

No. MoES/24/1/2016-Genl.  
MINISTRY OF EARTH SCIENCES  
GENERAL ADMINISTRATION

Dated the 2.1.2017

**CORRIGENDUM**

Subject: Quotation for Service Providers for providing Secretarial manpower viz. Stenographers/Clerks/Typists/DEOa and office boys

In partial modification of this Ministry's Tender Notice dated 9.12.2016 on the above subject, it is requested that the proforma for Minimum Eligibility required for technical Bid in **ANNEXURE -P3**, may be replaced by the new proforma (Copy enclosed).



( RISHI KUMAR )  
Director (Gen. Admn)  
Tel. 24669509

**PROFORMA**  
**(Minimum Eligibility)**  
**[Required for technical bid]**

The details in respect of the company are as given under:

|   |   |   |
|---|---|---|
| 1 | Name of the company   |   |
| 2 | Year of Registration/Incorporation  |   |
| 3 | Number of Manpower as on March 31, 2016   |   |
| 4 | Annual Turnover from providing manpower during last 3 years   | FY 2013-14<br>FY 2014-15<br>FY 2015-16  |
| 5 | <p>Experience in having successfully completed similar works during the last three years as per the following:</p> <p>(d) Three similar completed works costing not less than Rs. 30 lakh in each work;</p> <p>(e) Two similar completed works costing not less than Rs.45 Lakh in each work;</p> <p>(f) One similar completed work costing not less than Rs. 60 lakh</p> <p>Note: similar works mean providing manpower in a Central Government/ State Government deptt./Offices or in PSUs.</p> | Write the applicable one for your firm. |

Yours faithfully,

Signature of the Authorized Person)

Name:

Date; Designation:

Place: Seal:

Business Address: