

FORMAT OF APPLICATION FOR EXPRESSION OF INTEREST (EOI) - ENLISTMENT OF AGENCIES/FIRMS FOR RECRUITMENT PROCESS OUTSOURCING UNDER WBSSEDCL



PARTICULARS	INFORMATION
1. Name of the Organization/Company	
2. a) Address of Registered Office	
b) Address for communication	
3. Telephone No.	
4. E-Mail ID	
5. Name of the Contact Person & Mobile No.	
6. Name of Kolkata offices & Address with Name of Contact Person and Contact No.	
7. In case of Company, a) Registration No. :	
b) Registration Date :	
c) CIN No. :	
d) GST No. :	
8. Trade License No. with Date of Expiry :	
9. a) PAN Details	
b) TAN Details	
10. Annual Turnover of the Organization for last 3 years (FY 2014-15,2015-16 & 2016-17)	
11. Name of Bankers with Address (Documents to be enclosed)	

12. Total Valuation of Assets of the Company (Documents to be enclosed)	
13. Nature of Infrastructure including IT & Manpower (Full description to be given in detail - Separate Sheet may be enclosed)	
14. Current Assignments with details (Separate Sheet may be enclosed)	
15. Number of Order for Recruitment process executed during the financial year 2014-2015, 2015-2016 & 2016-2017 (Name of the Organization, Order Value with date in each case to be furnished along with detailed documents and completion certificates) [Separate Sheet may be enclosed]	
16. Number of order on Recruitment process executed for Govt. Departments/Central PSUs/State PSUs/Statutory Corporations/ State Govt. with order value (Exceeding 10 Lakhs in each case) with nature of recruitment process done. (All relevant endorsed documents to be enclosed with completion certificate in each case)	

Declaration:

1. I/We do certify that all information provided above is true and correct to the best of my knowledge and belief. I/We hereby declare that our proposal is made in good faith, without collusion or fraud. No forged or tampered document(s) are produced with application form for gaining unlawful advantage. We understand that WBSEDCL is authorized to make enquiry to establish the facts claimed and obtain confidential reports from clients.
2. In case if it is established that any information provided by us is false/misleading or in the circumstance where it is found that we have made any wrong claims, WBSEDCL is authorized to delist our firm/company/agency and debar us in participating in any EOI in future.
3. Our Firm/ Company/Agency has not been delisted or banned by any Govt. Department, PSU or any other Organization.
4. I/We certify that no addition/modification/alteration has been made to the Application Format.

Date:

Signature of Authorized Signatory with Seal