

**ELIGIBILITY CRITERIA & DOCUMENTS REQUIRED IN SUPPORT OF ELIGIBILITY CRITERIA**

**Category A**

<b>S. N.</b>	<b>Eligibility Criteria</b>	<b>Documents required to be produced / submitted</b>
01	Agencies with annual average turnover above ₹40 crores, for last three financial years ending March 2016	Photo copy of audited Balance Sheet (BS) with Profit & Loss A/c for FY 2013-14, 2014-15 & 2015-16 duly authenticated by CA who has audited the account with stamped clearly having his membership number. # While computing the annual turnover other income shall not be considered.
02	Having full INS accreditation since preceding three years i. e, FY 2013-14, 2014-15 & 2015-16 without any interruption, valid as on the date of the advertisement	A self-certificate in the prescribed format, for preceding three years i e FY 2013-14, 2014-15 & 2015-16 and valid as on the date of the advertisement.
03	Empanelment of minimum three years with PSU/ Public Limited Company/ Central/ State Govt. / Ministry / Autonomous Bodies/ Statutory Bodies as on date of advertisement;	Empanelment order having validity for last three years from the date of bid opening (with continuation certification from the issuing organizations)
04	Agencies having offices in at least four States / UTs, out of which at least one in NCR since preceding three years as on date of advertisement	Any document to establish existence of the office. (one from starting three months & other from last three months for each FY). <ul style="list-style-type: none"><li>• Copy of landline/ postpaid mobile in the name of the agency; or</li><li>• Copy of Registration under Shop &amp; Establishment Act with renewal; or</li><li>• Copy of registration by Local authority with renewal etc or</li><li>• Lease agreements or any other proof</li></ul>