

## SBI Form Filling Project

<b>Project Name</b>	SBI Form Filling
<b>Project Description</b>	The project is in large quantity forms for creating database so we are looking for Good Center who can establishing a decent backbone of facilities anywhere as soon as possible for this project
<b>Seats Required</b>	Minimum seating capacity should be 10 seats per slot
<b>Payout</b>	Data Entry: Rs. 6 per Form 15 Row Per Form
<b>Input Data</b>	On-line Fully Automated CRM on-line User Id & Password provide by company
<b>Output Data</b>	After the data has been feuded into the CRM the database need to be re-checking into the server of the client which completes the work delivery of the day.
<b>Turn Around Time</b>	30 days in a month (Billing cycle : Monthly)
<b>Workload</b>	No. of Forms Unlimited Minimum 2500 forms have to completed per seat
<b>Requirements</b>	<ol style="list-style-type: none"> <li>1. Center sends LOI, signs MOU.</li> <li>2. Center submits following legal papers &amp; certifications           <ul style="list-style-type: none"> <li>• Bank Statements for last 6 months</li> <li>• IT Returns of 1 years</li> </ul> </li> <li>3. Company Profile with Pictures of Existing Infra.</li> <li>4. Pan card Snapshot Required.</li> <li>5. Center has to pay Rs.1.70 Lac business procurement fee</li> </ol>
<b>Tools Used</b>	Software Tool Provide By Company & Internet
<b>Contract Period</b>	One years
<b>Challenges Faced</b>	<p><b>Royalty : 10% 6 Month</b></p> <p><b>Quality Check Report:</b> Quality Check report will be generated by the end client back end team which would be again reconfirmed by the source company on the request of the executor company. Third party QC allowed, recommended QC Company should be ISO certified and QC charges to be borne by executor.</p>