

**Application for Empanelment of Agencies/Contractor  
(To be submitted on the Letter Head)**

SL. No.

Issued on:

**The Managing Director  
Telangana State Tourism Development Corporation Limited  
"Tourism House", 3-5-891, Himayathnagar  
Hyderabad.**

Dear Sir/Madam,

Sub: Application for empanelment for outsourcing of Garden I Maintenance for Haritha Hotels. – Reg.

Ref: Advertisement dated: 07.07.2015.

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With reference to the above advertisement, we hereby file our application for empanelment of outsourcing of Garden Maintenance and for Haritha Hotels.

We undertake that this is an initial application. Submission of this application does not entitle us to become empanelled.

<b>Name of the Agencies/Contractor and Office Address</b>	

<b>Name and details of Applicant and its representative authorized to file this.</b>	
Full Name	
Designation	
Name of Organization	
Address	
Mobile	
Fax	
Email	

**Legal constitution of applicant**

(Public limited/Private limited/Partnership etc)

**Last 3 (Three years turnover minimum of Rs.1.00 Crore of the Firms/Agencies/Applicant in INR or US\$**

(Balance Sheets of the relevant years audited to be attached):

(Public Limited/Private limited/partnership etc)

FY 2015-16

FY 2016-17

FY 2017-18

**Brief history of the operations and activities of the Applicant/Firms/Agencies the firm having 5 years experience upto the date of publication of EOI in providing services to 3 star and above Hotels/3 Top MNC Companies:****Name and details of projects to which the applicant rendered outsourcing services during the last 5 years**

Name of the company (details of address & contact no's)	Hotels/MNC	Project cost	Details of project components etc


Briefly explain the constitution of your team, their qualification, field of expertise and experience.

**Note:** Applicant has to attach documents/brochures/corporate literature in addition to Balance Sheets of last three years...

I/we declare that the information stated herein above is accurate.

Signature :  
Full Name :  
Designation :  
Organization :  
Address :

Date:

## **Empanelment Criteria**

Criteria for selection of outsourcing of Garden Maintenance for Haritha Hotels for empanelment purpose is as follows:

### **Stage – I**

#### **Invitation of application**

Applications are invited in prescribed format for understanding the services of the Agencies/Contractor and to know the response.

### **Stage – II**

#### **Short listing of Applicants**

##### **Criteria:**

- Firms of Agency/Contractor of the firm having experience in providing Outsourcing services of Garden Maintenance for 3 star and above Hotels/3 Top MNC companies.
- Proposed tie-ups with the reputed Firms/Contractor/Agency with relevant experience in India or abroad is also considered as experience.
- Last 3 years turnover with a minimum three years turnover of Rs.1.00 Crore per annum – In INR or US\$ (Audited Balance Sheets, for the relevant years should be enclosed).
- Applications without required information or enclosures are liable to be rejected.
- Name and details of works along with project costs, to which the applicant rendered services during the last 5 years.

**Short listed applicants are required to explain with the help of Power Point Presentation about their Services on the given date for final selection.**

