

**OFFER LETTER
(Letter head of the Firm)**

To

[Date]

The Oriental Insurance Company Ltd, Provident Fund.
3rd Floor, Oriental Building,
M G Road, Fort
Mumbai-400 001

Dear Sir/Madam,

Reg: YOUR RFP NO.OICL/PF/2018/001TO BE OPENED ON 22/01/2018

We, the undersigned, offer to provide the consulting services in accordance with your Request for Proposal dated We are hereby submitting our Proposal, which includes Technical Proposal and a Financial Proposal sealed in separate envelopes.

We understand that you reserve the right to reject any or all quotes without assigning any reasons . We abide by all the Terms and Conditions of this tender.

We hereby declare that the information supplied by us in the documents are true and correct and we agree that any wrong information provided in the Technical bid document shall lead to the disqualification of our bid from the process of bidding.

I am authorised to submit this quote on behalf of the organisation

Yours sincerely,

Signature:

Name and Designation of Signatory with Stamp:

Name of the Firm:

Address: