**Annexure-9**

**CHECK LIST**

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| **Sl. No**. | **PARTICULARS** | **If produced, please**  **Tick mark with (√)** |
| 01. | Self-attested photocopies of work orders of hotels/guest houses |  |
| 02. | Self-attested photocopies of certificate of successful execution of above work orders |  |
| 03. | List of supervisors and staff |  |
| 04. | Self-attested photocopies of balance sheet of previous 3 years |  |
| 05. | Self-attested photocopies of Profit & Loss account of previous 3 years |  |
| 06. | Self-attested photocopies of registration certificate of PF |  |
| 07. | Self-attested photocopies of registration certificate of ESI |  |
| 08. | Self-attested photocopies of registration certificate of PAN |  |
| 09. | Self-attested photocopies of registration certificate of GSTIN. |  |
| 10. | Self-attested photocopies of registration certificate of establishment |  |
| 11. | Site visit certificate duly signed by the Guest House Incharge |  |
| 12. | Tender Fee (Rs 500/-) + GST |  |
| 13. | Earnest Money Deposit (Rs. 72,250/-) |  |
| 14. | All the pages of all the Annexures of the Tender are duly signed by the bidder |  |
| 15. | All the documents produced in photocopies are self-attested |  |
| 16. | Bidder’s E-mail ID |  |
| 17. | Bidder’s Mobile No. |  |

(Bidder’s authorized signature & seal)