

**FORM-A**  
(See Clause 5)

**FORM FOR SUBMISSION OF QUOTATION**

1. Name of Firm/Society/Agency : \_\_\_\_\_

2. Registration No. and date. : \_\_\_\_\_

3. Full Address. : \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Details of manpower to be : **S/N** **Name of Post** **Group** **No. of** **Remuneration**  
outsourced. **post** **(Per month)**

<u>S/N</u>	<u>Name of Post</u>	<u>Group</u>	<u>No. of post</u>	<u>Remuneration (Per month)</u>
1	_____	_____	_____	_____
2	_____	_____	_____	_____
3	_____	_____	_____	_____
4	_____	_____	_____	_____
5	_____	_____	_____	_____
6	_____	_____	_____	_____

5. Contact No. 1. Mobile No. : \_\_\_\_\_

2. Landline No. : \_\_\_\_\_

3. e-mail I.D. : \_\_\_\_\_

6. Rate of Commission Charge offered(in %) : \_\_\_\_\_

Dated \_\_\_\_\_

Signature : \_\_\_\_\_

The \_\_\_\_\_

Name of Proprietor : \_\_\_\_\_

(In block Letter)

Seal :

**DOCUMENTS TO BE ENCLOSED.**

1. *Attested copy of Registration Certificate of the Firm.*
2. *Original Earnest Money Deposit.*
3. *GST Clearance as the case may be.*
4. *Financial Soundness certificate from the Bank where the applicant has an account.*
5. *Certificate of Caste (SC/ST).*
6. *Certificate of Police Verification.*