

Annexure-III



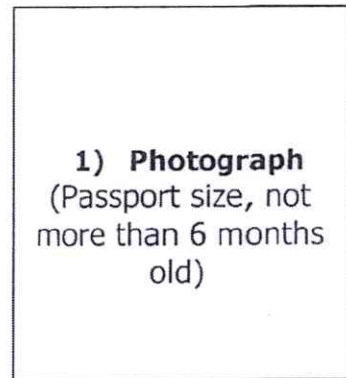
SL No:
EOI NO.

DATE:

Application form for Servo Franchise

Important: Candidates are requested to read the enclosed guidelines carefully before filling up the application form and attach certificates/documents as required.

From:



Reseller Channel Lead (RCL)

_____ State Office (To be filled by State Office)

Dear Sir,

Sub: Request for Expression of Interest as Servo Franchise

I/We hereby apply to be considered as a Servo Franchise for the following Retail Outlet location

Sl No.	Name of the Retail outlet	Location	District	State

as

- Individual /Proprietorship Firm
- Partnership Firm
- Co-operative Society
- Limited Company

In the name of _____.

I/We hereby certify that I/We qualify for appointment based on the selection criteria placed by your organization and submit the following information along with supporting documents in support of my/our candidature (use separate sheets if necessary):

Name of applicant (in Block Letters)		
Address for communication		
Telephone/Mobile number		
E-mail id		
Dale of Birth (DD/MM/YYYY)		
Age completed in years as on the date of advertisement of Expression of Interest (EOI)		
Citizenship/ Registration (Name of the country)		
Past experience in lube sales and sales projection		Details to be provided
A	Name of the firm where employed	
B	Address of the firm (including District & State)	
C	Nature of the firm (Proprietorship/Partnership/Co-operative society/Limited company)	
D	Nature of job	
E	Year of experience	
I	Lube sales projection declared by CandidateLtr per month
Offer of Working Capital (This working capital will be made available for the SERVO Franchisee immediately on appointment by IOC)		Rupees
A	Own fund:	
B	Bank Balance (Bank State to be attached)	
C	Fixed Deposit (Copy of certificate to be attached)	
D	Total (B+C)	

Proof of documents attached, or information furnished with the application to be produced in original whenever asked for.

DECLARATION:

I/We _____ hereby certify that the information furnished above is true to my/our knowledge. Any wrong information/suppression of facts will disqualify me/us from being considered for the Servo Franchise.

The following documents /copies of documents are attached to this application form:

- 1)
- 2)
- 3)

Total number of pages enclosed _____ (each paper enclosed along with the application to be serial numbered and the total pages attached to the application).

Place:

Date:

Address:

Tel. No.:

Signature:

Name in Block Letters:

Rubber Stamp:

Enclosure to Expression of Interest Application Form for Servo Franchise
Guidelines to Candidates

Candidates are requested to read the following guidelines in respect of the various criteria before filling up the Application Form. Certificates / Documents as required are to be enclosed to the Application form.

1. Age:

Candidate should not be less than 21 years of age and not more than 60 years of age on the date of application.

Candidates must enclose copy of the **board certificate/birth certificate/Aadhaar card/Driving license/Passport/Voter ID of the candidate.**

2. Citizenship:

Candidates should be Indian by Citizenship.

An Affidavit on stamp paper of appropriate value deposited before Magistrate / Judge / Notary Public (Format Prescribed in SS-Annexure 1) is to be enclosed to the application form.

3. Details of the Firm:

The candidate is required to provide complete details on the following:
In case of Partnership/Co-operative/Limited Company:

a. Constitution of the firm with documentary evidence.

b. Documentary Evidence favoring Nature of the Applying Firm:

i. In case of partnership firm: Please attach partnership deed, giving full details of all partners. Also, each partner should fill & submit the photocopies of application form with individual details along with original applications.

ii. In case of Company, whether Public / or Private Limited, along with the list of Directors, Articles of Association. Memorandum of Association and latest Balance Sheet duly certified by Chartered Accountant.

iii. If it is a Registered Co-operative Society, A Certificate of Registration, duly signed by the Registrar of Co-operative Societies.

iv. For Individual/Proprietorship firm no documents required.

4. Experience: Only letter from the employer is to be attached mentioning role of job and period (from..... to.....). Letter to be attached.

5. Working Capital:

The candidate should be willing to invest a minimum of Rs. 2.0 (Rs. two Lakh only per Retail outlet for which he has applied) lakhs in the business initially. Thereafter it shall be as required based on the sales target.

Working Capital = Bank Balance + Fixed deposit in the name of Candidate
(Bank Statement and Copy of FD certificate to be attached)

6. Franchisee Compensation:

- a) Franchise will purchase Servo Lubricants from Servo Stockist (SSR/GSS) at Dealer landed price (DLP) and he will be eligible to sell upto Maximum Retail Selling Price (MRP). Difference between MRP and DLP would be his gross margin.
- b) In addition to this, he may be offered product promotional discount based on market condition which will solely discretion of Indian Oil Corporation Limited.
- c) In addition to this, he may be given reseller incentive on sales performance based on market condition which will solely discretion of Indian Oil Corporation Limited.

(To be typed on non-judicial stamp paper of Rs. 100/-
Or as prescribed in the respective State)

AFFIDAVIT

I, _____, age _____ son/ daughter/ wife of
_____ and residing at _____

do hereby solemnly affirm and say as under:-

1. That I am an Indian Citizen.
2. (a) That there are no charges framed against me by Court of Law (other than freedom struggle), and/or I have never been convicted or being tried for any criminal offence involving moral turpitude and/or economic offence (Other than freedom struggle) punishable under law.
(b) That there are no proceedings now pending against me for any such criminal and/or economic offence.
3. I am not involved in any manner in any Lube manufacturing activity.

OR

I am chairman/managing director/director/(specify the designation) of M/s _____ engaged in manufacturing Lubricants and if selected as Servo Franchise I shall resign from the post on receipt of Letter of Intent and before appointment and I shall submit the board resolution accepting my resignation to Indian Oil Corporation Limited.

4. That I am not an existing Carrying & Forwarding Agent/C&F Agent/Stockist/Distributor of any of the competing brands of SERVO brand lubricants.

OR

That I am an existing Stockist/Distributor/CFA/C&F Agent of _____ (name of the competing brand of SERVO). I will resign from the said _____ (Stockistship/Distributorship) within 3 (Three) months of my appointment as Servo Franchise failing which Indian Oil Corporation shall be entitled to cancel/terminate my appointment and I will not be appointed as Servo Franchise for which this application is made.

5. I hereby verify that what has been stated above is true to best of my knowledge and belief and nothing material has been concealed there from. That if any information / declaration given by me in application or in any document submitted by me in support of my application for the award of Servo Franchise or in this affidavit shall be found to be untrue or incorrect or false, Indian Oil Corporation Limited would be within its rights to withdraw the Letter of Intent and/or terminate my appointment as Franchise (if already appointed) and that I would have no claim whatsoever against Indian Oil Corporation Limited for such withdrawal / termination.

Solemnly affirmed and declared before me

This day of 20 Signature of person making affidavit

Signature & seal of

Magistrate/Judge/Notary Public

(Name in block letters)