

APPLICATION FORM

FOR PROVIDING MANPOWER SERVICES TO DISTRICT AUDIT OFFICE, LOCAL FUND AUDIT, BALSORE

1. Name of Tendering Manpower Service Provider : _____
2. Name of Proprietor/Partner/Director: _____
3. Full Address of Registered: _____
Office _____
Telephone No.: _____ Fax No. _____
4. Full address of Operating/
Branch Office: _____
5. Name & Telephone No. of
Authorized Officer/Person
(if any) to liaise with field office (s) _____
6. Banker of the Manpower Service Provider: _____
(Attach certified copy of statement of
A/c for last three years) with _____
Telephone Number of Banker _____
7. PAN / GIR No. _____
(Attach attested copy)
8. Service Tax /(G.S.T) Regd. No. _____
(Attached attested copy)
9. E.P.F. Registration No. . . _____
(Attached attested copy)
10. E.S.I. Registration No. . . _____
(Attached attested copy)
11. Financial Turnover of the tendering Manpower Service Provider for last 3 Financial Years.

Financial Year	Amount (Rs. Lacs)	Remarks, if any
2019-20		
2020-21		
2021-22		

12. All statutory liabilities, Taxes, Levis, Cess etc. as per table given below.

Sl No.	Type of Manpower	Monthly Rate per Person					Total per person to be released by office to the Service Provider
		Take home remuneration	E.P.F.	E.S.I.	Service Charge	Other Statutory dues, if any	
	Watchman -cum- Sweeper						

13. Additional information, if any :
(Attach separate sheet if required)

Notes:

- a. The total rate quoted by the tendering agency should be inclusive of all statutory/Taxation liabilities in force at the time of entering into the contract.
- b. The payment shall be made on conclusion of the calendar month only on the basis of no. of working days for which duty has been performed by the manpower.
- c. The authority reserves the right to annul all bids without assigning any reasons.

DECLARATION

1. I _____ Son /Daughter/Wife of Shri _____ Proprietor / Director/ Authorized signatory of the Service Provider, mentioned above, am competent to sign this declaration and execute this tender documents ;
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them.
3. The information / documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I /we, am/ are well aware of the fact that furnishing of any false information/fabricated documents would lead to rejection of my tender at any state besides liabilities towards prosecution under appropriate law.

Date:

Signature of authorized person

Place:

Full Name:

Seal :

Enclosures required

The tendering Manpower Service Providers are required to enclose photocopies of the following documents (duly attested by Gazetted Officer of the State Governments/ Central Government) **failing which their bids shall be summarily/ out rightly rejected and will not be considered any further :**

- a) Registration certificate of the applicant organization.
- b) Copy of PAN / GIR Card.
- c) Copy of the IT Return filed for the last three financial years.
- d) Copies of EPF and ESI Certificates.
- e) Copy of the Service Tax Registration Certificate.
- f) Certified extracts of the Bank Account containing transactions during last three years.