

## **Addendum 1 , Dated 06<sup>th</sup> November 2018**

### **Revision of Scope of Work**

The scope of works in the Request for Proposal (RFP) for the Employee background verification would include but not be limited to providing service/solution for Employee Background verification and its maintenance and support for the tenure of the Contract.

Scope of Work: As we grow, we are looking to carry out Employee Background verification for

- **Pan Card**
- **Aadhar Card**
- **Previous Employment(s) verification**
- **Two reference check ( Professional )**
- **Physical verification**
- **Online court case verification**
- **Degree verification**
- **Police verification**

All the set of requisites listed should have a defined TAT (Turnaround time) to completion of each verification task. The Detail Scope task as mentioned would be part of the SLA signed between both i.e., “The Company and the Vendor(s)”