**Section -6**

**Annexure – 1**

**Covering Letter Format (Should be in the letter head of the Company)**

**Bid #** IIITB/FCLTY-002/2022 **Date : / /2022**

To,

The Chief Administrative Officer,

International Institute of Information Technology,

26/C, Electronics City Phase-1

Bangalore – 560100

Dear sir,

 **Bid Ref : IIITB/FCLTY-002/2022**

  **Subject : Providing Facility Management Services to IIIT-Bangalore**

1. I/We have downloaded “Tender Documents” for above mentioned “Tender/Work” at IIIT-Bangalore
2. I/We hereby certify having read entire terms and conditions of the tender documents, including all annexures which form part of the contract agreement and I/We shall abide hereby the terms/Conditions/Clauses contained therein.
3. The Corrigendum (s) / Addendum (s) issued from time to time by IIIT-B too has been taken into consideration while submitting this acceptance letter.
4. I/We hereby unconditionally accept the Tender Conditions of above mentioned tender documents, Corrigendum (s) & Addendum (s) in its totality / entirely.
5. In case any provisions of this tender are found violated, your Institute shall be at liberty to reject this Tender/Bid and we shall not have any claim / right against your Institute in satisfaction of this condition.

Yours Faithfully,

(Signature of the Authorised Person with Company Seal)

Name :

Place :