

MINISTRY OF DEFENCE PRODUCTION
PARTICULARS OF LOCAL FIRMS
PART-I

1. Name of the Firm _____
2. Address (office) _____
3. Address Factory/Godown/Stocks _____

4. Telephone _____, Fax _____, E-Mail _____
5. National Tax No : _____
6. Sales Tax No : _____

7. **Type of Firm**

- a. Sole Proprietary concern : _____ (Yes/No)
- b. Partnership concern : _____ (Yes/No)
- c. Company : _____ (Yes/No)
- d. Limited Liability Partnership : _____ (Yes/No)

8. **Detail of Employees Nos**

- a. Executives _____
- b. Staff _____

9. **Firm's Management Record**. (Attach a list, if required):

<u>Ser</u>	<u>Name</u>	<u>Father's name</u>	<u>Designation</u>	<u>Passport / CNIC Number</u>
a.			CEO /Signatory etc	
b.				
c.				

10. Indicate partnership with any other firm as JV, consortium or association etc:

<u>Ser</u>	<u>Name of Firms</u>	<u>Type of Partnership</u>
a.		
b.		
c.		

11. **Firm's Bank Accounts**

- a. **Local Accounts**. Indicate in 'Remarks' whether account is in local or foreign currency)

<u>Ser</u>	<u>Bank</u>	<u>Branch</u>	<u>Account No</u>	<u>Remarks</u>
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(1)				
(2)				
(3)				

b. **Foreign Accounts**

<u>Ser</u>	<u>Bank</u>	<u>Branch</u>	<u>Account No</u>	<u>Remarks</u>
(1)				
(2)				

12. Indicate lead registration agency to which the firm is submitting its documents for registration (please indicate by ☐):

<u>Ser</u>	<u>Organization</u>	<u>Yes</u>	<u>No</u>	<u>Ser</u>	<u>Organization</u>	<u>Yes</u>	<u>No</u>
a.	DGDP			e.	POF		
b.	DGMP			f.	LEAD AGENCY		
c.	DG RD&E			g.	PAC		
d.	NRTC			h.	Karachi Shipyard		

13. Indicate any other organizations of the MoDP to register with (please indicate by ☐):

<u>Ser</u>	<u>Organization</u>	<u>Yes</u>	<u>No</u>	<u>Ser</u>	<u>Organization</u>	<u>Yes</u>	<u>No</u>
a.	DGDP			e.	POF		
b.	DGMP			f.	LEAD AGENCY		
c.	RD&E			g.	PAC		
d.	NRTC			h.	Karachi Shipyard		

14. Indicate the category of registration for which being applied (please indicate by ☐):

<u>Ser</u>	<u>Category</u>	<u>Yes</u>	<u>No</u>	<u>Ser</u>	<u>Category</u>	<u>Yes</u>	<u>No</u>
a.	Manufacturer			f.	Trading House		
b.	Stockist			g.	Distributor		
c.	Agent			h.	Dealer		
d.	Freight Forwarder			i.	Auctioneer		
e.	Research and Development Consultant			j.	Engineering/Design House		

15. Indicate the category of registration if other than above:

a. _____
b. _____

16. Detail of stores for which indexation is applied for (list attached as per Annexure "F"):

a. _____
b. _____
c. _____

17. If applying as an Agent or a Distributor, mention Principals and their stores to be indexed:-

<u>Ser</u>	<u>Principals</u>	<u>Stores</u>
a.		

b.		
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Note: Agents of local firms are not registered with the Defence Establishment.

18. Are you registered with any Defence Establishment other than the **LEAD AGENCY** e.g. DGDP DGMP, POF Wah, GHQ and its Formations/Ordnance/EME Establishments FWO and NLC etc? If so, please indicate: -

<u>Ser</u>	<u>Organization</u>	<u>Registration Number</u>	<u>Date of Registration</u>	<u>Date of Validity</u>	<u>Category</u>
a.					
b.					
c.					

19. Are you registered with any Government or Semi-Government set-up (other than the Defence Establishment)? If so, please indicate: -

<u>Ser</u>	<u>Organization</u>	<u>Registration Number</u>	<u>Date of Registration</u>	<u>Category</u>
a.				
b.				
c.				

20. Was your firm previously registered with any Defence Establishment including MoDP under any other name and defaulted in any Defence Contract? If so, please furnish details below (or attach a list of contracts separately): -

a. _____

b. _____

21. Has your firm ever been blacklisted / debarred by any of the Defence Establishment or Government / Semi-Government entities? If yes, please indicate the type of legal / administrative action taken against the firm and duration of such action: -

a. _____

b. _____

c. _____

22. Is there any case against the firm in the court of law and any other _____

23. Indicate past performance of your firm with all types of Govt, semi-Govt, Civil and Military Organizations (attach list if required): -

<u>Ser</u>	<u>Contract</u>	<u>Organization</u>	<u>Contract Value</u>	<u>Completed / Not Completed</u>	<u>Remarks</u>
a.					
b.					

Note. State reasons of non-Completion in the 'Remarks' column. Past performance also

includes all types of defence establishment.

24. **Security clearance.** Security clearance proforma is attached at **Annexure “G”**.

25. **Registration With Various Trade Organizations.** Firms are required to be registered with following organizations prior to applying for registration with HIT Taxila: -

a. **Manufacturing Firm**

(1) Registered under Factory's Act (Yes/No)

(2) Chamber of Commerce and Industries Membership (CC&I) (Yes/No)

(3) Certificate of incorporation (for limited/public concern only) (Yes/No)

b. **Stockiest**

(1) Chamber of Commerce and Industries Membership (CC&I) (Yes/No)

(2) Memorandum and Articles of Associations (for limited/public concern only) (Yes/No)

c. **Agent**

Chief Controller Import & Export certificate (CCI&E)/EPB (Yes/No)

PART II

REGISTRATION FEE

26. Following fee structure will be followed for provision of services like dispatch /intimation of tenders and e-mail on relevant matters:-

(a) Rs 3500 for provisional registration (one time)

(b) Rs 7500 fee for regular registration (Three year) for all or any category of stores

(c) Rs 1500 for renewal registration (biennial) for all or any category of stores

(d) After approval of the registration by competent authority firms will deposit through bank challan form into Government Treasury in **Main Head 21, Sub Head A, Miscellaneous Code Head 0189407** of National / State Bank of Pakistan or in any schedule bank of Pakistan.

PPART III
UNDERTAKING

27. I certify that none of my near relatives (father, mother, sister, uncle, son, daughter or any other near relative with whom I would not like to compete in the open market) has registered any firm dealing in the same or similar type of stores/items. In case any such person attempts to do so, I undertake to inform the Heavy Industries Taxila of this fact without any loss of time.

28. I certify that the information given in this proforma is correct to the best of my knowledge. I understand that in case it is found at any stage that information is incorrect or contrary to the facts/ information given in the Application Form or if I failed to notify about any change within 30 days, the authorities concerned will cancel the Registration of the firm and the firm will be blacklisted and cross-debarred for up to ten years to do any business with the Defence Establishment and Government Agencies. I also undertake that any disciplinary action taken against the firm or its management will not be challenged in any Court of Law.

29. I understand that I am bound to intimate the Registration Section any change that occurs later.

(Signature of the MD/CEO)

Name: _____

Office Stamp : _____

(in block letters)

Station: _____

Designation: _____

Date: _____

PERSONAL DATA**PROPRIETOR / EXECUTIVE / DIRECTOR OF FIRM**

Passport Size
Photograph 2"
x 2-1/2"
Attested by
class-I
Officer

1. Full Name: _____
2. Father's Name and Occupation: _____
3. Husband's Name and Occupation (in case of married female): _____
4. If you have changed your name, state previous name with reason for the change: _____
5. National Identity Card No. _____ (attach attested photocopy)
6. Date and Place of Birth: _____
7. Permanent Resident Address _____
8. Present Residential Address _____
9. Nationality: _____; Other Nationality: _____ (if dual national)
10. Religion: _____
11. Academic Qualification: _____
12. Retired Defence Officer:
 - a. No: _____; Rank: _____; Regiment/Corps _____
 - b. Release Order No: _____ (attach a copy); Year of Retirement: _____
13. Name of firm and date of employment: _____
14. Nature of employment with present firm: _____
15. Previous occupation: _____
16. Have you got any employment, partnership, share or membership in BoGs or any other such body in any other firm, factory, business concern etc. If so, give brief details: _____

Date: _____

Signature: _____

Place: _____

Name (in block letters): _____

MINISTRY OF DEFENCE PRODUCTION**PARTICULARS OF FOREIGN FIRMS****PART-I**

1. Name of Firm: _____
2. Country: _____
3. Office Address: _____

4. Address factory/godown/warehouse/stocks (if different from office address) _____

5. Telephone _____, Fax _____, E-Mail _____

6. **Type of Firm**

- a. Sole Proprietary Concern : _____ (Yes/No)
- b. Partnership Concern : _____ (Yes/No)
- c. Limited Concern : _____ (Yes/No)

7. **Firm's Management Record.** (Attach a list, if required):

<u>Ser</u>	<u>Name</u>	<u>Father's name</u>	<u>Designation</u>	<u>Passport Number</u>	<u>Remarks</u>
a.			CEO /Signatory etc		
b.					
c.					
d.					

8. Indicate registration with various Trade Organizations of your country or any other country:-

<u>Ser</u>	<u>Department Name</u>	<u>Date of Registration</u>	<u>Validity</u>
a.			
b.			
c.			

Note: Firm is required to be registered with respective country's Chambers of Commerce and Industries, Taxation Department etc, prior to applying for registration. Attach a valid copy of these documents with this form.

9. Name, addresses of offices / branches in other countries (or attach a list separately):-
- a. _____
- b. _____
- c. _____

10. Indicate partnership with any other firm as JV, consortium or association etc:

<u>Ser</u>	<u>Name of Firms</u>	<u>Nature of Partnership</u>
a.		
b.		
c.		

11. **Firm's Bank Accounts in Pakistan.** Indicate in 'Remarks' whether account is in local or foreign currency)

<u>Ser</u>	<u>Bank</u>	<u>Branch</u>	<u>Account No</u>	<u>Remarks</u>
a.				

b.				
c.				

12. Indicate registration being applied with the type of organization (please indicate by ☐):

<u>Ser</u>	<u>Organization</u>	<u>Yes</u>	<u>No</u>	<u>Ser</u>	<u>Organization</u>	<u>Yes</u>	<u>No</u>
a.	DGDP			e.	POF		
b.	DGMP			f.	LEAD AGENCY		
c.	RD&E			g.	PAC		
d.	NRTC			h.	Karachi Shipyard		

13. Indicate the category of registration for which being applied (please indicate by ☐):

<u>Ser</u>	<u>Category</u>	<u>Yes</u>	<u>No</u>	<u>Ser</u>	<u>Category</u>	<u>Yes</u>	<u>No</u>
a.	Manufacturer			e.	Trading House		
b.	Stockist			f.	Distributor		
c.	Agent			g.	Dealer		
d.	Liaison office			h.	Freight Forwarder		

14. Indicate the category of registration if other than above:

- a. _____
b. _____
c. _____

15. Detail of stores for which being registration/indexed (attach list if items are more):

- a. _____
b. _____
c. _____

16. If applying as an Agent or a Distributor, mention Principals and their stores to be indexed: -

<u>Ser</u>	<u>Principals</u>	<u>Stores</u>
a.		
b.		
c.		

17. Are you already registered with any Pakistan's Government/Semi-Government organization including Defence Establishment? If so, please indicate: -

<u>Ser</u>	<u>Organization</u>	<u>Registration Number</u>	<u>Date of Registration</u>	<u>Date of Validity</u>	<u>Category</u>
a.					
b.					
c.					

18. Was your firm previously registered with any Government/Semi-Government organization including Defence Organizations in Pakistan as a foreign firm or under any other name and defaulted in any Defence contract? If so, please furnish details below:

- a. _____
b. _____
c. _____

19. Indicate the past performance of your firm with other Govt / semi-Govt / Civil Organizations of Pakistan (attach list if required): -

<u>Ser</u>	<u>Contract</u>	<u>Organization</u>	<u>Value</u>	<u>Completion Status</u>	<u>Remarks</u>
a.					
b.					
c.					

Note: In case of pending contracts, mentions reasons in the 'Remarks' column.

20. Is there any case against the firm in the court of law and any other _____

21. Has your firm ever been blacklisted / debarred by any of the Defence Establishment or Government / Semi-Government entities? If yes, please indicate the type of legal / administrative action taken against the firm and duration of such action: -

- a. _____
b. _____
c. _____

22. Indicate past performance of your firm with other Govt, semi-Govt, Civil Organizations, if applicable (attach list if required): -

Ser	Contract	Organization	Contract Value	Completed / Not Completed	Remarks
a.					
b.					

Note. State reasons of non-Completion in the 'Remarks' column.

23. Provide details of your firm doing business related to Defence Hardware/Equipment to India / Israel (if any): _____

24. Mention detail of your authorized firms in Pakistan and their category i.e. dealers, repair / maintenance centers, distributors, agents, stockiest etc or any present/previous Liaison Office in Pakistan:

Ser	Firm's Name	Category of Firm	Owner	Validity of Agency Agreement
a.				
b.				
c.				

25. Indicate whether the firm intends to hire / associate a Security Company for security of its projects / employees within Pakistan (if yes, attach copy of the SECP's registration of the Security Company): _____

26. Foreign consultants / nationals hired / employed by the firm, in any form or manner:

- a. _____
b. _____
c. _____

PART – II

FOR LIAISON OFFICE OF FOREIGN FIRMS ONLY

27. Fill in the following details, if the firm is applying to register a Liaison Office in Pakistan for the currency of the contract signed with the organizations of the MoDP: -

- a. Principal of the Liaison Office: _____
- b. Office address in Pakistan: _____

- c. Contract Number: _____
- d. Organization with which the contract has been signed: _____
- e. Duration for which the Liaison Office is being established: _____

28. **Firm's Management Record**. Management being employed in the Liaison Office in Pakistan both national and foreign nationals. (Attach a list, if required):

<u>Ser</u>	<u>Name</u>	<u>Father's name</u>	<u>Designation</u>	<u>Passport / CNIC Number</u>	<u>Remarks</u>
a.			CEO /Signatory etc		
b.					
c.					
d.					
e.					
f.					
g.					

Note: Copy of the passport of the foreign nationals will be required.

PART - IV

UNDERTAKING

29. I certify than none of my near relatives (father, mother, brother, sister, uncle, son, daughter or any other near relative with whom I would not like to compete in the open market for Pakistan) has registered any firm dealing in the same or similar type of stores / items. In case any such person attempts to do so, I undertake to inform Heavy Industries Taxila, Ministry of Defence, Pakistan of this fact without any loss of time.

30. I certify that the information given in this proforma is correct to the best of my knowledge. I understand that in case it is found at any stage that information is incorrect or contrary to the facts/ information given in the Application Form, the authorities concerned will cancel the Registration of the firm and the firm will be blacklisted and cross-debarred for upto ten years to do any business with the Defence Establishment and Government Agencies in Pakistan. I also undertake and accept that any disciplinary action taken against the firm or its management will not be challenged in any Court of Law.

31. I understand that I am bound to intimate the LEAD AGENCY Taxila about any change that occurs later.

(Signature of the Applicant)

Place: _____

Name: _____

(in block letters)

Office Stamp: _____

Designation: _____

Date: _____

COUNTERSIGNED

(From the Embassy / Consulate General / High Commission of Pakistan)

Name (in block) _____

Designation: _____

Passport No / NIC _____

Country: _____

Date: _____

Name (in block) _____

Designation: _____

Passport No / NIC _____

Country: _____

Date: _____

Passport size
photograph
attested by the
Ambassador of
Pakistan in your
country

PERSONAL DATA

PROPRIETOR/EXECUTIVE/DIRECTOR OF FOREIGN FIRM

1. Full Name: _____
2. Father Name: _____
3. Mother Name: _____
4. Religion: _____
5. Permanent Residential Address: _____
6. Present Residential Address: _____
7. Nationality: _____; Other Nationality: _____ (if dual national)
8. Passport No: _____; Validity: _____
9. Type of Passport: _____; Issuing Authority: _____
10. Passport No, validity, type of passport and issuing authority of passport of other countries if national of more than one country: _____

11. Date and Place of Birth: _____
12. Name of Firm and date of Employment: _____
13. Nature of employment with present firm: _____
14. Previous Occupation: _____
15. If government servant, please give detail of department: _____
16. Are you an employee, partner, shareholder or member of the Board of Governors or any other such body in any other firm, factory, business concern etc. If so, give brief details: _____

Place: _____

Date: _____

Office Stamp: _____

(Signature of the Applicant)

Name: _____

(in block letters)

Designation: _____

VERIFIED BY

(Embassy / Consulate General / High Commission of Pakistan)

Name (in block): _____ Name (in block): _____

Designation: _____ Designation: _____

Passport No / NIC: _____ Passport No / NIC: _____

Country: _____ Country: _____

Date: _____ Date: _____

AGENCY AGREEMENT
(BY THE OEM FOR THE AGENT FIRMS)

We M/s_____do declare that we are the manufacturer of the following stores/items (or attach a list separately with this agreement, if the list is long): -

<u>Nomenclature</u>	<u>Make & Type/Size/Model</u>
----------------------------	--

(particulars of each item/equipment to be written separately)

(Mention, if any) Maintenance facilities in Pakistan.

We do hereby appoint M/s_____as our agent for Pakistan. This agreement will remain valid upto_____. In case of any change, cancellation, and/or termination of this agreement, we undertake to inform the Ministry of Defence Production of the Government of Pakistan beforehand. We also undertake that we shall not change our local Agent unilaterally without the prior approval of the Ministry of Defence Production of the Government of Pakistan during the validity period of the Agency Agreement and the ongoing contracts.

We declare that the Agent commission paid to our appointed Agent shall be as per the policy, rules and regulations of the Government of Pakistan which currently is maximum upto 4% in Pakistan Rupees.

We are ISO certified manufacturers (if applicable) (Copy of ISO certificate attached).

<u>Name and Signature of Agent Firms</u>	<u>Name and Signature of Foreign</u>
<u>Principal(With Office Seal)</u>	<u>(with Office Seal)</u>

Note. Agency agreement should be prepared on foreign principal letter head pad duly mentioning following information: -

- a. E-Mail address/website
- b. Telephone number
- c. Fax number

EXPORT RIGHT CERTIFICATE
(DEALERSHIP/DISTRIBUTOR/EXPORTER)

1. We M/s _____ do hereby declare that we are the OEM / OEM certified Manufacturers of following products/items: -
 - a. _____
 - b. _____
2. We hereby appoint M/s _____ our Exporter/distributor/dealer [*delete whichever is not applicable*] for Pakistan for above mentioned products.
3. We are ISO certified manufacturers (if applicable) (Copy of ISO certificate attached).

Manufacturer's Seal

Signature _____

Name: _____

Designation: _____

Note

- a. It should be prepared on the letter head pad of the manufacturer reflecting the firm address and registered trademark, email address, and telephone no etc.
- b. Export Right Certificate will be required for the firms other than the Agents i.e. dealers, distributors, exporters, trade houses etc, if the content of this letter is not already covered the agreement signed between the OEM and the firm.



MINISTRY OF DEFENCE PRODUCTION

Heavy Industries Taxila Cantt,
Pakistan

Telephone # 051-9315030

Fax # 051-9315029

e-mail: dirproccte@hit.gov.pk

Ref: 4922/Adm&Coord/Proc

Dte _____ Registration

_____ Nov 2022

To: M/s _____
(Full address)
(Telephone, email)

Subject: **Registration of Firm – M/s**

1. Ministry of Defence Production (MoDP), Rawalpindi presents its compliments and please be informed that your firm has been registered / prequalified as [insert type of firm i.e. manufacturer/stockist/agent etc] thereby open to do business / participate in tenders with [insert name of the organization issuing this registration letter and other organizations of the MoDP [i.e. DGDP, DGMP, POF, LEAD AGENCY, RDE, NRTC etc if these organizations have approved the firm during their technical inspection] in respect of the indexed stores/ items / equipment attached at Annex A.

2. Your kind attention is invited to following: -

- a. **Duration of Registration / Prequalification.** Your firm has been registered for a duration of years upto [insert date, month and year]. The same shall be subsequently extended on request for maximum upto ____ years (and so on) subject to satisfactory performance of your firm in defence contracts as well as status of your firm as active, semi-active or dormant.
- b. **Security Clearance.** Your firm has been declared security wise cleared for years upto ____ [insert date, month and year]. Special security clearance can be held during this period in case of any specific reason or requirement.
- c. **Financial Capability.** Finally your firm has been placed in category ____ [A, B, C, D or E etc] based on the financial capability of your firm at PKR. _____. Please be advised that in this category you can participate in numbers of contracts, however, total value of local currency contracts should not exceed times of your financial capability.

Note. In case your firm wishes to enhance its financial capability at any stage, you are required to submit afresh bank statement for the last one year with a request to upgrade your financial capability on your firm's letter head pad signed by authorized signatory of your firm.

- d. **Management.** Following person (s) of your firm's management has (have) been registered as authorized signatory for the purpose of signing contracts, bills and correspondence etc: -

Ser	Name & Father Name	NIC / Passport no	Designation	Contact No & email
(1)				
(2)				

Note. Any change in management / authorized signatory or address may be communicated on occurrence and on immediate basis alongwith SVA-8121A (Revised 2022 or SVA-8124A as applicable) to Registration section.

- e. **Renewal of Registration.** Your firm should apply at least three months in advance before the expiry of registration period alongwith following documents for renewal: -

- (1) Original Registration letter
- (2) Past performance on firm letter head pad for the last three years.

- f. **Administrative and Legal Actions.** Your firm is advised to make itself fully aware of the disciplinary, administrative and legal actions i.e. **Blacklisting etc** as per DPP&I-35 and ____ [reference of any other policy applicable to DPEs] which may be awarded to your firm at any stage due to (but not limited to) following offences:-

- (1) Breach of National Security.
- (2) Corrupt or fraudulent activities.
- (3) Un-satisfactory performance / breach of contract.
- (4) Unethical /unprofessional conduct.

- g. **Cancellation of Registration.** Registration shall be cancelled in case of following:-

- (1) Blacklisting.
- (2) On failure to quote in response to ITBs on five successive occasions of your indexed stores.
- (3) Submission of four successive quotations all of which are fifty percent above the quotation ultimately accepted.

3. Your firm is further advised to feel free to contact the Registration Section in case of any query or may request for briefing (if required so) on the Registration process.

4. You are requested to forward acknowledgment of this letter on receipt, please.

Copy to:

All DPEs DGP Army
DPEs Navy & Airforce

AFFIDAVIT / UNDERTAKING
(For Renewal of Registration)**(On Judicial Stamp Paper worth Rs 100)**

I, Mr. _____ Having CNIC/Passport No. _____ Authorized Signatory/partner/MD / proprietor of M/s _____, do hereby solemnly affirm to Heavy Industries Taxila, Ministry of Defence Production (MoDP), Rawalpindi that: -

- a. I will complete the supply of all pending stores/rectify all the pending observations against under mentioned contracts of procurement agencies within the period as noted against each contract: -

Ser	Contract No & Date	Proc Agency	Original DP	Extended DP if any	Exact date of rectification / completion
(1)					
(2)					

- b. I also hereby state that in case I do not complete the pending contractual obligations due against my firm by the dates stated above, my registration shall not be renewed any further.
- c. I clearly understand that failing to abide by these undertaking, payments that are due to be paid to my firm can be withheld until I complete all the pending obligations.
- d. I also agree that my registration will be cancelled alongwith disciplinary and legal action against my firm as per the MoDP policy, rules and regulations, in case I do not complete the compulsions as per this undertaking in accordance with the promised timeline.
- e. I also accept that any disciplinary and legal action taken by the MoDP or any of its organizations against my firm in this regard will be not be challenged in any court of law.

Station: _____

Signature: _____

Dated: _____

Name: _____

Appoint in firm _____

Note. Give complete address with telephone / fax numbers and email address.**Attested by Oath Commissioner with Stamp**

<u>DETAIL OF STORES</u>		Please (√)
Cat I	Machine Tools, Welding EquipmentWorkshop Equipment and Test Equipment.	
Cat II	Hand Tools, Cutting Tools, Power Tools	
Cat III	Raw Material (Ferrous and nonferrous, Spring and Steel Alloys).	
Cat IV	- Spares for: (1) Tracked Vehicles (2) Wheeled Vehicles Electronic Assemblies	
Cat V	Oils/Lubricants/Transportation	
Cat VI	Paints.	
Cat VII	Industrial and Medical Gases.	
Cat VIII	Industrial and Laboratory Chemicals.	
Cat IX	Electro medical Equipment.	
Cat X	Medicines, Medical/Laboratory Items and Medical Stores.	
Cat XI	Stationery and Office Equipment's,Computers.	
Cat XII	Uniforms/Clothing Items.	
Cat XIII	Wood, Soap, Cotton Rags etc.	
Cat XIV	Gen Order Supplier, Freight Forwarder, Miscellaneous	

Security Clearance Proforma (in Urdu)

فرم نام۔

— 22 —

پی ٹی سی ایل نمبر۔۔

دوسرے کسی اور نام سے فرم یا ادارہ کی تفصیل۔

فرم کے باقی حصہ داروں کے نام

عہدہ

موبائل نمبر

ملک پتہ

فرم کے اندرون / بیرون ممالک میں دیگر دفاتر کی تفصیل (ذاتی ملکیت یا کرائے پر)

نام / پتہ

ذاتی ملکیت منسلک کوائف

پہلی سی ایل نمبر

موبائل نمبر

2000 2001 2002 2003 2004 2005 2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032 2033 2034 2035 2036 2037 2038 2039 2040 2041 2042 2043 2044 2045 2046 2047 2048 2049 2050 2051 2052 2053 2054 2055 2056 2057 2058 2059 2060 2061 2062 2063 2064 2065 2066 2067 2068 2069 2070 2071 2072 2073 2074 2075 2076 2077 2078 2079 2080 2081 2082 2083 2084 2085 2086 2087 2088 2089 2090 2091 2092 2093 2094 2095 2096 2097 2098 2099 2100 2101 2102 2103 2104 2105 2106 2107 2108 2109 2110 2111 2112 2113 2114 2115 2116 2117 2118 2119 2120 2121 2122 2123 2124 2125 2126 2127 2128 2129 2130 2131 2132 2133 2134 2135 2136 2137 2138 2139 2140 2141 2142 2143 2144 2145 2146 2147 2148 2149 2150 2151 2152 2153 2154 2155 2156 2157 2158 2159 2160 2161 2162 2163 2164 2165 2166 2167 2168 2169 2170 2171 2172 2173 2174 2175 2176 2177 2178 2179 2180 2181 2182 2183 2184 2185 2186 2187 2188 2189 2190 2191 2192 2193 2194 2195 2196 2197 2198 2199 2200 2201 2202 2203 2204 2205 2206 2207 2208 2209 2210 2211 2212 2213 2214 2215 2216 2217 2218 2219 2220 2221 2222 2223 2224 2225 2226 2227 2228 2229 2230 2231 2232 2233 2234 2235 2236 2237 2238 2239 2240 2241 2242 2243 2244 2245 2246 2247 2248 2249 2250 2251 2252 2253 2254 2255 2256 2257 2258 2259 2260 2261 2262 2263 2264 2265 2266 2267 2268 2269 2270 2271 2272 2273 2274 2275 2276 2277 2278 2279 2280 2281 2282 2283 2284 2285 2286 2287 2288 2289 2290 2291 2292 2293 2294 2295 2296 2297 2298 2299 2300 2301 2302 2303 2304 2305 2306 2307 2308 2309 2310 2311 2312 2313 2314 2315 2316 2317 2318 2319 2320 2321 2322 2323 2324 2325 2326 2327 2328 2329 2330 2331 2332 2333 2334 2335 2336 2337 2338 2339 2340 2341 2342 2343 2344 2345 2346 2347 2348 2349 2350 2351 2352 2353 2354 2355 2356 2357 2358 2359 2360 2361 2362 2363 2364 2365 2366 2367 2368 2369 2370 2371 2372 2373 2374 2375 2376 2377 2378 2379 2380 2381 2382 2383 2384 2385 2386 2387 2388 2389 2390 2391 2392 2393 2394 2395 2396 2397 2398 2399 2400 2401 2402 2403 2404 2405 2406 2407 2408 2409 2410 2411 2412 2413 2414 2415 2416 2417 2418 2419 2420 2421 2422 2423 2424 2425 2426 2427 2428 2429 2430 2431 2432 2433 2434 2435 2436 2437 2438 2439 2440 2441 2442 2443 2444 2445 2446 2447 2448 2449 2450 2451 2452 2453 2454 2455 2456 2457 2458 2459 2460 2461 2462 2463 2464 2465 2466 2467 2468 2469 2470 2471 2472 2473 2474 2475 2476 2477 2478 2479 2480 2481 2482 2483 2484 2485 2486 2487 2488 2489 2490 2491 2492 2493 2494 2495 2496 2497 2498 2499 2500 2501 2502 2503 2504 2505 2506 2507 2508 2509 2510 2511 2512 2513 2514 2515 2516 2517 2518 2519 2520 2521 2522 2523 2524 2525 2526 2527 2528 2529 2530 2531 2532 2533 2534 2535 2536 2537 2538 2539 2540 2541 2542 2543 2544 2545 2546 2547 2548 2549 2550 2551 2552 2553 2554 2555 2556 2557 2558 2559 2560 2561 2562 2563 2564 2565 2566 2567 2568 2569 2570 2571 2572 2573 2574 2575 2576 2577 2578 2579 2580 2581 2582 2583 2584 2585 2586 2587 2588 2589 2590 2591 2592 2593 2594 2595 2596 2597 2598 2599 2600 2601 2602 2603 2604 2605 2606 2607 2608 2609 2610 2611 2612 2613 2614 2615 2616 2617 2618 2619 2620 2621 2622 2623 2624 2625 2626 2627 2628 2629 2630 2631 2632 2633 2634 2635 2636 2637 2638 2639 2640 2641 2642 2643 2644 2645 2646 2647 2648 2649 2650 2651 2652 2653 2654 2655 2656 2657 2658 2659 2660 2661 2662 2663 2664 2665 2666 2667 2668 2669 2670 2671 2672 2673 2674 2675 2676 2677 2678 2679 2680 2681 2682 2683 2684 2685 2686 2687 2688 2689 2690 2691 2692 2693 2694 2695 2696 2697 2698 2699 2700 2701 2702 2703 2704 2705 2706 2707 2708 2709 2710 2711 2712 2713 2714 2715 2716 2717 2718 2719 2720 2721 2722 2723 2724 2725 2726 2727 2728 2729 2730 2731 2732 2733 2734 2735 2736 2737 2738 2739 2740 2741 2742 2743 2744 2745 2746 2747 2748 2749 2750 2751 2752 2753 2754 2755 2756 2757 2758 2759 2760 2761 2762 2763 2764 2765 2766 2767 2768 2769 2770 2771 2772 2773 2774 2775 2776 2777 2778 2779 2780 2781 2782 2783 2784 2785 2786 2787 2788 2789 2790 2791 2792 2793 2794 2795 2796 2797 2798 2799 2800 2801 2802 2803 2804 2805 2806 2807 2808 2809 2810 2811 2812 2813 2814 2815 2816 2817 2818

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that they have been able to do so.

فرم کی علاوہ اڈیں رجسٹریشن کی تفصیل

4۔

متعلقہ ادارے کا نام

رجسٹریشن کی تاریخ

رجسٹریشن کی تکمیل

الف۔

ب۔

ج۔

د۔

فرم کی مالی حالت (درج ذیل اسٹیٹمنٹ کی مدد سے فرم کو دیکھنے کے بعد)

5۔

الف۔

انکم ٹیکس ریٹرن (نئی) منسلک شدہ۔

ب۔

بینک اسٹیٹمنٹ (نئی) منسلک شدہ۔

ج۔

قرضہ کی تفصیل منسلک شدہ۔

د۔

بینک اکاؤنٹ نمبر اور برانچ۔

ر۔

نیشنل ٹیکس نمبر (کب تک ادا کیا گیا ہے)۔

س۔

نیشنل سلیپر ٹیکس نمبر (کب تک ادا کیا گیا ہے)۔

6۔

فرم کی بیرون ملک میں کارکردگی / ایوارڈ کی تفصیل منسلک شدہ۔

7۔

فرم کی متعلقہ پولیس حکام سے ویریفیکیشن کی تفصیل منسلک شدہ۔

8۔

فرم کے اندرون / بیرون ممالک میں کام کرنے والے مستقل عملے کی تفصیل

نام

عہدہ

شناختی کارڈ نمبر

موبائل نمبر

ملک / پتہ

الف۔

ب۔

ج۔

د۔

مکدور

9۔ فرم اسٹاف پر مدافعی کیس اگر کوئی ہے تو اس کی تفصیل

نام عہدہ خدمات کیس نمبر بمقام درج

الف۔			
ب۔			
ج۔			
د۔			
ه۔			

10۔ فرم رجسٹریشن سنور (پراجیکٹ) کی تفصیل بمقام درج شدہ

تعداد نوعیت

الف۔	
ب۔	
ج۔	
د۔	
ه۔	
و۔	
ز۔	

11۔ فرم کے سنور / میگزین کی تفصیل بمقام درج شدہ

تعداد نوعیت

الف۔	
ب۔	
ج۔	
د۔	
ه۔	
و۔	
ز۔	

مکدور

12- فرم رجسٹریشن سٹاک کی تفصیل بمطابق درج شدہ

سٹاک کی اقسام	قیمت تقریباً	کودام کی جگہ
الف۔		
ب۔		
ج۔		
د۔		
13- سٹورز / میگزین کی سیکورٹی کی تفصیل		

14- فرم POF / اداءہ ذیل کرپ MODP کے ساتھ سٹاک رجسٹریشن کی تفصیل

مختلف ادارے کا نام	رجسٹریشن کی تاریخ	رجسٹریشن کی تفصیل
الف۔		
ب۔		
ج۔		
15- باور و خرید و فروخت کی تفصیل (بمطابق درج شدہ لجر / اکاؤنٹ)		

16- متفرق تفصیلات

الف۔	پاسنس اپریمٹ کی معیار کی تفصیل
ب۔	فرم کے سٹاک تیار کرنے کی تفصیل
ج۔	فرم سٹاکس اپریمٹ کرنے کی تفصیل
د۔	فرم کو پہلے کسی ادارے سے آؤٹ / بیلک اسٹ ہوئے کی تفصیل / وجہ

17- فرم کے مکمل / جاری پرو جیکٹس کی تفصیل

جاری پراجیکٹ

مکمل پراجیکٹ

الف۔		
ب۔		
ج۔		
د۔		

18- فرم کی مشینری اور گاڑیوں کی تفصیل

تعداد

نام

الف۔		
ب۔		
ج۔		
د۔		
ر۔		
س۔		

19- فرم کے پروپرائیٹر کے کوائف

الف۔	نام۔	ب۔ ولدیت۔	ج۔ قوم۔
د۔	قومیت۔	ر۔ تاریخ پیدائش۔	ذ۔ پیدائش کی جگہ۔
س۔	تعلیم۔	ش۔ پیشہ۔	ص۔ شناختی کارڈ نمبر۔
ض۔	جنس۔	ط۔ شناختی علامت۔	ظ۔ ازدواجی حیثیت۔
ل۔	بیوی کا نام / پیشہ۔	م۔ گھر کا ٹیلیفون نمبر۔	ن۔ موبائل نمبر۔
و۔	ذرائع آمدن۔	ء۔ ڈومیسائل۔	ی۔ Email ایڈریس۔
ے۔	مذہب۔	الف الف۔ ا۔ فرقہ۔	ب ب۔ شغل / صوبہ۔

20- مذہبی وابستگی۔

21-

سیاسی وابستگی

22-

پاسپورٹ نمبر اور قسم کی کاپی منسلک شدہ

23-

بینک اکاؤنٹ نمبرز کی تفصیل

بینک کا نام

اکاؤنٹ نمبرز

24-

موجودہ پتہ

25-

مستقل پتہ

26-

ذاتی جائیداد کی تفصیل منسلک شدہ

27-

خاندانی ارکان اندرون / بیرون ممالک کی تفصیل

الف۔

بچوں کی تفصیل

نام

رشتہ

پیشہ

ایڈریس بمطابق موبائل نمبر

1-

2-

3-

4-

5-

ب۔

بہن / بھائیوں کی تفصیل

نام

رشتہ

پیشہ

ایڈریس بمطابق موبائل نمبر

1-

2-

3-

4-

28-

بیرون ممالک وزٹ / دورانیہ

جانے کا مقصد

دورانیہ

ملک کا نام

الف۔

ب۔

ج۔

29-

بارڈر ہیٹ سے اسٹیٹنگ فاصلہ

30-

مانیگریشن کی ہے تو اس کا پتہ اور دورانیہ

31-

متعلقہ پولیس حکام سے ویر فیکیشن کی تفصیل

32-

گورنمنٹ حاضری / ریٹائرڈ / پرائیوٹ سرورس کی تفصیل

33-

HIT میں رشتے داروں کی تفصیل

رشتہ

فیکٹری

نام

عہدہ

پتہ ایل نمبر

الف۔

ب۔

ج۔

د۔

34-

ذاتی ذمہ داری

میں تصدیق کرتا ہوں کہ اوپر دی گئی معلومات میرے علم کے مطابق بالکل ٹھیک ہیں۔ میرے معلومات علانیہ ہونے کی بنا پر میرے اہلیت کسی بھی وقت ختم ہونے پر

مجھے اعتراض نہیں ہوگا۔

ذاتی دستخط

CHECK LIST OF DOCUMENTS

New Firm DOCUMENTS	No of Copies	Manufacture			Agent			Stockist/GOS		
		Ltd	Partner	Prop	Ltd	Partner	Prop	Ltd	Partner	Prop
PAC-001	(03 Sets)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
App A, B & C	(05 Sets)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
NIC & Photo	(05 Copies)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
NTN Card	(05 Copies)	Yes	Yes		Yes	Yes	Yes	Yes	Yes	Yes
Sale Tax Certificate	(05 Copies)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Renewal Fee (Rs.1500) on F-32A NBP Bank		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Property Documents	(03 Copies)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Bank Statement	(02 copies)	-	Yes	Yes	-	Yes	Yes	-	Yes	Yes
Bank Certificate	(02 Copies)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Audit Balance Sheet	(02 Copies)	Yes	-	-	Yes	-	-	Yes	-	-
Memorandum & Article		Yes	-	-	Yes	-	-	Yes	-	-
Registration under Factory Act	(02 Copies)	Yes	Yes	Yes	-	-	-	-	-	-
Ownership/ Rent / Factory Documents	(02 Copies)	Yes	Yes	Yes	-	-	-	-	-	-
Partner Ship Deed	(02 Copies)	-	Yes	-	-	Yes	-	-	Yes	-
Certificate of Incorporation	(02Copies)	Yes	-	-	Yes	-	-	Yes	-	-
CC & I Certificate	(02 Copies)	Yes	Yes	Yes		-	-	Yes	-	-
CCI& E Certificate	(02 Copies)	-	-	-	-	Yes	Yes	-	-	-
Agency Agreement Original alongwith	02 photocopies dulyattested Notary Public as per format provided on web site	-	-	-	Yes	Yes	Yes	-	-	-
Security clearance form	(02 Copies)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes