

**IMM Department**  
**Application for Registration as Approved Supplier**  
**(Foreign Suppliers - Stockist/Distributor)**

Ref:.....

1	Name of the Firm	
2	Name of OEM(s) represented by the firm	
3	Address for communication	
	City	
	State & Zip Code	
	Country	
4	Contact Name	
5	Phone	
6	Fax	
7	E-mail	
7A	Address of Registered office with proof thereof (Certified copy of Charter, Memorandum of Association and Articles of Association, Income tax, Sales Tax registration as per law of country of registration and Country of Business operation, if different from country of registration to be enclosed)	
8	Document proof of OEM authorization for Stockist/ Distributor	
9	Website/ URL	
10	Category	Stockist <input type="checkbox"/> Distributor <input type="checkbox"/> Others <input type="checkbox"/>
11	Company Type	Limited Company <input type="checkbox"/> Partnership <input type="checkbox"/> Individual <input type="checkbox"/> Educational or Research Institute <input type="checkbox"/> Trust <input type="checkbox"/>

12	Data Universal Numbering System (DUNS) Number	
13	Capital Employed	
14	Annual Sales	
15	Equipment	
16	Facilities (sq. mtr)	
17	Quality Certifications/ Accreditation	
18	Employees (Total)	
19	Key Sector	
20	Products / Services	
21	Major Customers	
22	Company's Catalogue/ Brochure enclosed.	Yes/ No
23	Bank Account Details	Bank Name & Branch ..... IBAN Number ..... SWIFT code .....

Date.....

Name.....

Position.....

Company

Note: i) Refer **Annexure – 1** for the list of documents to be submitted along with the Vendor Registration Application Form.

ii) Vendor is requested to get e-registered on line at HAL e-Portal. Visit <https://eproc.hal-india.co.in>.

**Check List of Documents to be submitted along with the Application for Foreign Vendors - Stockist/ Distributors**

Sl. No.	Details Required	Proof Required	Yes/ No
1	Details of Business Establishment	A certified copy of the charter, statutes, or Memorandum and Articles of the company or other instrument constituting or defining the constitution of the company; and if the instrument is not in the English language, a certified translation thereof	[ ]
2	Full address of Registered office of the company/firm & proof thereof	Notarised affidavit for Proof of Company address	[ ]
3	OEM/ Distributor/ Stockist category and OEM authorizations	If Stockist/Distributor - Authorized Distributor Certificate/ Copy of Agreement with Principal/ OEM.	[ ]
4	Sales Tax Registration as per law of the country of registration	Copy of Sales Tax Registration	[ ]
5	Income Tax Registration as per law of the country of registration	Copy of Income Tax Registration	[ ]
6	Certification from reputed Accreditation agencies	Certificate of accreditation	[ ]
7	Major customers list	Past Purchase Orders or any other suitable document	[ ]
8	Product Details	Product catalogs/ Brochures	[ ]
9	Annual Sales	Audited Balance Sheet of FY .....Last 03 years	[ ]
10	Any other important detail		[ ]
11	Details & Mandatory document uploaded on HAL e-proc portal for 'e-Registration'		Yes/ No
Remarks: Kindly provide all current documents as above, tick mark and send back along with form.			

## Material Categorisation

Material Group	Material Categories	Material Sub - Categories					Additional Types
		Type-1	Type-2	Type-3	Type-4	Type-5	
Direct Project Materials (Bonded Materials)	Raw Materials	Metallic	Non-metallic	Prepreg/ Foams/ Cores	Others		
	Project Consumables	Paints and Chemicals	Oil and Lubricants	Fuel/ Gases	Sealants, Adhesives and Tapes	Others	Others
	Bought Out Finished parts	Electrical Power System	Hydraulic System	Fuel System	Landing Gear System	Others	Others
	Standard Parts - IS, MS, NAS, AGS, GOST etc.	Metallic Fasteners	Bearings	Rubber items	Washers and Gaskets	Others	Others
	Special Tools & Test Equipment (specific to Project and Forming part of DRE)	Jigs & Fixtures	Hand Tools	Consumable Tools	Special Purpose Tools	Others	Others
	SACL, Ground Tools forming part of Aircraft/ Engine/ End Product delivery	Ground Handling Equipment (GHE)	Ground Support Equipment (GSE)	Others			
	Raw Materials for Jigs/ Fixtures/ Tooling	Metallic	Non-metallic	Prepreg	Others		
	Consumables for commercial applications	Paints and Chemicals	Oil and Lubricants	Masking Tapes	Cleaning Agents	Others	Others
	Standard Parts/ items for Jigs/ Fixtures/ Tooling and other commercial applications	Metallic Fasteners	Rubber sheets	Others			
	Maintenance Spares (including all Equipment, Vehicles etc.)	Mechanical	Electrical	Electronics	Civil	Others	Others
Overhead Materials (Non-bonded Materials)	Safety items	Personal Protective Equipment (PPE)	Fire and Safety	Alarm systems	CCTV Camera	Others	Others
	Loose Tools & Equipment - Shop tools, Gauges and Hand tools	Measuring Tools	Hand Tools	Power Tools	Grinding Tools	Others	Others
	Loose Tools & Equipment - Cutting Tools	Single Point tools	Multi point tools	Cut of wheels	Gas cutting Equipment	Others	Others
	Welfare & other items including Stationery, Medical, Canteen Supplies, etc.	Printed Articles	Memento & Gift items	Clothing	Medicine/ Pharmacy	Others	Others
	SACL, Ground Tools not forming part of Aircraft/ Engine/ End product delivery	Ground Handling Equipment (GHE)	Ground Support Equipment (GSE)	Others			
	Construction material	Cement	Sand	Stone chip	Brick	Others	Others
	Plant, Machinery and Factory Equipment	Air conditioning equipment	Electrical & Electronics equipment	Machines	Vehicles	Others	Others
	Computer & associated equipment	Computers/ Laptops	Software	Storage solutions	Tablets/ Phones	Others	Others
	Testing/ Calibration	EMI/ EMC test	Vibration test	Dust test	Others		
	AMC/ CAMC/ Repairs	Conventional machine tools	CNC machine tools	Air conditioning systems	Thermal and Exhaust systems	Others	Others
Services	Logistics	Logistics					
	Other services	Other services					