



Request for Proposal (RFP)

Allotment of counters **in Poompuhar Sales Showrooms for** **sale of certain handicrafts products**

Tender Ref.: TNHDC/399/M1/26-27

Volume-2 **Technical Document**

The Tamil Nadu Handicrafts Development Corporation Ltd (TNHDC)

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8. Technical Bid Form

1.	Name & address of the tenderer (in Block letters including telephone numbers) Artisans / Sole Proprietors shall enclose photo copies of any of the following items Proof of address (Ration Card/ Aadhar Card / Voter ID / Driving License / Bank Pass Book / Passport). Firms / NGO's / Societies / Trusts shall enclose photo copies of the respective registration certificates issued by the competent authorities.	
2.	Whether the tenderer is a manufacturer of the items for which counter is requested. If so address of the manufacturing unit. Manufacturer shall enclose GST certificate issued by the GST department	
3.	If not manufacturer, whether the tenderer is a wholesale dealer or a retail dealer.	
4.	Address of the wholesale / retail sales outlet the wholesale / retail sales dealer shall enclose proof of address	
5.	Whether it is a partnership firm or proprietary concern a) If partnership firm, give name & address of the partners (enclose proof of address) b) If proprietary concern, give name & address of the proprietor (enclose proof of address)	
6.	Volume of Annual business turnover of the tenderer in the sale outlet (enclose photo copies of Audited annual accounts for the years 2022-2023, 2023-24 and 2024-25 as certified by the Chartered Accountants and filed with Income tax and Sales tax authorities).	
7.	a) Whether the tenderer has a counter in any other handicrafts showroom for sale of similar products OR b) A sales outlet in the city or town where counter space is requested. c) If so details thereof	

8.	PAN number (enclose photo copy of PAN Card).	
9.	Whether the tenderer is registered dealer, if so the GST registration number.	
10.	Whether the tenderer already had a counter at any Poompohar Showroom, in previous years, if so specify, name of the showroom, craft, MGS (Minimum Guarantee Sales) & MGC (Minimum Guarantee Commission).	
11.	A self declaration for non block listing by any State Government/Government of India PSU/Co-operative Societies.	
12.	Rs.25,000/- (Rupees Twenty five thousand only) EMD shall be remitted in the TNHDC Bank Account and the payment receipt of the same may be attached in the uploaded documents.	

Signature of the Tenderer