

User Manual for Applying for Grant of License under Option 2 **(Simplified Procedure)**

Step 1: Enter the URL <https://www.manakonline.in/MANAK/login> in Mozilla Firefox web browser.

Step 2: Click on the Conformity Assessment (Manakonline) tab as shown in Fig.1

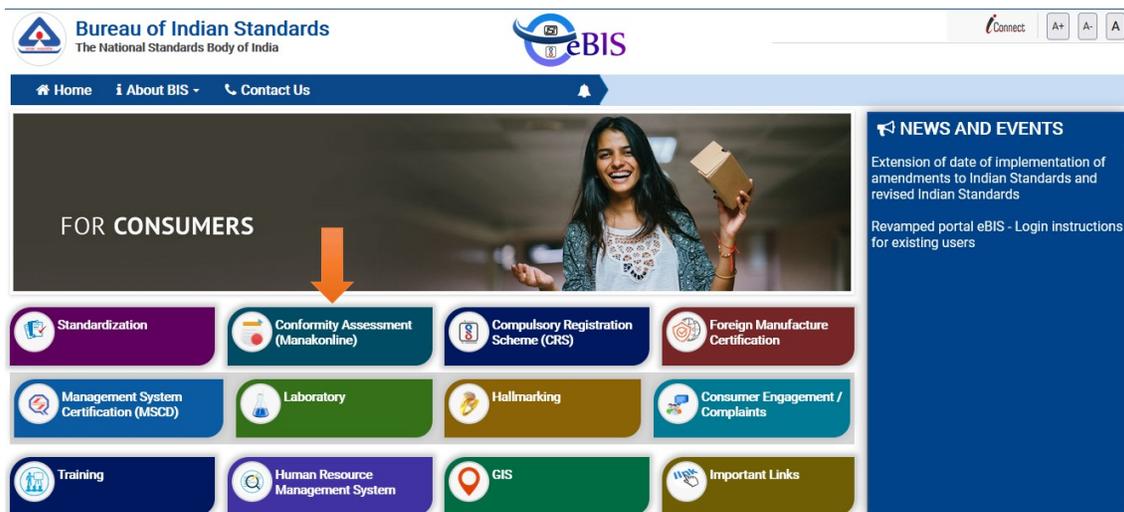


Fig.1

Step 3: Click on LOGIN tab as shown in Fig.2

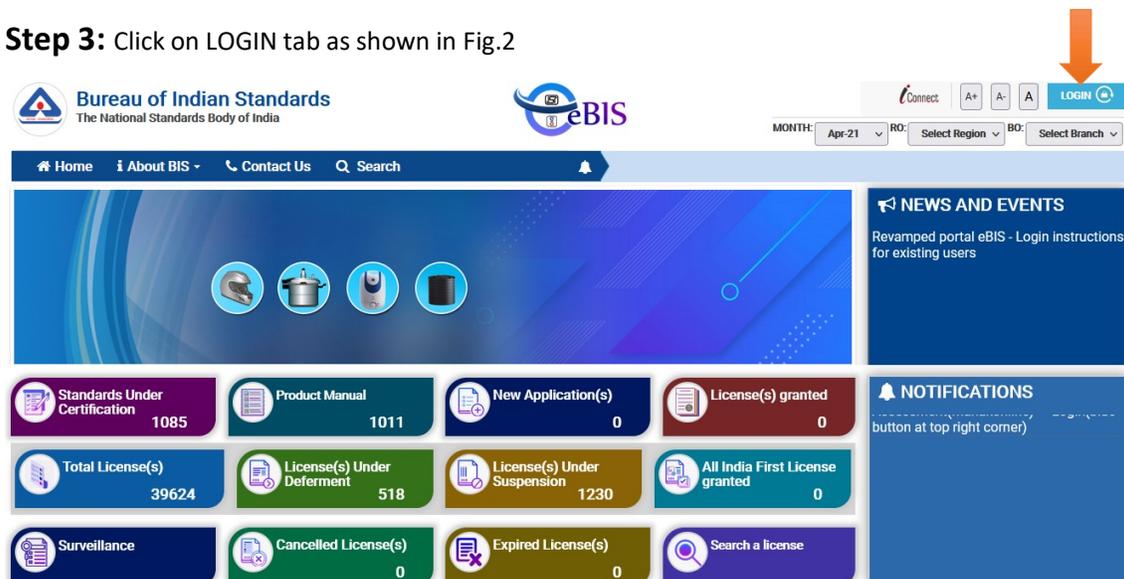


Fig.2

Step 4: Enter the Username, Password, Captcha and click on Sign in tab as shown in Fig.3

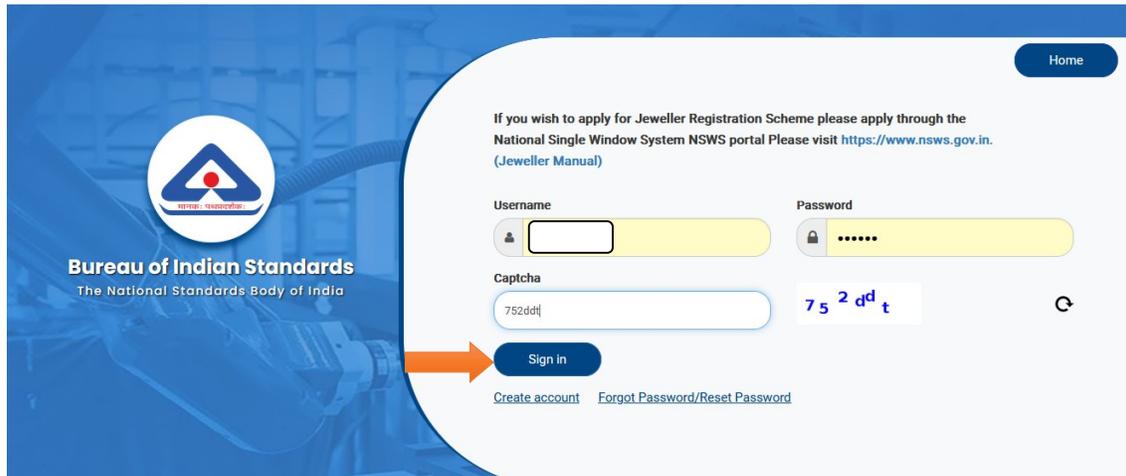


Fig.3

Step 5: Click on the Product Certification as shown in Fig.4

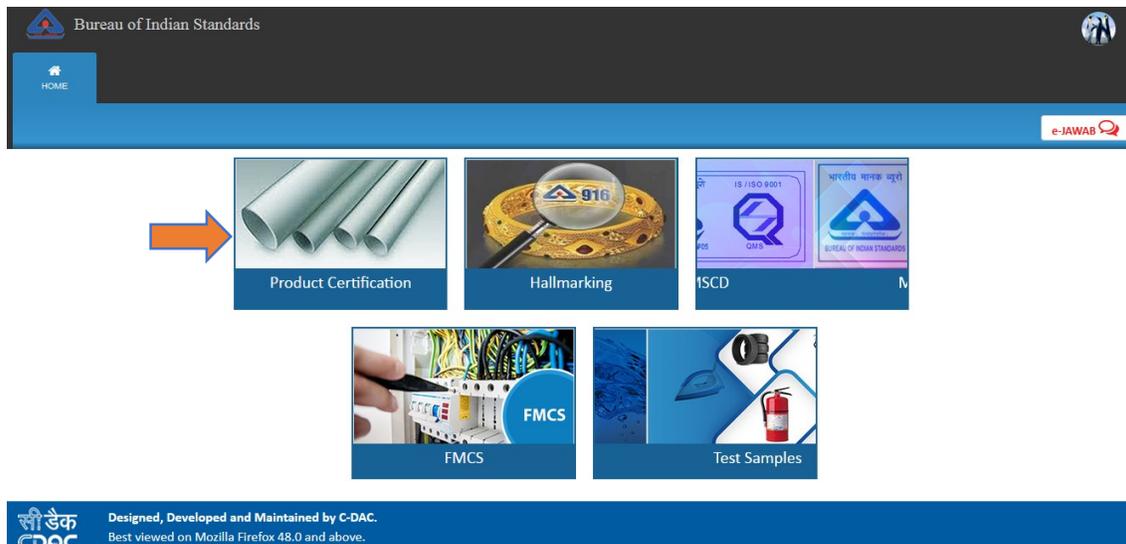


Fig.4

Step 6: Click on 'Here' link against Organization profile to fill the same as shown in Fig.5

Bureau of Indian Standards

HOME DASHBOARD EFFICIENCY INDEX EFFICIENCY INDEX EMPLOYEE FMS PRODUCT CERTIFICATION

Welcome Nitin Varshney

User Guidelines [User Manual](#)

Organisation Profile Your Profile is **100%** complete. Click [here](#) to edit your Organisation profile

New Licence Application [Apply for new licence](#)
(If you wish to apply under Simplified Procedure for Grant of License, please generate a test request through the [Test Samples](#))
(Pre-applicant sample(s) submission through online e-BIS/ManakOnline portal [Click Here](#))

Submitted Applications **1** Applications [View](#) **Fee Due**

Licences **0** Licences [View](#)

Draft Applications **6** Applications [View](#)

Fig.5

Step 7: In case you have not entered your organisation profile, please fill up the organisation profile as shown in Fig. 6.

Following Details are crucial while applying for BIS Certification License. Please fill correct details and upload corresponding documents. Incorrect details or/and documents may lead to rejection of your application.

Company/Office Profile

Organization Profile

Firm Name: *

Registration Details

Nature of Firm: Sector: *

Scale: *

Proof of Establishment of Firm: * Document(In case of Proof of Establishment of Firm): * No file selected.

Women Entrepreneur: * Yes No

Startup: * Yes No

Registration Number: Date Of Registration:

GST Number:

Business Licence Number:

PAN Number:

Office Details

CEO Name: *

Office Address: *

Country: *

State: *

District: *

City: *

Pin Code: *

Address Proof Document: * Document(Address Proof): * No file selected.

Registered Mobile Number: *

Registered Email: *

Office Email: *

Alternate Mobile Number:

Landline Number:

Factory Details

IS Factory Details Different From Office Details? Yes No

Factory Address: *

Country: *

State: *

District: *

City: *

Pin Code: *

Address Proof Document: * Document(Address Proof): * No file selected.

Registered Mobile Number: *

Registered Email: *

Factory Email: *

Alternate Mobile Number:

Landline Number:



Fig.6

Step 8: After filling all the details of the profile, click on the 'Submit' button as shown in Fig.7

Following Details are crucial while applying for BIS Certification License. Please fill correct details and upload corresponding documents. Incorrect details or/and documents may lead to rejection of your application.

Company/Office Profile

Organization Profile

Firm Name: * XYZ ✓

Registration Details

Nature of Firm: Pvt. Limited ✓ Sector: Private ✓
Scale: Medium ✓ Any Other Document (In case of MSME): * Browse... AHC 1.pdf
Document(s) issued as per MSME Development Act, 2006
Proof of Establishment of Firm: * Business Licence ✓ Document (In case of Proof of Establishment of Firm): * Browse... MARSH.pdf
Women Entrepreneur: * Yes No
Startup: * Yes No
Registration Number: xyz ✓ Date Of Registration: 04/10/2021
GST Number: [redacted] ✓
Business Licence Number: 12432 ✓
PAN Number: [redacted] ✓

Office Details

CEO Name: * MISHRA ✓ Country: INDIA
Office Address: * FHH ✓
HGV ✓
State: * ASSAM ✓ District: * CACHAR ✓
City: * PIRATAPIUR ✓ Pin Code: * 110090 ✓
Address Proof Document: * Certificate/documentary evidence from Registr... ✓ Document/Address Proof: * Browse... JUNE.pdf
Registered Mobile Number: * [redacted] ✓ Registered Email: * testmanak2@yopmail.com
Office Email: * [redacted] ✓ Alternate Mobile Number: * [redacted] ✓
Landline Number: 2345 ✓
1234 ✓
675434 ✓

Factory Details

IS Factory Details Different From Office Details? Yes No
Factory Address: * delhi ✓ Country: INDIA
ITO ✓
State: * DELHI ✓ District: * DELHI ✓
City: * DELHI ✓ Pin Code: * 110070 ✓
Address Proof Document: * Certificate/documentary evidence from Registr... ✓ Document/Address Proof: * Browse... AHC 1.pdf
Registered Mobile Number: * [redacted] ✓ Registered Email: * testmanak2@yopmail.com
Factory Email: * [redacted] ✓ Alternate Mobile Number: * [redacted] ✓
Landline Number: 1234 ✓
5434 ✓
543265 ✓



Fig.7

Step 9: Then a success message will be reflected on your screen as shown in Fig.8 after successful updation of the profile.

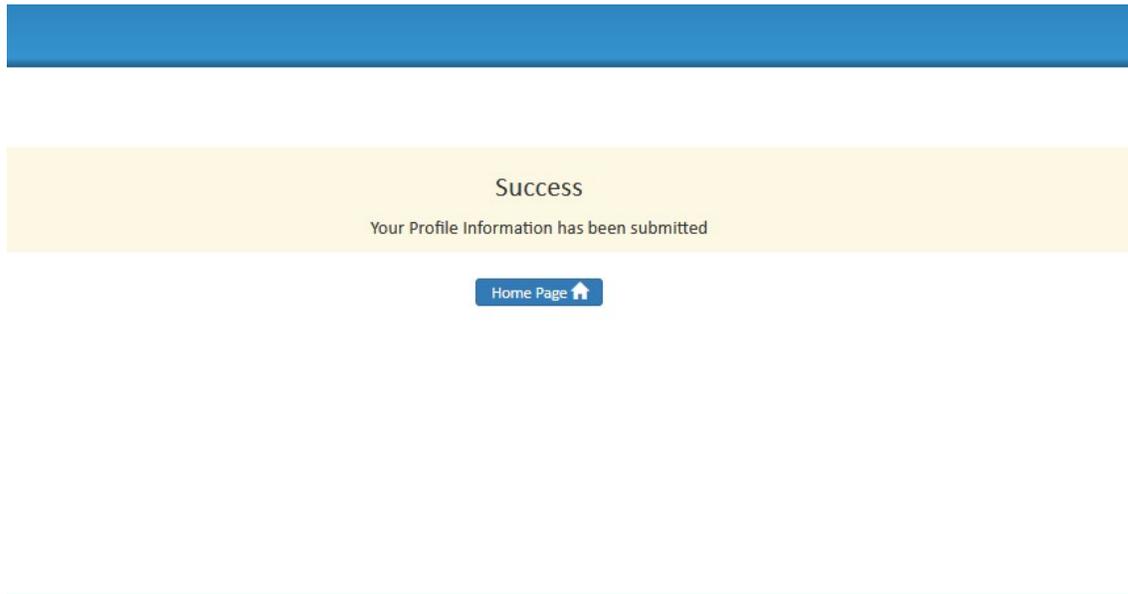


Fig.8

Step 10 (QR CODE generation procedure): Go to Applicant dashboard shown in the Fig 9 and click on the **Test Samples** Tile.



Fig.9

Step 11: Click on the **Generate QR Code “View”** section as shown in Fig.10

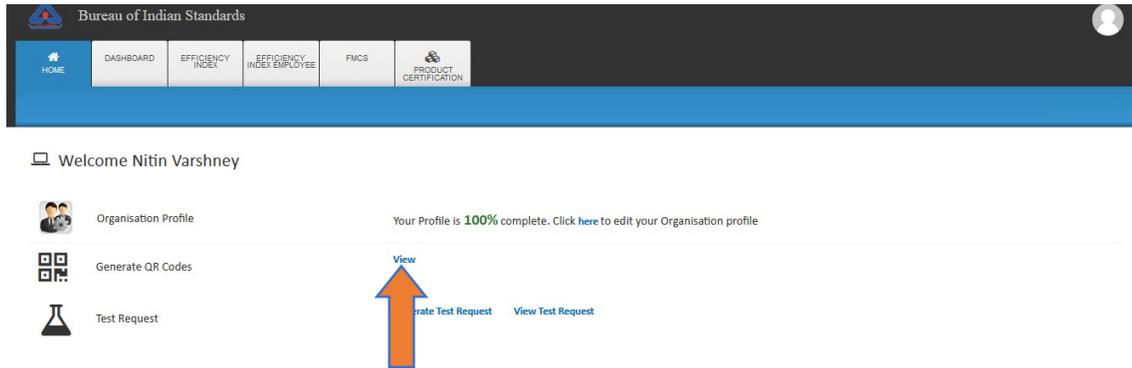


Fig.10

Step 12: The QR Code Generation page will be shown as Fig. 11.

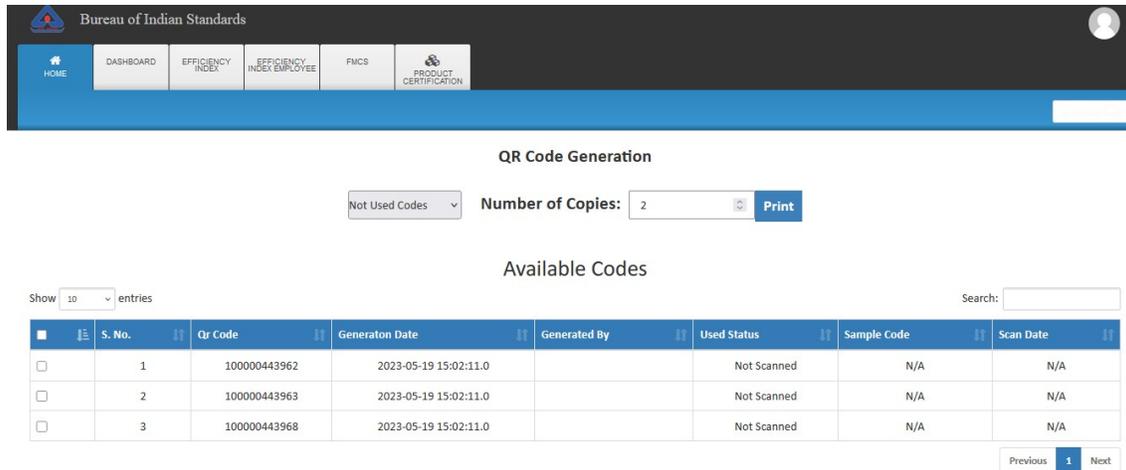


Fig. 11

Step 13.A: If sufficient codes available, user can skip the step 13.b

Step 13.B: In case either available codes are NIL or user want to create new codes, select ‘Generate New Code’ from the drop-down and click on the Generate button. After that generated QR Code will be displayed as shown Fig 12.

QR Code Generation

Generate New Code ▾ Number of Copies: 5 Generate Print

7 new Codes available for generation.

Used Codes

Show 10 entries Search:

	S. No.	Qr Code	Generaton Date	Generated By	Used Status	Sample Code	Scan Date
<input type="checkbox"/>	1	100000443960	2023-05-19 15:02:11.0		Scanned	10025040/2024/SS/2	2024-08-01 15:11:43.962
<input type="checkbox"/>	2	100000443961	2023-05-19 15:02:11.0		Scanned	10025040/2024/SS/3	2024-08-01 15:14:43.45
<input type="checkbox"/>	3	100000443965	2023-05-19 15:02:11.0		Scanned	10025040/2024/SS/5	2024-08-01 15:27:53.838
<input type="checkbox"/>	4	100000443966	2023-05-19 15:02:11.0		Scanned	10025040/2024/SS/6	2024-08-01 15:41:29.335
<input type="checkbox"/>	5	100000443967	2023-05-19 15:02:11.0		Scanned	10025040/2024/SS/7	2024-08-01 15:43:15.838

Fig. 12

Step 14 (Test Request Generation procedure): Again Go to Home Page and click on the ‘Test Samples’ tile as shown in Fig.13

Product Certification Hallmarking MSCD

FMCS Test Samples Certificate of Conformity

Fig.13

Step 15: Click on the 'Generate Test Request' as shown in Fig. 14

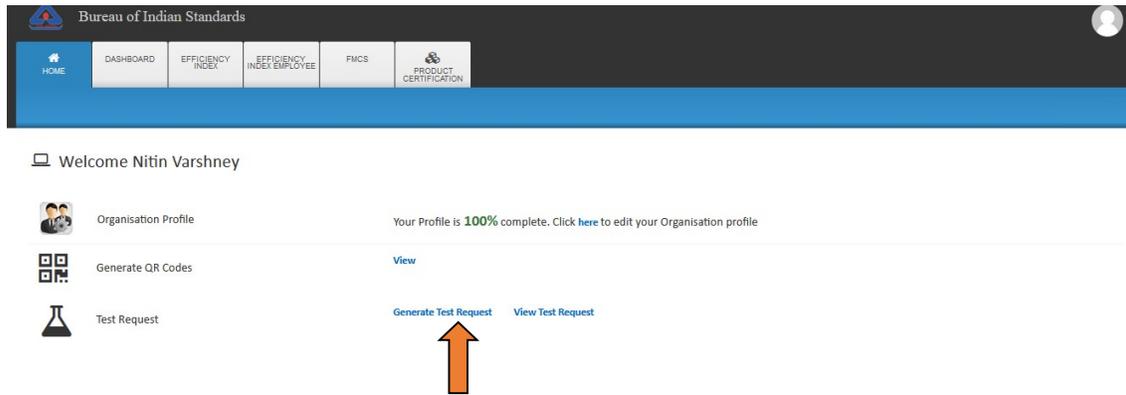


Fig. 14

Step 16: Enter the IS Number and click on the search button as shown in the Fig.15

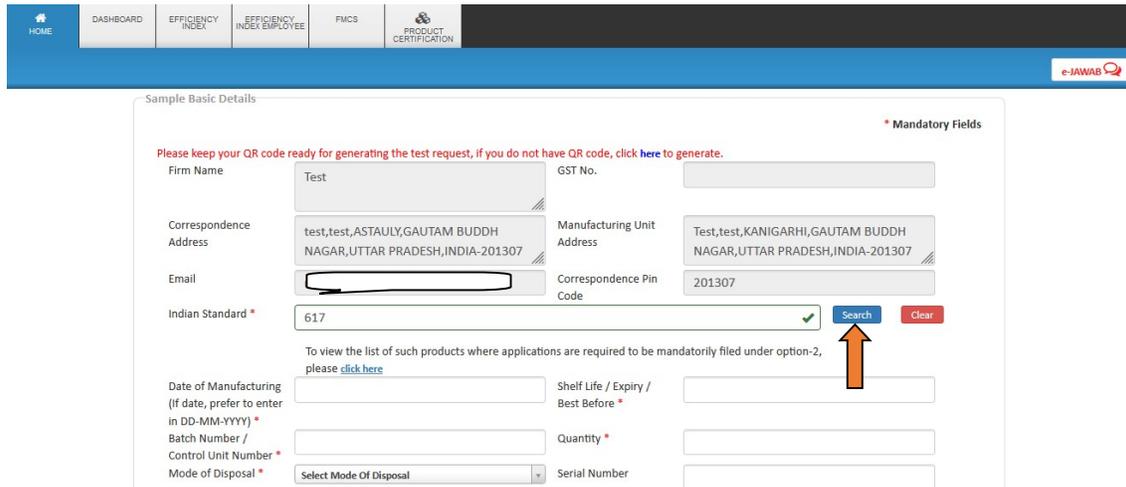


Fig.15

Step 17: A list will appear below the search button with available IS numbers. Kindly select the required IS number and version from the populated list as shown in the Fig.16.

Bureau of Indian Standards

HOME DASHBOARD EFFICIENCY INDEX EFFICIENCY INDEX EMPLOYEE FMCS PRODUCT CERTIFICATION e-IAWAB

Sample Basic Details * Mandatory Fields

Please keep your QR code ready for generating the test request, if you do not have QR code, click [here](#) to generate.

Firm Name: Test GST No.:

Correspondence Address: test,test,ASTAULY,GAUTAM BUDDH NAGAR,UTTAR PRADESH,INDIA-201307 Manufacturing Unit Address: Test,test,KANIGARHI,GAUTAM BUDDH NAGAR,UTTAR PRADESH,INDIA-201307

Email: Correspondence Pin Code: 201307

Indian Standard *
617 Search Clear

Choose the IS from the following List

- IS 617[1994][Aluminium and aluminium alloy ingots and castings for general engineering purposes]
- IS 2617[2006][Millboard, greyboard and strawboard]
- IS 3617[2022][Textiles Gents pullover knitted Specification Second Revision]
- IS 4617[1968][Grading For Linseed For Oil Milling]
- IS 6170[1971][Platinum Crucible And Lid]
- IS 6175 - PART 1[1992][Screwing Taps - Part 1 : Hand, and Short Machine Screwing Taps for ISO Metric Screw Threads Sizes M1 to M2.5]
- IS 6175 - PART 2[1992][Screwing Taps - Part 2 : Hand and Short Machine Screwing Taps For ISO Metric Screw Threads Sizes M3 to M10]
- IS 6175 - PART 3[1992][Screwing Taps - Part 3 Hand and Short Machine Screwing Taps for ISO Metric Screw Threads Sizes M3 to M68 with Coarse Pitches]

Fig.16

Step 18: Fill the remaining fields and click on the 'Check Lab Availability' as shown in the Fig.17

Please keep your QR code ready for generating the test request, if you do not have QR code, click [here](#) to generate.

Firm Name: Test GST No.:

Correspondence Address: test,test,ASTAULY,GAUTAM BUDDH NAGAR,UTTAR PRADESH,INDIA-201307 Manufacturing Unit Address: Test,test,KANIGARHI,GAUTAM BUDDH NAGAR,UTTAR PRADESH,INDIA-201307

Email: Correspondence Pin Code: 201307

Indian Standard *
IS 2617[2006]-Millboard, greyboard and strawboard Search Clear

To view the list of such products where applications are required to be mandatorily filed under option-2, please [click here](#)

Date of Manufacturing (If date, prefer to enter in DD-MM-YYYY) * 19-09-2024 Shelf Life / Expiry / Best Before * 30-10-2025

Batch Number / Control Unit Number * 123456 Quantity * 3456

Mode of Disposal * To be disposed off Serial Number 123456

Grade/Type/Variety/Size/Class/Rating * Enter the variety No file selected.

Declared Value * Browse... No file selected.

Test Required * All

Please Click On Check Lab Availability Button For Select the Lab Destination Lab *

Select Lab Type Lab Name * Select Lab Name

Check Lab Availability

Fig.17

Step 19: The new POP window will be opened as shown in the Fig. 18 and click on the Radio button Suggested Lab

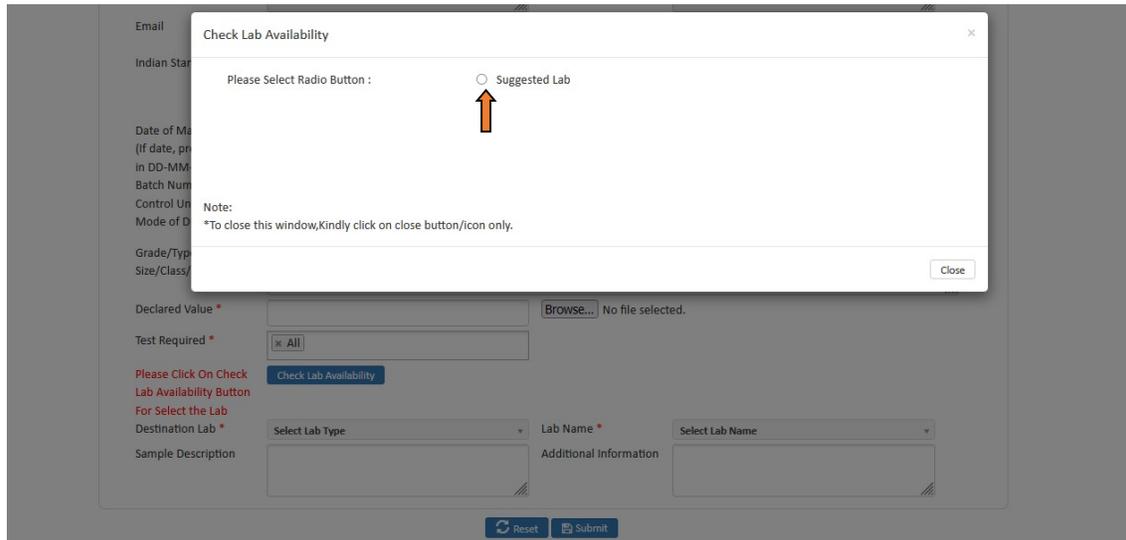


Fig. 18

Step 20: Select any of the lab and click on the Submit button as shown in Fig. 19

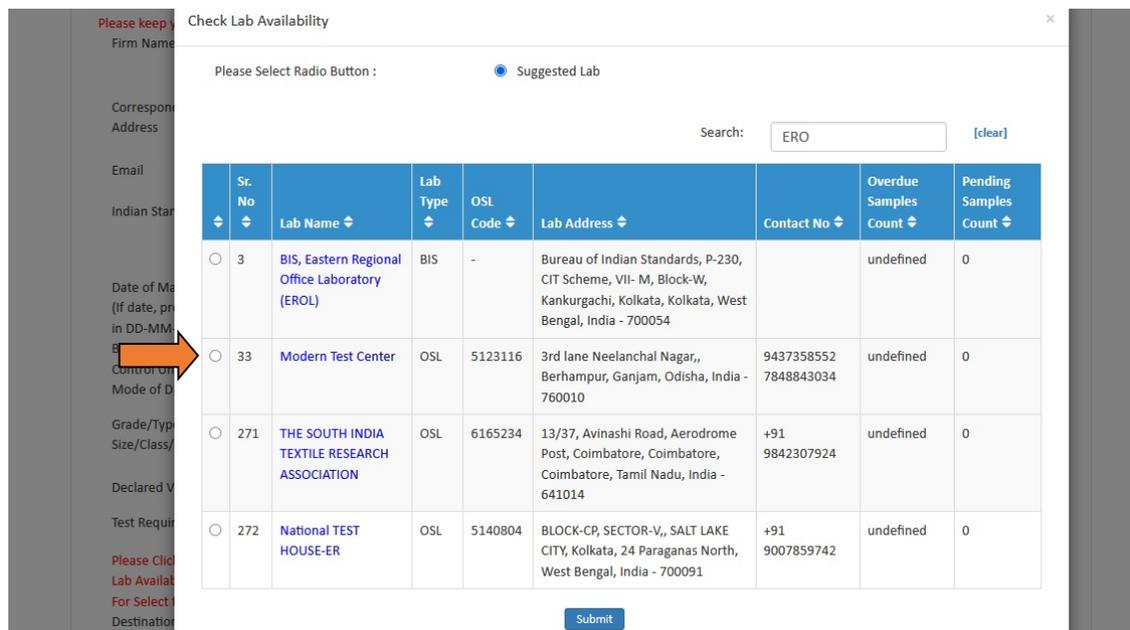


Fig.19

Step 21: Fill the remaining details and click on the Submit button as shown in Fig.20

The screenshot shows a web form with the following fields and values:

- Code: IS 2617[2006]-Millboard, greyboard and strawboard
- Indian Standard: IS 2617[2006]-Millboard, greyboard and strawboard
- Date of Manufacturing (If date, prefer to enter in DD-MM-YYYY): 19-09-2024
- Shelf Life / Expiry / Best Before: 30-10-2025
- Batch Number / Control Unit Number: 123456
- Quantity: 3456
- Mode of Disposal: To be disposed off
- Serial Number: 123456
- Grade/Type/Variety/Size/Class/Rating: Enter the variety
- Declared Value: No file selected.
- Test Required: All
- Check Lab Availability: Check Lab Availability button
- Destination Lab: BIS Lab
- Lab Name: CL
- Sample Description: Sample details
- Additional Information: additional information

At the bottom of the form, there are two buttons: "Reset" and "Submit". An orange arrow points to the "Submit" button.

Fig.20

Step 22: Please enter any of the available QR Code and click on the Submit button as shown in Fig.21.

The screenshot shows the same web form as in Fig.20, but with a modal dialog box open. The dialog box is titled "Enter QR Code Number" and contains the following text:

Enter QR Code Number *: 10000443960

Note: *To close this window, kindly click on close button/icon only.

At the bottom of the dialog box, there are two buttons: "Submit" and "Close". An orange arrow points to the "Submit" button.

Fig.21

Step 23: After that the test request will be sent to the lab as shown in Fig.22 and click on the View Test Request List for checking the status of the generated test request.

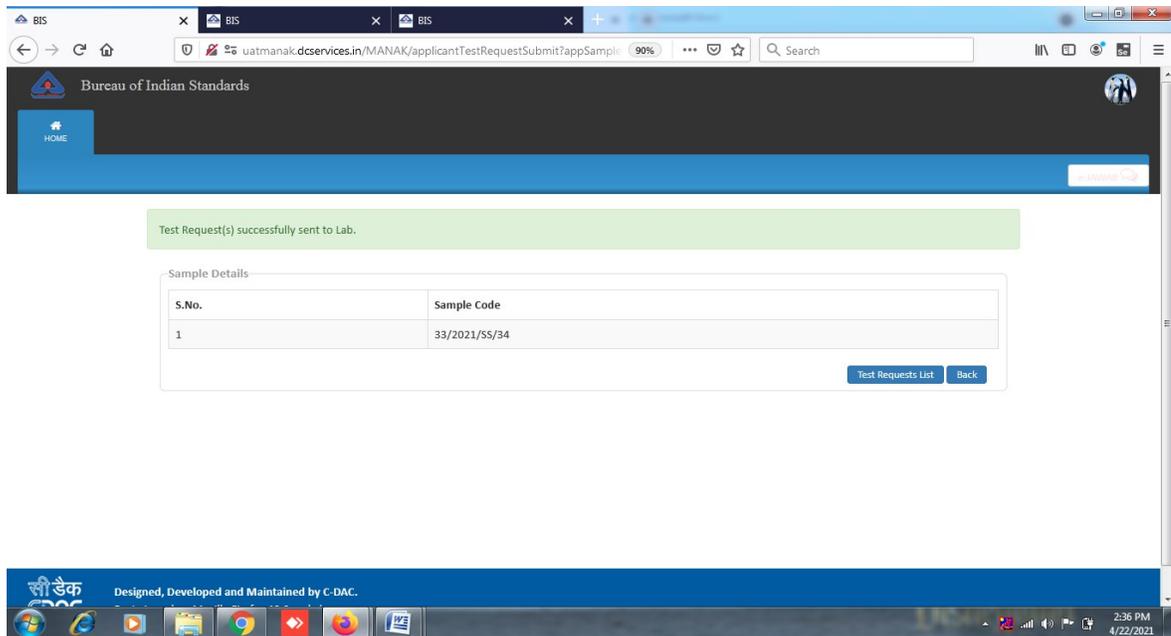


Fig.22

Step 24: The test request Details is shown as shown in Fig.23. Click on the **View** for printing the test request:

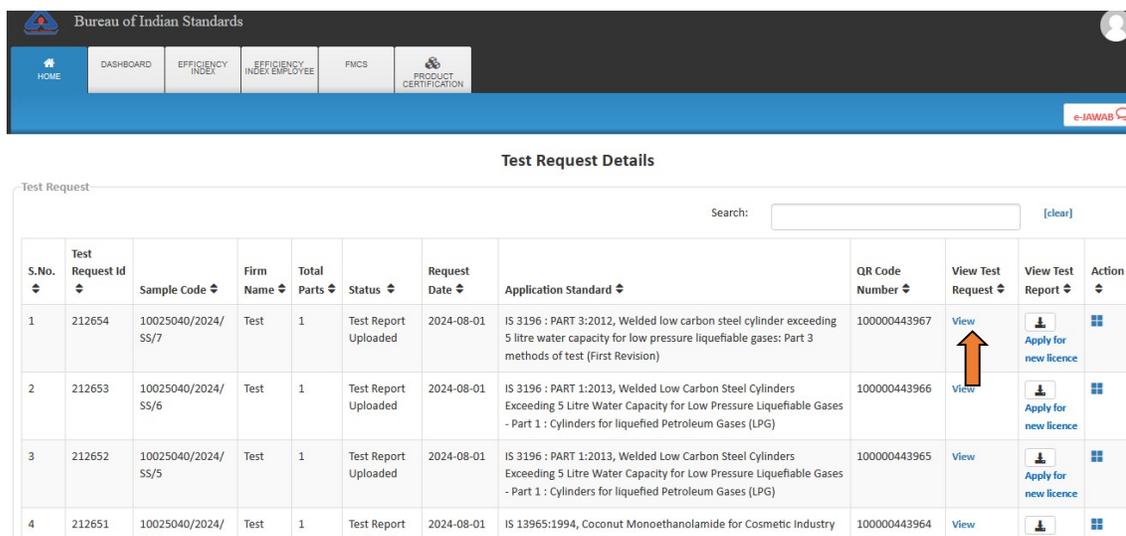


Fig.23

Step 25: You can apply for new license when the Test report is uploaded by the LAB. Click on the 'Apply for New License' as shown in Fig.24

S.No.	Test Request Id	Sample Code	Firm Name	Total Parts	Status	Request Date	Application Standard	QR Code Number	View Test Request	View Test Report	Action
1	212654	10025040/2024/SS/7	Test	1	Test Report Uploaded	2024-08-01	IS 3196 : PART 3:2012, Welded low carbon steel cylinder exceeding 5 litre water capacity for low pressure liquefiable gases: Part 3 methods of test (First Revision)	100000443967	View		Apply for new licence
2	212653	10025040/2024/SS/6	Test	1	Test Report Uploaded	2024-08-01	IS 3196 : PART 1:2013, Welded Low Carbon Steel Cylinders Exceeding 5 Litre Water Capacity for Low Pressure Liquefiable Gases - Part 1 : Cylinders for Liquefied Petroleum Gases (LPG)	100000443966	View		Apply for new licence
3	212652	10025040/2024/SS/5	Test	1	Test Report Uploaded	2024-08-01	IS 3196 : PART 1:2013, Welded Low Carbon Steel Cylinders Exceeding 5 Litre Water Capacity for Low Pressure Liquefiable Gases - Part 1 : Cylinders for Liquefied Petroleum Gases (LPG)	100000443965	View		Apply for new licence
4	212651	10025040/2024/SS/4	Test	1	Test Report Uploaded	2024-08-01	IS 13965:1994, Coconut Monoethanolamide for Cosmetic industry	100000443964	View		Apply for new licence
5	212650	10025040/2024/	Test	1	Test Report	2024-08-01	IS 1551:1991, Carbon papers for typewriter	100000443961	View		

Fig.24

Step 26: Then the application form will appear as shown in Fig.25

Online Application for Grant of License

Registration Details

Nature of Firm:	Pvt. Limited	Proof of Establishment of Firm:	Certificate of Incorporation
Sector:	Public	Scale:	Large
Registration Number:	123	Date of Registration:	01/03/2016
GST Number:		PAN Number:	
Women Entrepreneur:	Yes	Startup:	No

Factory Details

Factory Address:	Test test GAUTAM BUDDH NAGAR	City:	LODANA
District:	INDIA	State:	UTTAR PRADESH
Country:	INDIA	PinCode:	201307
E-Mailid:		Contact No.:	Mobile: 9999999999
Address Proof Type:	Lease deed showing lawful occupancy of the firm over the premises	Address Proof Document:	
Latitude:	12.0	Longitude:	12.0

Fig.25

Step 27: Select option 'Yes' if you know the Indian Standard Specification (ISS) for the product against which license is sought and choose the standard accordingly as shown in Fig.26 ([Refer Guideline on the website](#))

Latitude:	premises 38.8951	Longitude:	38.8951
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Office/Firm Details			
Firm Name:	Test	CEO Name:	Test
Firm Address:	test test	City:	ASTAULY
District:	GAUTAM BUDDH NAGAR	State:	UTTAR PRADESH
Country:	India	PinCode:	201307
E-MailId:	<input type="text"/>	Contact No.:	Mobile: 9999999999
Address Proof Type:	Certificate/documentary evidence from Registrar of firm		

Indian Standard Details	
Do You Know Indian Standard*:	Yes <input type="checkbox"/> No <input type="checkbox"/>
Indian Standard*:	<input type="text" value="617"/> <input type="button" value="Search"/>
Select Option*:	IS 617:1994[Tile:- Aluminium and aluminium allo... Option 2
Product Manual:	<input type="button" value="download icon"/> To view the list of such products where applications are required to be mandatorily filed under option-2, please click here

Fig 26

Provide the acceptance for Marking Fee and STI by clicking on the respective checkboxes and then select the Simplified procedure accordingly as shown in Fig.27

Marking Fee Details		
I hereby agree to pay marking fee to Bureau of Indian Standards after grant of licence to use the Standard Mark according to the following rates and in the manner stipulated as under :		
i) Minimum Marking fee= ₹ 46000.00		
The Actual marking fee to be calculated as under ₹ 42.60 per unit for all units 1 Unit = 1 TONNE		
ii) The marking fee is payable as follows :		
a) Minimum marking fee for one operative year payable in advance which will be carried over to next renewal(s).		
b) Actual marking fee for the first nine months of the operative period calculated on the unit rate on the production marked or the minimum fee whichever is higher shall be payable at the time of the first renewal of the licence. For subsequent renewals, the actual marking fee for 12 months period consisting of last three months of previous operative year and the first nine months of the current operative year or the minimum fee whichever is higher, shall be payable.		

Scheme of Inspection and Testing*		
SIT Details will be further notified.		

Product Varieties		
Variety applied for*	Upload Supporting Document(Maximum Size 20 MB)	Action
<input type="text"/>	<input type="button" value="BROWSE..."/> No file selected	<input type="button" value="+"/>
<input type="button" value="Next"/>		

Fig.27

Step 28: Fill the details of Top management, Technical management and Contact person Fig.28

Management Details

* Mandatory Fields

Firm's Management Details

Top Management Details

Name*	Designation*	Contact No.*	Email ID*	DIN(If Applicable)	Action
anht mishra	director	9997286284	xyx@gmail.com	Enter DIN	+

Correspondence Details

Correspondence Address Communication*: Office

Name of Contact Person*: surya

E-Mail Id*: xyz@gmail.com

Designation of Contact Person*: Assistant Director

Contact Number*: 7042128658

Kindly note that the above correspondence will be used for all communications/alerts from BIS.

Technical Management / Quality Assurance / Control Personnel Details

Name*	Designation*	Qualification.*	Qualification Document*	Experience (in years)*	Photo*	Action
rahal	technical support	btech	Browse... FeeReceipt_10815983.pdf	10	Browse... 2 001.jpg	+

Back Next

Fig.28

Step 29: Similarly, fill the details of 'Testing Equipment'. Click on 'Yes' if you want to download the excel file, otherwise click on 'No'.

Manufacturing Process

* Mandatory Fields

Raw Material Details

Raw Material (With Grade Details, if any)*	Name of Supplier*	Conformity of Material*	How Received Batches/Lots Nature of Packages*	Records maintained*	Action
aluminium foil	Ruhi Aluminium	ISI Marked / Test Report From BIS Recognized Lab	BOX	Yes	+

Do you outsource any part of the manufacturing process. (Decision on permitting outsourcing is subject to evaluation and product specific guidelines notified by the Bureau):* No

Maintenance of Hygienic conditions (Must for Food products): No

Process Flow Chart Covering all Processes of Manufacture (from Raw Material to Finished Product Stage), including Details of In-Process Controls at each stage, including for those stages which have been Outsourced*: Browse... FeeReceipt_12960811.pdf upload.pdf file(Max size 20 MB)

End-use Layout Plan of Factory*: Browse... FeeReceipt_12960811.pdf upload.pdf file(Max size 20 MB)

Manufacturing Machinery List*: Download template Browse... Communication (Required).xlsx upload Excel file(Max size 20 MB)

Production Details(Annual)

Units of Production(per MFI) & Units*	Production Value (If already in production, actual approx. value of production per annum, in ₹)*	Present Installed Capacity*
1 TONNE	12345	54321

Back Next

Fig. 29

Step 30: Then fill the production details, accept declarations and Fill the details of Brand details and click 'Next' as shown below in Fig.30

The screenshot shows the 'Packaging & Brand Details' section of the BIS application form. At the top, a progress bar indicates the current step is 4, 'Packaging Marking Branding'. The form is divided into two main sections: 'Packaging And Marking' and 'Brand Details'.
Packaging And Marking: Fields include 'Nature of Packaging' (BOX), 'Marking on article' (ISI), 'Method of Marking' (Printing), 'Quantity Per Package' (24), 'Form of Label(s)' (Browse...), and 'Batch or Code or Serial numbering for Identification' (Batch or Code or Serial numbering).
Brand Details: Fields include 'Brand Names/Trademark(s)', 'Owned by self or others' (Self), 'Registered/Unregistered' (Registered), 'Date of Registration/Introduction' (01/01/2024), and 'Upload File' (Browse...).
At the bottom of the form, there are 'Back' and 'Next' buttons. An orange arrow points to the 'Next' button.

Fig. 30

Step 31: Fill Testing and Inspection Details as on Fig. 31 then click Next Button

The screenshot shows the 'Testing & Inspection Details' section of the BIS application form. At the top, a progress bar indicates the current step is 5, 'Testing and Inspection'. The form is titled 'Testing And Inspection' and contains the following fields:
- 'Do you have in house facility for complete testing of product as per Indian Standards?': Yes
- 'List of Testing Equipment (includes measuring instruments, chemicals, Glassware etc.):': Download Template, Browse... DLO_04092024.xlsx (upload Excel file(Max size 20 MB))
- A declaration statement: 'I hereby declare that the test equipment of which details are given above are owned by me and are actually installed in the premises. I also declare that in case of grant of license, I will send intimation to BIS whenever any equipment is taken out of the premises of the firm due to any reason.'
At the bottom of the form, there are 'Back' and 'Next' buttons. An orange arrow points to the 'Next' button.

Fig. 31

Step 32: Select the QR code in the available list as shown in the Fig. 32

Test Report - Option 2 * Mandatory Fields

Test Report - Details

Test Report
Independent Test Report from BIS or BIS Recognized lab or BIS Empanelled lab: (For variety being requested, Test reports need to be submitted as per Grouping Guidelines given in Product Manual FM/Doc)

A) For Product:
*Decision of acceptance of Test Reports beyond 90 days/180 days as applicable as per Guidelines for grant of License rests with BIS.

Product variety description	QR Code	IS No.	Sample Code	Test Report Issue date	If Test report is older than 90 days/180 days, Reasons for delay	Test Report	Test report complete	Conformity of the sample as per Indian standard	Action
Select	Select				Enter Reason for Delay		Select	Select	Add
1	Aluminium	100000443960	IS 3196 - PART 1:2013	10025040/2024/SS/2	01/08/2024	NA	Yes	Yes	Edit

A1) Long Duration Tests
If long duration test is applicable in the product*: No

B) For Raw Material: (For Raw material used in Finished Product Sample Lot)
If Indian Standard requires raw material conformity*: No

Back Next

Fig. 32

Step 33: Fill Declaration & Undertaking then click on Next Button

Declaration & Undertaking * Mandatory Fields

Declaration and Undertaking

Miscellaneous Declaration

Any Statutory Permissions required for the product category*: No

Does firm intends to provide any other informations*: No

Does firm intends to submit any other request for considerations*: No

Name of Person submitting the application*: Arun

Designation of Person submitting the application*: Misc

Authorization letter of Person submitting the Application, if applicable*: Yes [Browse...](#) FeeReceipt_10965835.pdf

Weekly Offs

Weekly Offs*: Yes

Off Days: SUNDAY

Undertakings

I/We undertake to inform BIS regarding consignee details to whom product with ISI Mark will be supplied as per advise of BIS.

I/We extend all possible co-operation to the BIS Certification Officer(Or Agent Appointed by BIS) during the inspection for infrastructure verification and drawl of samples at our manufacturing premises.

The Information given in this is true to the best of my knowledge and belief. I shall be responsible for any misleading information in the application. I understand and agree that in case of any wrong information in the application, the application shall be liable for rejection. I also agree that, if the licence is granted on the basis of information which is later found to be incorrect, the licence shall be liable for cancellation.

I/We hereby confirm my readiness for the inspection of my/our factory/manufacturing unit on any day fixed by the BIS Officer after ten days from the date of the submission of application, otherwise the application shall be liable for rejection.

I Agree

Back Next

Fig. 33

Step 34: Review Application Details

Application Submission - Preview

Application General Information

Registration Details

Application Id:	88001180	User Id:	10025040
Nature of Firm:	Pvt. Limited	Proof of Establishment of Firm:	Certificate of Incorporation
Sector:	Public	Scale:	Large
Registration Number:	123	Date of Registration:	01/03/2016
GST Number:		PAN Number:	
Women Entrepreneur:	Yes	Startup:	No

Factory Details

Factory Address:	test	City:	KANGARHI
District:	GAUTAM BUDDH NAGAR	State:	UTTAR PRADESH
Country:	India	PinCode:	201307
E-MailId:		Contact No.:	Mobile: 9999999999
Address Proof Type:	firm over the premises	Occupancy of the firm over the premises	
Latitude:	38.8951	Longitude:	38.8951

Office/Firm Details

Firm Name:	test	CEO Name:	test
Firm Address:	test	City:	ASTALLY
District:	GAUTAM BUDDH NAGAR	State:	UTTAR PRADESH
Country:	India	PinCode:	201307
E-MailId:		Contact No.:	Mobile: 9999999999
Address Proof Type:	firm	Occupancy of the firm	

Contact Details

Correspondence Details:		Designation:	BSc
Name:	Office aditya	Contact Number:	0987654321
Email:	zyri@gmail.com		

Technical Management / Quality Assurance / Control Personnel Details

S.No.	Name	Designation	Qualification	Experience	Photo
1	rohith	Project Engineer	Btech	5 Years	

Manufacturing Process

Raw Material Details

S.No.	Raw material (With Grade Details, if any)	Name of Supplier	Conformity of Material	How Received Batches/Lots Nature of Package	Records maintained
1	Aluminium	Sury Enterprises	ISI Marked Report From BIS Recognised Lab	BCK	yes

Do you outsource any part of the manufacturing process. (Decision on permitting outsourcing is subject to evaluation and product specific guidelines notified by the Bureau): no

Process Flow-Chart Covering all Processes of Manufacture (from Raw Material to Finished Product Stage), including Details of In-Process Controls at each stage, including for those stages which have been Outsourced: ↓

Maintenance of Hygienic conditions: Not Applicable

Enclose Layout Plan of Factory: ↓

Manufacturing Machinery List: ↓

S.No.	Product variety Description	QR Code	Standard Number	Sample Code	Test Report Issue date	If Test report is older than 90 days/180 days,Reasons for delay	Test Report	Test report complete	Conformity of the sample as per Indian standard
1	Aluminium	100000443960	IS 3196 : PART 1:2013	10025040/2024/SS/2	01/06/2024	NA	↓	Yes	Yes

A) Long Duration Tests
If long duration test is applicable in the product: No

B) For Raw Material: (For Raw material used in Finished Product Sample Lot)
If Indian Standard requires raw material conformity: No

Declaration and Undertaking

Miscellaneous Declaration

Any Statutory Permissions required for the product category:	no
Does firm intends to provide any other information:	no
Does firm intends to submit any other request for consideration:	no
Name of Person submitting the application:	Arun
Designation of Person submitting the applications:	Msc
Authorization letter of Person submitting the Application, if applicable:	yes

Weekly Offs

Weekly Offs:	yes
Off Days:	Sunday

Undertakings

I/We undertake to inform BIS regarding consignee details to whom product with ISI Mark will be supplied as per advise of BIS.

I/We extend all possible co-operation to the BIS Certification Officer(Or Agent Appointed by BIS) during the inspection for infrastructure verification and draw of samples at our manufacturing premises.

The Information given in this is true to the best of my knowledge and belief. I shall be responsible for any misleading information in the application. I understand and agree that in case of any wrong information in the application, the application shall be liable for rejection. I also agree that, if the licence is granted on the basis of information which is later found to be incorrect, the licence shall be liable for cancellation.

I/We hereby confirm my readiness for the inspection of my/our factory/manufacturing unit on any day fixed by the BIS Officer after ten days from the date of the submission of application, otherwise the application shall be liable for rejection.

Back
Proceed to Home

Fig.34



Step 35: Later an Application Fee and Contact BIS page will open. Here select the payment mode, agree to the terms and conditions and click on 'Proceed to Payment' button as shown in Fig.35

Application Fee and Contact BIS

Contact BIS:
 Address: NITC CAMPUS, A 20 & 21, INSTITUTIONAL AREA, SECTOR 42, NOIDA
 DISTRICT : GAUTAM BUDDH NAGAR , UTTAR PRADESH - 201309
 Branch Contact No: 9999999999
 E-mail: noida_bis@noida.com
 Note: Your fee will be submitted to the bank.

Fee Details:
 Generate Notification for Fee Concessions

Relaxation Provision for NRI/NE Units by BIS
 Opt for Two Installments: No. 1

S.No	Fee Description	Fee Amount (₹)
1	Annual License Fee	₹ 1000.0
2	Application Fee	₹ 1000.0
3	Minimum Marking Fee	₹ 40000.0
4	Preliminary Inspection Charges	₹ 7000.0
5	CGST(9.0%)	₹ 4150.0
6	SGST(9.0%)	₹ 4150.0
7	Total Fee	₹ 64900.0

Payment Mode: Individual/Retail Banking With Corporate Netbanking

I agree to the Terms and Conditions
 Note: Fees can be changed at any time during application and applicant would be required to clear all the dues before Grant of License.

[Back](#) [Proceed to Payment](#)

Fig.35

➤ Applicant can select any one of the Retail Banking or Corporate Banking payment mode

Step 36: Then on Online Payment page go through the all the instructions regarding transaction charges and click on Pay Now as shown in Fig.36

Online Payment

Payment Details

Firm Name: Tnt
 Transaction Amount: ₹ 64900.00

Mode of Payment	Transaction Processing Fee
Credit Card	1.20% of the Payment Amount through Visa/Master Credit Card 2.75%+GST of the Payment Amount through American Express Card
Debit Card	0.75% of the Payment Amount for transaction up to ₹ 2000 through Visa/Master/ruPay Debit Card 1% of the Payment Amount for transaction more than ₹ 2000 through Visa/Master/ruPay Debit Card Service Taxes and other Govt Levies as applicable would be charged extra on the above 2.75%+GST of the Payment Amount through American Express Card
Netbanking	NIL

[Pay Now](#)

Fig. 36

Step 37: After completion of payment Go to Home Screen >> Product Certification >> check under Submitted Application as shown in the Fig.37

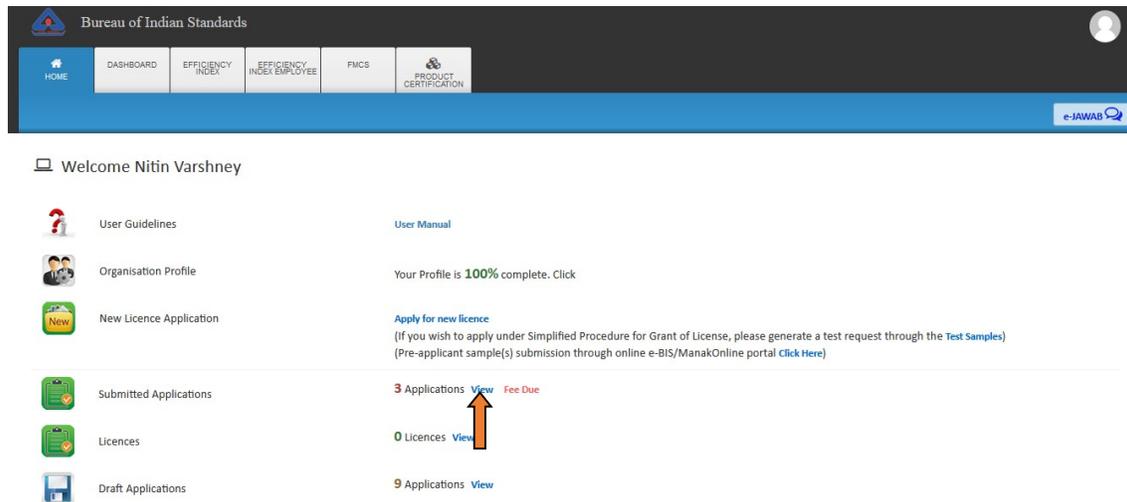


Fig. 37