

## Window Advertisement

### Kind Attention: Existing Ancillary Units of BCCL Dhanbad

In terms of Purchase Manual 2020, all existing Ancillary Units ( more than three years old) , who are also having MSE status , are required to submit an application for RENEWAL of their status as Ancillary Units of BCCL.

In pursuance of the above, all those , desirous of RENEWAL of their status as Ancillary Units of BCCL , are hereby requested to visit BCCL Website [bcclweb.in](http://bcclweb.in) for further instructions. Application form is available for downloading from BCCL Website. Application form , duly filled in and with required / asked for documents , must be submitted so as to reach the Office of GM(MM), Level – III , Commercial Block , Koyla Bhawan , BCCL, Dhanbad - 826005, latest by the extended date of 06.02.2021 (1.00PM).

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**Instructions on how to proceed for submission of 'APPLICATION FORM FOR RENEWAL OF ANCILLARY STATUS'**

1. Download the '**APPLICATION FORM FOR RENEWAL OF ANCILLARY STATUS**' .
2. Fill in the form carefully and properly and enclose the required / asked for documents in the manner spelt out in the form.
3. Submit the duly filled in form along with the required / asked for documents in a sealed envelope superscribing it with '**APPLICATION FORM FOR RENEWAL OF ANCILLARY STATUS**'.
4. The application should be submitted by post or by hand so as to reach latest by the **extended date of 06.02.2021 (1.00PM)** at the following address:  
  
**Office of GM(MM)/HoD, Level – III , Commercial Block , Koyla Bhawan , BCCL, Dhanbad – 826005.**
5. Downloading of '**APPLICATION FORM FOR RENEWAL OF ANCILLARY STATUS**' will start from **02.01.2021**.

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**APPLICATION FORM FOR RENEWAL OF ANCILLARY STATUS**  
**(For old/Existing Ancillary Firms of BCCL Only)**

We, M/S \_\_\_\_\_, were awarded status of Ancillary Unit for BCCL by BIADA in the past for supply of \_\_\_\_\_ items. Our Ancillary status was valid up to \_\_\_\_\_ Proof of being an existing Ancillary Unit of BCCL Dhanbad, issued by \_\_\_\_\_ (name of the issuing authority / body ) vide letter no. \_\_\_\_\_ (reference of the letter and date) is enclosed. As per MSE Policy 2012 and subsequent amendments, we are falling under the category of Micro /Small Enterprises, which is situated at \_\_\_\_\_ KMs from BCCL Area /HQ in the District of \_\_\_\_\_, which is near \_\_\_\_\_ Area /HQ BCCL. We are interested in renewing status of our unit as Ancillary Unit to BCCL for the following items:-

- 1.
- 2.
- 3.
- 4.

We are submitting the detailed information as per the format for consideration please.

1	Name and current address of Factory/manufacturing unit		:	
2	Name of the contact person and his /her contact no. and mobile no		:	
3	Corporate Mail id		:	
4	Proof of Being an existing Ancillary Unit of BCCL , Dhanbad (duly self- certified)		:	
5	GST No. (Registration Certificate copy to be enclosed)		:	
6	PAN No. (Copy to be enclosed)		:	
7	Sales turnover during the previous 03 (three) financial years <b>Note:</b> A separate statement duly certified by the Chartered Account in Respect of Sales turnover for the BCCL Ancillaries items also to be submitted.	2017-18	:	
		2018-19	:	
		2019-20	:	



8	Registration Certificate with DIC, NSIC or any other body specified by Ministry of Micro, Small and Medium Enterprises/ UdyogAadhar. <b>Note:</b> Registration No. / UdyogAadhar No to be mentioned and (duly self-certified Copy to be enclosed)		:	
9	Electricity bill copy for the financial Year <b>Note:</b> only two bills of each Year With lowest and highest electricity bill paid	2017-18	:	
		2018-19	:	
		2019-20	:	
10	List of machineries and capital equipment in their works as on 31-03-2020 duly certified by Chartered Account. List of machineries available for manufacturing of the Ancillarised items for BCCL duly certified by Chartered Accountant, should be enclosed separately.		:	(Enclosed/Not enclosed)
11	Statement of Manpower as on 31-03-2020 under technical and non-technical head with annual Salary paid during the Financial Year 2019-20 duly certified by Chartered Accountant should be enclosed separately.		:	(Enclosed/Not enclosed)

**Note:** 1) The requisite documents confirming to the above should be submitted duly self-certified by the proprietor /owner/Director of Unit for consideration.

Signed by Authorized Person

Name \_\_\_\_\_

Company Seal \_\_\_\_\_

