

## APPLICATION FOR EMPANELMENT OF FIRMS, SOCIETIES OR CORPORATE BODIES

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**STATUS OF APPLICANT** :  FIRMS  SOCIETIES  COPORATE BODIES

**AREA FOR EMPANELMENT** : Consultancy Work

**Please Tick Relevant Area for Consultancy Works:**

### Type of Service

1. Detailed Project Reports
2. Socio Economic Studies/Surveys
3. Techno Economic Viability Reports
4. Valuation/ LIE
5. EPC Projects
6. IEC Activities

### Sector

1. Transport / Roads / Infrastructure
2. Energy / Renewable Energy ( Pl. specify wind/solar)
3. Food & Agriculture/ Horticulture Processing
4. IT/ITES ( Including Managed Operation Services – Onsite)
5. Core Engineering Consultancy
6. Management /MIS
7. Social Sector
8. Any Other Specific Sector



Ground Floor, Rajiv Gandhi Bhawan-2, 35, Shyamla Hills, Bhopal

**Application Form for Empanelment of Firms, Societies or Corporate Bodies For  
Undertaking Consultancy Work.**

**EMPANELLMENT FEE: RS. 5000+ GST-18%**

**A. PROFILE OF THE ORGANISATION**

1. Name of the Organization	
2. Nature of Organization	<input type="checkbox"/> FIRM <input type="checkbox"/> SOCIETY <input type="checkbox"/> PRIVATE LTD <input type="checkbox"/> PUBLIC LTD
3. Registered Address	
4. Address for Communication, if different from above.	
5. Telephone No.	
6. E-mail ID	
7. Key Contact Person & Mobile No.	
8. Registration No.	
9. PAN/TAN/Service Tax No.	
10. Turnover of the last three years in the format below	

<b>Financial Year</b>			
<b>Turnover</b>			
<b>Profit after tax / surplus</b>			

**B. INFRASTRUCURE DETAILS :**

**B.1. DETAILS OF OFFICES**

S.No.	Location & Address of centres/Offices	Own/ Rented	Name & Contact Person at the Office

**B.2 DETAILS OF Management Persons & Directors of the Company**

S.No	Name	Designation	Age	Qualification	Experience in years	Area of Experience


**B.3 Details of Fulltime Employees of the Agency**


**C. WORK EXPERIENCE**

**C.1 DETAILS OF Work Done (For last three years only): \* ( Please use separate Sheet if Required)**

S.No.	Financial year	Name of Client	Date of work order & Value of Work	Whether any other associates /parties involved	Duration	Nature of Work

\* Enclose work orders for each project.

**Note: Please provide self certified copies of the following documents:**

S. No	Description	Documents enclosed
1.	Copy of Registration	Yes / No
2.	Copy of PAN/TAN/Service Tax	Yes / No
3.	Copy of Work Orders	Yes / No
4.	Copy of Annual Reports of last three Financial Years	Yes / No
5.	Photographs of Office from inside and outside	Yes / No
6.	Articles and Memorandum of Association / Societies by laws	Yes / No
7.	Details of Promoters/ Directors/ Governing Body Members	Yes / No
8.	Letters of appreciation for past work done	Yes / No
9.	List of Reference of past clients along with contact numbers	Yes / No