

Company Profile Format

Details of documents to be submitted by the agency

- Name of the agency.
- Address including telephone, fax, e-mail and details of contact persons with mobile no.
- Date & place of registration (enclose copy of registration certificate).
- Proof of fulfilling the Statutory Requirement to carry out Draught Survey work.
- List of persons and their experience in conducting draught survey.
- Volume of business handled during the last three years and total value for each year including the running contracts in the relevant area.
- References of previous works carried out with KIOCL if any.
- Details of offices / branches of the organization.
- Name and address of bankers.
- Copy of the latest annual report in original.