

BIDDER'S PROFILE

General:

1. Name of the firm: _____
 2. Number of years in Operations: _____ (supporting document
Such as contract or work completion certificate placed at page no: _____)
 3. Turnover (Last Financial Year): _____ supporting document
Such as CA certified balance sheet placed at page no: _____)
 4. Turnover (in preceding financial year, from manpower outsourcing functions)
(Supporting document such as CA certified balance sheet placed at page no _____)
 5. Number of Manpower on roll: _____ (supporting document
Such as challans of EPF contribution placed at page no _____)
- Note: Number of Manpower on roll will be considered only on the basis of latest EPF Challan submitted.**
6. Quality Certified: _____
 - (a) ISO (supporting document placed at page no: _____)
 - (b) SA 8000 (supporting document placed at page no: _____)
 - (c) OHSAS 18001 (supporting document placed at page no: _____)
 - (d) Any other International Accreditation Certificate (supporting document
Placed at page no: _____)
 7. Site and composition of client base (Supporting documents placed at page no: _____)
 8. Annual billing per client based on Sl. No. 7 above (Supporting document such as
Billing certificate from the client placed at page no : _____)
 9. Name of the authorised person submitting the Bid Shri/Smt: _____
 10. Designation of the authorized person submitting the bid: _____
 11. Name, Designation, address and Mobile Number of alternate person: _____
 12. Address of the firm
.....
.....
.....
.....
 13. Tel.No. with STD code (O) : Fax..... R.....
 14. Mobile No. of the person submitting the bid.....
 15. Email of the person submitting the bid.....
 16. Organisation Email Id.....
 17. Website address:.....
 18. Registration & Incorporation particulars of the firm (Supporting documents placed at
page.....

- I. Private Limited: _____
 II. Public Limited: _____
 III. Any other please specify : _____
19. Name of the Director (s) :
20. Email ID of Directors (s):
21. Mobile Number of the Director(s):
22. Bidders Bank, its address and current account number:
23. Permanent income Tax number, Income tax circle.....
 (Attach the copies of the income tax returns for the last three
24. Service Tax number :.....(Supporting documents placed at page number) (please attach the copies of the service tax Registration number)
25. TIN Number:..... (Supporting documents placed at page number)
26. EPF Registration number: :.....(Supporting documents placed at page number)
27. ESI Registration number: :.....(Supporting documents placed at page number)
28. PARTICULARS OF EMD
- i) Demand Draft No:.....
- ii) Date :.....
- iii) Name of Bank :.....
- iv) Address of Bank:.....
- v) Validity of DD:.....

UNDERTAKING

1. I, the undersigned "certify-that have gone through- the terms and conditions mentioned in the bidding document and undertake to comply with them.
2. The rates quoted by me are valid and binding upon me for the entire period of contract and it is certified that the rates quoted are the lowest rates as quoted in any other institution in India.
3. I/We give the rights to the competent authority of the office of IIAS, Shimla, and Government of India to forfeit the Earnest Money/Security money deposit by me/us in case of breach of conditions of Contract.
4. I hereby undertake to provide the manpower services as per the directions given in the tender document/contract agreement.

Place:
 Date:

Signature of Bidder/Authorized signatory
 Name of the Bidder

Seal of the Bidder