

**Annexure I**  
**Bidders Information**  
(On Company Letter Head)

Date:

1	Name of Bidder	
2	Address for Communication	
3	General contact details viz. E-mail address, telephone no., and fax no.	
4	Whether bidder is a manufacturer OR dealer/trader, for items under this tender	
5	Type of Organisation: Government Dept. / Public Sector Undertaking / Public Limited Company / Private Limited Company / Partnership / Proprietorship / Others (Pl. specify)	
6	Location of Registered Office , in the case of Company	
7	Residential status : Indian or Non-resident;	
8	Indian Income Tax PAN Number: (Note : In case where Indian Income Tax Deduction at Source is applicable, non-availability of PAN Number will entail a higher deduction)	
9	In case non-resident, whether the bidder is having any Permanent Establishment in India, through which business transactions in India are carried out.	
10	<b>IN CASE BIDDER IS A MANUFACTURER FOR ITEMS UNDER REFERENCE:</b>	
10.1	Address of Factory:	
10.2	GST Number , if any (For Indian Bidders)	
11	<b>CONTACT PERSON'S DETAILS:</b>	
11.1	Name & Designation	
11.2	E-mail id	
11.3	Telephone No.- Landline	
11.4	Mobile Number.	

11.5	Fax number	
12	Average Annual Turnover of the business	
13	Whether the bidder falls under the category of Micro & Small Enterprises (MSE) as per the MSME Policy of Govt. of India. If YES, whether proof for the same enclosed with the bid?	

## **Annexure-II**

### **Eligibility Criteria**

(On Company Letter Head)

Date:

<b>S.No</b>	<b>Pre-Qualification Criteria</b>	<b>Required Details</b>	<b>Attached</b>
1	Average of Turnover of the bidder for the last 3 years (2021-22, 2022-23, 2023-24)	Audited Balance Sheet Copies of Work Orders/relevant document as proof, Completion Certificate for relevant submitted order/Purchase order.	Yes/No
2	The bidder and its subsidiary should be a registered entity in operation continuously for the last 3-5 years as per technical eligibility defined above. Copy of registration certificate should be enclosed in support of the above.	Attach Copy of Certificated for Registration No. , PAN , TAN, GST certificate	Yes/No
3	The bidder should meet all statutory compliances for manpower deployment and service support.	Proof for Salary slips, PF, ESIC, Bonus, etc. to be submitted confirming the compliance	Yes/No

**Note:**

- Preference will be given to agency/organization having prior experience in delivering to major corporates/MNC
- Must be able to provide the service to Pan-India locations.

**Annexure-III**  
(On Company Letter Head)

Date:

<b>Experience in Related Fields</b>				
Overview of the past experience of the Organization in all aspects related to Brand Building related				
<b>S. No</b>	<b>Items</b>	Number of Assignments during last 3 years	Order Value of each assignment in Lakhs of Rs. (Enclose copy of 2 highest orders)	Mention the name of Client/ Organization
<b>1</b>	Experience of assignments similar of nature			
<b>1.1</b>	Experience in carrying out similar assignments			
	Decision of Evaluating Committee in ascertaining “similar nature” and “similar assignment” will be final.			
	Signature of the applicant Full name of applicant			
	Stamp & Date			

**Annexure-IV**

(On Company Letter Head)

Date:

**Format for Submission Financial Bid**

S.No	Particulars	UoM	Quantity (Nos)	Unit Cost (Rs.)	Total Cost (in Rs)

NOTE:

- **Ambulance Bidder** - must submit a Brochure of Model proposed in above costing structure
- **Payment Terms:** Mention the terms

## **Annexure- V**

(On Company Letter Head)

Date:

### **Undertaking**

(Name of the Organization) hereby declare that we have no political connections and are not blacklisted by any state or central government/ department.

We understand that if any information provided in this declaration is found to be false, we will be liable for any and all consequences that may arise.

For

Authorised Signatory