

SI No. _____
(For Office use only)



UACI SEEDS & BIOTECH PRIVATE LIMITED

(Formerly Swarna Seeds)

20, Park Side Road, Rajeswari Niwas, 3rd Floor, Kolkata - 700026, West Bengal, India
Contact No. (033) 24649581, E Mail: uaciseedsandbiotech@universalagri.in,
Website: www.universalagri.net

APPLICATION FOR DISTRIBUTORSHIP

Part A: Basic Information of Applicant

- Name of the Organization* **MITHLA TRADERS**
- Full Postal Address for correspondence*:
Type of Location: Office Shop Godown Residence
Street Name **RAJ KUMAR WAHA MIRJAPUR**
SARBIHAWHA
P.O **LOL BAWH** District **BIHAR DARBHANGA**
State **BIHAR** PIN Code _____
- Nature of the Entity*: Sole Proprietorship Partnership Private Limited Co.
Cooperative/ Society Others (Specify) _____
- Name of Representative*: Proprietor / Managing Partner / Director / Authorised Signatory
OM PIRAKASH REDIA
- Telephone No:
Office /Shop Landline: (STD Code) _____
Residence Landline: (STD Code) _____
Mobile*: +91 **9531144081** WhatsApp Mobile: +91 **9531144081**
Email ID*: _____
- Preferred mode of communication: Email SMS Whatsapp
- Income Tax Permanent Account No*: **AESPKRS5244B**
- Is the applicant registered under GST*: Yes No
- If yes, is the applicant registered under Composite Scheme of GST: Yes No
- GST No _____
- Seeds Licence No* **76/2017**
Valid Up to* **23/11/2022** Issued By **24/11/2017**

Signature and Photograph of Person Authorized to Represent the Applicant



Name* **OM PIRAKASH REDIA**

Gender*: Male Female

Relationship with applicant*: Owner Partner Director Others

Signature*
Om Prakash Redia

Date: _____

Part B: Business Background of Applicant

12) Year of Establishment:

13) Number of years for which you are dealing in Seeds:

Yes / No

14) Are you a Distributor of any other company dealing in Field Crops*:

15) If yes, please share the following details on your business with these companies:

Company Name	Vintage of Relationship (In years)	Key Products Sold Last Year	Approximate Turnover Last Year
PAHSEED			
BAYLSEED			
SANGITA			

16) Are you a Distributor of any other company dealing in Vegetables*:

Yes / No

17) If yes, please share the following details on your business with these companies:

Company Name	Vintage of Relationship (In years)	Key Products Sold Last Year	Approximate Turnover Last Year
SHREERAMSEED &			
DAYALSEED			
SEMIP.			

18) Details of important markets/ regions in your area:

Name of the Market/ Region	Your approx. turnover from the market/ region	No. of your Retailers at the market/ region	Name of key Retailers
Madhapur			1. 2. 3.
Bateri			1. 2. 3.
Barda, Balpur			1. 2. 3.

19) Are you involved in any other businesses related to agriculture*? Yes / No

If yes, please share if you are dealing in

Fertilizers as Distributor of _____

Pesticides as Distributor of _____

Others (specify) _____

20) Are you involved in any other businesses NOT related to agriculture*? Yes / No

If yes, please share broad overview of the nature of business

Part D: Financial Information of Applicant

- 28) Primary Bank Account of Business*:
 Name of the Bank A T S B A H C
 Name & address of Branch S R B H A H A
 IFSC Code of Branch 0 T T B 0 0 0 6 5 8 1 4 3 0 0
 Account No 0 1 7 0 3 0 0 6 5 8 1 4 3 0 0 Type of Account: Savings/Current/OD / No
 29) Does the applicant have CC/OD facility from any bank*? Yes / No
 If Yes, Name of Bank _____
 Name & address of Branch _____
 CC/OD Limit (Approx. in Rs lakhs) _____ paid through Cheque No. _____ / RTGS
 30) Security Deposit* of Rs. _____ paid through Cheque No. _____ / No
 31) Is the Office/ Shop used by the Distributor, owned by the Distributor*? Yes / No
 If Yes, approx. size _____ Address: _____

 32) Is the Godown used by the Distributor, owned by the Distributor*? Yes / No
 33) If Yes, approx. size _____ Address: _____

 34) Number of staff employed by the applicant _____
 35) Does the applicant own any 2-wheeler? Yes / No
 If Yes, Number of such vehicles _____ used for Business / Personal / Both
 36) Does the applicant own any 4-wheeler? Yes / No
 If Yes, Number of such vehicles 01 used for Business / Personal Both
 37) Brief details of property owned by the applicant*:
 Does the applicant own any land parcels? Yes / No
 Does the applicant own any house property? Yes / No

Part E: List of Documents to be Provided

Signed, sealed and dated Distributorship Form along with the following mandatory documents For Proprietorship	1. Signed copy of ID Proof (Aadhaar Card/ Passport/ Driving License)
	2. Signed copy of Address Proof (Aadhaar Card/ Passport)
	3. Signed copy of PAN
	4. Signed copy of GST Certificate (if applicable)
	5. Signed copy of Seed License
	6. Statement of primary bank account(s) of business evidencing debit and credit transactions, for the last 3 months
Additional documents for Partnership Firm	7. Signed copy of registered partnership deed
	8. Authorization from all partners allowing representative to act and sign on behalf of the firm
Additional documents for Private Limited Company	7. Signed copy of Memorandum and Articles of Association
	8. BOD resolution allowing representative to act and sign on behalf of the company

Mob No: 8336929400

Customer Care

Email: customercare_uacisandb@universallagri.in

15. The Distributor paying through cheque must ensure that the cheque issued by him is honored on the date of the cheque. If the bank on whom the cheque is drawn, dishonors the cheque for reasons related to "Insufficient funds" then the company will levy a cheque Dishonor charge on the Distributor without prejudicing its right to seek recourse for such dishonor
16. The company will provide a standard credit period of 60 days from the date of the invoice. The company may allow Cash Discounts for paying dues within 60 days, the details of which are usually provided in the Price List. Schemes applicable for the period. Dues remaining unpaid above 180 days will be considered as Overdue. The company may levy interest on Overdue payments
17. The company will generally not accept any Sales Return unless the material supplied were damaged in transit. However, for select products, the company allows Sales Return within certain limits and under certain conditions. The details of which are available in the yearly Sales Return policy. The Distributor is required to follow the terms of this policy for matters relating to Sales Return and obtain prior approval from the responsible sales official before dispatching material. The company will not provide any credit for material returned in violation to its Sales Return policy
18. The Distributor is required not to enter into any financial transactions with any member of the sales team, either in the form of material or funds. All such transactions will be considered as personal and unsanctioned and the company will not be liable for the outcome of such transactions
19. The Distributor will not handover any material to any member of the sales team without specific written instruction issued by the Head Office of the company
20. The Distributor is required to maintain the integrity of the packaging in which the products are supplied by the company at all times and is required not to tamper with the packets, designs, logos and trademarks of the company in any way. Any unauthorized use of the company's designs, logos and trademarks will be counted as an infringement of the intellectual property rights of the company
21. The Distributor is required to comply with all requirements of GST as applicable to him, related to periodic Returns, Credit Notes and others with respect to its transactions with the company. Further, the Distributor may be required to share with the company, upon request, documents supporting compliance of such requirements of GST
22. The company will share with the Distributor, an Account Statement at the end of every 6 months either on his registered email or through any other preferred mode of communication. However, the Distributor can ask for his updated account statement at any time by sending email at customercare_uacisandb@universalagri.in. or by calling the Customer Care Helpline at +91 8336929400
23. The company will share with the Distributor, a Confirmation of Accounts at the end of each financial year either on his registered email or through any other preferred modes of communication. The Distributor is required to review the account statement and reconcile the balance on the statement with the balance in his books of accounts. Upon completion of review, the Distributor will be required to sign and seal on the Confirmation and hand it over to the TSM
24. In addition to these, the company may from time to time issue communications on these and/ or other business policies which may, from the date of such communication, supersede any business practices or policies previously followed by the company including but not limited to the ones mentioned above
25. Disputes, if any, will be subject to the jurisdiction of the courts of Kolkata, West Bengal

I, _____ acting on behalf of Ompal Singh Kedia
 (Name of Representative*) (Name of Distributor*)

- hereby acknowledge that
1. I have read, understood and agreed to all the terms and conditions of business
 2. All information provided in this form as well as in the enclosed documents, if any, are provided by me and are true to the best of my knowledge and understanding

For Mithila Traders

 (Signature of Representative of Distributor*) (Stamp of Distributor) **Proprietor**

Date:
 Place:

Name of Company Official	Signature of Company Official

Internal Use

Checklist for Sales Team Member

Particulars	Distributorship Form
1	14 Mandatory fields
2	4 Mandatory fields
3	3 Mandatory fields
4	6 Mandatory fields
5	4 Mandatory fields
6	Signature
7	Phone
8	

Part C: Market Intelligence & Sales Plan

21) Which Field Crops are primarily cultivated in this area?

Type	Key Variety	Paddy Companies Offering Them	Approx. Volume (In MT)
OP			
OP			
OP			
Improved / HYV			
Improved / HYV			
Improved / HYV			
Hybrid			
Hybrid			
Type	Key Variety	Wheat Companies Offering Them	Approx. Volume (In MT)
Type	Key Variety	Mustard Companies Offering Them	Approx. Volume (In MT)
Type	Key Variety	Maize Companies Offering Them	Approx. Volume (In MT)

22) What are the important Vegetable crops cultivated in this area?

Crops	Key Variety	Key Brands	Approx. Volume (In MT)

23) Which are main companies operating in this area?

Company Name	Key products	Approx. Turnover	Sales Team Size	Mode of work

24) What is your sales plan for our products in coming years**?

Name of the Product	Quantity (MT)	
	Year 1	Year 2
Field Crop		
Field Crop		
Field Crop		
Field Crop		
Vegetable		
Vegetable		
Vegetable		

25) What is the area for which you seek our Distributorship (Area of Operation)**?

26) Name your preferred Transporter / Courier*

27) Please share if you have any suggestions to improve business

Part F: General Terms & Conditions of Business

1. The company will designate an Area of Operation for the Distributor at the time of initiating the distributorship. The Distributor is required to restrict his operations to his designated Area of Operation only and should not venture beyond the area designated. However, subsequently, the Distributor can alter his Area of Operation but only after prior discussion with the responsible company official.
2. The company will appoint a Territory Sales Manager (TSM) to serve the Area of Operation designated to the Distributor. While the TSM will be first point of contact for the Distributor and should be able to resolve all queries of the Distributor, the Distributor can at any point contact the other sales officials of the company responsible for this area. Further, for any queries the Distributor can contact the Head Office of the company by sending email at customer_care_uacisandb@universallagri.in or by calling the Customer Care Helpline at +91 8336929400 in addition to the TSM, the company may appoint one or more permanent/ temporary sales team members to serve the area as it deems fit. The sales team members will primarily focus on conducting sales promotional activities at team by guiding their sales promotional activities. The Distributor will be required to support the local sales communication. A confirmation of the material ordered by the Distributor will be shared with him on his registered mobile via SMS/ Whatsapp at the time the order is entered into the company's CRM solution. In case of any issues, the Distributor is required to contact the TSM urgently after receiving the intimation.
3. The company will deliver material only against confirmed orders placed by the Distributor through 3rd party transporters either in full or part load at the cost of the company. At the point of receiving the material from the transporter, the Distributor will be required to physically inspect the material and check the quantity, weight and condition of material supplied received by the Distributor, it is likely that the goods got damaged in transit. In such a situation, the Distributor should not accept the material and should urgently inform the respective TSM of the company about the damage. If the Distributor accepts the material from the transporter, it should be only under express instruction of the respective Territory Sales Manager. Further, the Distributor is required to send email at customer_care_uacisandb@universallagri.in this incident within 48 hours of receiving the material. In the absence of any such emails or other communications, it will be assumed that the material received was as per orders placed.
4. The Distributor may deliver material at the location specified by the Distributor through 3rd party transporters either in full or part load at the cost of the company. At the point of receiving the material from the transporter, the Distributor will be required to physically inspect the material and check the quantity, packing sizes, or products, the Distributor should not accept the material and should urgently inform the respective TSM of the company about the damage. If the Distributor accepts the material from the transporter, it should be only under express instruction of the respective Territory Sales Manager. Further, the Distributor is required to send email at customer_care_uacisandb@universallagri.in this incident within 48 hours of receiving the material. In the absence of any such emails or other communications, it will be assumed that the material received was as per orders placed.
5. The Distributor may be required to pay to the transporter the freight charges as directed by the company at the point of accepting delivery only after inspection of material. The Distributor may be reimbursed the freight paid either by way of deduction from the bill or through a Credit Note.
6. If the Distributor reports to have received any material not ordered by him or any material damaged in transit, and the same is verified by the responsible company official, the company may take back the material in question and may make the appropriate adjustments in its books of accounts.
7. The company will send a hardcopy of the invoice along with the material. On receipt of the invoice, Distributor is required to reconcile the quantity, packing size and product mentioned on the invoice with the material received. In case of any discrepancy, the Distributor is required to inform the company about the issue within 48 hours of receiving the material by sending email at customer_care_uacisandb@universallagri.in. In the absence of any such emails or other documented communications, it will be assumed that the material received is as per invoice.
8. The company will issue an official Price List of its products covering the area of operation of the Distributor at the beginning of each season. The Distributor is required to obtain a copy of this Price List either from the respective TSM or by sending an email at customer_care_uacisandb@universallagri.in. The company will invoice its products only at the prices mentioned on the Price List. The Distributor should not expect any prices other than those mentioned on the Price List unless there is a documented communication of the same issued by the Head Office of the company.
9. The company may from time to time, issue benefit schemes covering the Distributor's area of operation. These benefits are typically linked to prompt payments and bulk sale volumes. The Distributor is required to obtain copies of these schemes from the respective TSM or by sending email at customer_care_uacisandb@universallagri.in. The company will provide these benefits only by following the specific terms and conditions mentioned in the scheme. The Distributor should not expect any benefits other than those mentioned on the scheme unless there is a documented communication of the same issued by the Head Office of the company.
10. The company will only sanction the prices and benefits/ schemes mentioned on documented official communications issued by the Head Office of the company. The company will be under no obligation to accept any claims by the Distributor on prices or benefits/ schemes not mentioned on any official communications issued by the Head Office of the company for the Distributor's area of operation. If the local sales representative commits any special prices or benefits/ schemes, the Distributor is required to obtain an official communication of the same issued by the Head Office of the company before acting on the basis of such commitments.
11. The company will accept payment only through Fund Transfers (RTGS/ NEFT/ IMPS) or crossed cheques drawn on any banks other than cooperative banks. The company will not accept any payments in cash. However, if in any special circumstances, the company agrees to accept payment in cash, the Distributor is required to obtain a Money Receipt of the company for such payments from the company official accepting this payment.

For Internal Use

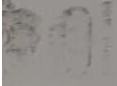
Checklist for Sales Team Member Opening Distributorship

Particulars		Yes	No
Distributorship Form			
1	14 Mandatory fields on Page 1 filled up		
2	4 Mandatory fields on Page 2 filled up		
3	3 Mandatory fields on Page 3 filled up		
4	6 Mandatory fields on Page 4 filled up		
5	4 Mandatory fields on Page 6 filled up		
	Signature of representative added on Page 1		
	Photograph of representative affixed on Page 1		
	Signature of representative added on Page 2		
Supporting Documents			
	ID Proof (Aadhaar Card/ Passport/ Driving License)		
	Name on ID proof tallies with PAN		
	Signed and stamped		
	Signed copy of Address Proof (Aadhaar Card/ Passport)		
	Name on address proof tallies with ID Proof		
	Address on address proof tallies with PAN / License		
	Signed and stamped		
	Signed copy of PAN		
	Name on PAN tallies with ID proof		
	Signed and stamped		
	Signed copy of GST Certificate (if applicable)		
	Name on Certificate tallies with ID Proof		
	Signed and stamped		
	Signed copy of Seed License		
	Name on license tallies with ID Proof		
	License is valid on the date of form		
	If not, proof of application for renewal has been collected		
	Signed and stamped		
	Statement of primary bank account(s) of business		
	Name on account tallies with ID Proof		
	Period is for last 3 months		
	Primary bank account of business with significant transactions		
	Signed and stamped		
	Blank Cheques		
	3 cheques		
	Not of any cooperative banks		
	Contains valid signature of representative and stamp		
	Contains no date		
	Is not crossed		
	Security Deposit has been collected		
	Effect on Existing Network		
	Name of the nearest distributors (can be more than 1)		
	Distance from the nearest distributors		

Approved By:

Name of Company Official

Signature of Company Official




Government of India
Form GST REG-06

(10/11)

Registration Certificate

Registration Number: DDMPK511B1ZS

1. Legal Name	OMEGA VISHUDDHA
2. Trade Name, if any	MITHILA TRADERS
3. Constitution of Business	Partnership
4. Address of Principal Place of Business	WARD NO 03, GULLOWARA I, BANGH GULLOWARA, Dumka, Bihar - 846004
5. Date of Validity	01/07/2017
6. Date of Expiry	31/03/2017
7. Type of Registration	Regular
8. QR Code	

9. Signature of Applicant/Authorized

Signature

Name

Designation

Jurisdictional Office

10. Date of issue of Certificate

31/03/17

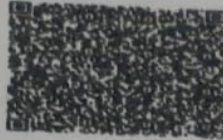
Note: The registration certificate is required to be furnished to the concerned officer of the State



भारत सरकार
GOVERNMENT OF INDIA



Om Prakash Kedia
DOB: 21/01/1952
Male / MALE



84 15 7616 3385

MEERA AADHAAR, MERI PEHACHAN



भारतीय विशिष्ट पहचान प्राधिकरण
UNIQUE IDENTIFICATION AUTHORITY OF INDIA

Address:

S/O: Parmeshwar Kedia, bangla
garh, Neem chowk, Darbhanga
POST- LAL BAGH, Darbhanga,
Darbhanga,
Bihar - 846004

84 15 7616 3385

MEERA AADHAAR, MERI PEHACHAN

स्थायी लेखा संख्या /PERMANENT ACCOUNT NUMBER

AEJPK5244B



नाम /NAME

OM PRAKASH KEDIA

पिता का नाम /FATHER'S NAME

PARMESHWAR PRASAD KEDIA

जन्म तिथि /DATE OF BIRTH

21-01-1952

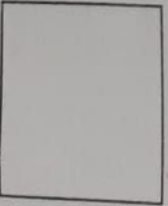
हस्ताक्षर /SIGNATURE

Om Prakash Kedia

MLK

आयकर आयुक्त, पटना

COMMISSIONER OF INCOME-TAX, PATNA



FORM 'B'
(See Clause 5)

LICENCE TO CARRY ON BUSINESS OF A DEALER IN SEEDS

License No 76/2017 Date 24/11/2017

Subject to the provisions of seed (Control) Order, 1983 and to the terms and conditions of the license Sri मेसर्स मिथिला ट्रेडर्स is hereby granted license to sell, export, import and store for the said purposes of seeds.

2. The licensee shall carry on the afore-said business प्रो- ओमप्रकाश केडिया, रिलायंस फुट प्रिंट के पीछे राजकुमारगंज, मिर्जापुर जिला- दरभंगा the details of boundary of places for storage and sale appear below.

Place of Storage	Place of Sale
रिलायंस फुट प्रिंट के पीछे राजकुमारगंज, मिर्जापुर जिला- दरभंगा खाता सं०- 757, प्लॉट सं०- 8191, 8192, 8193, 8194, 8195, 8186, 8166	रिलायंस फुट प्रिंट के पीछे राजकुमारगंज, मिर्जापुर जिला- दरभंगा खाता सं०- 757, प्लॉट सं०- 8191, 8192, 8193, 8194, 8195, 8186, 8166
पुरब - नीज	पुरब - नीज
पश्चिम - सड़क	पश्चिम - सड़क
दक्षिण - सड़क	दक्षिण - सड़क
उत्तर - मनीमूषण सिंह	उत्तर - मनीमूषण सिंह

Date: 24/11/2017

Seal: 660 - 9/3076/9/13030 - 60/2017 - 7005

(Signature)
Licencing Authority
Director of Agriculture
Bihar, Patna

TERMS AND CONDITIONS OF LICENCE

- The license shall be displayed at a prominent and conspicuous place in a part of the business premises open to the public.
- The holder of the license shall comply with the provisions of the seed (Control) order, 1983 and the notifications issued there under and for the time being in force.
- This license comes into force with immediate effect and shall be valid upto..... 23/11/2020 Unless previously cancelled or suspended.
- The holder of the license shall from time to time report to the licensing authority and change in the premises where he carries on his business of sale, export, import or storage for the said purposes seeds.
- The license shall give every facility to the licensing authority or any other officer acting under his authority for the purpose of inspecting his stock in any shop, depot or godown or other place/places used by in him for the purpose of storage. Sale or export of seed.
- Separate license should be obtain if business is carried more than one place (For each place separately).

