

**(To be given on Party's Letter Head)**

To

**Deputy General Manager (IET),  
Rashtriya Chemicals & Fertilizers Ltd.  
Priyadarshini, 8<sup>th</sup> Floor,  
Eastern Express Highway,  
Mumbai- 400022.**

Dear Sir,

**Subject: Application for registration for Co-marketing for supply of Mycorrhizal Biofertilizer in  
\_\_\_\_\_ state**

I / We hereby submit our application along with Annexure I & II duly signed by me / us.

I / We have read instructions & provided correct and true information in Annexure & agree to abide by all the terms & conditions.

Yours faithfully,

**(Signature & Seal)**

(Proprietor / Authorized Signatory)

Encl:

- Duly Filled application form for registration
- List of documents enclosed. (Only as per instruction for registration).

**APPLICATION FORM****Registration for supply of Mycorrhizal Biofertilizer in Maharashtra, Gujarat, Karnataka, Telangana, Andhra Pradesh, Tamil Nadu, Kerala States**

1. Name, address &amp; Email Id of the firm:

\_\_\_\_\_

\_\_\_\_\_

2. Office Telephone No : \_\_\_\_\_

3. Office Fax No : \_\_\_\_\_

4. Year of establishment : \_\_\_\_\_

5. Constitution of the firm : Proprietorship/Partnership/Private Ltd./Public Ltd./Co-operative  
(Enclose certified copies of the documents i.e. Partnership deed/Articles of Association/Memorandum of Association/Bye-laws, Certificate of Registration etc. as applicable)

6. Details and Validity of selling License : \_\_\_\_\_

7. Year wise quantity of **Mycorrhizal Biofertilizer**- manufactured during last two years  
(2024-25 & 2025-26)

(Qty in MTs)

| 2024-25 | 2025-26 |
|---------|---------|
|         |         |

8. Name of the contact person: \_\_\_\_\_

9. Phone No of contact person:

a. Office : \_\_\_\_\_

b. Mobile : \_\_\_\_\_

10. Name &amp; address of your unit/units: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

11. State-wise total Quantity Offered for **Mycorrhizal Biofertilizer** on FOR basis, inclusive of bags as per design and specification by RCF and RCF margin of 8% of Purchase Price (Base Price); excluding GST, Dealer Margin and other terms as per mutual agreement

| Sr. No. | States | License Number- valid up to | Quantity Offered (MT's) | Price (Rs. PMT) |
|---------|--------|-----------------------------|-------------------------|-----------------|
| 1       |        |                             |                         |                 |
| 2       |        |                             |                         |                 |
| 3       |        |                             |                         |                 |
|         | Total  |                             |                         |                 |

\*Note: Price may vary depending on market scenario keeping RCF margin @8% of Purchase Price (Base Price); excluding GST, Dealer Margin and other terms as per mutual agreement

12. GST No: -----

13. PAN No: -----

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>DECLARATION ABOUT COMMONNESS WITH ANY OTHER FIRM WHO HAS APPLIED FOR THE REGISTRATION AGAINST SAME ADVERTIZEMENT:-</b>I hereby solemnly declare that the Proprietor / Partner/ Director, of this firm is <b>COMMON / NOT COMMON</b> (Strike off whichever is not applicable) with any Proprietor / Partner/ Director, of other firm who has applied for the registration against same Advertisement.</p> <p>In case of commonness between Proprietor / Partner / Director with other firm who has also applied against same Tender, please mention the name of the firm. (Tick as applicable)</p> | <p><input type="checkbox"/> <b>COMMON</b><br/> <input type="checkbox"/> <b>NOT COMMON</b></p> <p>(If COMMON -please furnish details)</p>                                     |
| <p><b>DECLARATION ABOUT RELATIONSHIP WITH EMPLOYEE OF RCF:-</b> I hereby solemnly declare that the Proprietor/ Partners/ Directors of this firm or any employee of the firm or any person acting on behalf of the firm, either directly or indirectly, <b>has relationship / has no relationship with</b> any of the employees of RCF(Strike off whichever is not applicable).</p> <p>If the tender is common with RCF employee, then the name of RCF employee along with relationship should be given.( Tick as applicable )</p>                                                                       | <p><input type="checkbox"/> <b>Has relationship</b><br/> <input type="checkbox"/> <b>Has no relationship</b><br/>         (If has relationship - please furnish details)</p> |
| <p><b>Declaration about relationship with AUTHORISED FERTILIZER DEALER of RCF IN RESPECTIVE STATE.</b></p> <p>I / We hereby solemnly declare that the proprietor, /one or more Partner, / Director of this firm, / company is <b>COMMON / NOT COMMON</b> (Tick as applicable) with any other firm who is the authorized fertilizer dealer of RCF in <b>respective State</b> of said rake point.</p> <p><b>NOTE:</b> In case, subsequently if the declaration is given for pre-qualification is found incorrect OR false, the applicant shall be immediately de-listed from RCF panel.</p>               | <p><input type="checkbox"/> <b>COMMON</b><br/> <input type="checkbox"/> <b>NOT COMMON</b></p> <p>(If COMMON -please furnish details)</p>                                     |

I/WE certify that all information furnished by me / us is correct & true and in the event that the information given is found to be incorrect / untrue, RCF Ltd reserves the right to disqualify us without giving any notice or reason thereof.

(Signature & Seal)

(Proprietor/ Authorised Signatory)

\*\*\*\*\*

**A. List of mandatory documents for Registration.**

| <b>No.</b> | <b>Details of Mycorrhizal Biofertilizer Manufacturer</b>                                          |
|------------|---------------------------------------------------------------------------------------------------|
| 1          | Name of the Manufacturing Company                                                                 |
| 2          | Address of Manufacturing Plant and Registered Office of Manufacturer                              |
| 3          | Registration Certificate of the firm                                                              |
| 4          | GST No.                                                                                           |
| 5          | Pan No. of Manufacturer                                                                           |
| 6          | Selling license (of the state where supplier is seeking registration to supply material)          |
| 7          | CA certified total annual production with UDIN                                                    |
| 8          | MOU/MOA copy of the firm                                                                          |
| 9          | Duly filled and signed application form and manufacturer registration form on Party's letter head |