Pondicherry) Scheduled Castes Order, 1964.
11. The Constitution Scheduled Tribes (Uttar Pradesh) Order, 1967.
12. The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968.
13. The Constitution (Goa, Daman & Diu) Scheduled Tribes Order, 1968.
14. The Constitution (Nagaland) Scheduled Tribes Order, 1970.
15. The Constitution (Sikkim) Scheduled Castes Order, 1978.
16. The Constitution (Sikkim) Scheduled Tribes Order, 1978.
17. The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989.
18. The Constitution (Scheduled Castes) Orders (Amendment) Act, 1990.
19. The Constitution (Scheduled Tribes) Orders (Amendment) Act, 1991.
20. The Constitution (Scheduled Tribes) Order Second Amendment Act, 1991.

- B. Applicable in the case of Scheduled Caste / Scheduled Tribe persons who have migrated from the State/U.T. of their origin (delete the paragraph if not applicable) :

This certificate is issued on the basis of the Scheduled Caste / Scheduled Tribe Certificate issued to Shri./ Smt./Kum. _____ father / mother of Shri./Smt./Kum. _____ of village/ town _____ in District/ Division _____ of the State / Union Territory _____ who belong to the _____ caste / tribe which is recognised as Scheduled Caste / Scheduled Tribe in the State / Union Territory _____ issued by the _____ (name of prescribed authority) vide order No. _____ dated _____.

- C. Shri./Smt./Kum. _____ and / or his / her family ordinarily reside(s) in village / town _____ of _____ District / Division of the State / Union Territory of _____.

Place : _____
State / Union Territory _____
Date : _____

Signature _____
Name of Issuing Authority _____
Designation _____
(With seal of Office)

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES
FORM OF CASTE CERTIFICATE

Regn. No. _____ Date _____

A. This is to certify that Shri./Smt./Kum. _____ son / daughter of _____ of village town _____ in District / Division _____ of the State / Union Territory _____ belongs to the _____ community which is recognised as a backward class under :

Please Tick Mark :

- (i) Govt. of India, Ministry of Welfare Resolution No.12011/68/93-BCC dated 10.09.1993, published in Gazette of India, Extraordinary - Part 1, Section 1, No.186 dated 13.09.1993.
- (ii) Govt. of India, Ministry of Welfare Resolution No.12011/9/94-BCC dated 19.10.1994 published in Gazette of India, Extraordinary Part I, Section 1, No.163 dated 20.10.1994.
- (iii) Govt. of India, Ministry of Welfare Resolution No.12011/7/95-BCC dated 24.05.1995 published in Gazette of India Extraordinary Part I, Section I No.88 dated 25.05.1995.
- (iv) Govt. of India, Ministry of Welfare Resolution No.12011/96/94-BCC dated 6.12.1996 published in Gazette of India Extraordinary Part I, Section 1 No.210 dated 11.12.1996.

B. Applicable in the case of OBC persons who have migrated from another State/U.T. (delete the paragraph if not applicable) :

This certificate is issued on the basis of the Other Backward Classes Certificate issued to Shri./ Smt./Kum. _____ father / mother of Shri./Smt./Kum. _____ in District / Division _____ of the State / Union Territory _____ who belong to the _____ caste which is recognised as a Backward Class in the State / Union Territory _____ issued by the _____ (name of prescribed authority) vide their No. _____ dated _____.

C. Shri./Smt./Kum. _____ and / or his / her family ordinarily reside(s) in village / town _____ of _____ District / Division of the State / Union Territory of _____.

D. This is also to certify that he/she does not belong to the persons / sections (Creamy Layer) mentioned in column 3 of the Schedule to the Govt. of India, Department of Personnel & Training O.M.No.36012/22/93-Estt.(SCT) dated 08.09.1993.

Place : _____ Signature _____

State / Union Territory _____ Name of Issuing Authority _____

Dated : _____ Designation _____
(With seal of Office)

Note : (1) The term 'ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

(2) List of authorities competent to issue caste certificate for Other Backward Classes:-

- i. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner/ Deputy Collector / 1st Class Stipendary Magistrate / City Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of 1st Class Stipendary Magistrate).
- ii. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
- iii. Revenue Officers not below the rank of Tehsildar.
- iv. Sub-Divisional Officer of the area where the candidate and / or his family normally resides.

(3) The certificate issued by an authority other than stated above will not be accepted.

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FORM OF BANKERS CERTIFICATE FROM A SCHEDULED BANK

This is to certify that to the best of our knowledge and information M/s.

.....
..... having
their address at.....

.....
.....
..... a customer of our bank, are / is respectable and can be
treated as good for any engagement up to a limit of Rs.....
(Rupees.....
.....).

This certificate is issued without any guarantee or responsibility on the bank or
any of the Officers.

(Signature) For the Bank
[Seal]

Note :

1. Bankers' certificate should be on letter head of the bank, sealed in cover addressed to Sr Branch manager, Rashtriya Ispat Nigam Limited. 3rd floor mehgalaya tower , Church Road Jaipur.
2. In case of partnership firm, certificate to include names of all partners as recorded with the certifying bank.

Enclosures to be submitted along with application form

1. Covering Letter on letterhead of applicant/Firm.
2. Location map indicating the distances from the main centre of the place.
3. Copy of title deed, lease agreement or consent to lease.
4. Caste Certificate form(Annexure- VIII & IX) if applicable.
5. Copy of partnership deed/Memorandum of Association
6. Company Registration details
7. Balance sheet(12-13,13-14 & 14-15) and P&L Statement.
8. Copy of VAT registration certificate
9. A certificate from Chartered Accountant in support of experience.
10. Banker letter for credit worthiness and solvency as per Annexure XI.
11. Tender document(format for advertisement, instruction to tender, application along with enclosures) duly signed with seal.

Please note the following :

1. All pages of tender documents and enclosures should be signed with seal.
2. Application form should be completely filled , no row should be left blank, in case Nil information **NA** should be mentioned.
3. In complete application, applications not accompanied by the required document and conditional application are summarily rejected.
4. The existing CAs, CSAs, Retailers, DLDs, RDs or Handling Contractors of RINL are not eligible to apply for Retailer through open advertisement.
5. At any point of time during the process of registration or after registration, it is found that any of the declarations given by the applicant/retailer is found to be incorrect or false, then the registration is liable to be cancelled summarily.