

**Application Form**  
**Appointment of Del Credere Agent cum Consignment Stockist (DCA-cum-CS)**  
**For Hindustan Petroleum Corporation Limited**

(Please refer the detailed "Selection Guideline for appointment of DCA-cum-CS" before filing the application form.)

(For Office use Only)	Application No.	Date of Receipt of Application

	Demand Draft No.	Demand Draft Date (DD/MM/YYYY)	Name of Bank	Document Ref. No.
Application Fee Detail (Rs. 5000)				C2
EMD Details (Rs. 2 Lakh)				C1

Sr No.	Header	Details	Document No.
1	Location applying for		-
2	Nature of Applicant (Proprietary Firm/ Partnership Firm/LLP Firm/ Private Ltd Company/Public Ltd Company)		C3

**Details of Firm/Company:**

3	Name of Applicant (Firm/Company Name)		C4/C5
4	Registered Address of the Applicant (Firm/Company)		C6
5	Correspondence Address of the Applicant (if different from above)		C7
6	Office phone number of firm/companies		-
7	Official Email ID of firm/company		-

**To be filled by Proprietary Firm:**

8	Name of Designated Person (Name of Proprietor)		A1
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**To be filled by Partnership Firm/LLP Firm/Limited Company:**

(Maximum 2 designated persons can be nominated)

9	Number of Partners/Directors		C8
10	Name of 1 <sup>st</sup> Designated Person		A1 and C9
11	Designation of 1 <sup>st</sup> Designated Person		
12	Name of 2 <sup>nd</sup> Designated Person (Optional) (In case 2 designated persons nominated)		
13	Designation of 2 <sup>nd</sup> Designated Person (Optional)		

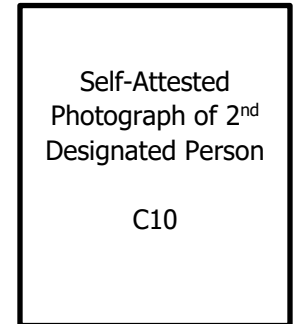
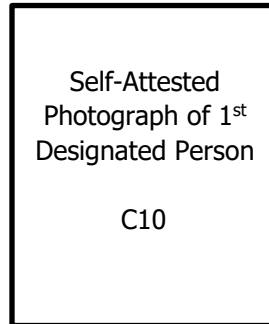
**14. Details of Partners/Directors**

*Document Ref. No.C8*

Sr No.	Name	Shareholding (%)	PAN No.	Contact Number
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

## 15. Details of Designated Person(s)

No. of Designated Person (1 or 2) (Document Ref. No. A1)	
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Sr No.	Information	Details of 1st Designated Person	Details of 2nd Designated Person (If Applicable)	Document Ref. No.
(i)	Name			A1
(ii)	Father/Husband Name			
(iii)	Nationality			A2
(iv)	Date of Birth (DD/MM/YYYY)			C11
(v)	Gender (M/F/Third Person)			
(vi)	Highest Education Qualification (Completed)			C12
(vi) a	Name of Qualification/ Degree			
(vi) b	Year of Passing			
(vi) c	Name of college/Institute			
(vi) d	Name of University/Board			
(vii)	Correspondence Address			C13
(viii)	District			
(ix)	State			
(x)	Pin Code			
(xi)	Phone No			-
(xii)	Email ID			-

## 17. Financial Details:

Sr No.	Financial Year	2022-23	2021-22	2020-21	2019-20	2018-19	Average	Document Ref. No.
17.1	Turnover from <b>relevant business of applicant</b> (In Crore) (Required for Eligibility Purpose) (fill for at least 2 year)							A3
17.2	Average <b>Total Turnover from all the business</b> of applicant (In Crore) (Required for Marking purpose) (Fill for at least 2 year)							A3 and C14
17.3	Net Profit (In Lakhs) (Last 2 year should be Positive)			_____				
17.4	Net worth of applicant as on 31.03.2023		_____					
17.5	Liquid Assets of applicant as on 31.03.2023		_____					
<b>17.5. a</b>	<b>Details of Liquid Assets as on 31.03.2023</b>							
(i)	Cash and bank balance							C14
(ii)	Deposit with banks, registered & other companies							
(iii)	Account receivables for sale of goods on credit, notes receivables, etc.							
(iv)	Interest receivables							
(v)	Investments by firm, supported by documentary evidences							

## 17.6 Bank Guarantee Details

17.6.	Commitment letter from Applicant for Bank Guarantee		A4
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## 18. Business Experience (PE/PP/PVC):

Sr No.	Business Experience	Seller/Trader	(DCA/DCA-cum-CS)	Document Ref. No.
18.1	Business Experience as: (Tick Mark)			A5, A6, A7 and C16
18.2	No. of Years of Polymer Handling Experience in last <b>10 years</b>			
18.3	Mention Financial Years of experience (ex: 2022-23, 2021-22...)			
18.4	Polymers handled in the last 10 years. (Mention name of polymer(s) handled, out of PE/PP/PVC)			
18.5	Geographical area of business (Mention Major Market Names)			
18.6	Copy of the agreement/ appointment letter, if the applicant is/was an authorized channel partner of any polymer manufacturer			

18.6	Annual polymer handling experience (Kilo Tonnes per annum)	2022-23	2021-22	2020-21	Document Ref. No.
					A5

18.7	Details of different manufacturer where applicant is/was Authorized DCA/DCA-cum-CS/Dealer for PE/PP/PVC.				
	Number	Name of the manufacturer	No. of years served as DCA/DCA-cum-CS/ Dealer	Product Handled (PE/PP/PVC)	Document Ref. No.
(i)	Manufacturer 1				C15
(ii)	Manufacturer 2				
(iii)	Manufacturer 3				

## 19. Infrastructure

Sr No.	Header	Details	Document Ref. No.
19.1	Availability of warehouse (Yes/No)		C17
19.2	Warehouse Area (Sq. ft.)		
19.3	Type of Ownership (Owned/Leased/Commitment Letter)		
19.4	Validity of Ownership (Years)		
19.5	Warehouse Address		
19.6	Warehouse Phone Number		-

Office Details			
19.7	Availability of office (Yes/No)		-
19.8	Office Address		-
19.9	Office Phone Number		-

**20. Business Plan Attached** *(Document Ref. No. C18)*

**Yes/No**

**21. Other Business Details**

Sr No.	Header	Details	Document Ref. No.
21.1	Year of Establishment		C3
21.2	GST Number of the Applicant (Firm/Company)		C4
21.3	Pan No. of the Applicant (Firm/Company)		C5

**22. E-Mandate Attached** *(Document Ref. No. A8)*

**Yes/No**

I hereby verify what has been stated above is true to the best of my knowledge and correct and nothing material has been concealed therefrom.

Signature of Designated Person:

Name:

Designation:

Company Seal:

Date:

Place: