

भारत सरकार/ Government of India  
अंतरिक्ष विभाग/ Department of Space  
इसरो नोदन कॉम्प्लेक्स/ ISRO Propulsion Complex  
महेंद्रगिरि/ Mahendragiri

**ANNEXURE 4**

**ITEM SPECIFICATION OF SPORADIC WORK OUTSOURCING PACKAGE**

**(To be reproduced in the online template of Purchase indent)**

SI No	Specification	Compliance (Yes/ No)	Offered specification	Remark
1.	Name of the Bidder			
2.	Full address			
3.	Landline telephone number			
4.	Cellular mobile telephone number			
5.	Fax number			
6.	Email ID			
7.	Name of the Proprietor/ Manager/ President/ Secretary/ Chief Executive/ Authorized signatory with Job title (Designation) and Affiliation (Department)			
8.	Status of the Bidder as to whether Central/ State Government Department/ Enterprise/ Autonomous body or Private company or Firm or Agency or Society, etc			
9.	Rule/ Act under which the Bidder is registered.			
10.	Registration number of the Bidder. Attach copy of registration certificate.			
11.	Income tax Permanent Account Number (PAN). Attach copy of card.			
12.	Income Tax Assessee "Status" of the Bidder. Attach Income Tax return acknowledgement or relevant document for the assessment year previous to the one in which the Tender enquiry is floated			

Sl No	Specification	Compliance (Yes/ No)	Offered specification	Remark
13.	Aadhaar/ Udyog Aadhaar number. Attach copy of card/ letter.			
14.	Goods & Service Tax (GST) Identification Number. Attach copy of certificate.			
15.	Employees Provident Fund (EPF) Registration number. Attach copy of certificate.			
16.	Employees State Insurance (ESI) Registration number. Attach copy of certificate.			
17.	Name of the Banker, Branch and City/ Town/ Village			
18.	Bank account number			
19.	IFSC code of Bank			
20.	Has the Bidder completed any work with any Central/ State Government Department/ Enterprise/ Autonomous body of nature similar to that of the subject Sporadic work outsourcing package during the last 7 years ending last day of the month previous to the one in which the Tender enquiry is floated? Attach copy of work order/ work completion certificate by the client.			
21.	Confirm compliance with Terms & conditions given in Annexure 1. Deviation, if any, is to be explicitly spelt out under the "Remark" column. In the absence of deviation, it will be presumed that the Bidder agrees to comply with each and every aspect of the aforesaid document.			

SI No	Specification	Compliance (Yes/ No)	Offered specification	Remark
22.	Confirm compliance with Scope of work given in Annexure 2. Deviation, if any, is to be explicitly spelt out under the "Remark" column. In the absence of deviation, it will be presumed that the Bidder agrees to comply with each and every aspect of the aforesaid document.			
23.	Confirm that the Instructions to Bidders given in Annexure 3 are read and understood thoroughly.			