

F. No. 4-2/2020-Coordination (CHD)  
RFQ: Third Party Evaluation - Central Hindi Directorate

---

12. Annexure 1: Covering Letter (on Letterhead of the Agency)

To,

The Director  
Central Hindi Directorate, Department of Higher Education  
Ministry of Education  
West Block-VII , R.K Puram, New Delhi- 110 066

Sub: Proposal for RFQ No..... third party evaluation of the schemes and programmes pertaining to the development, promotion and enrichment of Hindi .

Sir,

We, the undersigned, offer to provide the services for third party evaluation of the schemes and programmes pertaining to the development, promotion and enrichment of Hindi. Our correspondence details with regard to this RFQ are:

No.	Information	Details
1	Name, designation, address of the person to whom, all references shall be made, regarding this RFQ No.	
2	Telephone number of the Contact Person.	
3	Mobile number of the Contact Person	
4	Fax number of the Contact Person	
5	e-Mail ID of the Contact Person	
6	URL of Organisation/Agency website	
7	Validity of Proposal	90 days

We are hereby submitting our Proposal for RFQ in both printed format (2 copy) in prescribed format. We understand you are not bound to accept any Proposal you receive.

We also confirm that as on date our agency is not declared ineligible by the Government of India for Corrupt and fraudulent practice or blacklisted.

We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading the short listing process or unduly favours our company in the short listing process, we are liable to be dismissed from the RFQ selection process or termination of the contract during the project.

We agree to abide by the conditions set forth in this RFQ.

We hereby declare that our proposal submitted in response to this RFQ is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

Sincerely,

(Authorized Signatory)  
(Full Name & Designation)  
(Agency's seal)