

PROFORMA FOR EMPANELMENT

Data Bank of Freelance Graphic Designers

Applicants interested in being included in the Data Bank of Freelance Graphic Designers of HLL Lifecare Limited may submit the following details.

1. Personal Details

1. **Name of Applicant:**
2. **Father's / Mother's Name:**
3. **Date of Birth:**
4. **Gender:**
5. **Nationality:**
6. **Current Address:**
7. **Permanent Address:**
8. **Mobile Number:**
9. **Email ID:**

2. Educational Qualification (Design/Arts/Media related):

Sl No	Qualification	Institution	Year of Passing	Percentage

2. **Professional Certifications (if any):**
3. **Total Years of Experience in Graphic Design:**
4. **Nature of Work Handled (Tick / Specify):**

- Logo Design
- Brochure Design
- Social Media Creatives
- Posters & Advertisements
- Infographics
- Book / Magazine Layout
- Website / UI Graphics
- Video Thumbnails / Digital Creatives
- Other (Specify)

3. Software Proficiency

SI No	Software	Proficiency Level (Basic/Intermediate/Advanced)
	Adobe Photoshop	
	Adobe Illustrator	
	Adobe InDesign	
	CorelDRAW	

4. Portfolio Details

1. **Link to Online Portfolio / Website:**
2. **Google Drive / Dropbox Portfolio Link:**
3. **Sample Work Attached:** Yes / No

5. Work Experience

SI No	Organization/ Client	Duration	Nature of Work	Remarks

6. Previous Work with Government / PSU / Corporate (if any)

SI No	Organisation	Project	Year	Remarks

7. Availability

1. **Available for:**
 - Short-term assignments
 - Project-based work
 - Urgent / time-bound assignments
2. **Location:**
 - Remote
 - On-site (if required)

8. Bank Details (Optional – if required later)

Account Holder Name:

Bank Name:

Account Number:

IFSC Code:

9. Declaration

I hereby declare that the information furnished above is true and correct to the best of my knowledge. I understand that inclusion in the Data Bank does not guarantee assignment of work and that engagement will be purely on a need basis as per the approved rate card of HLL Lifecare Limited.

Place:

Date:

Signature of Applicant