

Last Date of Submission: 17 June, 2019

**APPLICATION FOR EMPANELMENT IN MARUTI SUZUKI INDIA LIMITED AS APPROVED FREIGHT
FORWARDER & CUSTOM HOUSE AGENT FOR EXPORT OF SPARE PARTS AND ACCESSORIES**

Name of Applicant Company: _____

Registered Address:

City: _____
State: _____
Telephone (with STD Code): _____
Cellular No.: _____
Fax No. (with STD Code): _____
E Mail Address: _____
PAN NO: _____
Service Tax Registration no : _____
GST No: _____

Branch Office Address (in India / abroad):

City: _____
State: _____
Country : _____
E Mail Address: _____
GST No : _____ (if applicable)

1. Please specify the Type of company (Tick whichever is applicable):

- a. Sole Proprietorship ()
- b. Partnership Company ()
- c. Private Limited Company ()
- d. Public Limited Company ()

2. What are your areas of operations in Forwarding & Custom Clearance Business (Please Tick):

- a. Automobiles (4 wheelers)- (yes / no)
- b. Automobiles (2 wheelers)- (yes / no)
- c. Automobile Parts / Components – (yes / no)
- d. Capital Goods – (yes / no)
- e. Others - (yes / no)

3. Years of experience : ()

4. Name the top 5 Clients in 2018-19 and their % contribution to your turnover.

- a) _____ (%)
- b) _____ (%)
- c) _____ (%)
- d) _____ (%)
- e) _____ (%)

5. Do you have any fleet of your own in India. If yes, specify the number and type (All Carriers should be in the name of the Applicant Company / Owner / Director / Partner / Proprietor / Group Company).

14 ft- _____ 17 ft - _____ 20 ft - _____ 24 ft - _____ 32 ft - _____

6. Is your company bank approved? (Yes / No)

If yes, specify the Bank's Name & Address: _____

7. Do you have Agents in other Countries? (Yes / No)

If yes, mention in which countries: _____

8. Please provide the following details about your company for last 3 years :

	Year 2016-17	Year 2017-18	Year 2018-19
Turnover			
Net worth			

9. Please provide the following HR information :

- Organisation structure
- Manpower Number (own & out sourced)
- Training facilities & records
- Welfare activities (PF, ESI...)

10. IT Infrastructure / systems:

- GPS enabled Fleet (Yes / No)
- Tracking system in office (Yes / No)
- Data capturing and reporting (Yes / No)

11. If related party (related to any employee of MSIL) – (Yes / No)

If yes, relation to be informed

12. Does your company have any certification like (ISO / AEO) or have you been awarded by any agency / customer for good services ? (Yes / No)

If yes, mention the details

13. Confirmation that your company has never been considered defaulter/suspended from services/contract terminated by any customer.

Please give any additional information, which you feel is relevant to your application and you would like us to consider:

Signature:

Name:

Designation:

Note: This Application Form should accompany following documents:

1. Article of Association / Certificate of Incorporation / Partnership Deed whichever is applicable
2. Proof of Registered Address
3. Copy of Audited Financial Statements and Balance Sheet for last three financial years
4. Copy of P/L statements for last three financial years
5. Banker's Letter if the company is Bank Approved
6. List of Directors and Share Holding Pattern of the Organization
7. PF Number Details
8. ESI Number Details
9. GSTIN Number Details

Following documents/declaration is required to be submitted on company's letter head certified by company's Owner/Director:

1. Detail of existing fleet (14 ft, 17 ft, 20ft, 24 ft, 32 ft) owned by Company, Owner and Director
2. Explanation and supporting documents of the experience mentioned in the form
3. Detail of past/present association with MSIL if any
4. Detail of association with other OEMs
5. Detail and supporting documents for International expertise if any
6. Relation if related party
7. Declaration in terms of conflict of interest with any other Companies