



INDIAN ORDNANCE FACTORIES  
METAL & STEEL FACTORY, ISHAPORE

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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 MSF**

Advertisement No. ORDFYS/MSF/DAVP/Vendor Registration/17(1)/PV-1 Date: 06-01-2017

The General Manager, Metal & Steel Factory, Ishapore-743144 on behalf of President of India invites application from interested vendors (Manufacturers or their authorized dealer/distributor/stockist) Vendor Registration and New Source Development for the **List of Items** (Direct items, job work, production consumables and tools ) as given on the website [www.msf.gov.in](http://www.msf.gov.in).

1. 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.msf.gov.in](http://www.msf.gov.in). Tender for new source development shall be issued to vendors with valid registration excluding the established suppliers without resorting to a separate advertisement.
2. a) Only manufacturers or their authorized dealer/ distributor/ stockist of the listed items are eligible to apply.  
b) Original ink-signed VRRF along with required documents is to be sent to the Sr.General Manager, Metal & Steel Factory, Ishapore **within 45 days** from the date of publication of this advertisement in the newspaper.  
c) A confirmation in this regard should also be given by firm on e-mail id: [msfpv1.ofb@gov.in](mailto:msfpv1.ofb@gov.in)
3. Non-refundable assessment fee of Rs. 2000/- for small scale industries and Rs. 5000/- for medium and large scale industries should be sent alongwith VRRF in the form of Demand Draft in favour of General Manager, MSF payable at Barrackpore. Applications without the assessment fee will not be accepted.
4. 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 and capacity verification shall be issued Vendor Registration Certificate valid for 5 years. Subsequent Source Development Open Tender Enquiry (SDOTE) will be issued to the Registered vendors only for new source development. (Please note that SDOTE will be issued for 50% of annual requirement for new source development).
5. Vendors who are registered with any of the Ordnance Factories for any specific item/Process will be considered as registered with MSF 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.
6. 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.
7. Vendors who are established with MSF or any other Ordnance Factories for these items but do not have valid registration certificates are also required to apply for vendor registration.
8. The vendors whose registration with MSF has lapsed may also apply for renewal of their registration certificate, if required.
9. For complete details of the items, interested vendors are requested to visit the website [www.msf.gov.in](http://www.msf.gov.in)
10. Please note that the applications received will be processed on first come first serve basis.

(BIKASH MONDAL)

DGM/MSF for General Manager  
Ph: 033-2592 8008, e-mail: [msfpv1.ofb@gov.in](mailto:msfpv1.ofb@gov.in)