



**AHEAD INDUSTRIES PRIVATE LIMITED**

142, First Floor, Orbit mall, Plot No. 305 & 306 PU4, Scheme No. 54, A.B. Road, Indore - 452001  
(M.P.)

Phone: +91-731-4207468  
www.aheadgroup.in

## Business Partner Registration Form

**Business Partner Name:** \_\_\_\_\_

**Communication Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Note:**

1. Please send the completed form along with all attachments to the Supply Chain Management at the address provided above.

2. This document is a Confidential Document of Ahead Industries Private Limited for limited circulation. No part of this document to be reproduced without written permission of AIPL.

**Section: 1**

**1.1 - Ethics & Code of Conduct Policy:**

**1. Non-Disclosure and Privacy of Information**

The Business Partner shall effectively safeguard AIPL information regarding business activities, structure, financial situation, performance, Intellectual Property and/ or any other information deemed confidential shall not be disclosed to any third party.

**2. No Improper Advantage:**

AIPL strictly prohibits offering or accepting bribes or other means of obtaining undue or improper advantage. Business partners or their representatives or employees shall not offer to any AIPL employee a kickback, favor, gratuity, entertainment or anything of value to obtain favorable treatment from AIPL. Similarly, employees of AIPL are prohibited from soliciting such items.

**3. Fair Business, Advertising and Competition**

Standard of fair business, advertising and competition are to be upheld. Business Partners of AIPL shall not engage in collusive bidding, price fixing, price discrimination or other unfair trade practices in violation of the applicable laws.

**4. No Corruption, Extortion or Embezzlement**

The highest standards of integrity are expected in all business interactions. Any or all forms of corruption, extortion and embezzlement are strictly prohibited resulting in:

- Cessation of all business dealings & Blacklisting for any future business with AIPL
- Appropriate levy of a financial penalty
- Reporting of matter to law enforcement agencies
- Appropriate legal action, where necessary

**5. Support in unearthing breach of the Ethics & Code of Conduct Policy**

The Business Partners will provide all possible assistance to investigate any possible instances of unethical behavior or Code of Conduct violations by an employee of AIPL or an employee of the Business Partners. The Business Partner will disclose any breach of the AIPL Code of Conduct that comes to its knowledge.

6. All business partners are expected to confirm their compliance to Ethical dealings on an annual basis, by signing a certificate to the effect that the business partner has complied to the AIPL Code of Conduct in all their dealings with the Company.

**Declaration:**

I agree to the aforesaid Ethics and Conduct of Conduct Policy.  
I further declare that none of the Directors of the Company are related to any senior Position in AIPL .

Date:

Place:

\_\_\_\_\_  
**(Authorized Signatory with Company Seal)**

**Section: 2**

**2.1 - General Information**

<b>Date of Incorporation</b>	
<b>Company Status Public/ Private/ Partnership/ Others- please specify</b>	

**Office Communication Address:**

(Mention complete Address with telephone, fax and email address)

**Nature of Business:**

(If trader/ agent or Authorized Representative of any company, please include the supporting document from the principals)

Manufacturer     Trader     Authorized Agent     Service Provider     Others

**Customer References:**

(Enclose the recent testimonials from major customers on the performance in quality, service, delivery, cost, operations, innovation etc.)

### **Section - 3**

#### **3.1 - Contact Information**

Management Team (Board Members / MD / CEO / Proprietor / Partner)

Name	Designation	Contact details

\* In case of a Proprietorship firm, please clearly mention names of each promoter

#### **3.2 - Escalation Matrix**

Details	Level-1	Level-2	Level-3
Name			
Designation			
Department			
e-mail address			

### **Section - 4**

#### **4.1 - Quality Management System & Certifications**

Please mention the Quality systems followed by your company and attach the certificates e.g. ISO Certification, TL9000 Certification, Other Certifications (If any)

### **Section - 5**


#### **Financial & Statutory Information**

##### **5.1 - Financial Status :**

Annual Turnover (Current Year)	Annual Turnover Current Year (- 1)	Annual Turnover Current Year (- 2)

## **5.2 - Statutory Information:**

(Please enclose the supporting document against each)

<b>Required Information</b>	
PAN No.	
TIN No. 	
Service Tax No.	
Service Type	
CST No.	
VAT No.	
Excise Registration No.	

## **5.3 - Litigations / Complaints:**

		<b>Yes</b>	<b>No</b>
1.	Has the proprietorship / partnership / company or its proprietor, partner, authorized signatory at any time during the last five years have been convicted by a court in India or overseas for any criminal offence & sentenced to imprisonment?		
2.	Are any criminal proceedings pending or going on against proprietorship / partnership or its proprietor, partner, authorized signatory before a court in India or overseas?		

### **Electronic Payment:**

In due course of time AIPL would like to make the payments electronically and hence business partners are advised to submit the account details at the time of the registration. The payments shall be made through NEFT which would need the following documents:-

- Completed details as per details below on letter head and duly signed by authorized signatory and verified by bankers
- Blank cancelled cheque of the same account (Mandatory)
- Email-id for sending the details of the payments

### **Details Required**

- **Beneficiary Name :**
- **Beneficiary Address :**
- **Bank A/c No. :**
- **Name of Bank :**
- **City of Bank :**
- **Branch :**
- **Address of Bank :**
- **Account Type (Saving/Current/Over Draft) :**
- **RTGS IFCS Code :**

- NEFT IFCS Code :
- MICR no. :

**Above mentioned details should Verified and self Attested.**

S.No	Additional information to be provided	Attached (Y/N)
1	Certificate of Incorporation	
2	Article or Memorandum of Association	
3	Copy of previous 3 years annual reports	
4	Catalogues for existing product/service	
5	Letter of Authorization in case of Trader/ Representative	
6	Customer testimonials	
7	Quality Certification (e.g. ISO9001, TL9000..)	
8	List of Measurement & Test Equipments with calibration status	
9	Electronic Payment information form - duly completed	
10	Copy of PAN, TIN, Service Tax, CST and VAT No.	

**Declaration:**

I /we certify that the above particulars submitted by me / us are true and will keep this updated as per the policy of AIPL or whenever any change to the above happens.

Date: \_\_\_\_\_

\_\_\_\_\_

Place: \_\_\_\_\_

(Signature & Name of Signing Authority)

**Note - Should you have any query please feel free to contact (Shruti Sharma - shruti@aheadgroup.in)**