

**Application Letter Format for Enrollment of Partnership Firms on e-Procurement System of
Government of Chhattisgarh on <http://cgeprocurement.gov.in>**

(Format to be submitted on the Letterhead of the Partnership Firm)

Date:

**Wipro Ltd. / NexTenders (India) Pvt. Ltd.
Raipur**

Dear Sir,

**Sub: Application for enrollment on the e-Procurement Portal of Government of Chhattisgarh
on <http://cgeprocurement.gov.in>**

**RE: Registration No.: _____, User Id: _____, Company ID: _____ on
<http://cgeprocurement.gov.in>**

I, _____ (name of the Partner / Power of Attorney Holder) from _____ hereby submit an application to enroll ourselves on the e-Procurement Portal of Government of Chhattisgarh on <http://cgeprocurement.gov.in> for participating in electronic tendering, auctions, reverse auctions and contract processing by various departments / agencies of Government of Chhattisgarh on their respective sub – portals as a part of this website.

I further declare that we are legally entitled to do business with various departments / agencies of Government of Chhattisgarh and that we have not been black-listed or banned from participating in business with the Government of Chhattisgarh.

I further state that I have enclosed the necessary documentation as specified below.

I further certify that the bid data, contracts shall be signed online using a Class II Digital Certificate. The signed bid data and contracts submitted online on the procurement system shall be binding on our organization and we shall abide by the submissions made online.

I also undertake to be bound by the **Terms of Use** document which is published on the Home Page of the website <http://cgeprocurement.gov.in> and which may be amended from time to time.

In case of any change of the legal status of myself / my firm, I undertake to immediately inform Wipro – NexTenders about the same.

Thanking you,

Sd/-

(to be signed by Partner / Power of Attorney Holder in case of Partnership Firms along with rubber stamp)

Encl: Enrollment Form

Other Necessary Documents:

- a. Notarized Partnership Deed
- b. Notarized Power of Attorney in the name of Authorized Partner(s) / Person(s) enrolling on the portal on behalf of the Partnership Firm

- c. Last 2 months Bank Statement OR Letter from Bank confirming the Name and Registered Address of the Partnership Firm
- d. Letter from Bank confirming the name and address of the Authorized Partner(s) / Person(s) enrolling on the portal

Enrollment Form for enrollment on <http://cgeprocurement.gov.in>

- User ID : _____
- Company ID : _____
- Registration No. : _____
1. Name of Applicant* : _____
2. Organization Name* : _____
3. Organization Type* : _____ [Proprietorship / Individual / Partnership / Private
Limited / Public Limited / Limited
Companies]
4. Registration Category : Registered / Open
5. Company Registration No. : _____
6. Type of Business : _____
7. Name and Address of Parent
Organization, if the Bidder is
Dealer / Agent) : _____
8. Address* : _____
: _____
: _____
: _____
9. City* : _____
10. State : _____
11. Pin Code : _____
12. Country : _____
13. Contact Person* : _____
14. Work Phone No.1* : _____
15. Work Phone No. 2 : _____
16. Fax No. : _____
17. Mobile No. : _____
18. e-Mail Address* : _____
19. Web Address : _____
20. Permanent Account No. : _____
21. Special Privileges enjoyed (as SSI and others):
1. _____
2. _____
3. _____
22. Names and Addresses of Partners / Directors (applicable for Partnership Firms / Limited
Companies):
1. _____
2. _____

3. _____

4. _____

23. Please give brief Financial Particulars of your Organization at least for the previous 3 (three) Years at the time of Online Registration. Information for the following Years to updated on a yearly basis.

Year #	Net Profit / Loss (in Rs.)	Total Turnover (in Rs.)
2004 – 05		
2005 – 06		
2006 – 07		
2007 – 08		
2008 – 09		
2009 – 10		
2010 – 11		
2011 – 12		
2012 – 13		

Notes:

*** Mandatory Fields**

Information related to the following Years to be updated as and when applicable

Scanned Copy of documents for establishing identity and past experience are to be uploaded on the Portal