Corrigendum

RFP Notice No. MEPMA-SEP/EDP/1/2019 for Engagement of agency for "Establishment of Enterprises through skill development for Urban Poor and their incubation in all Urban Local Bodies in Telangana State"

Response to Pre-Bid Queries

Note: The following responses were given to the queries raised by Agencies through email as suggested by officials of MEPMA during the pre-bid meeting held on 16th September 2019 at CDMA Office. These responses are applicable to the agencies those who have participated in the Pre-Bid Meeting and to those who are willing to participate, but could not attend the Pre-Bid Meeting.

S. No.	Name of the Organization	Query raised	MEPMA Responses
1	EDII	 While the brief selection process under point 1.6 mentions — "Proposals will finally be ranked according to their combined technical and financial scores as specified in Clause 5 (5.1, 5.2, and 5.3). The final evaluation point 5.3.4 says that L1 amongst the qualified technical bidder shall be awarded cluster. We would request you to consider a QCBS system for evaluation using combined technical and financial evaluation scores We would like to seek the costs 	The Bidder shall be selected based on Combined Quality cum Cost Based System (QCBS), whereby Technical proposal will be allotted weightage of 70% for Private Agency and 60% to all State and Central Government Agencies and Financial proposal will be allotted weightage of 30%for Private Agency and 40% all State and Central Government Agencies. Any Technical bid with score less than 70 marks will be rejected and their financial bids will not be opened for all Private Agencies and Any Technical bid with score less than 60 marks will be rejected and their financial bids will not be opened for all State and Central Government Agencies. Adhere to the RFP
		to be considered while arriving	norms

S.	Name of the	Query raised	MEPMA Responses
No.	Organization	at the 'unit cost of enterprise'	•
		3. Under the format for Technical Evaluation pg. 13-point I.2 - "Experience in the areas of setting up/ facilitating sustainability of enterprises during last 5 Financial Years", the RFP asks for Self-declaration report by the entrepreneur to be attached (Format 9). In our opinion getting so many individual entrepreneurs to provide self-declaration shall be e tedious ask in large numbers and we would request you to ask for a declaration from Bidder itself	Revised Format no. 9 Update along with this Corrigendum. Experience in the areas of setting up/ facilitating sustainability of enterprises during last 5 Financial Years More than 200 enterprises/microenterpri ses setup - 10 marks and prorated 2.5 mark for every 100 enterprises setup up to a maximum of 600 enterprises Organizations must provide relevant proofs against the successfully established entities along the duly filled Format 9
		4. Further, given the details to be filled in under format 6 and 9, we would request you to consider as extension in last date of submission by at least 2 weeks to enable us to submit a comprehensive and quality response to RFP.	Last Date for the response to RFP has been revised. New date for submission for the response to RFP is 30 th October 2019 before 4.00 PM.
		5. For the schedule of payment, we have the following observations: Under 2nd Milestone the release is mentioned as - "10% of the total cost for establishing the unit — on submitting the readiness plan with deliverables along with ULB wise identified list of entrepreneurs and potential businesses". We request you to keep it as the release condition for milestone 1 - "10% of the total cost on submitting the final report." For the 3rd milestone the deliverable mentions - "Grounding the enterprise with	Schedule of Payment and timelines against the deliverables have been revised. Kindly note the following revised Schedule of Payment and timelines against the deliverables 1st Milestone Survey and report on the existing businesses supported under bank linkages — Revised Timeline is T+1.5 months instead of T+1 15% of the total cost on

S. No.	Name of the Organization	Query raised	MEPMA Responses
		sustainability report. Successful establishment of enterprises with relevant Proofs". We request to define sustainability report and/or just keep Successful establishment is the condition to meet milestone. Further, our interpretation is that 40% of unit cost of establishing enterprise shall be paid for each enterprise established for the quarter, kindly confirm We request you to clarify on how the remaining 40% of the work order shall be paid and expectations from handholding support. It should also have allowance for a certain proportion of enterprises to fail post establishment. In page 13 it is mentioned under evaluation criteria under required forms, format 9 is mentioned which is not present. In format 6 of page 25 it is mentioned to provide list of enterprises in the following format with all particulars which is exhaustive to do.	submitting the final report instead of 10 % 2nd Milestone Plan of execution, inception report, mapping of new potential businesses, readiness to establish the units, monitoring, bank linkages, mentoring etc for the span of a year – Revised Timeline is T+3 instead of T+2 15% of the total cost for establishing the unit – on submitting the readiness plan with deliverables along with ULB wise identified list of entrepreneurs and potential businesses instead of 10% 3rd Milestone No Change in Timelines and payment Structure 4th Milestone Payment for handholding support shall be released based on the criteria and indicators developed and assessed by the MEPMA relevant to the businesses promoted @ 15% of unit cost 1st year of handholding and 15% of unit cost in the 2nd year of handholding listead of 20 % for first year and 20% for the 2nd year Parameters to measure Sustainable model will be derived after the selected agency submits their 2nd Milestone deliverable

S. No.	Name of the Organization	Query raised	MEPMA Responses
110.	Organization		related to the cluster allocated to them and trades
			Kindly refer to Clarification issued to point no. 3
2	WEAIM	6. Request for relaxation for submission date of proposal	Kindly refer to Clarification issued to point no. 4
		7. Page no 13 - There need to be practical numbers so that there could be healthy competition and people may come for bidding	Kindly refer to Clarification issued to point no. 3
		8. First 3 months is completely for documentation process and money is required so there need to be consideration	Kindly refer to Clarification issued to point no. 5
		9. Enterprises with proof is tricky	Adhere to the RFP norms
		10. Release of funds for enterprise to be established from MEPMA side directly proportionate to the organisation performance	Adhere to the RFP norms
		11. Deliverables and amount against it	Kindly refer to Clarification issued to point no. 5
		12. There is no mention of percentage of 60% as discussed with us for completing certain tasks	Kindly refer to Clarification issued to point no. 5
		13. After due diligence only, the organisations are partnered then understanding their challenges in execution is important as everything revolves around timely funding	Adhere to the RFP norms
		14. Disclaimer often reminds that the project may stop at any point of time and there is penalty but in this vertical specially challenges like resources, time, mobilisation, trainings etc do incur cost and if there is penalty and closure of project abruptly may impact the organisation who opted to work on	Adhere to the RFP norms

S.	Name of the	Query raised	MEPMA Responses
No.	Organization	15. Case studies should be given some percentage which is not there	Adhere to the RFP norms
		16. Sustenance of enterprise mainly depends on the funding and follow-up? for bidder there need to some relaxation to ensure timely deliverables.	Kindly refer to Clarification issued to point no. 5
		17. Guarantee amount is huge as every cluster has good number of enterprises. Only after all the due diligence the organisation is considered then why bank guarantee is required?	Bid Security shall be submitted @5% of contract value submitted at the time of entering into agreement by the successful bidder either through DD or Bank guarantee. (Bank Guarantee format will be shared with the shortlisted bidder or agency after the financial bid opening)instead of 10%
		18. Start-ups may be considered which has good hold on enterprise promotion and handholding of enterprises.	Adhere to the RFP norms
		19. Provision for state coordination team apart from field coordination team	Organization should have Central Team in Place to participate in the bid. On the basis of the experience of the Central Team marks will be allocated against CVs submitted by the bidder. The lists of experts to be deployed from the central team are as follows. 1. Enterprise Development Expert 2. Value Chain Expert 3. Marketing Expert 4. Monitoring and evaluation Expert 5. Skill Development Expert 6. MIS Expert All the above specified experts should be post

S.	Name of the	Query raised	MEPMA Responses
No.	Organization	-	graduates with minimum 5 years of relevant exp.
		20. criteria for selecting district coordinator and field coordinators (Recruitment to be accepted after work order approval)	Provide CVs of Cluster coordinator and field coordinators with relevant experience as per the RFP Norms to MEPMA for evaluation. Based on MEPMA feedback the Cluster coordinator and field coordinators should be deployed in the cluster allocated to the successful bidder and time allocated for the same is 15 days from the day of signing of MoU.
		21. Indicators for successful & sustainable enterprise development	Parameters to measure Sustainable model will be derived after the selected agency submits their 2 nd Milestone deliverable related to the cluster allocated to them and trades
		22. Suggest Any social category ratio to be maintained while grounding the enterprises in each category	social category ratio will be shared once the cluster is allocated to the successful bidder
		23. Increase the timelines for the first three-month deliverables to 6 months	Kindly refer to Clarification issued to point no. 5
		24. As WEAIM is 1.5 yr old women association, we request you to allow consortiums to meet the average annual turnover criteria of 200 lakhs and also to have extended support.	Consortium is Allowed, and Lead Bidder will be responsible for fulfilling all the conditions in the RFPs
		25. Allow financial partners to manage funds for immediate operations since there is no provision of advance fund release and huge amount of working capital will be required for timely completion of works	No Advance payment will be made and Kindly refer to Clarification issued to point no. 24

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No.	Organization	Query raised	MEPMA Responses
		26. Advance for mobilisation could be released for us to have some cushion to manage our financial resources.	No, Mobilization Advance will be provided
		27. Request MEPMA to provide strong support for bank linkages	Yes, MEPMA will support for Bank Linkages
3	MITCON	 28. Pl. refer your RfP engagement of agency for establishment of enterprise through skill development for urban poor and their incubation in all ULBs in Telangana state. 29. Refer Point 1.9.2,on page No.8 Table II. It mentioned the target for setting up of enterprise with unit cost of Rs.2.00 to 4.00 lakhs Rs. 4.00 to Rs.6.00 lakhs Rs. 6.00 to Rs.10.00 lakhs 30. Kindly clarify whether the cost mention above is total project cost which includes land and build cost or excluding land and building cost 	The Unit cost for setting up enterprise is excluding land and building cost
		31. Kindly extend the bid submission date as lot of documents need to be collated, also for bidding of 3 clusters, we need to discuss with our bankers' weather they will provide BG for 5 years project, our estimate of bank guarantee is approx. Rs.1 Cr for which banker and our board approval need to be taken	Kindly refer to Clarification issued to point no. 4
		32. Kindly clarify the percentage of SC/ST, Minorities to be targeted in each cluster	Kindly refer to Clarification issued to point no. 22
		33. Kindly clarify is the targeted numbers given for setting up of enterprise for each category is minimum numbers mentioned in the RFP. Weather the agency exceeds the targets in one category and does not achieve the target in another category, but overall total target is achieved or exceed, weather payment is be made for overall	Adhere to the RFP norms

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No.	Organization	Query raised	MEPMA Responses
		total target or proportionate to each slab target	
		34. In Page 16, Point 9. Schedule of payment, Sr.No.4: "The amount for handholding support shall be released based on the criteria and indictors developed and assessed by the MEPMA relevant to the business promoted. We request you to kindly give clarity on this i.e. what are the specific criteria and indicators developed and assessed by MEPMA. This is required for our risk assessment in the project RFP.	Kindly refer to Clarification issued to point no. 21
		35. In page 22 of RFP, submission of CV: The implementing agency shall submit the CV of core team. The CV of project coordinators and coordinators for each ULBs will be share once the mandate is allocated to us. As we need to recruit resource person only if the mandate is allotted to us. Hence may be considered.	Kindly refer to Clarification issued to point no. 19 & 20
4	We Hub	36. Request for relaxation of 5.1.2,5.1.3, 5.1.4 and 5.1.5 in page no. 12 of RFP, due to the fact that WE Hub has been promoted by the Telangana State Government in the year 2018 and do not meet the conditions specified in the above mentioned sections of the RF. WEHUB has proven the credibility in securing the GIZ project for Enterprise Promotion in Telangana state for the period of 2 years with a budget of INR 2.10 crores,the aid from Australian Government amounting to Rs. 30,00,000 Lakh INR over 1 year and Multiple other corporate	All the state government and central government organizations are exempted from submission of Bank Guaranty. All the state government and central government organizations are exempted from clause 5.1.2 to 5.1.5.

S. No.	Name of the Organization	Query raised	MEPMA Responses
		innovation programs notable among them being P &G amounting to Rs. 10,00,000 Lakh INR over 3 months.	
		37. Section 4, Page 11 mentioned only One key resource and cluster & field resources, but the project scope needs minimum resources in Core Team such as the following 1) EDP expert 2) MIS 3) Skill Building 4) Finance expert 5) Enterprise Establishment expert	Kindly refer to Clarification issued to point no. 19 & 20
		38. The indicators for sustainable enterprise after setting up an enterprise to be clearly mentioned as the current scope doesn't mention any details regarding the same.	Kindly refer clarification issued to point no 21
		39. Bid Security @10% is burden as the payments are in line with deliverables to execute the project, it impacts the performance as it has indirect impact on staff salaries and other enterprise establishment charges will be burdening the organization. Requesting for re look into this and consider in waving off the bid security fee. (As WE Hub is a government initiative, our budget will be released from government and we cannot keep Bid security amount)	Kindly refer to Clarification issued to point no. 17& point no 36
5	NIMSME	40. Kindly find that there is a requirement of 10% Security Deposit for the total project Value through BG, whether this is flexible?	Kindly refer to Clarification issued to point no. 17
		41. The last part of the 40% payment is only released after the satisfactory sustainability of	Kindly refer to Clarification issued to point no. 5

S.	Name of the	Query raised	MEPMA Responses
No.	Organization	the beneficiaries, kindly explicitly	in a max recoposition
		explain that success factor, so	
		that we can understand the	
		parameter and also request you to make it 20% at the end and	
		make it 20% at the end and make it 20% at the beginning.	
6	EY LLP	42. Please clarify, It is mentioned	
		that:	
		 Handholding support is required for a period of two years from the date of enterprise set-up Since the project duration is 36 months, we assume that all enterprises we have variable handholding period 	 Yes, Handholding support will be for two years from the date of enterprise set-up Overall Project period is for 5 years
		till the end of project closure	
		43. Request to convert the bid procurement process to Quality and Cost Based Selection (QCBS) method (quality weightage-80%, cost weightage-20%).	Kindly refer to Clarification issued to point no. 1
		44. Request if the Coordinators can be hired post project start as it will depend on the cluster for	Kindly refer to Clarification issued to
		which an agency will be hired.	point no. 20
		45. Request to reduce the number of enterprises.	Kindly refer to Clarification issued to point no. 3
		1 Enterprise will account for a single beneficiary or an Enterprise established by a group of beneficiaries will account to the number of people in that group.	Group Entity will also be considered as Single entity
		Please clarify whether client issued certificates/project closure certificate stating that enterprises have been set up will suffice or individual Self-declaration report by the entrepreneur is also required to be submitted. Also, getting so many individual entrepreneurs to provide self-declaration shall be e tedious ask in large numbers and we would	

S.	Name of the	Query raised	MEPMA Responses
No.	Organization	•	
		request that declaration from the Bidding firm can be accepted.	
		46. Please specify the evaluation	Kindly refer to
		criteria for evaluation of CVs.	Clarification issued to
		Sitteria for evaluation of eve.	point no. 19
		47. Page 31 is not there in the RFP	Typo error, Approach &
		document	Methodology must be
			shared by agency
		48. Given that most of the	
		payments will be realized in	
		later stages, we would	
		request if 20% mobilization	Kindly refer to
		advance can be released	Clarification issued to
		against a bank guarantee at the time of project sign-off.	point no. 26
		Further we suggest keeping the	
		financial milestones in a way	Kindly refer to
		having 50% of project cost	Clarification issued to
		against activities prior to setup	point no. 5
		of enterprise and 50% payments	
		linked to enterprise setup and	
		handholding support	
		49. Please clarify, whether	Kindly refer to
		successful registration can fulfil the criteria for release of 3 rd	Clarification issued to
		Milestone or on the start of the	point no. 5
		economic activity by the	This point is beyond the
		enterprise. Further would a	This point is beyond the scope of RFP
		collective/producer company	scope of KFF
		registered count as 1 enterprise or all stakeholders	No Invoice Frequency
		will be counted against the	will be reduced
		number of enterprises to be	
		setup.	
		In addition, can existing enterprises	
		In addition, can existing enterprises with poor sustainability and growth	
		be identified and post approval from	
		MEPMA be enabled through	
		training, mentoring and handholding	
		support. If so, how will the 3 rd	
		milestone linked payment be	
		processes since they would already	
		be setup	
		We request if invoice frequency	
		could be reduced to monthly instead	
		of quarterly.	
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S.	Name of the	O	MEDIA Decision
No.	Organization	Query raised	MEPMA Responses
		50. We seek clarity on the indicators which will be assessed to accept successful handholding support. The only independent and verifiable evidence will be the bank data – the most prominent indicator of venture sustainability will be the regular repayment of the bank loans Further, we would request MEPMA to factor a certain failure rate for enterprises post setup since even with the best of support few enterprises may fail to take-off.	Kindly refer to Clarification issued to point no. 5 Not Applicable
		 51. Kindly Clarify if consortium is allowed in implementation of this project. If "Yes" we request MEPMA to evaluate both the consortium partners on the Technical and Financial aspects. We also request MEPMA to Clarify the following In Consortium partnership if Lead bidder is different and the consortium partner is the same for multiple lead bidders due to their prior experience in the field of EDP, will MEPMA allow consortium partner to work with different lead bidders in more than 3 Clusters. 	Every Lead bidder will have individual consortium partners One Agency can not be consortium partner to multiple Lead bidders.
		 52. In case of some consortium have common members, pls. specify how will the current capping of awarding 3 clusters at the maximum be applied at the consortium level 53. To any shortlisted agency is there any possibility to award 	Not Applicable Kindly refer to Clarification issued to point no. 51
		more than 3 clusters 54. Please add following clause to this section: Agency may terminate this Agreement, or any particular Services, immediately upon written notice to MEPMA if Agency reasonably determine that Agency can no longer provide the Services in accordance with applicable law or	Refer to clause 10.7 of the RFP

S.	Name of the	Query raised	MEPMA Responses
No.	Organization	•	III. (Roopolloos
		 55. Please clarify the requirement of separate declaration on INR 100 	Self-declaration should be on a INR 100 Non-
		Non-Judicial Stamp paper 56. Please suggest if MEPMA will support in the infrastructure requirements for conducting any activity such as Mobilisation, Training and Handholding etc. Can MEPMA coordinate with district/ ULB offices for providing the	Judicial Stamp paper If any Govt building is available, then MEPMA will support.
		infrastructure support 57. Please guide if SHGs or Local bodies will support in mobilisation or in identification of beneficiaries. Also, can non-SHG members be mobilized.	MEPMA will support in mobilization. Only SHG members & their family members are to be identified.
		58. The resource requirement highlighted in the RFP may vary basis the enterprises established. We propose that a Central Team must be evaluated as a part of RFP and post allocation Coordinators can be deployed (need basis).	Kindly refer to Clarification issued to point no. 19
		59. The RFP does not have a clause on Limitation of Liability. Request you to please add following:	May be Considered
		The Client (and any others for whom Services are provided) shall not recover from EY, in contract or tort, under statute or otherwise, any amount with respect to loss of profit, data or goodwill, or any other consequential, incidental, indirect, punitive or special damages in connection with claims arising out of this Agreement or otherwise relating to the Services, whether or not the likelihood of such loss or damage was contemplated. The Client (and any others for whom Services are	
		provided) shall not recover from EY, in contract or tort, including indemnification obligations under	

S.	. Name of the		MEDMA B	
No.	Organization	Query raised	MEPMA Responses	
		this contract, under statute or		
		otherwise, aggregate damages		
		more than the fees actually paid for		
		the Services that directly caused the		
		loss in connection with claims		
		arising out of this Agreement or		
		otherwise relating to the Services.		
		60. The RFP doesn't clearly	Kindly refer to	
		mention about consortium. We	Clarification issued to	
		request you to allow the	point no. 24	
		Consortium and scoring to be		
		done basis collective	Kindly refer to	
		experience, resource pool etc.	Clarification issued to point no. 1	
		61. Request to extend the proposal		
		submission by 3 weeks i.e. 25 th		
		Oct 2019 as pre-bid response	Kindly refer to	
		will be received by 27th Sep	Clarification issued to	
		2019. Thereafter, to complete	point no. 4	
		the requirements and submit a		
		comprehensive and quality bid.		
		62. Request to please add following clauses to the agreement:	May be Considered	
		Confidentiality- Request to please add this Clause –		
		"Except as otherwise permitted by this Agreement, neither of the parties may disclose to third parties		
		the contents of this Agreement or any information provided by or on behalf of the other that ought		
		reasonably to be treated as confidential and/or proprietary. Parties may, however, disclose		
		such confidential information to the extent that it: (a) is or becomes public other than through a breach		
		of this Agreement, (b) is subsequently received by the		
		receiving party from a third party who, to the receiving party's knowledge, owes no obligation of		
		confidentiality to the disclosing party with respect to that information, (c)		
		was known to the receiving party at		
		the time of disclosure or is		
		thereafter created independently,		

S.	Name of the	Query raised	MEPMA Responses
No.	Organization	(d) is disclosed as necessary to enforce the receiving party's rights under this Agreement, or (e) must be disclosed under applicable law, legal process or professional regulations. These obligations shall be valid for a period of 3 years from the date of termination of this Agreement." 2. IPR-Request to please add: EY may use data, software, designs, utilities, tools, models, systems and other methodologies and know-how ("Materials") that EY own in performing the Services. Notwithstanding the delivery of any Reports, EY retain all intellectual property rights in the Materials (including any improvements or knowledge developed while performing the Services), and in any working papers that EY compile and retain in connection with the Services (but not Client Information reflected in them). Upon payment for the Services, Client may use any Materials included in the Reports, as well as the Reports themselves	MEI MA Responses
7	FICCI	as permitted by this Agreement. 63. Is formation of Consortium is allowed: As FICCI operates through its wide network of training partners, MSME Associations etc. we would like request to allow us to bid along with our channel partners 64. Whether Certificates from the client are also acceptable instead of work orders.	Kindly refer to Clarification issued to point no. 24 Client Certificates are not accepted as proof. Workorders, MoU with Clients and work completion certificates from clients will be accepted.
8	TERNA	65. As per RFP mention that there is need to appointment of field coordinator as per ULB wise but	Yes, one field coordinator for one circle

S.	Name of the		MEDMAD		
No.	Organization	Query raised	MEPMA Responses		
		in Hyderabad there is no ULB and having circle so it is require to appointment of one person in one circle, please guide us.	to be appointed.		
9	PSGR	66. As getting all the documents and details required are quite challenging and time consuming we request you to extend the time for submission by two more weeks.	Kindly refer to Clarification issued to point no. 4		
	Despande Foundation	67. Allow the consortium to have a strong team for successful implementation	Kindly refer to Clarification issued to point no. 24		
		68. Allow financial partners to manage funds since there is no provision of advance fund release and huge amount of working capital is required for timely completion of work	No Advance payment will be made and Kindly refer to Clarification issued to point no. 24		
		69. Advance for mobilization could be released for us to have some cushion to manage our resources.	Kindly refer to Clarification issued to point no. 26		
10		70. can we submit the list of 600 successfully established enterprises in the excel sheet rather than an individual form as mentioned in format- 6, point 2.3?	Kindly refer to Clarification issued to point no. 3		
		71. Is there any dedicated format to evaluate the sustained enterprises?	Kindly refer to Clarification issued to point no. 21		
		72. What are the criteria by which MEPMA defines enterprises as Sustained?	Kindly refer to Clarification issued to point no. 21		
		73. What is the minimum time limit be given for staff recruitment to the successful bidder?	Kindly refer to Clarification issued to point no. 19 & 20		
		74. What are the criteria and indicators decided by MEPMA with relevant to handholding?	Kindly refer to Clarification issued to point no. 5		
		75. Clarity on bid security @ 10 % of actuals after final bid?	Kindly refer to Clarification issued to point no. 17		
		76. What do MEPMA mean by sustainability time?	Kindly refer to Clarification issued to point no. 21		
		77. clarity on financials per Unit to be released by MEPMA	Adhere to the RFP norms		

55. 12.08 S. CROMBER STONE BELL	Name of the Organization	THE PROPERTY OF THE PROPERTY O	MEPMA F	Respons	es
		78. Can survey time be increased from 1 month to more than 3 months?	Kindly Clarification point no. 5	refer issued	to to

Note: The bidders shall submit INR 5,000/- (Rupees Five Thousand only) (non-refundable) in the form of Demand Draft in favor of "Mission Director, MEPMA" issued by any Nationalized/ Scheduled Banks in India and payable at Hyderabad towards the cost of RFP document (the "Bid Processing fees").

Kindly do submit the same along with Proposal on 30th October 2019. In case Any Bidder fails to submit the same, their proposal will not be considered for evaluation.

Signature valid

Digitally signed by PANURADHA
Date: 2019 10.09 20:58:17 IST
Reason. Approve

Format 9–Self Declaration by Entrepreneur running the business with relevant proofs

Provide the list of the enterprises established with the below mentioned details for each unit or group setup in the following format along with evidences:

S.No	Particulars	Details (Individual & Group units)
1	Name of the entrepreneur	
2	Business Activity	
3	Date of commencement	
4	Type of business (manufacturing/service/trading etc)	
5	Turnover of business for past 2 years	
6	Trade License No.: Firm Reg. No: GST Reg. No.: (Provide details whichever is	
	available)	
7	Business address	
8	Contact number of entrepreneur	

Signature:	Name of the Authorized Signatory:	Designation
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