

Annexure-II

TECHNICAL BID (QUALIFYING BID DOCUMENT)

1	Name of the Registered Firm / Company	
2	Status of ownership Proprietary /Partnership / Company	
3	Address of the Firm / Company (with Tel. no./ Fax no. and E-mail)	
4	Name & Address of the Proprietor / Partners / Director with mobile numbers	
5	Contact Person (s) (with mobile number)	
6	Details of EMD of Rs. 50,000/-	
7	PAN No. of the firm as allocated by the Income Tax Department	
8	Service Tax Registration Number, if applicable	
9	Details of registration with E.S.I & Provident Fund	
10	Annual turnover for 3 years	
11	No. of persons to be deployed for contract (location wise for Sl.No. 1 to 5)	
11	Licence No. obtained from Labour Commissioner	
12	List of present clients along with proof of Job order certificate.	

DECLARATION

I hereby certify that the information furnished above is true and correct to the best of my/our knowledge. I understand that in case any deviation is found in the above statement at any stage; I/we will be blacklisted and will not have any dealing with the Department in future.

(Signature of Authorized Signatory with date)

The following documents are to be furnished/ uploaded by the Service Provider along with **Technical Bid** as above:

- i) Signed and Scanned copy of **proof for payment of Earnest Money Deposit**
- ii) Signed and Scanned copy Certificates like PAN No, Service Tax Registration (if applicable), ESI, EPF Registration etc.
- iii) Signed and Scanned Copy of **Tender Acceptance Letter & Letter of authorization to submit bid.**
- iv) An undertaking (self-certificate) that the **agency hasn't been blacklisted** by a Central / State/UT Government institution and there has been no litigation with any government department on account of IT services.
- v) Signed and Scanned copy of Labour Licence obtained from Labour Commissioner.
- vi) Signed and Scanned copy of Balance Sheets of last 3 financial years.
- vii) Signed and Scanned Copy of **Technical Bid Format.**