



**KERALA MEDICAL SERVICES CORPORATION LIMITED**

(Dept. of Health & Family Welfare, Govt. of Kerala)

*Thycaud P.O, Thiruvananthapuram,*

*Kerala - 695 014*

**EOI**

**For**

**Design, Supply, Installation, Testing and Commissioning of suitable HVAC system to control the Temperature and Humidity of the Drug Warehouses of KMSCL**

**(EOI NO: KMSCL/Projects /EOI/2021/001)**

**Name of Firm** :  
**Address** :  
**Signature** :

*Last date and time for the receipt of EOI: 11:00 am; 15.04.2021.*

*Date of opening of EOI: 11:30 am; 16.04.2021.*

NOT TRANSFERABLE

*For details;*

**[www.kmscl.kerala.gov.in](http://www.kmscl.kerala.gov.in)**

**e-mail: [electrical@kmscl.kerala.gov.in](mailto:electrical@kmscl.kerala.gov.in)**

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## SECTION I

### INTRODUCTION

- 1.1. *The Kerala Medical Services Corporation Limited - KMSCL (EOI Inviting Authority) is a fully owned Government of Kerala company set up in 2007 for providing services to the various health care institutions under the Department of Health and Family Welfare. One of the key objectives of the KMSCL is to act as the central procurement agency for all essential drugs & equipments and distribute to health care institutions under the health department.*
- 1.2. *Expressions of interests are invited from leading organizations to select an Agency for **Design, Supply, Installation, Testing and Commissioning of suitable HVAC system** to maintain the Temperature and humidity for the Drug storage Warehouses of corporation throughout the state and the facility for monitoring the parameters locally and from Head Office Trivandrum.*
- 1.3. *Every paise spend by the corporation is public money and hence accountable. Therefore, each and every firm guarantee to all the works under this tender and the performance of the works by the Corporation have to be given paramount importance. Corporation will be dealing with defaulters in these fronts with a firm hand, which may lead to black listing and recovery of damages.*

*Looking forward for a long standing relation with you.*

*Best wishes,*

**Sd/-**

**Date:- 16/03/2021**

*Managing Director*

## SECTION II

### EOI SCHEDULE

#### 3.1. Expression of Interest Details

1.	EOI No.	KMSCL/PROJECTS /EOI/2021/001
2.	Name of Project	Design, Supply, Installation, Testing and Commissioning of suitable HVAC system to maintain the Temperature and humidity for the Drug storage warehouses of KMSCL throughout the state.
3.	Method of Selection	<b>Pre-Qualification Criteria and Evaluation of Technical Proposal.</b>
4.	Validity Period of the Proposal	Six Months from the date of Submission.

#### 3.2. Important dates :-

Sl. No.	Particulars	Date and time	Venue
1.	Date of release of EOI.	<b>From 16/03/2021, 10:00 am,</b>	<b>Head Office, KMSCL,</b>
2.	Date of Pre-Offer Meeting (Online Meeting).	<b>23/03/2021, 11.00 am,</b>	
3.	Last date for submission of filled up EOI.	<b>15/04/2021, 11.00 am,</b>	
4.	Opening of EOI document.	<b>16/04/2021, 12.00 Noon,</b>	
5.	Presentation of technical bid by short listed bidders.	<b>To be intimated after evaluation of prequalification documents.</b>	

**SECTION III**  
**SCOPE OF THE WORK**

- I. *Designing the suitable HVAC system for maintaining the temperature level and Relative Humidity in the warehouses of the corporation.*
- II. *Designing the HVAC system suitable for maintaining the temperature level of 21 degree Celsius (+/- 3 degree Celsius) and RH 50% (+/- 5%) for the High Value Medicines Room room of the warehouses of the Corporation(Area of High Value Medicine Rooms are approximately 1000 sq ft for each warehouse).*
- III. *The main storage space with racking system of each warehouses to be maintained a temperature of 23 degree Celsius (+/- 2 degree Celsius) and RH 50% (+/- 5%). (See Annexure I for list of warehouses and area.)*
- IV. *The preference shall be for Power/energy saving concepts and utilization of natural resources.*
- V. *Monitoring – A compactable DATA LOGGER system for continuous monitoring of temperature and humidity.*
- VI. *The data logging system should be a Microprocessor based system with Printer port, USB computer interface and memory bank for Validation process. It is to be monitored in a single window system. The facility for alert in case of crossing the normal values.*
- VII. *The data from all the warehouses to be continuously transmitted to the central server of KMSCL Head Office Trivandrum.*
- VIII. *The system should be compatible for SCADA output.*
- IX. *SMS alert facility to minimum of 5 numbers in case of temperature humidity variation.*
- X. *The monitoring system should even work during power failures.*
- XI. *External Monitor to display the Temperature/Humidity for each room shall be provided.*

## SECTION III

### GENERAL CONDITIONS OF EOI

#### 1. Prequalification and Eligibility Criteria

- a) *The agency should submit a suitable HVAC design to maintain the temperature at a level of 23 degree Celsius (+/- 2 deg cel) and RH 50% (+/- 5%) at the Main storage space of 3 locations viz. District Drug warehouse, Trivandrum(ground and first floor), District Drug warehouse Thrissur and Newly constructed warehouse at Alappuzha.*
- b) *The agency should submit a suitable HVAC design to maintain the temperature at a level of 21 degree Celsius (+/- 3 degree Celsius) and RH 50% (+/- 5%) for the temperature Humidity control/High value Medicine Room of District Drug warehouse, Trivandrum, and Newly constructed warehouse at Alappuzha.*
- c) *The agency should submit a suitable HVAC design to maintain an ambient temperature level (28 Degree Celsius +/-2) at the second floor of the district drug warehouse, Trivandrum and the bulk storage space of DDWH Thrissur.*
- d) *The agency shall be able to provide a guarantee for two years for the completed work and should provide Annual Maintenance contracts for 5 years after warranty period.*
- e) *Applicant Agency should have minimum 3 service centres in Kerala and shall attend the service within 12 hours and to ensure 95% uptime*
- f) *The applicant shall be a firm/ company/ partnership/ proprietorship firm registered under the Indian Companies Act, 1956/ the partnership Act, 1932 and who have their registered offices in state of Kerala.*
- g) *Bidder should have an minimum average turnover of Rs 2 Crores in the last three completed financial years*
- h) *The Bidder has to be profitable and should not have incurred loss in any of the last 3 consecutive Financial Years*
- i) *The Bidder should have experience in completing similar type of projects with minimum of 5000 sq feet area each during the last three years as mentioned below.*
  - (i). *Three similar project to Central Govt./State Govt./PSUs/ Govt. bodies/Approved Pharmaceutical Firms in India costing not less than Rs. 20 Lakh each or*

- (ii). Two similar work costing not less than Rs. 25 Lakh each or
- (iii). One similar work costing not less than Rs. 40 Lakh
  
- j) The firm should not be blacklisted/terminated/debarred by any Central Govt./State Govt./PSU/Govt. Bodies
  
- k) Firm / company who have withdrawn after participating in any of the previous tenders of KMSCL are not eligible to participate in this EOI.

## **2. Documents to be submitted**

### **A. General Documents**

1. Bio data of the firm as per the Annexure IV
2. Bidder should submit the profile of the agency in brief writing on the Organization including structure, Man power strength, statutory compliance etc.
3. Brief note on the previous experience in similar line of activity in healthcare institutions and other institutions with photographs shall be submitted.
4. Supply order copies and matching performance reports from the user institutions to prove that the bidder and manufacturer have installed and commissioned at least 10 HVAC systems for temperature control of Drug storage warehouses/Pharmaceutical Manufacturing Plants in India.
5. Notary attested documents such as articles of association/partnership deed etc, proof of incorporation, proving the registration of place of business and showing the details of partners/promoters/board of directors etc.
6. Notarized audited copies of the P& L Accounts, Balance Sheet, annual report for the last three completed years ( 2017-18, 18-19 & 19-20) certified by the auditors.
7. Notary attested copy of IT returns filed for the last three completed years.
8. Annual turnover statement for last three years certified by the auditor.
9. Power of Attorney as per format in Annexure V
10. Copy of the complete EOI document duly signed in all pages by the Bidder or the authorized signatory.

### **B. Technical Documents**

1. The design for maintaining the temperature and humidity of District Drug warehouse Trivandrum, District Drug warehouse Thrissur and newly constructed warehouse at Alappuzha.
2. Tenderers are expected to inspect the site of the proposed work and should mention any turnkey works (Civil & Electrical) required for each location. Tenderer shall also submit a detailed drawing of the same.
3. Tenderer shall provide the Technical literature, product data sheet with original brochure
4. The electrical power requirement of each machine and details of total power consumption shall be submitted
5. The copy of completion and performance certificates of three similar works that to qualify the pre-Qualification Conditions

6. *The technology available along with details of designs.*

### **3. Selection Criteria**

- 1) *Only those bidders who meet the pre-qualification criteria are eligible to participate in the EOI process.*
- 2) *Bidders failing to meet pre-qualification criteria or not submitting requisite supporting documents / documentary evidence for supporting prequalification criteria are liable to be rejected summarily.*
- 3) *The short-listed bidders shall be invited to make a presentation at a date, time and location notified by the EOI Inviting Authority. The purpose of such presentations would be to allow the bidders to present their proposed technical solution, modifications required for the existing building and other key points in the proposals.*
- 4) *Final proposal shall be invited from only the short-listed bidders.*
- 5) *Request for proposal (RFP) document will be provided only to the short listed bidders.*
- 6) *RFP document will be provided within a week of completion of technical proposal and evaluation.*

### **4. Guidelines for preparation of EOI**

- 1) *The Bidder shall bear all costs associated with the preparation and submission of its EOI and Corporation, will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.*
- 2) *It is compulsory to provide a check list as per Annexure I as facing sheet for the EOI submitted so as to enable the Corporation to prima facie verify the compliance of submission of requisite documents at the time of opening of EOI.*
- 3) *Language of EOI: - The EOI prepared by the Bidder and all correspondence and documents relating to the EOI exchanged by the Bidder and the Corporation, shall be in English language. Supporting documents and printed literature furnished by the Bidder may be written in another language provided they are accompanied by an authenticated accurate translation of the relevant passages in the English language in which case, for purposes of interpretation of the EOI, the English translation shall govern.*
- 4) *A copy of the complete EOI document duly signed on every page by the Bidder or the authorized representative shall be enclosed as part of the EOI as a proof of having read and accepted the terms and conditions of the EOI document.*



## **5. Pre-offer Meeting**

- 1) *Date of pre-offer meeting is mentioned in Section III.*
- 2) *Pre-Offer meeting is called by the EOI Inviting Authority to explain briefly about the scope of the contract of the EOI document and to get the views of the prospective bidders, as part of ensuing transparency in the tender process.*
- 3) *It is an opportunity for the prospective bidder to obtain all the details about the EOI, conditions governing the EOI's and also to get the explanation of any ambiguous condition that may be present in the EOI document.*
- 4) *All prospective bidders can attend. The venue, date and time indicated in Section III.*
- 5) *Failure to attend the Pre-Offer meeting will not be a disqualification, but a loss of opportunity for the prospective bidders to understand about the Expression of Interest and scope of contract.*
- 6) *Filled up technical proposal will be accepted only after the date of pre-offer meeting.*

## **6. Amendment of EOI**

- 1) *At any time prior to the dead line for submission of EOI, the Corporation may, for any reason, modify the EOI document by amendment.*
- 2) *There will not be any individual communication in respect of general notices, amendments, etc. The prospective offers are advised to check for updates in our website [www.kmscl.kerala.gov.in](http://www.kmscl.kerala.gov.in) on a day to day basis. Individual communications will only be issued in exceptional cases, at the discretion of the Corporation. All notices/information will also be disseminated through the Corporation's website and it will be binding on the Bidders. The prospective Bidders are advised to browse the website of the Corporation on a day-today basis till the EOI is concluded.*

## **7. Method of Submission of EOI**

- 1) *EOI shall contain the complete technical specifications and details on the competency of the Bidder and also the EOI package with terms and conditions of implementation of the proposed service. Apart from the documents and signed copy of the EOI, the necessary enclosures shall be submitted with EOI. In short, the EOI shall contain all the necessary*

documents to prove the technical competency and capability of the Bidder for implementing project and the ability of the Bidder for providing efficient service and support to the satisfaction of the Corporation.

- 2) Minor infirmities in the submission of documents will be allowed to be rectified so as to ensure qualification of maximum number of competitive Bidders to the next level.
- 3) The EOI offers, duly filled, shall be submitted in a sealed cover superscribed as **"EOI NO: KMSCL/Projects /EOI/2021/001 "EOI for Design, Supply, Installation, Testing and Commissioning of suitable HVAC System to Maintain the Temperature and Humidity for the Drug Storage Warehouses of KMSCL"**
- 4) Cover shall also indicate the name and address of the Bidder, last date & time of receiving the EOIs; shall be sealed and marked properly and shall be addressed to:

**The Managing Director**  
Kerala Medical Services Corporation Ltd  
Thycaud.P.O.  
Thiruvananthapuram -695014  
Kerala.
- 5) If the bids are not submitted as per the requirement of the above clauses, the Corporation shall assume no responsibility for the offer's misplacement or premature opening and consequential rejection.
- 6) The EOI shall be sent by registered post or by courier to the above address or dropped in a box specifically kept at the Head Office of Kerala Medical Services Corporation Ltd at Thycaud, Thiruvananthapuram -14.
- 7) EOI sent by telex or fax or email is void.

## **8. Deadline for submission of EOI.**

- 1) EOI must be received at Head office of the Corporation in the above address at Thiruvananthapuram not later than the time and date specified in the EOI Schedule (Section III).
- 2) In the event of the specified date for submission of EOI being declared holiday, the EOI shall be received up to the appointed time on the next working day.
- 3) If the EOI is sent by Registered post or by Courier, it shall reach the above office on or before the time and date stipulated for the receipt of EOI. The Corporation shall not be held liable for the delay in transit where the EOI is sent by post or courier.

- 4) The Corporation may, at its discretion, extend the deadline for submission of EOI by amending the EOI Document, in which case, all rights and obligations of the Corporation and the Bidders previously subjected to the deadline shall thereafter be subjected to the same deadline so extended.

## 9. Clarification of EOI

- 1) During evaluation of EOI, the Corporation may, at its discretion, give opportunity to the Bidder(s) for clarification of points raised by the EOI evaluation committee on its EOI submitted.
- 2) The request for clarification and the response shall be in writing, either through email or by post.

## 10. Notices

- 1). The Corporation shall publish the following information on its website at the appropriate time as part of ensuring transparency in the EOI process;
- 2). The EOI notices, documents, etc if any.
- 3). Amendments to the EOI conditions, if any, especially after the pre-offer meeting.
- 4). Results of the responsiveness of the EOI and minor infirmities/clarifications sought.
- 5). Results of the evaluation of bid, reasons for rejections and provisional list of Bidders qualified.
- 6). Final List of short listed bidders.

## 11) General/ Miscellaneous Clauses

1. Further details could be obtained from the office of the Managing Director of Kerala Medical Services Corporation Ltd during office hours at 0471-2945600/2945691/2945643.

The applicant should ensure that the application is delivered at the given address within prescribed date and time as mentioned in the advertisement. Kindly mention NOT TO OPEN BEFORE ..../04/2021 on the cover

**Managing Director,**  
KERALA MEDICAL SERVICES CORPORATION LTD.,  
(Dept. of Health & Family Welfare, Govt. of Kerala)  
Thycaud P.O., Thiruvananthapuram-14  
695014  
0471-2945600, 0471-2945691  
Email id : [electrical@kmscl.kerala.gov.in](mailto:electrical@kmscl.kerala.gov.in)  
[www.kmscl.kerala.gov.in](http://www.kmscl.kerala.gov.in)

**Annexure 1****LIST OF WAREHOUSES**

<b>District</b>	<b>Location</b>	<b>Area in sq ft (approx)</b>
<i>Thiruvananthapuram</i>	<i>DMO Compound Near Eye Hospital Thiruvananthapuram</i>	<i>10017</i>
<i>Alappuzha New Warehouse</i>	<i>Behind Alappuzha Medical College, Near to Dental College</i>	<i>10000</i>
<i>Idukki</i>	<i>Near Idukki Govt. Medical College Cheruthoni P O Painavu</i>	<i>13087</i>
<i>Kottayam New Warehouse</i>	<i>Babu Chazhikkadan Road, Behind Medical College Kottayam</i>	<i>10000</i>
<i>Thrissur</i>	<i>High Road Opposite Police Officer's Quarters Thrissur</i>	<i>10000</i>
<i>Malappuram</i>	<i>Near Railway Station Over Bridge, Tirur P O Malappuram</i>	<i>4932</i>
<i>Wayanad</i>	<i>State Warehouse Corporation Building Near Fathima Hospital, Pinangode Road, Kalpetta, Wayanad</i>	<i>7000</i>
<i>Kasargod</i>	<i>Near Old District Hospital Building Fort Road, Hosdurg, Kanjangad Kasargode</i>	<i>8987</i>
<i>Manjummel, Ernakulam</i>	<i>Udyogamadal Near St. Joseph Hospital Ernakulam</i>	<i>22014</i>

Kannur	Harichandra Weaving Mill's Compound (HWM) Near Lakshmanan Kada Bus Stop, Thana Kakkad Road (Land Mark)	16477
Kazhakkuttom, Thiruvananthapuram	Kinfra apparel Park kazhakkuttom Trivandrum	35000
Uliyakovil, Kollam	Near Uliyakkovil Devi Temple Uliyakkovil Nagar Kollam	14500
Quilandy, Kozhikode	Karuvannur P O Naduvannur Via, Kuttiady Highway Kozhikode	28271
Karunya Depot Aluva	Karunya Medicine Depot Aluva, Choondy.	5600
Manjeri, Malappuram	KSWC Chernni, Manjeri Malappuram	18340
Adoor, Pathanamthitta	xv/556(6), 556(7) & 556(8) K.P.Road, Near Malabar Gold, Kannamkode Adoor (Pathanamthitta)	15107

**\*DDWH – District Drug Warehouse**

<b>Sl. No</b>	<b>First Point of contact</b>	<b>Contact Details</b>
1.	Warehouse Manager Trivandrum	<b>9496003900,</b> 0471-4015638
2.	Warehouse Manager Thrissur	<b>9496005600,</b> 0487-2259098 0487-2259098
3.	Warehouse Manager Alappuzha	<b>9496004700,</b> 0477-2252302

**CHECK LIST**

<b>Sl. No</b>	<b>Item</b>	<b>Whether included Yes / No</b>	<b>Page No.</b>
1	Bio Data of the firm as per <b>Annexure III</b> .		
2	Profile of the agency in brief writing on the Organization including structure, man power strength, statutory compliance etc.		
3	Brief note on the previous experience in similar line of activity in Drug storage warehouses with photographs shall be submitted.		
4	Power of Attorney as per format in <b>Annexure V</b>		
5	Notary Attested registration documents proving the registration of the place of business and showing the details of partners / promoters / board of directors etc. (as applicable for the type of firm it is registered.) a. Memorandum of Association and Articles of Association / Incorporation Certificate. b. Proprietary Registration Certificate c. Partnership deed. d. Society Registration Certificate.		
6	Audited Accounts Statement of the following documents for the last 3 financial years		
	Annual Report, Balance sheet, P&L Statement for Financial year <b>2017-18</b> .		
	Annual Report, Balance sheet, P&L Statement for Financial year <b>2018-19</b> .		
	Annual Report, Balance sheet, P&L Statement for Financial year <b>2019-20</b> .		
7	IT Returns for the Assessment Year – <b>2017-18</b>		
	IT Returns for the Assessment Year – <b>2018-19</b>		
	IT Returns for the Assessment Year – <b>2019-20</b>		
8	Turn over statement as per <b>Annexure VI</b>		
9	Copy of the complete EOI document duly signed in all pages by the Bidder or the authorized signatory.		
10	Detailed drawing of the Civil and Electrification works associated with the installation works of HVAC System.		
11	Technical literature, product data sheet with original brochure and other documents of all the HVAC System		
12	The electrical power requirement of each equipment and details of total power consumption of each machine shall be submitted.		

**Annexure III**

**APPLICATION**

**To**

Managing Director,  
KERALA MEDICAL SERVICES CORPORATION LTD.,  
(Dept. of Health & Family Welfare, Govt. of Kerala)  
Thycaud P.O., Thiruvananthapuram-14  
695014  
0471-2945600, 0471-2945691  
Email id : kmscltvm@gmail.com  
[www.kmscl.kerala.gov.in](http://www.kmscl.kerala.gov.in)

**Reg : Application for .....**

**Ref : Advertisement in .....date .....**

Dear Sir,

I/We have read and understood the instructions and the Terms & Conditions mentioned in the advertisement. I/We hereby declare that the information furnished in the application and the supplementary sheets are correct to the best of my Knowledge and belief.

I/We authorize KMSCL to approach our employers, clients, corporation, organization etc.to verify the facts submitted by us.

Signature of applicant with seal.

Name:

Designation :

Address :

Place :

Date :

## Annexure IV

### BIO- DATA OF FIRM

1.	Name of the firm	
	Address	
	Telephone No	
	Office	
	Residence	
	Mobile	
	Fax	
	Email	
2.	(a) Whether proprietary/partnership/Pvt. Ltd./Public Ltd	
	(b) Name of the proprietor, partners. Directors	
	(i)	
	(ii)	
	(iii)	
	(c) Year of establishment	
3.	Registration with Registrar of companies (No.& date)	
4.	Registration with Tax authorities:	
	Income Tax No. (furnish copies of Income Tax clearance)	
5.	Name of Bankers with address:	
	(i)	
	(ii)	
6.	Registration with Govt./Public sector, if any	
7.	Service Centre details in Kerala	

### 8. Details of work executed:

(Give details of work executed in same manner)

Type of work	Work executed for (Name of the institution/Body)	Nature of work (in brief)	Value	Duration of work date		If work left incomplete or terminated (give reasons)
				Commence	Completion	



**Note :-** Copies of work order along with Xerox copies of relevant TDS certificate, satisfactory completion certificate obtained from the client shall be enclosed.

**9. Details of work on hand (photo copies of performance certificate, work order issued by valued client, preferably Banks. Govt., Semi-Govt. Bodies should be attached).**

Type of work	Work executed for (Name of the institution /Body)	Nature of work (in brief)	Location	Value in Rs:	Duration of work, stipulated time	Present stage of work.

**16. List of name/s of proprietor/partners& employees**

Name	Qualification	Experience	Particulars of worked done	Employed in your firm since	Value of work done

**Signature**

**Name & Designation**

**POWER OF ATTORNEY**

(On a Stamp Paper of relevant value)

I/ We.....(name and address of the registered office) do hereby constitute, appoint and authorize Sri/Smt .....(name and address) who is presently employed with us and holding the position of ..... As our attorney, to act and sign on my/our behalf to participate in the **KMSCL/Projects /EOI/2021/001 "EOI for Design, Supply, Installation, Testing and Commissioning of suitable HVAC System to Maintain the Temperature and Humidity for the Drug Storage Warehouses of KMSCL.**

I/ We hereby also undertake that I/we will be responsible for all action of Sri/Smt..... Undertaken by him/her during the EOI process and thereafter on award of the contract. His / her signature is attested below

Dated this the \_\_\_day of 202\_

For\_\_\_\_\_

(Name, Designation and Address)

Accepted

\_\_\_\_\_(Signature)

(Name, Title and Address of the Attorney)

Date : \_\_\_\_\_

**ANNUAL TURN OVER STATEMENT**

The Annual Turnover of M/s \_\_\_\_\_ for the past three years are given below and certified that the statement is true and correct.

Sl. No.	Year	Turnover in Lakhs (Rs)
1	2017 - 2018	-
2	2018 - 2019	-
3	2019 - 2020	-
Total -		Rs. _____ Lakhs.

Average turnover per year - Rs. \_\_\_\_\_ Lakhs.

Date:

Signature of Auditor/ Chartered Accountant  
(Name in Capital)

Seal: