

Hindustan Aeronautics Limited
Transport Aircraft Division, Kanpur

Application for Registration as Sub-contractor

Ref:
(Office Use Only)

Complete all sections of the form, sign the declaration and send the completed form and attachments in an envelope marked 'Application for Registration as Sub-contractor' along with Demand Draft/ Pay Order for Rs. 100/- (Non-refundable) to:

The General Manager
Hindustan Aeronautics Limited,
Transport Aircraft Division, Kanpur

Section 1 : Applicant Particulars

(Applicants with their own manufacturing facilities, and not stockiest / agents, need only apply)

Name of the Individual/ Firm/ Company:				
Constitution or Legal status				
Registration Number:		Registering authority		Date of Registration
Registered Address Office:				
Address of Factory				
Contact Person Name and Designation:				
Address for Correspondence:				
Tel. No.		Fax No.		
Mobile No		Email Address:		

Section 2 : Applicant Profile

2.1 Type of ownership

- Individual** **Partnership** **Ltd. Company (Pvt./ Public)**
- PSU/ Govt. Undertaking** **Research Institute** **Trust**

- Joint Venture or other tie-up for technology, equipment, financial backing and/or Project Management (Please specify.....)**
- Other, please specify.....**

Enclose copies of income Tax Return (in case of individual/Partnership Deed/Articles & Memorandum of Association/ JV Agreement/ Certificate of incorporation/ Certificate of Registration etc as applicable, duly certified by Chartered Accountant.

- 2.2 (a) Are you a small scale Industry registered with the N.S.I.C? Yes / No
 If yes, please enclose copy of NSIC Competency/ Capacity certificate,
 (b) Do you have ISO 9000/9001/9002 certification? Yes / No
 If yes, please specify & indicate validity: (c) In case of certification by other accredited institutions, please give details:

Institution	Type of Certification	Valid up to (date)

(d) Give details of registration, if any, with:

Company	Registration Number	Dated	Validity	Class/ Type of Registration
HAL or its Divisions (Specify Division)				
DGS&D				
PSUs				
Central/State Govt				
Major Private Institutions				
Others (Specify)				

Attach necessary certificates from the registering authorities.

2.3 Have you undertaken any work on subcontract from HAL, or any of Its Divisions, in the past 3 years or presently?

Yes / NO

If so, please give details, starting with most recent orders:

Division of HAL	Order number & Date	Items/ Brief description of Work	Date of completion of Order

2.4 Have you undertaken any work for customers other than HAL in the past 3 years?

Yes / NO If so, please give details,

starting with most recent orders:

Name of the Customer	Items/ Brief description of Work	Value in Rs.	Date of completion of Order

- Please attach certificate of completion/ Proof

2.5 List the names of Owners/ Partners/Promoters and Directors/ Company Secretary/ Holder of Power of Attorney, as applicable, in the format detailed below:

Name of the Owners/ Partners/ Promoter & Directors/ Company Secretary/ Holder of Power of Attorney	Address	Whether Owner/ Partner/ Promoter/ Director/ Company Secretary Holder of Power of Attorney	Extent of share holding in the Firm/Company as the case may be

2.6 List the names & addresses of all associated, subsidiary & holding companies, including trusts

Company Name	Address	Nature of Business	Relationship with Applicant

2.7 Qualifications and experience of key Technical personnel. Attach biographical data.

Position	Name	Qualifications	Assignment/ Duties	Years of experience in the position of assignment

2.8 Company's Total Technical Personnel by Discipline:

Trade/ Discipline	Number of Personnel	Trade/ Discipline	Number of Personnel
Turners		Quality/ inspectors	
Millers		Shop Engineers/ Methods	
Fitters		Draughtsman	
Welders		Total	
Others (Please specify)		Total Personnel	

2.9 Give details of major equipment of Plant & Machinery and Inspection Equipments available, as per format detailed below:

Item of Equipment/,Machine	Model/ Make	Capacity	No	Accuracy achievable	Year of Purchase
1	2	3	4	5	6
Details Attached				YES / NO	

2.10 Give a short write-up on Project Planning and Quality Control Procedures in practice in your organization or proposed to be adopted.

2.11 Please indicate availability of Inspection Facilities including availability of equipments such as Profile Projector and multi-axes Co-ordinate Measuring Machine etc in the format given at para 2.9. Please indicate procedure existing for calibration of Instruments and periodicity.

Section 3: Financial details

3.1 Annual Turnover in the past 3 years:

Year	2002-2003	2003-04	2004 - 05
Annual Turn-over (Rs. Lakhs)			
Profit/ Loss (Rs. Lakhs)			

3.2 Attach the following audited financial statements, as applicable, for the past three financial years and place a tick mark in the appropriate column as confirmation of having enclosed the appropriate documents with the application.

Year	2002-2003	2003-04	2004 - 05
Balance Sheet			
Profit/Loss Statement			

IMPORTANT NOTE - Financial Assessment:

Hindustan Aeronautics Limited may conduct financial assessments and prepare reports on all sub-contractors applying for registration, and for regular reviews.

Before the assessment of this application can be completed, a representative from HAL may contact you concerning the financial and technical Information that you provide. Your co-operation Is required to assist hi the assessment process. Failure to cooperate may affect registration.

The assessment report is specifically for use by HAL for the purpose of assessing sub-contractors for registration, and will be treated as strictly confidential.

3.3 Bank(s) details:

Will you authorize your Bank/s to supply HAL with a reference as to your financial position, if required? YES / NO	
Name of Bank (Scheduled Commercial Bank) & Branch	
Name and Designation of Contact Person:	
Address:	
Tel No:	

3.4 If operating an overdraft, please state. Bank-wise details:

Name of the Bank & Address	the limit of your overdraft Rs

3.5 Details of income Tax assessed, as per clearance Certificate, in the last 3 years:

YEAR	2002-2003	2003-04	2004 - 05
Amount Assessed (Rs. Lakhs)			
Amount paid/ payable (Rs. Lakhs)			

- Attach copies of Income Tax Clearance Certificates for the **past** 3 years.

3.6 Sales Tax Details: Central sales Tax Registration No....

State sales Tax registration No:.....

Details of Sales Tax assessed, as per clearance Certificate, in the last 3 years:

YEAR	2002-2003	2003-04	2004 - 05
Amount Assessed (Rs. Lakhs)			
Amount paid/ payable (Rs. Lakhs)			

- Attach copies of Sales Tax Clearance Certificates for the past 3 years.

3.7 Have you ever been, whether in the capacity of sole trader, partner, company director, manager or company secretary, either: YES / NO

1. Declared bankrupt or compounded with or made an assignment for the benefit of creditors? YES / NO
2. Engaged in the management of any company which has taken or had instigated against H any action resulting in the winding up of the company, being placed under official management or had a receiver and manager appointed?

Note: If you have answered "yes" to either, 1 or 2 above, please* attach all relevant details. Failure to disclose any of the. above matters, may, affect, your registration.

Section 4 - Registration category/ Facilities/ Capabilities

4.1 Give the floor area of your factory and Offices. If you own more than one factory, please give separate details for each unit:

Factory or Office	Location	Area in Square Meters

4.2 Mark in the boxes below to specify THE TYPE OF OPERATIONS/ MANUFACTURING PROCESSES for which you seek registration and Capacity available for contracting. To be considered for registration for any type, the applicant must clearly demonstrate that all marked facilities are available.

Operations/ Facility	Hours separable / annum	Operation*/ Facility	Hours Separable/ annum	Operations/ Facility	Hours Spar able / annum
Metal Removing 'recesses Turning Thread Cutting Milling Copy Milling Gear Machining CNC machining Drilling Gun Drilling Jig Boring Shapers Broaching Fluting Grinding Die Sinking		Deformation Processes Punching Hydraulic Press Fly-Press Stretch Forming Brake Press Stamping Spring Making & Wire Forming Spinning Label making Formed Tubing Cold-Heading		Plastics & Composites Fiberglass Moldings Composites Thermoforming Welding Facilities Gas Welding Electric Arc Argon Arc TIG Welding MIG Welding Heat Treatment facilities Kilns, Ovens & Industrial Heating	

Cutting		Castings & Forgings	Plating & Painting
Cutting- conventional Cutting- Laser Cutting- Plasma EDM wire Cutting ECM Water jet Cutting Shearing		Casting Casting - Ferrous Casting -Non- Ferrous Die Casting Investment Casting	Nickel Plating Cadmium Plating Anodizing Painting Coating

Operations/ Facility	Hours Spareable / annum	Operations/ Facility	Hours Separable / annum	Operations/ Facility	Hours Separable / annum
Assembly/ Joining Riveting Spot Welding Joining Assembly Rubber Moulding Gaskets and Seals manufacturing		Moulding Injection Moulding Plastic Infection Moulding Powdered Metal Moulding Sintered Products Wood Working		Electronic Equipment Assembly Soldering Station Electronic Test Equipment ATE for PCBs Clean Rooms Quality Profile Projector Co-ordinate measuring Machine	

43 Mark in the boxes below to specify THE CATEGORY/ TYPE OF GROUND HANDLING EQUIPMENT AND TOOLS for which you have capability and are willing to take up on subcontract:

Category/ Type of Tool	Tick mark if yes	Category/ Type of Tool	Tick mark if yes	Category/ Type of Tool	Tick mark if yes
Ground Handling Equipment Measuring Tools & Instruments Steel Forming Mandrels					
Trolleys Off Jig Stands Working Stands Ladders		Plug Gauges/ ring Gauges/ snap gauges/ taper gauges Thread Gauges/ Co-axiabilty Gauges		Single plane template application Double plane template application Three plane template application	
Assembly Tools and fixtures		Cutting Tools (HSS/ Carbide Tip)		Wooden Form Blocks	
- Size up to 700 X 700 mm - above 700 mm		Single Point Tools Drills Counter bores, Countersinks Reamers Milling Cutters Taps, Threading Round Dies Broaches Lapping Tools		Of size upto 500 mm Of size above 500mm	
Hydraulic Jacks Up to 8T / Up to 10 T Upto20T					

Category/ Type of Tool	Tick mark if yes	Category/ Type of Tool	Tick mark if yes	Category/ Type of Tool	Tick mark if yes
Slings Wire Rope 4 to 16 mm dia Other: Specify		Jigs and Fixtures With base plate size up to 400X400 mm With base plate size more than 400X400 mm Heat Treatment/ Plating Fixtures Expanding Mandrels		Moulds 'O' Ring mould 45 degree O' Ring mould other than 45 degree Multi-cavity 'O' Ring 45 degree moulds Gasket Moulds Tubular Moulds	
Hand Tools Rivet Snaps Rivet Squeezers		Press Tools			
Pliers		Blanking/ Piercing Dies		Injection Moulds	

Scissors	Progressive Dies/ Compound Dies/ Combination Dies	Ejector Type plastic moulds
Pneumatic Guns	Bending Dies/ Deep Drawing Dies/ steel forming dies up to 500X500 mm	
Torque Wrenches	Steel forming dies above 500X500 mm	
Markers	size	
Extractors	Steel forming dies above 1000X1000 mm size	Inspection Lofts

Note for the HAL Divisions: The above categories & sizes are indicative. The Division may modify, to suit their specific retirements.

4.4 Mark in the boxes below to specify THE CATEGORY/ TYPE OF PRECISION COMPONENTS OF AERONAUTICAL STANDARDS for which you have capability and are willing to take up on sub-contract:

Category/ Type of Component	Tick mark if yes	Category/ Type of Component	Tick mark if yes	Category/ Type of Component	Tick mark if yes
Sheet Metal Components		Machined Components		Non-Metallic Components	
Press Components		Turned Components		Rubber Injection Moulding	
Extruded/ Drawn Components		Conventional Milling Components with Extensive NC Turning & associated Operations		Rubber Glass Components	
Standard Sections		Components with Extensive NC Milling & associated Operations		Components of Composite Materials	
Category/ Type of Component	Tick mark if yes	Category/ Type of Component	Tick mark if »yes	Category/ Type of Component	Tick mark if yes

Assemblies & Sub-assemblies Aircraft Structural Assemblies - Riveted Aircraft Structural Assemblies - Welded Mechanical Assemblies Pneumatic, Hydraulic, Fuel Actuators Cylinders Looms/ Electric Cables PCB Assemblies Pipe Lines Castings & Forgings	Specific Components	Non-Metallic Component (Contd) Hot Forming - Acrylic/ Perspex/ Macrolon etc Blow Moulding Wooden Components
	Fasteners. ACS/ AGL Spares	
	Engine Discs. Shafts	
	Gears - Bevel. Spur, splined	
	shafts Small Components such as	
	Brackets, covers, adopters.	
	Sleeves, axles, lever? etc	
	Engine Discs, shafts	
	Machined Castings, rings	
	Springs	
Metallic tank		
Valves, atomizers, Nozzles etc		

Note for the HAL divisions The above categories & sizes are. Indicative. The Division may modify to suit their specific requirements.

- 4.5 Indicate whether separate storage facilities are / can be made available for storage of aircraft materials to avoid any mix up with commercial materials.
- 4.6 List total value of Sub-Contract work performed in the last three years

Year	2002-2003	2003-04	2004 - 05
Value of Sub-Contract work performed (Rs. Lakhs)			

- 4.7 In the last 3 years, has your firm, or any firm with which any of your company's owners, officers or partners were associated, been debarred, disqualified, removed, blacklisted or otherwise prevented from bidding or taking up any sub-contract?

YES / NO

If yes, State the sub-contract order and the basis for the action.

5. Please provide any additional information, which will help you in securing registration with HAL.

6 DECLARATION:
(This declaration should be completed by a proprietor, partner, director or other senior manager who has the authority to do so.)

1. I / We declare and confirm that -
 - a. The HAL Conditions of Registration are acceptable.
 - b. All Information and attachments submitted in this application are true and correct.
 - c. I/We are aware that any false information provided herein will result in the rejection of my application and cancellation of any registrations granted.
 - d. I/We shall be bound by the acts of duly constituted attorney who has signed this application and of any other person who in future shall be appointed by us in his place to carry on business of the concern whether or not an intimation of such changes is given to HAL.
 - e. I/We have read and understood HAL'S General Conditions of Contract and agree to abide by the same in all respects.
 - f. I/We undertake to communicate promptly to HAL any changes in condition or working of the firm.
 - g. I/We confirm that we have our own manufacturing facilities.

2. I/We enclose herewith a pay order/ banker's draft number.....drawn on Bank..... for Rs. 100/- as processing fee, which is non-refundable.

Signed:..... Name:

Position:..... Date:..

Details of person holding the power of Attorney (If different from above)

(attach attested copy)

NameTel. No.(...),..... Mobile NO...

PositionFax No.(...) * :...-..

Official Seal

Recommendations of the Committee for Registration as Sub-contractor

Ref :

Name of the individual/ Firm/ Company and Address:	
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1. Documents as listed at Annexure 1 have been verified and studied. Team's observations are as follows -

2. The team has verified details given by the Applicant in its application, visited the applicant's works on date/s..... and have following comments/ observations to make:

- a. The applicant has its own manufacturing facilities, located at(Place)
- b. The Applicant has manufacturing and Inspection facilities as certified at Annexure II
- c. Financial soundness of the Applicant
- d. Applicant's willingness to take up the sub-contracting
- e. Availability of spare capacity (Quantify in terms of man-hours)
- f. Method of Material cost assessment acceptable to the applicant (if applicant intends to quote in terms of man-hour rate only)

3. Recommendations of the Team:

The applicant is recommended for sub-contracting the following categories of tools/ components.

Category/ Type of Tool / Component;	Category/ Type of Tool / Component	Category/ Type of Tool / Component

Recommendations of the Committee for Registration as Sub-contractor

Ref:

Sub-Contracting to the applicant is **not recommended** in view of the constraints listed below:

Signed (Members of the Team)			
Approved	(General Manager)		

Recommendations of the committee for Registration as Sub-contractor:

Ref :

Following documents have been verified and assessed

Document	Reference to Para/ Section	Tick Mark if enclosed	Checked & Verified by	
			Designation	Signature
Certificate of Registration	Section 1			
Attested copies of IT Return / Partnership Deed/Articles and Memorandum of Association/ Agreement / certificate of incorporation / certificate of registration etc. as applicable	2.1			
NSIC Competency / Capacity certificate, if registered with N.S.I.C.	2.2 (a)			
ISO 9000/9001/9002 certificate or certificate by other accredited institutions.	2.2(b&c)			
Registration with PSUs & other Company.	2.2(d)			
Certificate of work undertaken for customers other than (the Company)	2.4			
Biographical data in respect of Qualification & experience of key management and technical Personnel	2.7			
Detail of major equipment of Plant & machinery and Inspection Equipment	2.9			

Project Planning & Quality control	2.10			
Audited Financial statements for the past 3 years	3.2			
Income Tax Clearance Certificate for past 3 years	3.5			
Sales Tax Clearance Certificate for past 3 years	3.8			
Details of Bankruptcy etc in the past	3.9			
Availability of separate storage space in case of Bonded materials.	4.4			
Details of major construction equipment and spare capacity, thereof, available with the applicant.	4.2			
Additional Information / Documents collected by team;				

Manufacturing and Inspection facilities Available with the Applicant

Operations/ Facility	Hours sparebil ity / annum	Operations/ Facility	Hows Sparwbtelit y// annum	Operations/ Facility	Hours Sparetbte / annum
Metal Removing Processes		Deformation processes		<i>Plastics & Composites</i>	
Turning Thread Cutting Milling Copy Milling Gear Machining CNC machining Drilling Gun Drilling Jig Boring Shapers Broaching Fluting Grinding Die Sinking		Punching Hydraulic Press Fly-Press Strech Forming Brake Press Stamping Spring Making & Wire forming Spinning Label making Formed Tubing Cold-Heading		Fiberglass Moulding Composites Thermoforming Welding Facilities Gas Welding Electric Arc Argon Arc TIG Welding MIG Welding	
Cutting Cutting- conventional Cutting- Laser		Castings & Forgings Casting Casting - Ferrous		Heat Treatment facilities Kilns, Ovens & Industrial Heating	

Cutting- Plasma		Casting -Non-Ferrous			
EDM wire Cutting ECM Water jet Cutting Shearing Assembly/ Joining Riveting Spot Welding Joining Assembly Rubber Moulding Gaskets and Seals manufacturing		Die Casting Investment Casting Moulding Injection Moulding Plastic Injection Moulding Powdered Metal Moulding Sintered Products Wood Working		Plating & Painting Nickel Plating Cadmium Plating Anodizing Painting <i>Coating -</i> <u>Quality</u> Profile Projector Co-ordinate measuring Machine	