

ANNEXURE – A

APPLICATION FORMAT FOR AGENCIES TO CARRY OUT PRINTING WORK

| Sl. No. | Particulars | Details |
|---------|---|---------|
| 1 | Name of the Agency | |
| 2 | Head Office Address (Attach a proof of address eg. Factory Electricity Bill) | |
| 3 | Status of the Agency (Please tick) | |
| 4 | Name of the Chairperson / Director, Qualification and Telephone & Mobile number) | |
| 5 | GST Number | |
| 6 | Office Phone number | |
| 7 | FAX | |
| 8 | E-Mail | |
| 9 | Webside (if any) | |
| 10 | Registration Number (Attach Proof) | |
| 11 | PAN No. Of the Agency (Attach proof) | |
| 12 | Detailed strength of staff handling work assignment in the agency (Attach Proof) | |
| 13 | No. of year(s) of experience in the field | |
| 14 | Detail of similar assignments handled | |
| 15 | List of organizations with whom the Agency has worked in the past. (Attach proof) | |
| 16 | Any other relevant information | |

We hereby declare that the information submitted above is true to the best of our knowledge. We understand that in case any discrepancy is found in the information submitted by us our application for RFQ is liable to be rejected.

Place:

Date:

Authorized Signatory

(Tender Reference No. OICL/RO/KOL/ESTB/PRINTING/2023/01 dt. 14.02.2023)