

Format for submission of application for electrical Audit

Sr. No	Particular	Details
1	Name of Organization	
2	Address with telephone numbers	
3	Year of establishment	
4	Status of form/company - whether company, partnership, proprietor etc	
5	Name of Proprietor, Partner, Director with cell number	
6	Registration Details of firm/company (i.e. Reg. No., validity etc.)	
7	Name and address of Bankers and solvency certificate from banker)	
8	Sales Tax number/VAT Number etc.(attached copies of registration certificate)	
9	PAN No./TAN No. (attached copies of latest income tax and sales tax clearance certificate)	
10	submit/attached audited Balance sheet/Profit & loss statement for last three years	
11	If the firm/company is registered on the panel of other Govt./GOI undertakings/Banks etc- attached their names, category, date of registration, its validity	

		sn.	Details of work	Name & address of owner	Value of the work order
12	Furnish the detailed description and value of the similar works done for:- (A) others in last three years period And (B) our & other Banks in last three years (submit certificate of performance from said organization)				
			Completion period	Actual time of completion	Name of consultant & their address
13	Furnish the names of at least 04 persons and their status who would give the certificate about the quality and performance of your firm				

Note :- All attachments/copies should be certified by the concerned agencies and/or Authority of the respective organization.

Date:-

Name & seal of firm

Placed

Signature of authorized signatory