



राष्ट्रीय फैशन प्रौद्योगिकी संस्थान / National Institute of Fashion Technology

वस्त्र मन्त्रालय, भारत सरकार / (Ministry of Textiles, Govt. of India)

भोपाल बाईपास रोड, भौरी, भोपाल-४६२०३०. / Bhopal Bypass Road, Bhauri, BHOPAL-462030

Expression of Interest for running Beauty Parlour/Salon

1.INTRODUCTION:

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology. NIFT provides fashion business education across the country through its network of 18 centers. It provides four years under graduate (UG) program in design and technology, two years Post Graduate (PG) program in Design, Fashion Management & Fashion Technology and short term education programme to address the specialized needs of professionals and students in the field of fashion. NIFT has its head office in New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Gandhinagar, Bhopal, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Patna, Panchkulla, Raibareli, Shillong, Srinagar and Daman.

2.SETTING UP OF NIFT, BHOPAL CAMPUS

NIFT, Bhopal has started its operation in the year 2008 initially in a temporary campus, NIFT Block, M.P.Bhoj (Open) University Campus, Kolar Road, Bhopal and now shifted to its permanent campus at Bhopal-Indore Bypass Road, Bhauri, Bhopal-462030 in 2022, Presently NIFT Bhopal has around 417 students and 60 employees.

1. Scope:

National Institute of Fashion Technology, Bhopal (hereinafter referred to as the "Institute"), an Educational Institute of National Importance, invites sealed EOI(s) for appointment of Licensee for lease of Shop for Beauty Parlour/Salon only (**as Annexure-I**) for the Fraternity of NIFT Bhopal in permanent campus at Bhopal Bypass Road, Bhauri, Bhopal as per the EOI document. The Applicant shall provide the required services to the Institute, and the services should be available all the given time as per the rate list in **Annexure – II**.

- I. The tender document can be downloaded from the Institute website at **www.nift.ac.in/bhopal**

2. Eligibility Criteria:

All the Applicants / Agencies / Shopkeepers must fulfill the following eligibility criteria and submit the documents and the declarations (duly self-attested) in support of their claim alongwith the EOI. The applications those are not meeting the Eligibility

Criteria stated below and not accompanied with the requisite documents be treated as incomplete hence be rejected.

- i. The age of Applicant should be in between 18 years to 60 years on the last date of submission of EOI.
- ii. Educational qualification should be minimum 10th standard.
- iii. The Applicant should be the main operator/proprietor of running Beauty Parlour/Salon to cater to the campus community.
- iv. The Applicant shall submit details of experience in running a shop or related field at least for a period of minimum two years before the date of EOI along with documentary proof.
- v. Copy of Registration of the Shop/Agency / Firm / Company issued by the concerned authority of the Madhya Pradesh Shops & Establishments.
- vi. The Agency/Firm/Bidder is required to submit a self-attested copy of PAN/TAN/TIN/GST certificates wherever applicable.

3. **Evaluation of EOI:**

- i. The EOI will be evaluated based on the highest license fee quoted. Rate list of the Agency / Firm / Company / Applicant who does not fulfill the eligibility criteria will be rejected.
- ii. Apart from the above-mentioned evaluation, a Committee will inspect physically the shops / Parlours run by the Agency / Firm / Company / Applicant and evaluation marks will be allotted by the Committee.
- iii. Selection of Vendor: Applicant who will get highest marks combining both the evaluations mentioned in points '3(i)' and '3(ii)' of EOI will be selected to provide the services.
- iv. A Committee constituted by the Institute shall evaluate the EOI's. The decision of the Committee in the evaluation of the EOI's shall be final. No correspondence will be entertained outside the process of negotiation / discussion with the Committee.
- v. Any approach from the Applicant or his representative, trying to influence the decision on the EOI, officially or otherwise, shall render the EOI liable to be summarily rejected. The Committee has been empowered to take the final decision regarding the EOI.

4. **Amendment of EOI Document:**

At any time prior to the deadline for submission of proposals, Institute may for any reason, whether at its own initiative or in response to a clarification requested by a

prospective Applicant modify the Tender Document by issuing an addendum/corrigendum. Any Addendum/corrigendum thus issued shall become a part of the EOI Document and will also be posted on the website of the Institute. To provide reasonable time to the prospective Applicants to take an addendum into account while preparing their proposals, the deadline for submission of proposals may be extended, at the discretion of the Committee, if required.

5. Submission of EOI:

- i. The EOI should be received as mentioned in the appropriate manner by 26/12/2022 by 05:00 PM. Duly filled Expression of Interest form documents in a sealed envelope should be personally delivered or sent by registered post or courier only so as to reach the Institute by 26/12/2022 till 05:00 PM.
- ii. Expression of Interest will be opened on 27/12/2022 at 02:00 PM.
- iii. The interested parties may inspect the premises before submitting the EOI form.
- iv. Tenders in the name of the Minors or on behalf of the Minors will be rejected.
- v. In case of Firms /Companies/Institutes etc., the authorized representative can submit the EOI application along with authorization letter.
- vi. The EOI form, duly filled in, along with the form of Terms and Conditions with signatures on each page and any other supporting certificates shall be kept in a cover, the Shop/ Nature of Business, Name and Address of the tenderer shall be indicated.
- vii. The EOI's received after the stipulated date and time will not be accepted. EOI's will be opened by the Committee.
- viii. EOI forms with any pre-conditions or additional conditions other than the conditions prescribed and supplied by the Institute/Licensors will summarily be rejected at the time of opening of EOI's.
- ix. The Applicant shall sign on each page of EOI form duly kept in sealed cover. The name of the business/shop for which the EOI quoted shall be written in capital letters on top of the sealed cover. The sealed cover shall be dropped in the Box kept at the Reception Area, of the Institute by the Applicant.

6. Opening of EOI's:

The EOI's will be opened on **---.12.202 at ---- PM** NIFT Bhopal. The Applicant or any of its authorized representative holding authorization letter who wish to be present at the time of opening of EOI's, can attend the EOI's. The Applicant/Representative of the Applicant shall produce self-attested copy of valid Photo Identity Card (PAN Card, AADHAR, Voter Id, Driving License Passport,

Ration Card). In case of date of opening of EOI is declared holiday, then the date of opening will be the next working day.

7. Allotment of Contract:

As per the recommendations of the Committee, the contract will be allotted to the successful Applicant. The successful Applicant shall enter into an agreement for running the shop for which he/she emerged as successful Applicant within 15 days from the date of issue of the allotment letter.

8. Term/Period of Contract:

The period of contract will be one year and extendable up to 03 (Three) years based on satisfactory service performance.

9. License Period/Minimum Period of Doing Business:

- i. The License period of Shop shall be for three (3) years only.
- ii. The licensee shall have to run the business for a minimum period of one (1) year in respect of Shops from the date of entering agreement. If the Licensee desires to vacate the premises for whatsoever reasons before completion of license period of (1) year, the licensee must pay the balance amount which falls short of the amount equivalent to (1) One Year license fee.
- iii. The successful Applicant /allottee shall enter into deed of license for three (3) years or as the case may be and commence the business within seven (7) days from the date of receipt of allotment letter or within fifteen (15) days from the date of issue of allotment letter, whichever is earlier on non-judicial stamp paper worth Rs.100/-, which has to be produced by the allottee. If the allottee fails to enter into deed of license and commence the business within fifteen (15) days from the date of payment of security deposit, the Security Deposit is liable for forfeiture.
- iv. Payment of License Fee: The licensee shall have to pay monthly license fee on or before 5th of every month. In case of belated payment of monthly license fee, electricity charges penalty @ 15% per annum of the amount due shall be paid.

10. Security Deposit:

- i. The successful Applicant shall deposit a sum of Rs.20,000/- (Rupees Twenty Thousand only) as Security Deposit. The Applicant may remit the Security Deposit through online bank transfer.

Bank Name: Union Bank of India, Kolar Road, Bhopal-462042

IFSC CODE: UBIN0554910

Bank a/c name: National Institute of Fashion Technology Customer Bank a/c

Bank a/c number: 549102010009108

Note: The proof of payment including name of the bank, amount of security deposit, date of transfer, UTR No. should be submitted.

- ii. The security deposit shall not carry any interest.
- iii. The Security deposit is refundable only after completion of license period
- iv. Security deposit will not be adjusted towards the license fee payable by the licensee during the license period.
- v. The security deposit of licensee of Shop shall be refunded only after removal/dismantling additional structures, put up/ constructed by them for their use, if any.
- vi. In case the licensees vacate the premises without dismantling /removing the additional structures the cost of dismantling /removing the additional structures shall be adjusted out of the security deposit and the balance shall be refunded.
- vii. The Security deposit is liable for forfeiture in the event of failure by the licensee to pay the license fee or termination of license or for breach of any condition(s) of license.

11. Termination of Contract:

Termination of License duly forfeiting the Security Deposit in the event of:

- i. The licensor is at liberty to terminate the license with one month notice, without assigning any reasons.
- ii. The licensee fails to give (3) three months advance notice to the Institute for termination of license, after completion of Nine (9) months period in case of Shops from the day of enter into an agreement.
- iii. The licensee defaults in payment of license fee for three months consecutively or three times in calendar year, the license can be terminated, and the security deposit will be forfeited.
- iv. The licensee fails to do the business in the stall for a period of (90) Ninety day (for which the license is granted) for whatsoever reasons, non-payment of Security Deposit and enter into an agreement in the stipulated period.
- v. The licensor shall have the right to terminate the license (contract) if in his opinion the quality of services offered is not up to the standard/satisfactory besides forfeiting the security deposit.

12. Specific Terms and Conditions:

- i. Pricing: The licensee should exhibit at conspicuous place the price list of the services rendered in the shop. The Committee of the Institute may verify the price of each service time to time.
- ii. Contract will be extended annually only after reviewing by the Committee, based on the performance feedback from NIFT Bhopal community.
- iii. **The area of the allotted shop will be approx. 215 square feet.**
- iv. **Minimum base License fee of the shop will be Rs.3,000/- (Rupees Three Thousand only) per month including 18% GST.**
- v. Electricity Charges: The Electricity Charges shall be paid as per the actuals and as per the tariff or as decided by the Committee in accordance with the instructions issued from time to time.
- vi. Products used must be of reputed brands with international & multi-city presence.
- vii. Furniture in the shop should be kept in good condition and should be customer friendly. All interior décor (including requisite furniture) should be made provided by the licensee. Opposite facing mirrors and quality seat of 'Salon type' should be installed. The premises should be kept well ventilated and well lit.
- viii. The Committee will have right to see the quality, market price, and reasonability of the services.
- ix. No subletting of work will be allowed at any stage.
- x. If during the period of contract, any time it is found that Licensee is charging higher than the comparable prevalent market rates, then the Institute may terminate the contract by giving the written notice.
- xi. It is the duty of the Licensee to maintain reasonable prices for all the services provided failing which suitable action will be taken by the Institute.

13. General Terms and Conditions:

- i. The Applicant must submit the EOI form only for the services for which the EOI has been called for.
- ii. The successful Applicant will be allowed to commence the business upon the satisfaction of other formalities like payment of security deposit, execution of agreement (Deed of License) failing which Security Deposit paid will be forfeited besides cancelling the license.
- iii. The allocated space to the shopkeeper can be relocated as per the requirement of the Institute.
- iv. **Change of Nature of Business:** The licensee must do the same business which is

mentioned in the EOI notification and for which license is issued. If the licensee is found doing business in the Shop other than the stipulated in the deed of license, the license is liable for termination duly forfeiting the Security Deposit.

- v. In the event of death of licensee, the license shall come to an end. However, the licensor may permit the Legal Heir of the licensee to run the business on the same Terms & Conditions for the remaining period of license on execution of fresh deed of license by such Heir.
- vi. The shop or premises will be given “as is where is condition” to the successful licensee. Any modifications, changes, alterations, repairs, if any required shall be undertaken by the licensee at his own cost with the prior permission of the Institute concerned and as per the drawings approved by the Institute.

vii. Confinement to the Area of Shops:

- The licensee must perform the business by confining to the extent of Shop, allotted as mentioned in the EOI notification or as recorded in the deed of license. There should not be any encroachment under any circumstances.
- If the licensee encroaches the space which is not allotted to him, the licensee is liable for payment of penalty. If the licensee is habituated for encroachment, liable for termination by serving a notice.
- Segregation of waste should be done in a proper way as per the regulations followed in NIFT Bhopal. The premises and surroundings of the shop shall be kept clean and tidy by keeping dustbins at appropriate places and is subject to inspection by the officials of the licensor. Non-compliance will attract imposing of penalty up to Rs.200/- on each occasion. Plastic Bags is totally prohibited inside the Campus.
- The licensee must undertake white washing / painting of the shop premises once in a year at his own cost and also at the time of vacating the premises.
- On the expiry of the period of the license or on its termination the licensee shall deliver vacant possession of the premises intact, to the licensor at 17.00 hrs. on the last day of contract.
- In the event of the Licensee fails to deliver vacant possession of the shop/premises to the licensor, the licensor shall have right to take possession of the premises by putting his own lock and key to the said premises. The articles, if any, left by the licensee, will be kept in public auction on the next day of taking over the premises by the licensor.
- Licensee shall ensure that necessary firefighting equipment's are installed inside the premises and maintained in good working condition at all times, and also ensure that all electrical wiring, power outlets and gadgets are used and maintained properly, for guarding against short circuits/fires. The Estate Department, NIFT Bhopal safety team will assist the licensee in this regard.

- Periodical pest control treatment for ants, cockroaches, rats, termites etc. shall be carried out by the licensee at his own cost.

viii. Manpower deployment:

- The licensee shall register himself as a Contractor under the Contract Labour (Regulation and Abolition) Act 1970.
- The licensee must pay amounts, in case of any accident to the personnel employed by them during the business time. The licensee is alone liable for workmen's compensation and any other statutory dues and Institute is not liable for payment of any such amount.

ix. Taxes:

The licensee shall pay all the taxes which are levied by the Central Government and the State Government from time to time. The Institute is not liable for the penalties against non-payment of these taxes or default therein. Any default, non-payment of taxes to statutory authorities will cause termination of license and vacation of premises.

- x. All the above terms and conditions will form part of agreement. The licensee will have to be bound by these conditions in addition to any other conditions prescribed by the Institute.
- xi. All notices, consents, sanctions directions and approval referred to in this agreement or otherwise shall be given by the licensor to the licensee in writing.
- xii. The process in the said auction will be adjusted towards the arrears of license fee etc., and the balance, if any, will be refunded to the licensee.
- xiii. Failure to deliver vacant possession by the Licensee to the licensor, shall entitle the Licensor to forfeit the Security deposit.
- xiv. In the event of any damages caused to the shop premises or property of the Licensor by the Licensee or his representatives, agents or servants during the subsistence of licensee period, the licensee shall make good to the Licensor shall have right to recover the said sum from the Security Deposit of the licensee.
- xv. No accommodation shall be provided to shopkeeper or their employee in the campus. Likewise, no person related to shop, will be allowed to stay in the campus after closing of shop.
- xvi. During the agreement period, the licensor is at liberty to alter /modify /add/delete in the condition(s) of the agreement in the interest of the Institute.

xvii. Prohibitions:

- The shopkeeper should not sell any items prohibited by the Institute or by the Government or any enforcing agencies. They shall adhere to the code of the conduct laid down by the Institute from time to time. The license agreement can be terminated at any point of time without assigning any reasons including violation of contractual obligations.
 - No child labourer shall be employed for servicing as per law.
 - The licensee shall not exhibit or permit any advertisement in the shop, except the same and style of his/her business, and the cutout /poster/hording should not be obscene.
 - In case of misbehaviour, assault on person / employees of the Institute, or any act or comment tarnishing the image of Institute by the licensee or his representative /workers will lead to imposition penalty or termination of contract duly forfeiting the Security Deposit amount.
 - **Sub Shops/Outlets:** Permission shall not be accorded to the licensee to open sub shop/Outlets under any circumstances for whatsoever reasons.
- xviii. The operation of the shop's timings shall be as per the directions of the Committee.
- xix. Institute reserves the right to accept or reject the tender of any bidder at the sole discretion Institute without assigning any reasons thereof.
- xx. The licensee shall indemnify, defend and hold harmless NIFT Bhopal and NIFT Bhopal's employees, other vendors, and stakeholders (each an 'Indemnatee') against any claim, action, or proceeding made against NIFT Bhopal by any third party, and any losses, damages, costs, expenses, penalties, charges, or other liabilities suffered by an Indemnatee as a result of any act or omission of the licensee or its agents, employees or representatives, including but not limited to:
- Any bodily injury or death.
 - Any damage to property.
 - Any breach of any representation or warranty under these Tender Documents.
 - Any negligence, willful misconduct, sexual harassment, or other tortious act.
 - Any breach of statutory obligations including any employer obligations.
 - Any breach of any other provision of these Tender Documents.
 - NIFT Bhopal reserves the right to participate in the defense of such claim at the cost of the licensee.
 - Licensee shall not disparage NIFT Bhopal and NIFT Bhopal's employees, other vendors, and stakeholders.

14. Penalty Provision:

- i. In the opinion of the licensor, if the licensee falls to execute the license for the terms mutually agreed and enter in the agreement/contract between the licensor and the licensee to satisfaction of the licensor, the Institute (licensor) has the right to take the following actions.
- ii. Imposition of fine for breach of contract by authorized officer of the Institute.
- iii. Forfeiture of Security Deposit either partly or fully.
- iv. Termination of license by giving one month's notice.
- v. Termination of contract with the above due notice and simultaneous forfeiture of security deposit.
- vi. In the event of any statutory authorities imposes any punishment or fines etc., and if the Institute is made a party in such penal action the Institute has got the authority to keep security deposit etc., with it until it is proved to the satisfaction of the Institute that such penal actions are ceased. Such penal actions may be a reason for termination of Contract.

15. Dispute Redressal & Applicable Laws:

- i. In all disputes and doubts or interpretation of the clauses or conditions applicable to the license or otherwise, the decision of the Institute shall be final and binding on the licensee.
- ii. The contract shall be governed by the laws of India. Any disputes are subject to exclusive jurisdiction of Competent Court and Forum in Bhopal, Madhya Pradesh, India only, subject to (iii) below.
- iii. Any disputes will be resolved through mutual negotiations between the Parties. In the event the dispute remains unresolved within 15 days of the initiation of the discussions, such disputes shall be referred to Arbitration by a sole arbitrator appointed by NIFT Bhopal, in accordance with the provisions of the Arbitration and Conciliation Act 1996 and the venue of arbitration shall be at Bhopal. The decision of the arbitrator shall be final and binding on both the parties.
- iv. **Force Majeure:** Any delay due to Force Majeure will not be attributable to the Vendor. Force Majeure events shall mean one or more of the following acts or events: Acts of God or events beyond the reasonable control of the Affected Party which could not reasonably have been expected to occur, exceptionally adverse weather conditions, lightning, earthquake, cyclone, flood, volcanic eruption or fire or landslide; Radioactive contamination or ionizing radiation; Strikes or boycotts

(other than those involving the Vendor or its employees/representatives or attributable to any act or omission of any of them) interrupting supplies and services of the Project for a period exceeding a continuous period of 7 (seven) days; An act of war (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, embargo, riot, insurrection, terrorist or military action, civil commotion or politically motivated sabotage which prevents rendering of supplies or specified services by the Vendor for a period exceeding a continuous period of 7 (seven) days.

ANNEXURE I

General Guidelines, List of Services and Specific requirements related to Beauty Parlour:

1. Clean & fresh aprons, towels should be used for each customer.
2. Instruments should be sterilized in hot boiling water or disinfectant. Shaving blades used for one customer should be discarded after use and new blade should be used for each customer.
3. Standard and reputed companies' products should be used. These products should not cause adverse reaction on the skin.
4. Mosquito and pest control should be done.
5. For customer service hot water is to be used during the winter season.
6. All the equipment used in service of customers will be kept neat and clean without any stain etc.
7. Care should be taken to avoid injury to customers via sharp objects during salon/ processes. Dettol/salon/disinfectant and first aid measures should be available for emergencies.
8. Salon stylists perform a broad range of beauty services, from cutting hair to performing scalp treatments. Typical duties include shampooing, cutting, and styling hair, though they may also provide hair treatment, including deep conditioning, permanents, hair coloring, and weaving. Due to the number of services offered at most Salons, stylists must be skilled at using a wide range of beauty products and tools.
9. Hygiene should maintain during the services.
10. Only lady employees will be allowed.
11. All interior decors (furniture) should be provided by the vendor/party.

Annexure-II**(To be submitted along with the Bid)**
BEAUTY PARLOR/SALON SERVICES

Type of Service	Variety	PRICE
Hair Cuts/Dressing	Haircut – Basic	50/-
	Haircut – Stylish+	150/-
	Blowdry	200/-
	Curls Blow Dry	300/-
	Shampoo & ConditionerBasic	200/-
	Shampoo & Conditioner Premium (S/M/L)	150/- - 250/- - 350/-
	Hair Ironing	500/-
	Iron Curls	500/-
	Colour Set	250/- - 500/-
	Henna	150/- - 300/-
Hair Spa	Dandruff/ Hairfall/DeepConditioning	400/-
De-Tan	Upper Lip	150/-
	Under Arm	200/-
	Feet	250/-
	Face & Neck	300/-
	Half Arms	350/-
	Full Arms	500/-
	Half Legs	400/-
	Full Legs	600/-
	Full Body	1300/-
Body Treatment	Cocoa Butter Massage	1000/-
	Aroma Oil	1200/-
	Body Polishing	2000/-
	Body Wipe	700/-
Classic Waxing	Full Arms	150/-
	Half Arms	100/-
	Full Legs	350/-
	Half Legs	200/-
	Under Arms	100/-
	Full Front Waxing	300/-

	Full Back Waxing	150
	Chin	40/-
	Upper Lip	30/-
	Face	125/-
	Full Body	1100/-
	Bikini Line	300/-
Threading	Eyebrows	40/-
	Upper Lip	20/-
	Lower Lip	20/-
	Forehead	20/-
	Chin & Neck	20/- & 20/-
	Full Face	110/-
Manicure	Classic	250/-
	Cocoa Butter	300/-
	Dead Sea	350/-
	Citrus Spa	500/-
	Ice-Cream	600/-
Pedicure	Classic	450/-
	Cocoa Butter	300/-
	Dead Sea	400/-
	Citrus Spa	550/-
	Ice-Cream	650/-
	Nail Polish	50/-
Facial	Different Types of Facial	500/- - 1500/-
	Basic Cleanup	300/-
Make-Up (Incl. Eyebrows, Full Face & Neck Detan & Basic Make Up)	Classic Make-Up	1500/-
	Saree Draping	100/-
Mehendi	Half Arms	150/-
	Full Arms	250/-
	Half Feet	150/-

Sign of Tenderer with Name & Address

Date:

ANNEXURE-III
Applicant Information Sheet

1. Name of the Applicant:
2. Father's Name of Applicant:
3. Nature of Current Business:
4. Age of the Applicant:
5. Full Address of Applicant:
6. Pan Card No:
7. I offer the following sureties who have signed hereunder as Sureties.

Signature of the Applicant

ANNEXURE-IV

DECLARATION REGARDING BLACKLISTING/DEBARRING FOR TAKING PART IN EOI

I / We _____, the shopkeeper hereby declare that the shop namely _____ has not been blacklisted or debarred in the past by Union / State Government or organization or Institute from taking part in Government Tenders / EOI in India.

Or

I / We _____, the shopkeeper hereby declare that the shop namely _____ was blacklisted or debarred by Union / State Government or any Organization or Institute from taking part in Government

Applicant Signature

Name:

Address:

ANNEXURE-V

Application Form with License Fee Offer

To,
The Joint Director
National Institute of Fashion Technology,
Bhopal Bypass Road, Bhauri
Bhopa-462030 (Nadhy Pradesh)

Dear Sir,

This is in reference to EOI regarding allotment of Shop for Beauty Parlour/Salon at NIFT Bhopal. I hereby submit EOI in the prescribed format. I have read all the Terms and Conditions supplied along with the EOI Form thoroughly and understood the full content. Further, I hereby agree to abide by the Terms and Conditions stipulated by the NIFT Bhopal from time to time during the operation of my business on awarding the License for the same.

The License fee, I/We offer to pay to the NIFT, Bhopal for the premises for the running of the Beauty Parlour/Salon is Rs.....
(Rupees.....) per
month excluding electricity charges charges. (Please mention the amount in figures and in words) + GST as applicable.

Thank you

Yours faithfully

Signature of the Applicant

Full Name:

Address:

Mobile No:

Email ID: