Suncity Office Needs
No. 62, Ground Floor, 1st A Main,
2nd Cross, Domlur Layout, Bangalore – 560071
GSTIN: 29CTXPM6039D2Z1
+91 88846 52551
anil.suncityoffice@gmail.com
www.suncityoffice.com

Company Profile

Established in 2012, Suncity Office Needs is a Bangalore-based supplier of office stationery, housekeeping material, printing and corporate gifts. We work with companies, IT offices, schools, colleges and manufacturers, supplying their regular monthly needs and one-time requirements on a single GST invoice.

WHAT WE SUPPLY

Office Stationery
Copier paper, pens, files & folders, registers, toner & ink cartridges, calculators and desk items.

Housekeeping
Cleaning chemicals (Taski, Schevaran, Iclean), mops, brooms, tissues, soap & tissue dispensers, dustbins, garbage bags, safety items – 600+ products.

Printing
Visiting cards, letterheads, envelopes, ID cards & lanyards, brochures, flyers, standees, festive greeting cards.

Corporate Gifting
Bluetooth audio, smart watches, backpacks, bottles, lunch boxes, personal-care sets and festive hampers.

WHY WORK WITH US

30–60 days
credit for regular corporate & institutional accounts

One invoice
stationery, housekeeping, printing and gifting together, with GST

Easy ordering
WhatsApp, email, PO or online at suncityoffice.com

WHO WE SERVE

IT companies · Corporate offices · Schools · Colleges & universities · Factories & manufacturers · Hospitals · Hotels

HOW TO START

- Open an account at **www.suncityoffice.com** (Open account) or WhatsApp **+91 88846 52551**.
- Share your requirement list – we send an item-wise quotation with GST shown separately.
- Approve the quote or send your PO – we deliver with the GST invoice.

Suncity OFFICE NEEDS
Whatever you think we can do

VENDOR INFORMATION FORM
For vendor registration / vendor code creation

1. BUSINESS DETAILS	
Legal name of business	Suncity Office Needs
Type of business	Proprietorship
Proprietor / authorised person	Mr. Anil Chaudhari
Registered address	No. 62, Ground Floor, 1st A Main, 2nd Cross, Domlur Layout, Bangalore – 560071, Karnataka
Nature of supply	Office stationery, housekeeping material, printing, corporate gifting
Year of establishment	2012
2. STATUTORY DETAILS	
GSTIN	29CTXPM6039D2Z1
PAN	CTXPM6039D
State / State code	Karnataka / 29
MSME / Udyam registration no.	UDYAM-KR-03-0641213
3. CONTACT DETAILS	
Contact person	Mr. Anil Chaudhari
Mobile / WhatsApp	+91 88846 52551
Email	anil.suncityoffice@gmail.com
Website	www.suncityoffice.com
4. BANK DETAILS (FOR PAYMENTS)	
Account name	Suncity Office Needs
Bank account details	Shared directly with your accounts team on request – WhatsApp +91 88846 52551 or email anil.suncityoffice@gmail.com
5. COMMERCIAL TERMS	
Payment terms	30 / 60 days credit for approved accounts, or as per PO
Invoicing	GST tax invoice with every delivery; HSN code on each item
Delivery	Delivered to your office in Bangalore, as per order confirmation

DOCUMENTS ENCLOSED

☐	GST certificate	☐	PAN card copy	☐	Cancelled cheque
☐	Udyam (MSME)	☐	Company profile	☐	Address proof

I confirm that the above information is correct.

Signature & seal – For Suncity Office Needs

Date Place: Bangalore