

Checklist of Documents to be Submitted:

#	Document	Ref No/ Page No
1.	Registration with Registrar of Firms	
2.	Certificate of incorporation	
3.	GST Registration Certificate	
4.	PAN, TAN, TIN and CIN	
5.	Vendor Registration Certificate issued by Metro/ Railways/ DSO/ any Government organization	
6.	ISO certificates	
7.	ISI certificates of products offered	
8.	Partnership deed (in case of partnership firm)	
9.	Memorandum or Articles of Association (if applicable)	
10.	Certificate of incorporation	
11.	List of sitting directors	
12.	Audited annual report of last 3 consecutive years	
13.	Performance certificates, if any	
14.	Details of Machinery and Production Capacity	
15.	List of Clients	