

Annexure -1			
Sr. No.	Eligibility Criteria	Complied (Yes/No)	Supporting documents
1	The bidder must be a legal entity, capable of entering into an agreement in its own capacity.	Yes/No	Certificate of incorporation
2	If a company, the Bidder must be incorporated in India. If a partnership firm, it must have been rested in India.	Yes/No	Certificate of incorporation
3	The Bidder should be a profit making entity. The bidder must be a profitable organisation in 2 years out of past 3 financial years. Avearge Annual turnover of Rs. 100 Crores in last 3 financial years	Yes/No	Segment of Balance sheet clearly marking the segment for last three years
4	Certificate from the Banker, certifying that the bidder is not an NPA Account Holder	Yes/No	Certificate from bank
5	Undertaking that no penalties / fines have been imposed on their entities by any Regulator or Government Agencies or any authority against breach of any regulation or law.	Yes/No	Self declaration on compant letterhead with sign & stamp
6	The Bidder should not be blacklisted by any National or State or PSU government agency and should not be involved in any litigation encompassing corrupt or fraudulent practices by any of the Government agencies in India.	Yes/No	Self declaration on compant letterhead with sign & stamp
7	The Bidder should have provided similar services during the last 3 year including the 2021-2022 without any gap. The Reference(s) for the same should be provided along with the technical proposal.	Yes/No	Mention client name, contact details with no. of locations, asset count.
8	The Bidder should have adequate certified trained personnel comprising support staff to enable the Bidder to execute the work as per requirement, on a continuous basis during the tenure of the work.	Yes/No	Provide details in separate sheet
9	Power of Attorney / Authorization Letter is to be submitted in-favor of the person, who is signing and submitting the RFP on behalf of the bidder.	Yes/No	Provide POA
10	Bidder should be fully complied with statutory employee norms for minimum wages, PF and ESI. SBI Life will have the rights to verify supporting documents from the winning bidder on regular intervals.	Yes/No	Self declaration on compant letterhead with sign & stamp
11	Biider will provide the self declaration regarding GST that I/We are regular filer of GST returns. Please find attached the recent GST filing details in separate document.	Yes/No	Self declaration on compant letterhead with sign & stamp