

Annexure-I

Application

Date:

To,
Deputy Director
Accounts & Administration
Quality Council of India
2nd Floor, Institution of Engineers
Bahadur Shah Zafar Marg
New Delhi-110002

Subject: Application for Engagement as Agency for Social Media Management for Safaimitra Suraksha Challenge 2021

Dear Sir,

Having examined the pre-qualification document indicating scope of works, I/We hereby submit our proposal together with all the necessary information and relevant documents for engaging us with QCI for the providing Catering Services to QCI.

The proposal is made by me/us on behalf of.....
(Company/Firm/Association of individuals) in the capacity of duly authorized to submit the proposal.

I/We understand that QCI reserves the right to reject any proposal without assigning any reasons thereof. I/We undertake that all the information furnished by me/us in the proposal is true to the best of me/our knowledge and belief. If any of the information is found to be false on subsequent verification, I/We undertake that I/We may be excluded from the list of shortlisted Firms.

AUTHORISED SIGNATORY

(Name and Designation)

Name of Firm:

Address:

e-mail id:

Contact details:

Annexure-II

Company Profile:

1	Name of the Applicant Firm	
2	Ownership	
3	Type of Organization: Proprietorship/Partnership firm/ Public Limited Company/ Pvt. Limited Company/ Limited Liability Partnership/Society/Others (please specify and attach proof)	
4	(i) PAN Number (ii) GST Number (iii) Licence Number	
5	Name and Designation of Key Management Person(s)	
6	Date & Year of establishment of firm	
7	Number of years of experience in Social Media Management	
8	Number of Permanent Employees	
9	Any other important information about the organization	
10	Details of the three similar assignments with client details and value of the service	

Financial Information

Details	Financial year 2017-18	Financial year 2018-19	Financial year 2019-20
Revenue (in INR crores)			
Profit before tax (in INR crores)			
Revenue from Social Media Management			
Other relevant information			
Mandatory supporting documents	Financial statements for the last three financial years (Please include only the sections on P&L, revenue and the assets, not statements.)		

Signature with Seal



VENDOR REGISTRATION FORM

Section No.	Sr. No.	Particular	Detail
I	COMPANY PROFILE :		
	1.	Name of the Organization * (As appearing on PAN Card)	
	2.	Registered Office Address *	
	3.	Address for Billing Office & Address *	
		Name of Contact Person *	
		Contact No. *	
		Mobile No.	
		E mail ID *	
	4.	Name of Contact Person (Finance & Accounts) *	
		Contact no.	
		Mobile no.	
		E mail ID *	

II	STATUTORY DETAILS:		
	1.	GST Details: -	

		Whether Registered Assessee (Yes or No)	
		If Yes: -	
		GSTIN Number # *	
		Type of Assessee	
	2.	MSME	
		Whether Registered under MSME (Yes or No) *	
		If Yes: -	
		MSME Registration No. and validity date # *	
	3.	Permanent Income Tax No. (PAN) # *	
	4.	<u>NATURE OF ENTITY:</u> * PROPRIETOR/PARTNERSHIP/ LPP/ PRIVATE LIMITED /PUBLIC LIMITED/GOVERNMENT	
	5.	WHETHER FUNCTIONING IN A SPECIAL ECONOMIC ZONE. (SEZ) (YES/ NO) *	

III	BANK DETAILS: -		
		Name of Bank	
		Address of Bank	
		Bank Account No.	

		IFSC Code	
		SWIFT CODE (If party's billing address is outside India)	

Declaration by Director/ Proprietor/ Partner:

I/We declare that the information furnished above are correct to the best of my/our knowledge / belief.

I/We undertake to inform you of any change in above particulars at the earliest.

Date:

Place:

Signature

Name & Designation

* Mandatory Field # Attachment of Proof