

**GUJARAT MINERAL DEVELOPMENT CORPORATION LIMITED,  
(A Government of Gujarat Enterprise)**

**LIGNITE SALES DEPARTMENT**

SALES OFFICE  
Ground Floor,  
'Khanij Bhavan', 132' Ring Road,  
University Ground, Nr. Manav Mandir,  
B/h. Gandhi Labour Institute,  
AHMEDABAD – 380 052

**PLEASE CAREFULLY READ THE INSTRUCTIONS BEFORE FILLING UP THE FORM**

**REGISTRATION & RENEWAL APPLICATION FORM  
FOR LIGNITE USERS**

NAME OF THE PARTY : \_\_\_\_\_

ADDRESS : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Village/Town/City : \_\_\_\_\_

Taluka : \_\_\_\_\_ District : \_\_\_\_\_

Pin Code No. \_\_\_\_\_

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**FOR OFFICE USE**

1. RECEIPT DATE : \_\_\_\_\_

2. REG. FOLIO NO.: \_\_\_\_\_

3. ALLOCATED NO.: \_\_\_\_\_

**REGISTRATION NO. :**

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### **Instructions for filling in application form**

1. Application form is provided free of cost from Sales office of the Corporation. No fees is charged for registration. Application form can also be down loaded from the GMDC website.
2. Customers are directly registered by the Corporation. No intermediate Agencies are encouraged nor welcome in this regard.
3. Entries in the application form may by type written or filled in legible hand writing.
4. Every column should be properly filled up. Please delete inapplicable details.
5. True copies of supporting documents should be enclosed where ever necessary. The list of enclosures should be carefully checked up before submitting the application.
6. Normal process times for the application is 15 days.
7. Computer data sheet should be enclosed with the application form. Proper industry code should be indicated and if the firm is engaged in production of more than one item, main business should be indicated.
8. If application is for renewal, existing registration number should be indicated.
9. All correspondence by GMDC will be addressed at the address provided in column No.1 (ii). unless specifically mentioned.
10. In column N.2(ii) it should be clearly mentioned whether industry is registered as small scale, medium scale or Large scale industry. If industry is not registered with the Industries Commissioner, it should be mentioned clearly. Whether registration is temporary or permanent should also be mentioned clearly.
11. Details regarding Gujarat State and Central Sales Tax Registration number should be provided.
12. In column 4(A), if Boiler Inspection Certificate is not relevant it should be mentioned clearly and in such cases copy of the purchase bill of boiler should be enclosed.
13. In column 4(B) details of the Royalty paid should be given along with copy of the Royalty receipt. If Royalty is paid in installments the same may be indicated clearly along with annual royalty payable.
14. Proprietor in case of proprietorship concerns, Managing Partner, partners in case of partnership firm and Managing Director in case of limited company should sign application form.

### **Important Provisions Regarding Application**

1. Lignite will be allocated only to those who are consuming lignite themselves in their process of manufacturing.
2. Incomplete, incorrect, unsigned and defective application are liable for rejection.
3. GMDC reserves the right to demand additional information and/or reject the application without assigning any reasons.
4. Mere submission of application for registration does not imply registration will be granted.
5. In case the unit is registered, applicants will be communicated the decision along with the registration number.
6. No allocation will be made for captive power plants exceeding 10MW.
7. Copies of all documents should be self attested.

**REGISTRATION & RENEWAL APPLICATION FORM FOR (LIGNITE) USERS**

**(I) GENERAL INFORMATION OF FIRM/UNIT**

(i) NAME OF THE INDUSTRIAL UNIT \_\_\_\_\_

(ii) PREVIOUS REGISTRATION NUMBER IF ANY \_\_\_\_\_

(iii) OFFICE ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

VILLAGE/TOWN/CITY : \_\_\_\_\_

TALUKA \_\_\_\_\_ DISTRICT \_\_\_\_\_

PIN CODE NO. \_\_\_\_\_ PHONE \_\_\_\_\_ (MOB) \_\_\_\_\_

(iv) FACTORY ADDRESS : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

VILLAGE/TOWN/CITY : \_\_\_\_\_

TALUKA : \_\_\_\_\_ DISTRICT : \_\_\_\_\_

PIN CODE NO. \_\_\_\_\_ PHONE : \_\_\_\_\_

(v) TYPE OF UNIT (PLEASE  $\checkmark$ )

PROPRIETARY

PARTNERSHIP

PVT. LTD. COMPANY

PUBLIC LIMITED CO.

CO-OPERATIVE

OTHER (SPECIFY)

(PL. ENCLOSE – SUPPORTING DOCUMENTS)

(vi) NAMES OF PROPRIETOR/CEO & DIRECTORS / M.D

A. \_\_\_\_\_ B. \_\_\_\_\_  
C. \_\_\_\_\_ D. \_\_\_\_\_  
D. \_\_\_\_\_ E. \_\_\_\_\_

(vii) DATE OF INCORPORATION OF FIRM/UNIT \_\_\_\_\_

**(2) DETAILS REGARDING INDUSTRY**

(i) MAIN PRODUCT \_\_\_\_\_

(ii) INDUSTRY (REGISTRATION) NUMBER, DATE & TYPE OF  
REGISTRATION  
\_\_\_\_\_

(iii) (SALES TAX REGISTRATION NUMBER & DATE)

(A) GUJ. STATE \_\_\_\_\_

(B) CENTRAL \_\_\_\_\_

**(3) SALES DETAILS**

(i) **SALES DETAILS OF PREVIOUS 3 YEARS. (Where only job work is done. Pl. Provide the details of job work).**

(1) YEAR \_\_\_\_\_ RS. \_\_\_\_\_ UNIT/QTY. \_\_\_\_\_

(2) YEAR \_\_\_\_\_ RS. \_\_\_\_\_ UNIT/QTY. \_\_\_\_\_

(3) YEAR \_\_\_\_\_ RS. \_\_\_\_\_ UNIT/QTY. \_\_\_\_\_

(ii) **DETAILS OF CENTRAL (EXCISE) PAID. (IF APPLICABLE)**

Year \_\_\_\_\_ Rs. \_\_\_\_\_

Year \_\_\_\_\_ Rs. \_\_\_\_\_

Year \_\_\_\_\_ Rs. \_\_\_\_\_

(iii) **DETAILS OF LATEST SALES TAX PAID. (PL. ENCLOSE COPY OF SALES TAX RETURN OF LAST 3 YEARS)**

Year \_\_\_\_\_ Rs. \_\_\_\_\_

Year \_\_\_\_\_ Rs. \_\_\_\_\_

Year \_\_\_\_\_ Rs. \_\_\_\_\_

(iv) **EXPECTED DATE OF COMMENCEMENT OF PRODUCTION & DETAILS OF MACHINERY PURCHASED, IF UNIT IS NOT UNDER PRODUCTION**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(iv) **FOR BRICKS/ROOFING TILES MANUFACTURERS**

a) **N.A., N.O.C., FOR LAND**

\_\_\_\_\_  
\_\_\_\_\_

b) **LEASE AGREEMENT OF LAND**

\_\_\_\_\_  
\_\_\_\_\_

**(4) DETAILS REGARDING CONSUMPTION OF (LIGNITE)**

**(A) FOR BOILER USERS**

**(i) DETAILS OF CAPACITY FOR VAPOUR ( STEAM) BOILER  
(PL. ENCLOSE BOILER INSPECTION CERTIFICATES)**

No.	Boiler Registration No.	Boiler Rating M <sup>2</sup>	Vapour Production Capacity Kg./hr	Heat Production Capacity Kg. Cal./hr
1.				
2.				
3.				
4.				
5.				

**(ii) DETAILS FOR THERMIC FLUID BOILER**

No.	PURCHASE BILL & DATE	CAPACITY Kg. Cal./hr.	DATE OF INSTALLATION AT SITE
1.			
2.			

**(B) FOR CHIMNEY USERS**

**(1) ROYALTY PAID FOR CURRENT & PREVIOUS 3 YEAR**

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**(2) NUMBER OF PRESS MACHINES & DETAILS OF LATEST ELECTRICITY BILL PAID FOR ROOFING TILES MANUFACTURER.**

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**(C) FOR OTHER INDUSTRIES BRIEFLY DESCRIBE THE PROCESS OF PRODUCTION & USE OF LIGNITE IN IT (IF NECESSARY ATTACH SEPARATE SHEET)**

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**DETAILS REGARDING LIGNITE REQUIREMENT**

(1) **MINE FROM WHICH ALLOCATION IS REQUIRED :**

FIRST PREFERENCE \_\_\_\_\_

SECOND PREFERENCE \_\_\_\_\_

THIRD PREFERENCE \_\_\_\_\_

(2) ANNUAL REQUIREMENT OF LIGNITE REQUIRED (IN METRIC TONNES)

\_\_\_\_\_

(3) IF ANY OTHER FUEL IS CONSUMED OTHER THAN LIGNITE PL. SPECIFY, ALSO SPECIFY THE CONSUMPTION PERCENTAGE OF LIGNITE & ALTERNATIVE FUEL.

\_\_\_\_\_

\_\_\_\_\_

(4) SANCTIONED COAL QUOTA & PURCHASE OF COAL DURING PREVIOUS YEAR FOR COAL CONSUMING UNITS.

\_\_\_\_\_

\_\_\_\_\_

**DECLARATION**

I/WE SOLEMNLY AFFIRM THAT THE DETAILS PROVIDED IN THIS APPLICATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE & BELIEF.

I/WE FURTHER ASSURE THAT, I/WE WILL USE THE ENTIRE QUANTITY OF LIGNITE PURCHASED BY ME/US FROM GMDC IN TERMS OF QUOTA ALLOTTED TO ME/US IN RESPONSE TO THIS APPLICATION WILL BE USED FOR THE PURPOSE INDICATED IN THIS APPLICATION AND WILL NOT BE TRANSFER/SOLD/ASSIGNED OR OTHERWISE DISPOSED OFF TO ANY OTHER PARTY.

**AUTHORISED SIGNATORY & SEAL**

## ENCLOSURES

Sr. No.	Particulars	Doc. Attached (YES/NO)
1	PARTNERSHIP DEED / INCORPORATION CERTIFICATE OF COMPANY & MEMORANDUM OF ASSOCIATION	
2	REGISTRATION CERTIFICATE ISSUED BY REGISTRAR OF FIRM.	
3	COPY OF THE INDUSTRIES REGISTRATION CERTIFICATE PROVIDED BY COMMISSIONER OF INDUSTRIES.	
4	COPY OF THE LATEST SALES – TAX RETURN WITH COUNTERFOILS OF LAST 3 MONTHS RETURN FILED (MONTHLY & QUARTERLY)	
5	COPY OF THE LATEST SALES – TAX / VAT REGISTRATION CERTIFICATE	
6	REGISTRATION CERTIFICATE OF CENTRAL EXCISE (IF APPLICABLE)	
7	CHALLANS FOR THE PAYMENT OF EXCISE DUTY.	
8	FOR BRICKS/ROOFING TILES MANUFACTURES	
	N.A., N.O.C. OF LAND	
	LEASE CONTRACT FOR LAND	
	COPIES OF THE RECEIPT OF ROYALTY PAID DURING LAST 3 YEARS	
	COPY OF 7/12 FROM REVENUE RECORD	
9	FOR BOILER USERS	
9.A	FOR STEAM BOILERS	
	COPY OF FORM – VI CERTIFICATE FOR THE USE OF A BOILER ISSUED BY GUJARAT BOILER INSPECTION DEPARTMENT	
9.B	FOR THERMIC FLUID HEATER (THERMOPACK BOILER)	
	PURCHASE BILLS OF THE BOILER AND CERTIFICATE FROM COMPETENT AUTHORITY REGARDING INSTALLATION OF SUCH BOILER WHERE BOILER (INSPECTION) CERTIFICATE IS NOT APPLICABLE	
	SUCCESSFUL INSTALLATION CERTIFICATE OF THERMOPACK BOILER ISSUED BY SUPPLIER	
10	LAST 6 MONTHS ELECTRICITY BILLS	
11	FOR CAPTIVE POWER PLANT	
	SITE CLEARANCE CERTIFICATE FROM GPCB	
	CPP APPROVAL CERTIFICATE ISSUED BY CHIEF ELECTRICAL INSPECTORATE, GANDHINAGAR	
12	PAN CARD	
13	IT RETURN (LAST THREE YEARS)	
14	NOC FOR “CONCENT TO ESTABLISHMENT” AND “CONSENT & AUTHORIZATION LETTER “ ISSUED BY GUJARAT POLLUTION CONTROL BOARD	
15	AFFIDAVIT ON NON-JUDICIAL INDIAN STAMP PAPER OF RS.50/- IN OUR DESCRIBED FORMAT ( DULY NOTARIZED)	
16	UNDERTAKING REGARDING GENUINES OF DOCUMENTS ON NON-JUDICIAL INDIAN STAMP PAPER OF RS. 50/- IN OUR DESCRIBED FORMAT (DULY NOTARIZED)	



**AFFIDAVIT**

**UNDERTAKING FOR PURCHASE OF LIGNITE AGAINST SALES-TAX  
CONCESSIONAL FORM \_\_\_\_\_ OR UNDER FULL GUJARAT SALES TAX.**

I/we, \_\_\_\_\_ Owner/Partner/MD/Director/  
Proprietor of M/s. \_\_\_\_\_

A Company incorporated under the Companies Act, 1956, having its Registered Office  
situated at (address) \_\_\_\_\_

Village/City \_\_\_\_\_ Tehsil \_\_\_\_\_ District \_\_\_\_\_

State \_\_\_\_\_ Pin Code \_\_\_\_\_ hereby declare on solemn  
affirmations follows :

1. Our industrial unit is located at (address) \_\_\_\_\_  
\_\_\_\_\_ villa  
ge/city \_\_\_\_\_ Tehsil \_\_\_\_\_ District \_\_\_\_\_ State  
\_\_\_\_\_ Pin Code \_\_\_\_\_ with telephone numbers  
\_\_\_\_\_, Fax No. \_\_\_\_\_, e-  
male address \_\_\_\_\_. It needs Coal/Lignite as fuel @  
\_\_\_\_\_ tones per month. Our industrial unit is registered with  
\_\_\_\_\_ and is having registration Certificate No.  
\_\_\_\_\_.

2. We have boilers designed to use Coal/Lignite with boiler rating of \_\_\_\_\_ Sq.M.

OR

We have Thermic fluid heater model No. \_\_\_\_\_

These boilers are duly tested and approved by the Boiler Inspector. \_\_\_\_\_  
vide Certificate No. \_\_\_\_\_ which is valid upto \_\_\_\_\_.

3. We are registered with GMDC and are allotted Registration No. \_\_\_\_\_ for  
the purpose of lignite purchase with quota allotment of \_\_\_\_\_ truck  
loaders per fortnight. We propose to continue purchases of Lignite from GMDC for  
exclusive use in our own industrial unit and will not sell it to any other industry or  
Agency or any individual.

We are aware that, in case, we are found defaulter not only our registration will be  
cancelled by GMDC but also we will be bound to pay difference in the amount of  
actual Sales Tax and the Concessional Sales Tax along with the penalty which the  
appropriate authority may decide.

4. We are having the GST No. \_\_\_\_\_ Dated \_\_\_\_\_.

5. The following employees of our Company/Firm/Industrial unit are authorized to deal  
with GMDC regarding matter related to purchase of lignite, inclusive of collection of  
Delivery Order from GMDC. Their specimen signature are appended below :

Name of Employee	Specimen Signature
1.	_____
2.	_____
3.	_____

**AND/OR**

We have authorized the following persons to deal with GMDC on our behalf for  
matters related to purchase of lignite, inclusive of collection of Delivery Orders from  
GMDC :

Name : \_\_\_\_\_

Office Address : \_\_\_\_\_  
\_\_\_\_\_

Residential Address : \_\_\_\_\_  
\_\_\_\_\_

Telephone / Mobile No. : \_\_\_\_\_

Specimen Signature : \_\_\_\_\_

6. For the purpose of purchases of lignite from GMDC, we shall be providing Crossed Demand Drafts from our Bankers listed below only :

Name of the Bank	Branch	A/c No.
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1.

2.

3.

7. In case of any liabilities whatsoever arising out of aforesaid purchase of lignite by us directly or through our authorized representative from GMDC towards payment of sales-tax or any other tax/levies in force etc., it shall be our exclusive responsibility to fulfill the same without dispute. GMDC shall, in no case, be responsible for the same.

The information furnished above is true and correct to the best of our knowledge and belief.

**SEAL**

\_\_\_\_\_

**Name** \_\_\_\_\_

**Date :**

**Designation** \_\_\_\_\_

**(FORMAT FOR AFFIDAVIT) :**  
**(Non-Judicial Stamp Paper of Rs. 50/-)**

**UNDERTAKING REGARDING GENUINNESS OF DOCUMENTS**

**A F F I D A V I T**

I / We , \_\_\_\_\_, Owner/ Partner/MD/Director/Proprietor of  
M/s. \_\_\_\_\_ solemnly declare that :

- i) We are submitting application form of lignite purchase for our captive use only.
- ii) All information furnished by us in respect of fulfillment of lignite purchase registration under this application form is complete, correct and true.
- iv) All documents/credentials submitted along with his application form are genuine, authentic, true and valid.
- v) If any information and/or document submitted is found to be false/incorrect at any time, GMDC may cancel my/our registration and take action as deemed fit, including cancellation of registration and banning/delisting of our firm and its all the partners from any future transactions with GMDC.

**SIGNATURE WITH SEAL**

**NAME :** \_\_\_\_\_

**DESIGNATION :** \_\_\_\_\_

**Dated** .....

**Seal of Notary**