



# Professional Management Associates

Total Solution in Real Estate

## PROCUREMENT DEPARTMENT

### DETAILS FOR VENDOR REGISTRATION

Sl. No.	FIELD DESCRIPTION	DETAILS
1.	Name of Vendor	
2.	Registered Office Address	
3.	City	
4.	PIN / ZIP Code	
5.	Contact Person 1. 2.	
6.	Telephone Numbers 1. 2. Mobile No.	
7.	Fax Number	
8.	E-Mail ID	
9.	Internet Site	
10.	Branch Office Address	
11.	Contact Person 1. 2.	
12.	Telephone Numbers 1. 2. Mobile No.	
13.	Fax Number	
14.	E-Mail ID	





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15.	Constitution of Organization: Proprietary, Partnership, Private Ltd., Public Ltd., PSU, Govt. JV, Foreign Co., Subsidiary,			
16.	Quality Management System			
17.	Financial Data : Turnover / Net Profit of Last Three Financial Years :	Financial Year	Turnover	Profit
18.	Name of Key Customers for reference with contact details:	Name	Address	Phone
19.	Permanent Account Number under Income Tax Act (attach copy)			
20.	Sales Tax / VAT Registration number & the State of registration (attach copy)			
21.	Central Sales Tax Registration number & the State of registration (attach copy)			
22.	Service Tax Registration number (attach copy)			
23.	PF Registration number (attach copy)			
24.	ESIC Code			





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25.	Labor License as per Contract Labor Act			
26.	Is your Company / Unit a micro / small / medium scale undertaking	Yes / No  If yes, please provide your registration certificate, if any		
27.	Bankers	Name	A/c No	Address
28.	No of employees	Administrative	Technical/Supervisory	Skilled Workmen
		Unskilled Workmen (Casual)	Unskilled Workmen (Permanent)	
29.	Do you have any Machinery ,if yes give details	Type	Type	Type

Signature & Date :

Name of the Authorized Signatory :

Seal of the Vendor :

- Note : 1. Duly filled Vendor Registration Form should be sent to The Operational Manager, Sparkz Infrastructure Management Services, 49, Sujata, Rani Sati Marg, Malad (W), Mumbai-400094 and or emailed to [alliance@sparkzims.com](mailto:alliance@sparkzims.com)
2. The interested Parties must state the Subject as “VENDOR REGISTRATION” followed by the “Category”





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## **DETAILS FOR VENDOR CATEGORIZATION & ASSESSMENT**

Please mention only the Category where against which the Vendor wishes to be enlisted.  
Copies of orders awarded on you are to be attached.

### **A. Management & Consultancy Services**

<b>1.0 MANAGEMENT</b>	1.1	Property Management
	1.2	Legal
	1.3	
	1.4	Man Power Supply
	1.5	
	1.6	
	1.7	
<b>2.0 CONSULTANCY</b>	2.1	
	2.2	
	2.3	
	2.4	
	2.5	
	2.6	
	2.7	
	2.8	
<b>3.0 FACILITY RELATED SERVICES</b>	3.1	
	3.2	
	3.3	
	3.4	
	3.5	
	3.6	
	3.7	
	3.8	
	3.9	
	3.10	

### **B SERVICE PROVIDER / CONTRACTOR AND SUPPLIERS**

CATEGORY		GROUP
<b>4.0 CIVIL</b>	4.1	Plumbing & Drainage
	4.2	
	4.3	
	4.4	
	4.5	
	4.6	
	4.7	





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	4.8	
<b>5.0 MECHANICAL</b>	5.1	
	5.2	
	5.3	
	5.4	
	5.5	Machine Maintenance & Repairing
	5.6	
	5.7	
	5.8	
	5.9	
	5.10	
	5.11	
	5.12	
	5.13	
	5.21	
<b>6.0 ELECTRICAL</b>	6.1	Instrumentation
	6.2	Telecommunication
	6.3	Limit switches
	6.4	Well head control panel
	6.5	Junction boxes
	6.17	Consumables
<b>7.0 ELECTRONICS</b>	7.1	Rotameter
	7.2	Isolators and barriers
	7.3	Flow Computers
	7.4	Others
	7.5	
<b>8.0 LOGISTICS</b>	8.1	Clearing & Handling
	8.2	Overseas Freight Forwarding
	8.3	Inland Transportation
<b>9.0 INSTRUMENTATION</b>	9.1	
	9.2	
	9.3	
	9.4	
	9.5	
	9.6	
	9.7	
<b>10.0 GENERAL</b>	10.1	Courier Services
	10.2	Hotel/ Taxis Related Services
	10.3	Catering Related Services
	10.4	
	10.5	
	10.6	Fire Regulator
	10.7	Security

