

 <p>ओएनजीसी ONGC</p>	<p><b>OIL AND NATURAL GAS CORPORATION LIMITED,</b> <b>Corporate Materials Management Department,</b> <b>Old Secretariat Building , Tel Bhavan ,</b> <b>Dehradun - 248003.</b> <b>Telephone No. 0135-275 3970.</b> <b>0135-279 4572.</b></p>
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## **Notice for all Indian Vendors having business dealings with ONGC.**

All Indian Vendors having business dealings with various work centers of ONGC are hereby informed that “**The Micro, Small and Medium Enterprises Development Act, 2006**” (henceforth called as MSMED Act, 2006), has come into force on 2<sup>nd</sup> October 2006. The full text of the act is available in the website [www.msme.gov.in](http://www.msme.gov.in) for reference.

The definition of the Micro, Small and Medium Enterprises along with “**the Proforma of confirmation**” is to be downloaded by the vendors of ONGC, from the website <http://tenders.ongc.co.in> for the purpose of meeting ONGC’s obligations under the Act.

All Suppliers/ Service Providers/ Contractors of ONGC are requested to furnish the requisite details regarding their status of the Micro, Small and Medium Enterprise under the MSMED Act, 2006 as applicable.

The details must be sent so that it is received in ONGC latest by 31<sup>st</sup> Jan, 2009, along with the required documents (Documents mean a certificate from the prescribed authority under the Act that the establishment is registered/ covered under the Micro/ Small/ Medium Enterprise).

It may kindly be noted that in case the details are not received in ONGC by the above mentioned date, it will be presumed that the Enterprise is not a Micro, Small and Medium Enterprise as per the provision of the above Act and consequently they are not eligible to the benefits admissible under the Act.

**Chief Manager (MM)**

**OFFICE OF CM (MM), CORPORATE MATERIALS DEPARTMENT,  
OIL AND NATURAL GAS CORPORATION LIMITED,  
OLD SECRETARIAT BUILDING, TEL BHAVAN,  
DEHRADUN - 248003**

**Subject: Request for confirmation for the applicability of the Micro, Small and Medium Enterprises Development Act 2006.**

Micro, Small and Medium Enterprises Development Act, 2006 has been introduced w.e.f. 02.10.2006. Following are the relevant Provisions of the Act which are brought to your kind attention.

1. The act is applicable in respect of enterprise engaged in Manufacture/Production of goods (pertaining to an industry specified in Industries Development & Regulation Act, 1951) or engaged in providing or rendering of services;
2. Such enterprises are required to file the information Memorandum with such authorities and in such manner as prescribed under the said Act.
3. The definition of the enterprise as specified by the Act is as follows :

Type of Enterprise	Manufacturing Industry – Investment in Plant & Machinery	Service Industry Investment in equipments.
Micro Enterprise	Not exceeding Rs.25 lakhs	Not exceeding Rs.10 lakhs
Small Enterprise	More than Rs.25 lakhs upto Rs.5 crores.	More than Rs.10 lakhs upto Rs.2 crores.
Medium Enterprise	More than Rs.5 crores upto Rs.10 crores	More than Rs.2 crores upto Rs.5 crores.

**We therefore request you to download this format and fill in the ‘CONFIRMATION’ portion given below and return the entire sheet to CM (MM), CORPORATE MATERIALS DEPARTMENT, ONGC, Old Secretariat Building, Tel Bhavan, Dehradun-248003, before Jan 31, 2009.**

Kindly note that in case the reply is not received by the above mentioned date, it will be presumed that the organization is not a micro, small or medium enterprises as per the provision of the above Act.

**CONFIRMATION**

1. We confirm that the provisions of the said Act are applicable to us and our organization falls under the definition of a  – Micro Enterprise, b  – small Enterprise, c  Medium enterprise as per document/certificate enclosed.
  2.  none of the provision of Act is applicable to us.
  3. P.O. No.(if any) \_\_\_\_\_
  4. Copy of valid certificate for proof of being Micro/Small/Medium Enterprises to be enclosed.
- (Please put a tick in the box  against the appropriate clause mentioned above.)

Date-----  
Place-----

(Signature)  
Name of the person-----  
Designation-----  
Seal of the