

District Magistrate cum Deputy Commissioner, Palamu
(District Planning Office, Palamu)

1st Floor Block -A; New Administrative Building, Medininagar 822101

Contact No.: 06562-230859,

Email: chitvan@aspirationaldistricts.in; akshaya@aspirationaldistricts.in; dpopalamau@gmail.com;

Website: www.palamu.nic.in

Tender Reference No: -
2020

Date: -7th Dec,

Very Short Expression of Interest

S.No.	Information	Details
1	Name of the work	Menstrual Hygiene Management: Supply, Installation, Operation and Maintenance of Sanitary Napkin Making
2	Period of Work	2 Years
4	Tender Cost (non-refundable)	Rs5,000.00 (In form of DD) in favour of 'District Planning Officer, Palamu' payable at Daltonganj
5	Last date and time of receipt of Tender	22.12.2020 until 01:00 PM.
6	Bid submission Place	District Planning Office 1 st Floor, Block A, New Collectorate Building, Medininagar
7	Date and Time of Bid Opening	Date-22.12.2020, 01:30 PM
8	Opening Validity of Bid	Validity of Bid: 180 days
9	Bid Opening Place	Chamber of Deputy Commissioner, 1 st Floor, Block A, New Collectorate Building, Medininagar. 822101
10	Name & address of office inviting tender	Collectorate Office Palamu, Kutchery, 822101
11	Helpline Number	+91 9867840738, +91 9997335193; ADF, Palamu

NOTE: - For further information please visit website: www.palamu.nic.in


Deputy Commissioner
Palamu

Collectorate Palamu, Jharkhand
(DISTRICT PLANNING OFFICE)
(NITI AAYOG KOSHANG)

Expression of Interest (EOI) for Supply, Installation, Operation and Maintenance of Sanitary Napkin Making and Vending Machines for a Period of Two Years

Women's health and hygiene has been one of the key concerns over the years across the world. The awareness on Menstrual Hygiene and usage of Sanitary Napkins is, in practice, absent in rural areas. Poor Menstrual Hygiene can cause fungal infections which may lead to repeated infections, cervical cancer & infertility. Reproductive Hygiene Education & Sex Education is not part of any Education System in India.

The adolescent girls get information and education on menstruation from her mother and grandmother, who themselves had practiced the unhygienic behaviors for years and thus do not see any harm in the practices of using old cloths during menstruation. By creating enough awareness regarding menstrual hygiene's importance and use of sanitary napkins, we can try preventing chronic diseases from spreading in the rural areas.

The project intends to build an enterprise model on a pilot basis in the working areas where group(s) of women would be fostered to run the business by themselves with handholding support and overall supervision by the implementing organization.

The idea is not only to supply affordable sanitary napkin but also to generate demand and create awareness among the targeted beneficiaries i.e. adolescent girls and women on the importance of personal hygiene and menstrual hygiene management in the marginalized communities, the project would involve JSLPS SHGs, Tejaswani Club, frontline workers, and other women girls group/organization formed by various department within the district. Another important aspect of the project is to develop the adolescent girls and women as entrepreneurs while tapping their potentials by imparting training for their skill diversification (one of the core functioning of the Tejaswani project) ultimately this will provide financial & societal upliftment.

District Administration, Palamu intends to invite Expression of interest (EOI) for Supply, Installation, Operation and Maintenance of Sanitary Napkin Making, and Vending Machines for a Period of Two Years. As pilot the project will be implemented in two locations, Chainpur and Hussainabad, the plan should be prepared accordingly. The site will be provided by the District Administration.

1. OBJECTIVE OF WORK :

1. To impart right knowledge and create awareness on Personal Hygiene among the women and young girls in villages through the platform of Self-Help Groups (SHGs).
2. To empower SHGs to manufacture Sanitary Napkins, promoting the same and provide market linkage to locally produce Sanitary Napkins.
3. To make available, Sanitary Napkins, to the rural women and adolescent girls at a reasonable price, through Women's Institutions.
4. To help Women Institutions increase their corpus through selling of sanitary napkins.

2. Scope of Work:

1. Installation, Operation and Maintenance of Sanitary Napkin Making and Vending Machines for a Period of One

Year plus one year additional support

- II. The project aims to provide livelihoods for the involved self-help group as well as create awareness in the district w.r.t. Menstrual Hygiene. Two sites in two blocks, namely Hussainabad and Chainpur²
- III. The proposal must include the following components:
 - a. Goal
 - b. Objective(s)
 - c. List of Activities
 - d. Timeline of Implementation (Gantt chart)
 - e. Budget
 - f. Marketing plan with forward linkage
 - g. Stakeholder analysis
 - h. Awareness Generation Strategy
 - i. Output
 - j. Phase-out and Sustainability Plan
- IV. Must include the plan of action, keeping in mind the COVID-19 scenario, to impart the capacity building program to train and make sure the usage of locally produced sanitary napkin by adolescence girls and rural women.
- V. The marketing plan should utilize the vast network of Tejaswini club women and frontline workers that the district already has
- VI. The proposal should include plans of convergence with the Education Department, Health Department as well as the Social Welfare Department.
- VII. Must report monthly the progress of the project along with sales report to District Planning Office (DPO) Palamu.
- VIII. End-to end support for self-help group.

3. Considerations while formulating the proposal (these points should be kept in mind by organization while implementing the project)

1. Beneficiaries should be adolescent girls, rural women and frontline female health workers during COVID scenarios of Palamu District.
2. Must have a road map for 3 years to make the project self-sustain.
3. Include a plan to take support from Health Department to identify frontline female health workers to work as master trainers to generate awareness among beneficiaries.
4. Must have a plan for additional 2 years to take support from the District Health Department, District Social and Welfare Department, and District Education Department to provide the installed machinery maintenance and operations costs.
5. Include a plan to take support from District Health Department, Department of Women and Child Welfare, District Social and Welfare Department, District Family Welfare Department and District Education Department to promote and market locally produced Sanitary Napkins in district.
6. Must have a plan for financial inclusions from second year like MSME inclusions for SHG

² The selected blocks are subject to revision as the district administration sees fit in the interest of the

4. Financial Requirement

1. The proposal should include a detailed budget plan for 2 years. The second year would primarily include refresher trainings, awareness generation and marketing support
2. The overall project financials would be judged on the basis of material quality, quantity, IEC and BCC (Behaviour Change Communication) activities (for promoting and branding the locally produced sanitary napkins), Continuation of services, Market platforms, handholding of Self-help group, providing continuous service to girls residential schools of district.

5. Pay-out terms and condition:

SL. No	Term of payment	% of payment
1	Advance payment within 15 days of awarding the contract	10%
2	After successful installation of Machines	30%
3	SHG formation + SHG registration and capacity building and training of SHG	30%
4	sanitary napkin production + project report of 6 months and review + capacity building of Adolescent girls and rural women	20%
5	One year of sanitary napkin production + project report of one year and review	10%
6	Completion of 2 years of project	Performance guarantee of 10%

6. Machine specifications and Requirements

1. General:

Napkin/pad consists of outer covering with sufficient number of channels for leak protection	Yes
Napkin/Pad shall have a non-absorbent barrier on one side which shall have an identifying thread or marking indicating clearly the side of the barrier	Yes
Colour of Pad	White
Adhesive back strip	Yes
Soft, comfortable, breathable, odourless, anti-bacterial, non-allergic and bio-compatible	Yes
It has 02 dies equipped with electric heaters	Yes
pH of the absorbent material of the napkin	As per IS: 1390-1011



Machine Set up requirement:

- Solar power connection for the smooth and continuous running of machine
- Double die semi-automatic setup
- DOUBLE DIE PNEUMATIC SEALING & IMPRESSION MACHINE
- AIR COMPRESSOR
- UV STERILISER
- CUTTER TABLE *
- MATERIAL FEEDING STAND
- 5 KVA ISOLATION TRANSFORMERS
- TRAINING KIT

3. Specification of Pads:

- Size of Napkin (Length*Width*Thickness) (in mm): $(200 \pm 10) * (160 \pm 5) * (10 \pm 1.5)$
- Weight of single napkin/pad (in grams): 8 ± 1 .
- Napkin/Pad should have uniform thickness throughout without any wrinkle or distortion.

4. Specification on material

- Absorbent Filler material: cellulose pulp, cellulose wadding
- Absorbent filler shall be free from lumps, oil spots, dirt or foreign material
- The covering of the absorbent filler shall be of a good quality poly perforated film sleeve, gauze or non-woven fabric with sufficient porosity to permit the assembled pad to meet the absorbency requirement

5. Specification of Packing and Marking

- Primary Packing (6 – 8 Nos. of Pads in a pack)
- Printing on primary packing include logo in four colours using weather proof ink, name, manufacturers, license no., address, length, dimensions, Lot/batch No., Date, month & year of manufacture, date, month & year of expiry, Number of napkins, advice for storage
- Secondary Packing
- Number of Primary packages in Secondary Package
- Printing on secondary packaging include generic name of product, Lot/batch No., Date, month & year of manufacture, date, month & year of expiry, manufacturer's name & address, number of primary packages, gross weight, instructions for storage, disposal instructions, method of use and indication as to which side is absorbent etc.

6. CERTIFICATIONS

- Submission of Test Report to the buyer on form 39 or form Central Govt/NABL/ILAC accredited lab Test Report to prove the conformity to declared specification at the time of supply
- Certificate available: Yes
- Product conformity certificate is to be provided to the buyer: Yes

OEM MANUAL & TRAINING

Provision of OEM manual to the SHGs and initial training for machine operations

8. MAINTENANCE

Periodic routine and breakdown maintenance of the Sanitary napkins manufacturing machines at sites

9. PROVISION OF RAW MATERIALS

Suitable raw material (wood pulp, top layer, back layer, gum, packing cover, etc) for 8 hours operations per day to be provided on monthly basis (30 days in a month) till one year. In the second year, the SHG group would be able to bear the cost of the raw material.

10. PROVISION OF SANITARY NAPKIN VENDING MACHINE

To provide good quality, coin operated sanitary napkin vending machines and solar power connection, to ensure the smooth running of unit, with a proper sanitary napkin waste management detail.

7 INSTRUCTIONS TO ORGANIZATIONS:

1. Eligibility of the Organizations

		Qualification Criteria
01	Eligibility	<ol style="list-style-type: none">1. The Bidders shall be either a company incorporated under the Companies Act, 2013 or the Companies Act, 1956, or a Trust established under Indian Trust Act, 1882 or a Society established under Indian Societies Registration Act, 1860, and no other entity. Consortium in any form is not allowed.2. The Bidder/Agency should be registered with the GST/PAN/ TAN Number.3. The Bidder/Agency should be positive net worth for each of the last financial year.4. The Bidder/Agency should have an average turnover of 10 lakhs in the last three financial years.5. The Agency should have updated GST return and IT return for the last three financial years issued by the Department.6. Experience of Similar Work - Original Work Orders/ Distribution Orders or any similar kind of document to prove authenticity along with the phone number of Client (Preference will be given to the work done with Gov/ Any State Govt/ District Administration/ Government Agency)7. The firm should have not been blacklisted by any government or any other donor/partner organization in the past. (Declaration to be given in the form of affidavit).8. The Agency should have office in Jharkhand. In case of agency as no presence in Jharkhand, Agency shall furnish an undertaking that an office shall be opened in Jharkhand with sufficient personnel - Conv of Electricity

		Bill, Tax Bill or Copy of the Agreement to be attached. 9. Copy of Power of Attorney in the name of the Authorized signatory
02	Right of authority to accept or reject any EOI	The authority reserve following rights without any kind of liability. 1. To accept or reject any part of any EOI/Entire EOI or all the EOIs without assigning any reason thereof. 2. Not to proceed ahead in the process at any stage without assigning any reason thereof.
03	Evaluation of offers	EOI would be evaluated based on the quality of their proposal, Uniqueness and cost effectiveness.
04	EOI Validity	180 days from the submission date.

2. Contents of the Eoi as Annexure

- i. Format for Covering Letter for the Proposal
- ii. Format for Affidavit on not being blacklisted
- iii. Format for Organization Details
- iv. Project proposal
- v. Proposed working of the project with time lines suggested
- vi. Marketing plan and supply and demand creation proposal
- vii. IEC and BCC activities details and material

3. Evaluation of Bids

Evaluation Criteria for Organization (Maximum 100 Marks)

Sr.No	Parameters	Max. Mark
Part A: Technical Proposal (20 marks)		
A.1	i. Empaneled with State/ central / PSU for training program provided to Youths and formation of SHGs training and Linkage for livelihood under Government in the past 3 financial years i. Working with Jharkhand Govt.	5
A.2	i. Certification/Work order of conducting capacity building programs and livelihood-oriented programs in past. ii. Work order of Installation of Sanitary Napkin manufacturing unit with raw materials, minimum 1 Govt. work order	10
A.3	Average turnover of the organization and experience in doing government projects	5
Part B: Technical Presentation before the Selection Committee		

	<u>Presentation requirement:</u> <ul style="list-style-type: none"> • Project proposal • Livelihood orientation • Detail of target beneficiary's mobilization and reporting • Monitoring and evaluation • Financial implications • Cost-benefit analysis • Marketing Proposal • 1-year implementation and additional 1-year support • 3-year sustainability plan 	40
Part C: Financial Bid (40 marks)		
	Financial bid should be submitted in a sealed envelope and only organizations qualifying technical round will be shortlisted for the final round.	40

- I. After the evaluation of Proposals under Part A, department would announce a list of Shortlisted Organizations, who will be invited to make a Technical Presentation before the Selection Committee constituted for selecting Organizations for empanelment as nominated organization.
- II. The organization scoring the highest sum will be selected.

4. Terms & Condition

1. Offers Invited in Two Bids

All agencies are required to submit their Technical and Financial offers in to covers (in duplicate) as under:

- A. First Envelope shall be named as "TECHNICAL BID EVALUATION: – Menstrual Hygiene Management." PLEASE DO NOT OPEN BEFORE 01:30PM ON 22nd Dec, 2020" and contain the following documents: -
 - I. Name of the firm with full address & contact no.
 - II. Documents duly completed and signed but without indicating the rates.
 - III. Agency should provide the AoA (in case of registered firm), Bylaws and certificate of registration (in case of Pvt Ltd. and LLC) and Partnership Deed (in case of partnership deed). Incorporation certificate must be provided.
 - IV. Provide the copy of PAN TAN and GST registration number.
 - V. Provide the copy of the audited P&L statement/Balance sheet/Net worth of the company and certified from the CA
 - VI. Provide Documentary proof of GST returns issued by GST Department and IT RETURN copy for the last three financial years.
 - VII. The Agency should provide affidavit in original for non-engagement in fraudulent corrupt practice, non-blacklisting in any Govt./PSU in the last three financial years.
 - VIII. PowerPoint presentation of brief operation plan showing proposed activities to be carried and the cost of the project.
 - IX. List of similar work done by the bidder with complete address and details of contact person of the organization with phone number.
 - X. Specifications of the machines/ components/ equipment to be installed along with a comparative analysis of at least 2 other corresponding competitors in the market (attach same document in the Section B of bid submission along with rates of both).
- B. Second envelopeshall be named as "FINANCIAL BID EVALUATION: Menstrual Hygiene Management – PLEASE

- I. Unit Rates of all commodities/ machines/ equipment/ components should be quoted in INR (along with a comparative analysis of at least two other corresponding competitors, inclusive of all types of Government Taxes, Freight, Packing and other expenses on the official letter pad of the Organization. On the basis of Unit Rates proposed by the bidder/ agency, total rate has to be calculated by the bidder.
- II. Conditional or incomplete applications will not be accepted.
- III. Price bid of all those bidders will be considered for opening whose offer is complete and technically sound.
- IV. The items should be supplied under guarantee for a period not less than two years towards any manufacturing defects.
- V. The applicant may enclose copies of the orders received, if any from government/semi government organizations in the recent past for the subject stores along with the tender. Such bidder will be preferred.
- VI. The undersigned reserves the right to reject the tender partially or fully without assigning any reason.
- VII. Purchase committee also reserves the right to relax any term and condition in the government interest.
- VIII. Quantity of requisite items may increase or decrease as per the requirement.
- IX. The rate quoted shall be valid for a period of one year after the date of opening of bid.
- X. Defective items will not be accepted.
- XI. The norms of Jharkhand Procurement Policy, 2014 will be entertained.
- XII. The second envelope should be inside the first envelope.

C. LATE BID:

Any bid received by the district planning office after the stipulated time and date for the receipt of bids prescribed in this document will be rejected and be returned unopened to the Agency.

D. APPOINTMENT OF CONSULTING AGENCY

a. AWARD CRITERIA

The District Administration will award the Contract to the successful Bidder(s) whose proposal has been determined to be substantially responsive and has been determined as the most responsive bid, i.e., has secured highest overall score as per the process outlined.

b. RIGHT TO ACCEPT ANY PROPOSAL & TO REJECT ANY OR ALL PROPOSAL(S)

The District Administration reserves the right to accept or reject any proposal, and to annul the tendering process / Public procurement process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or bidders of the grounds for the District Administration's action.

c. NOTIFICATION OF AWARDS

Prior to the expiration of the bid validity period, the District Administration will notify the successful bidder in writing or by fax or email, that its proposal has been accepted. In case, due to some unforeseeable circumstances, the tendering process is not completed within the bid validity period, the District Administration may like to request the bidders to extend the validity period of the bid.

The notification of award will constitute the formation of the contract. Upon the successful bidder's furnishing of Performance Bank Guarantee, the District Administration will notify each unsuccessful bidder.

d. PERFORMANCE GUARANTEE:

The District Administration will require the selected Bidder to provide a Performance Bank Guarantee (PBG),

within 15 days from the Notification of award, for a value equivalent to 10% of the total cost of the assignment. The Performance Guarantee should be valid for a period of 24 months initially. The Performance Guarantee shall be renewed as and when required and kept valid for a period of three months beyond the completion of the project and Warranty period. The Performance Guarantee shall contain a claim period of three months from the last date of validity. The selected Bidder shall be responsible for extending the validity date and claim period of the Performance Guarantee as and when it is due on account of non-completion of the project and Warranty period. In case the selected bidder fails to submit performance guarantee within the time stipulated, the District Administration at its discretion may cancel the order placed on the selected bidder without giving any notice. The District Administration shall invoke the performance guarantee in case the selected Agency/Vendor fails to discharge their contractual obligations during the period or the District Administration incurs any loss due to Agency/Vendor's negligence in carrying out the project implementation as per the agreed terms & conditions.

e. SIGNING OF CONTRACT

Post submission of Performance Bank Guarantee by the successful bidder, the District Administration shall enter into a contract with the successful bidder incorporating necessary details of scope of work, deliverables, timeline, payment schedule, pre-bid clarifications, and resource person's deployment, the financial proposal of the bidder and other clauses as necessary.

f. FAILURE TO AGREE WITH THE TERMS & CONDITIONS OF THE EOI

Failure of the successful bidder to agree with the proposed Contract Terms and Terms & Conditions of the EOI shall constitute sufficient grounds for the annulment of the award, in which event the District Administration may award the contract to the next best value Bidder or call for new proposals from the interested Bidders. In such a case, the District Administration shall invoke the PBG of the most responsive bidder.

E: FORCE MAJEURE:

i. DEFINITION:

In this Clause "Event of Force Majeure" means an event beyond the control of the District Administration and the Consulting Agency, which prevents either Party from complying with any of its obligations under the Contract, including but not limited to:

1. Acts of God (such as, but not limited to, fires, explosions, earthquakes, drought, tidal waves and floods); war, hostilities (whether war be declared or not), invasion, act of foreign enemies, mobilisation, requisition, or embargo;
2. Rebellion, revolution, insurrection, or military or usurped power, or civil war;
3. Riot, commotion, strikes, go slows, lock outs or disorder, unless solely restricted to employees of the Consulting Agency; or Acts or threats of terrorism.

ii. CONSEQUENCES:

1. Neither the District Administration nor the Bidder/Agency shall be considered in breach of the Contract to the extent that performance of their respective obligations (excluding payment obligations) is prevented by an Event of Force Majeure that arises after the date of signing of contract.
2. The affected Party prevented from carrying out its obligations under the contract shall give notice to the other Party of an Event of Force Majeure upon it being foreseen by, or becoming known to, the affected Party.
3. If and to the extent that the Bidder/Agency is prevented from executing the Services by the Event of Force Majeure, the Bidder/Agency shall be relieved of its obligations to provide the Services but shall endeavour to continue to perform its obligations under the Contract so far as reasonably practicable and in accordance with Good Operating Practices, [PROVIDED that if and to the extent that the Consulting Agency incurs additional Cost in doing so, the Bidder/Agency shall be entitled to the amount of such Cost [COST BEING DEFINED AS HAVING NO PROFIT COMPONENT] (the Consulting Agency having taken reasonable steps to mitigate the Cost)].

4. If and to the extent that the Bidder/Agency suffers a delay in execution of the contractual services beyond the timeline fixed for each phase as a result of an Event of Force Majeure then it shall be entitled to an extension of the time for completion as may be mutually decided by both the parties.
5. The Bidder/Agency shall be entitled to payment as per payment schedule mentioned in Section 10 after grant of extension of timeline for phase completion prescribed in Section 9 read with 5.7.2.iv due to the period of interruption caused by the Event of Force Majeure.]
6. The Contract Period shall be extended by a period of time equal to the period of interruption caused by an Event of Force Majeure.

iii. **OPTIONAL TERMINATION, PAYMENT & RELEASE**

Irrespective of any extension of time, if an Event of Force Majeure occurs and its effect continues for a period of 365 days, either the District Administration or the Consulting Agency/Bidder may give to the other a notice of termination of contract, provided that if the District Administration is paying fee during Force Majeure, then Consulting Agency will not have a termination right, which shall take effect 30 days after the giving of the notice. If, at the end of the 30-days period, the effect of the Force Majeure continues, the Contract shall terminate. After termination of contract under this Sub-Clause, the Bidder/Agency shall comply with such termination provisions as may be prescribed in the contract and the District Administration shall pay the Consulting Agency an amount calculated and certified in accordance with relevant clauses of termination of contract.

F. LITIGATION:

Any dispute arising out of this EOI or the contract signed by the District Administration with the successful bidder or any other bidder participating in this procurement process shall be subject to the jurisdiction of Jharkhand High Court.

Deputy Commissioner,
Palamu

APPENDIX - I
Format - Covering Letter

To,
The Deputy Commissioner,
Palamu Jharkhand

Sub: Regarding submission of proposal for Menstrual Hygiene Management as per EOI
No _____ dated _____

This is in response to the EOI issued by District administration Palamu (Ref No.) dated

We (Name of the Organization) are keen to get selected for the project and hereby express our interest

We have examined in detail and have understood the terms and conditions stipulated in the EOI issued by department and in any subsequent communication sent by department. We agree and undertake to abide by all these terms and conditions. Our proposal is consistent with all the requirements of submission as stated in the EOI or in any of the subsequent communications from district administration.

We understand you are not bounded to accept any proposal you receive.

For and on behalf of:

Signature:

Name:

Designation: (Company Seal)

(Authorized Representative and Signatory)

Note: The Covering Letter is to be submitted by Authorized Signatory on the organization's letterhead with his/her signature and seal.

APPENDIX – II
Original Affidavit for not being blacklisted

Notarized Affidavit on non-judicial stamp paper by Company Secretary/Authorized Representative and Signatory of the Organization with his/her dated signature and company seal

I/We, on behalf of _____ (Name of organization) office at _____
do hereby declare that the above-mentioned Organization has not been blacklisted/ debarred by any State/Central Government authority / Donor Agency for breach on our part.

For and on behalf of:

Signature:

Name:

Designation:

Date: (Company Seal) (Authorized Representative and Signatory)

APPENDIX – III
Format – Organization's Details

(To be provided by Company Secretary or Authorized Signatory on Letterhead with his/her dated signature and company seal)

Sl.No	Description	Details	Document at page no
1	Name of Legal Entity		
2	Status / Constitution of the Organization		
3	Name of Registering Authority		
4	Registration Number		
5	Date of Registration		
6	Place of Registration		
8	PAN Card Number		
9	TAN number		
10	GST number		
11	Name of the Contact Person for Bid information		
12	Address of the contact person		
13	Email id of Contact Person		
14	Mobile number of contact person		
15	Official Email Id of the Organization		

For and on behalf of:

Signature:

Name:

Designation:

Date: (Company Seal) (Authorized Representative and Signatory)

APPENDIX - V

Format - Details of similar work experience in Menstrual Hygiene Management Programs till date PAN India and in Jharkhand

Sl.no	Financial Year	Number of Sanitary Pad Units set-up	Number of Livelihood/ skill based programs
1	2017-2018		
2	2018-2019		
3	2019-2020		
Total			

For and on behalf of:

Signature:

Name:

Designation:

Date:

(Company Seal)

(Authorized Representative and Signatory)

APPENDIX - IV

Format - Financial Capability Statement

(Duly signed by the Authorized Representative and certified by a Chartered Accountant)

On the basis of audited financial statements, I/We hereby submit that..... (Name of Organization), having registered office at, has annual turnover, net worth and annual turnover from skill development activities, in past three consecutive years (2017-18, 2018-19, 2019-2020), as follows:

Sl.No	Financial Year	Total Annual Turn over	Net worth
1	2017-2018		
2	2018-2019		
3	2019-2020		
Total			
Average			

For and on behalf of:

Signature:

Name:

Designation:

Date:

(Company Seal)

(Authorized Representative and Signatory)