

सब पत्र - व्यवहार महाप्रबंधक के नाम करें किसी अधिकारी के नाम पर नहीं /All correspondence should be addressed to the General Manager and not to any



भारत सरकार, रक्षा मंत्रालय  
भारतीय आयुध निर्माणियाँ  
राइफल फैक्टरी ईशापुर  
ईच्छापुर-नवाबगंज,  
उत्तर 24 परगना  
प. बंगाल - 743144  
GOVERNMENT OF INDIA  
MINISTRY OF DEFENCE  
INDIAN ORDNANCE FACTORIES  
RIFLE FACTORY ISHAPORE  
ICHAPUR-NAWABGANJ  
NORTH 24 PARGANAS  
WEST BENGAL-743144.

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WEST BENGAL-743 144

All correspondence should be addressed to the **General Manager** and not to any Officer by name  
INVITATION FOR NEW SOURCE DEVELOPMENT AND VENDOR REGISTRATION IN RFI

Advertisement No. ORDFYS/RFI/Vendor Registration/17-18/MPM/03

Date: 24/07/2017

The General Manager, Rifle Factory, Ishapore – 743 144 on behalf of President of India invites application from interested Vendors (Manufacturers or their Authorized Dealer/Distributor/stockiest) for Vendor Registration and new Source development for the List of items with annual likely requirement as given on the website [www.rfi.nic.in](http://www.rfi.nic.in)

- All Vendors who are interested for Vendor Registration for listed Items should download Vendor Registration Request Form (VRRF) available on the OFB official website [www.ofbindia.gov.in](http://www.ofbindia.gov.in) (Tender-Vendor Registration form) and [www.rfi.nic.in](http://www.rfi.nic.in). Tender for new Source Development shall be issued to Vendors with valid Registration excluding the Established Suppliers without resorting to a separate Advertisement.
- a) Only actual Manufacturers having specific Plant & Machinery and manufacturing capability in order to manufacture & supply the item are eligible to supply. Authorized Dealer/Distributor/Stockiest are also eligible to apply for ferrous & non-ferrous Raw-Materials (below 10 ton).  
b) Original ink-signed VRRF along with required Documents are to be sent to the General Manager, Rifle Factory, Ishapore within 45 days from the date of publication of this advertisement in the Central Public Procurement Portal (CPPP) at [www.eprocure.gov.in](http://www.eprocure.gov.in) & Govt. web site <https://tender.gov.in>  
c) A Confirmation in this regard should also be given by Firm on E-mail id : [mpmrfi.ofb@ofb.gov.in](mailto:mpmrfi.ofb@ofb.gov.in)
- Non-refundable Assessment Fee of Rs.2000/- for Small Scale Industries and Rs.5000/- for Medium and Large Scale Industries should be sent along with VRRF in the form of Demand Draft (must be CTS – 2010) in favour of General Manager, Rifle Factory, Ishapore payable at Barrackpore. Applications without the Assessment Fee will not be accepted.
- Initial Assessment of all Applications will be carried out based on the Documents submitted and data filled in VRRF by the Firms. Only those Firms who qualify in the initial Assessment shall be issued Vendor Registration Certificate after Capacity Verification. Subsequent Open Tender Enquiry (OTE) will be issued to the Registered Vendors only for new Source Development. (Please note that OTE will be issued for 50% of Annual Requirement for new Source Development).
- Vendors who are registered with any of the Ordnance Factories for any specific Item/Process will be considered as registered with RFI for those Items/Processes provided the copy of Registration Certificate with request Letter is submitted. However, they need to apply if they want to Register for Items other than those mentioned in their Registration Certificate.
- The Vendors who are Registered for the same item with DRDO, DPSU or other units of MOD also need to apply with VRRF for Vendor Registration. Such Vendors will be Registered based on the information provided by them and Capacity Verification to be carried out, if required, as per the decision of Evaluation Committee.
- Vendors who are Established with RFI or any other Ordnance Factories for these items but do not have valid Registration Certificates are also required to apply for Vendor Registration.
- The Vendors whose Registration with RFI has lapsed may also apply for renewal of their Registration Certificates, if required.
- For complete details of the Items with annual likely requirement, interested Vendors are requested to visit the website [www.eprocure.gov.in](http://www.eprocure.gov.in) & [www.rfi.nic.in](http://www.rfi.nic.in).
- Please note that applications received will be processed on first come first serve basis.

Sd/-

(P. K. Gupta)

Joint General Manager  
for General Manager  
Rifle Factory, Ishapore

तार : 'राइफल', ईच्छापुर - नवाबगंज, TELEGRAM : 'RIFLE', ICHAPUR-NAWABGANJ

टेलीफोन/TELEPHONE : 033-25963100, 2593-7119 to 23, 29; 2593-8072,73,74; 2592-7233, फैक्स/ FAX : 033-2593-7200

ई-मेल/e-mail : [rfi.ofb@nic.in](mailto:rfi.ofb@nic.in), वेबसाइट/Website : [www.rfi.gov.in](http://www.rfi.gov.in) / [www.rfi.nic.in](http://www.rfi.nic.in)

आई एस ओ 9001-2008 एवं आई एस ओ 14001-2004 इकाई / ISO 9001-2008 & ISO 14001-2004 UNIT

एन ए बी एल स्टैन्डर्ड (आई एस ओ/ आई ई सी 17025:2005)/ NABL standard (ISO/IEC 17025:2005)



## INSTRUCTION TO THE VENDOR

1. Vendors are also requested to keep in touch regularly at <http://www.tenders.gov.in> & [www.eprocure.gov.in](http://www.eprocure.gov.in) for amendment/corrigendum (if any) and will not be advertised in the newspapers.
2. For any clarification related to e-procurement, tenderers are requested to contact through e-mail ID [mpmrfi.ofb@ofb.gov.in](mailto:mpmrfi.ofb@ofb.gov.in) or Ph.No.033-2596 3571.
3. Vendor has to apply for registration (if not registered for the item) through the website with the web address <http://ofb.gov.in/vendor> . The details of steps to be followed by the vendor, are mentioned in the link under the caption “Help”. After applying through above, vendor has to take a print-out of the filled up VRRF & attach the same while submitting their details against Open Advertisement.
4. Firm has to submit VRRF & documents mentioned in **Annexure – A** along with assessment fees for registration. If participated vendor does not submit the following their application may be liable to be rejected.

### Annexure – A

| SL. No. | Documents Required during Initial Assessment  | Remark |
|---------|---|--------|
| 1       | Registration certificate of ordnance factories (if registered)                          |        |
| 2       | Duly filled VRRF  |        |
| 3       | SSI.NSIC/MSME registration certificate  |        |
| 4       | Valid License for Manufacturing / Business  |        |
| 5       | Valid GST Registration Certificate  |        |
| 6       | Factory Land & Company Building: Owned ? Rented (Proof of Ownership, Agreement Details) |        |
| 7       | Copy of Electricity Bill.   |        |
| 8       | Valid Pollution Clearance Certificate(if applicable)                                    |        |
| 9       | Plant & Machinery List and Inspection facilities  |        |
| 10      | Man power details   |        |
| 11      | ISO certificate   |        |
| 12      | Details of Supply Orders in Last Three Years (Minimum 03nos. Order)                     |        |
| 13      | Income Tax Return (for last three years)  |        |
| 14      | Balance Sheet (for last three years)  |        |
| 15      | Excise Registration Certificate   |        |
| 16      | Site Plan of Factory Premises   |        |
| 17      | TAN No. & PAN No.   |        |