

Empanelment of Business Associates & Organization with AITCCL

TERMS & CONDITIONS FOR EMPANELMENT OF “BUSINESS ASSOCIATES/FIRMS/ INDIVIDUALS/ EXPERTS FOR AITCCL PROJECTS”

ELIGIBILITYCRITERIA

S.No.	Criteria	Requirements
1	Who may apply	Individual/Sole Proprietorship Firm, Partnership Firm/Limited Liability Partnership, Ltd Companies, PSUs, Govt. Agencies. MSMEs and ‘Start- Ups’.
2	Qualification	Companies should be registered under the required Company’s Act, 1956. In case of partnership firm, any one of the active partners should possess such registration. MSME registered Companies and ‘Start-Ups’ working on new technology device / such Manufacturing/ Service Companies are also encouraged to apply
3	No. of Years of Experience	The Company will be required to have Five years’ experience in the relevant trade. Five years’ experience will not be applied to MSME registered Companies and ‘Start-Ups’, but they are required to give details of their Concept/Innovations/Mission/Objective/Vision (not less than 500 words).
4	No. of assignments with Government/Private sector	The Company should have completed at least five projects in the relevant sector successfully either independently or in a consortium. For MSMEs and new ‘Start-Ups’, the requirement would be a certificate from any recognized Evaluator/ Institution or Agency.
5	PAN/TAN/GST	The Applicant should confirm having PAN, TAN and GST.
6	Financial Detail	Turn Over of 2016-17 should be more than INR 250 Lakhs. ‘Start-Ups’ and MSME sector Companies should give details of their Financial bodies and Financing Institutions with the details authenticated by the concerned agency.

ANNEXURE-B: APPLICATION FORMAT FOR EMPANELMENT

I. General Information

S.No.	Particulars	Description
1		
2	Name of the Company	
3	Constitution of Firm/Company	
4	Date of Birth/ Date of Incorporation	
5	Office Address	

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S.No.	Particulars	Description											
6	Telephone Fax Email ID												
7	PAN												
8	TAN												
9	GST												
10	General Profile of the Applicant												
11	No. of Years of Experience, highlighting the segment of industry												
12	Recent photograph of the key persons along with names whose credentials are being considered for satisfaction of Qualification criteria	<div style="border: 1px solid black; padding: 5px; width: fit-content;"> <i>*To be signed across</i> </div>											
13	Name of key persons, their qualification & Age	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Name & Age</th> <th style="width: 33%;">Qualification and Institution</th> <th style="width: 33%;">Year of Qualification</th> </tr> </thead> <tbody> <tr> <td style="height: 40px;"></td> <td></td> <td></td> </tr> <tr> <td style="height: 40px;"></td> <td></td> <td></td> </tr> </tbody> </table>			Name & Age	Qualification and Institution	Year of Qualification						
		Name & Age	Qualification and Institution	Year of Qualification									
14	Turnover / Income over the past 3 years												
15	No. of assignments undertaken												

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I/we hereby apply for empanelment as Business Associate in your organisation and declare that:

1. I/We declare that the particulars furnished above are true to the best of my/our knowledge and belief, and any incorrect information furnished may lead to cancellation of my/our application for empanelment with AITCCL.
2. I/We understand and accept that empanelment shall be at the discretion of AITCCL as per requirement and AITCCL has a right to reject our application without assigning any reasons therefore.
3. I/We shall submit the reports as per standard formats prescribed AITCCL with correct and full information and without negligence;
4. If my/our application for empanelment in AITCCL is considered favorably, I/we shall abide by all the terms & conditions stated herein as well as other terms & conditions prescribed by AITCCL from time-to-time;
5. I/We understand that Empanelment as such does not guarantee award of any assignments by AITCCL.
6. I/We understand that AITCCL reserves the right to delete/cancel the empanelment/stop awarding future assignments without prior notice or assigning any reasons whatsoever;
7. I/We shall maintain secrecy of the business allotted by AITCCL
8. Under no circumstances, I/we shall use the name or logo of AITCCL in my/ our correspondence with other parties;
9. If any wrong conduct of operation is detected, I/We hereby consent that AITCCL may take steps as deemed fit;
10. I/We undertake to keep AITCCL informed of any events or happenings which would make me ineligible for empanelment as an ICT Business Associate;
11. I/We have not concealed or suppressed any material information, facts and record and I have made a complete and full disclosure;
12. I/We shall strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988";
13. I/We am/are a citizen/incorporated/registered in India;
14. I/We have not been convicted of any offence and sentenced to a term of imprisonment;
15. I/We have not been found guilty of misconduct in professional capacity; or have not been black-listed by any Govt or CPSE organization.
16. I/We have not been convicted of an offence connected with any proceeding under the Income Tax Act 1961, Wealth Tax Act 1957 or Gift Tax Act 1958 or other related Tax matters.

Date:

Place:

Signature of the Applicant
(Rubber Stamp)

(*To be signed by the individual/ authorised signatory of the firm/ company)