



टाटा मूलभूत अनुसंधान संस्थान हैदराबाद /
TATA INSTITUTE OF FUNDAMENTAL RESEARCH HYDERABAD

परमाणु ऊर्जा विभाग की स्वायत्त संस्था, भारत सरकार
Autonomous Institution of the Department of Atomic Energy, Government of India

सर्वेक्षण सं. 36/पी, गोपानपल्ली गांव, सेरिलिंगमपल्ली मंडल, रंगारेड्डी जिला, हैदराबाद - ५०० ०४६, तेलंगाना।
Survey No.36/P, Gopanpally village, Serilingampally Mdl., Rangareddy Dist., Hyderabad - 500 046, Telangana.

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तिथि / Date: 22-05-2026

EXPRESSION OF INTEREST

**INVITATION FOR EXPRESSION OF INTEREST (EOI) FOR
EMPANELMENT OF VENDORS FOR CIVIL, ELECTRICAL,
CARPENTRY & INTERIOR FURNISHING, PUBLIC HEALTH
ENGINEERING, HVAC WORKS AT
TIFR HYDERABAD**

**EOI DOCUMENT
No.: TIFR/PD/TS-EMP/2601
Dated: 22.05.2026**

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SECTION-I

INTRODUCTION

The Tata Institute of Fundamental Research (TIFR), a National Centre of the Government of India under the umbrella of the Department of Atomic Energy, operates at the cutting edge of global science. The Institute was founded in 1945 with support from the Sir Dorabji Tata Trust under the vision of Dr. Homi Bhabha.

To facilitate a greater role in world science and technology, this premier centre of scientific research has taken the first steps towards establishing a 200-acre campus in Hyderabad. At TIFR Hyderabad (TIFRH), more than 300 members work on research topics that are carefully chosen across the life sciences, chemistry, physics and materials sciences. We emphasize an interdisciplinary approach to science.

The Institute invites Expression of Interest (EOI) for 'Empanelment of Vendors for CIVIL, ELECTRICAL, CARPENTRY & INTERIOR FURNISHING, PUBLIC HEALTH ENGINEERING, HVAC WORKS at TIFRH' on prescribed format from the reputed, resourceful and experienced Agencies/Vendors who have executed similar nature works in any reputed institutions/organizations such as IITs, NITs, IIITs, CSIR Laboratories, Central Government Departments, Autonomous Bodies, Research Institutions, PSUs, and other large educational/scientific institutions, and who fulfill other eligibility criteria of EOI Document. The main object of Empanelment of firms/agencies is to create a pool of suitable and competent agencies/Vendors with valid credentials for works so as to minimize the requirement of verification of their credentials at the time of individual tenders without delay. At the same time, only those Vendors are allowed to continue in the list that remain active in TIFRH and perform satisfactorily. This empanelment will initially be made for a period of 1 year which may be extended for next 2 years on yearly basis subject to satisfactory performance of the firm.

EOI notice is available on <https://www.tifrh.res.in/tender/> .

SECTION-II

SCHEDULE OF EOI

1.

a)	EOI Document No.	TIFR/PD/TS-EMP/2601
b)	EOI for	Empanelment of Vendors for Civil, Electrical, Carpentry & Interior Furnishing, Public Health Engineering, HVAC Works at TIFRH
c)	Validity of Empanelment	1 year (which may be extended for next 2 years on yearly basis)
e)	Date of Issue EOI Document	22.05.2026
f)	EOI Document Submission Start Date and Time	22.05.2026
g)	Pre-Bid Meeting	01-06-2026 at 11:00 Hrs. (Through ZOOM- Zoom link details please visit our website https://www.tifrh.res.in/tender (or) Direct Visit at TIFR, Hyderabad premises) Contractor is required to produce the authorization letter and id card for attending offline Pre-Bid Meeting.
h)	EOI document Submission End Date and Time	08.06.2026 at 01:00 PM
i)	Date and Time for Opening of Bid (Technical bid)	08.06.2026 at 03:00 PM
j)	Address for Communication	Tata Institute of Fundamental Research 36/P, Gopanpally Village, Serilingampally Mandal, Ranga Reddy District, Hyderabad 500046 Ph:- 040-20203008 E-mail:- krishnaae@tifrh.res.in

Note:-

1. The EOI document may be downloaded from the website <https://www.tifrh.res.in/tender/> .
2. Corrigendum, if any, would appear on the TIFRH website.
3. TIFRH reserves the right to reject any or all the tenders in part or full without assigning any reasons thereof.



(Rajasekhar. R)
Head-Technical Services

SECTION-III

INSTRUCTIONS FOR SUBMISSION

- a. The Applicant shall go through and study this document thoroughly, submit all necessary documents including all Annexures duly filled with supporting documents. Incorrect, incomplete, inadequate information will lead to rejection of the application.
- b. The Applicant shall bear all costs related to the preparation and submission of this EOI. TIFRH shall in no case be liable or responsible for these costs regardless of the conduct and outcome of the selection process.
- c. Canvassing in any form will lead to summary rejection of the application.
- d. Applications received will not be acknowledged. However, the applicants shall be informed of the status of their application once the shortlist is prepared. No separate correspondence shall be entertained in this respect.
- e. Applicants shall submit all pages of this EOI document with seal and sign.
- f. Applicants are requested to submit in hard copy only with authorized signature and seal.
- g. Relevant documentary proof for the above MUST be submitted along with the EOI. The Institute reserves the right not to consider any parameter for which proof is not submitted. The decision of the Evaluation Committee on the relevance, validity, applicability, and admissibility of the proof submitted would be final and binding on applicants.
- h. TIFRH reserves the right to reject any or all applications without assigning any reason. TIFRH also will not provide any explanation to the applicants related to the shortlisting and selection process. The decision of TIFRH in this respect shall be final and binding on all applicants.
- i. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the relevant contact person indicated in the tender.
- j. Applicants may submit their applications with all relevant enclosures in the prescribed format sealed inside an A4 size envelop superscribing as indicated below

"EXPRESSION OF INTEREST FOR EMPANELMENT OF VENDORS FOR CIVIL, ELECTRICAL, CARPENTRY & INTERIOR FURNISHING, PUBLIC HEALTH ENGINEERING, HVAC WORKS AT TIFRH". EOI Ref No.

To,
Tata Institute of Fundamental Research
36/P, Gopanpally Village,
Serilingampally Mandal,
Ranga Reddy District, Hyderabad 500046

From,

SECTION-IV**TERMS & CONDITIONS**

All Intending Agencies/ Vendors preferably registered in central/state PWD /MES in the suitable Category/class or Agencies/Vendors who have executed similar nature works in reputed institutions/organizations such as IITs, NITs, IIITs, CSIR Laboratories, Central Government Departments, Autonomous Bodies, Research Institutions, PSUs, and other large educational/scientific institutions and who fulfill eligibility criteria of EOI Document are eligible for registration. Categories of items for registration are mentioned at Section-V of the document.

a. BENEFITS OF REGISTRATION

The firms registered with TIFRH will enjoy the following benefits:

1. Tender enquiries against demands for limited tender costing below Rs. 10 (Ten) lakhs which are not advertised are sent to the registered firms.
2. In case of advertised tender enquiries, copies of tender notices may be sent to registered firms giving them advance information to enable them to participate in the Tender.

b. EMPANELMENT / REGISTRATION PROCEDURE

1. The applicant should read all the pages of the document. Correct / relevant information / data have to be furnished by the vendors.
2. The applicant should make sure before applying for a particular type of Category, that it has the required eligibility criteria & experience for that category of work / item.
3. Applications incomplete in any respect, viz. non-submission of any required document or information, in requisite amount are liable for rejection.
4. The applicant should have an office in Hyderabad as the minor/maintenance work requires tender/ work commencement at short notice.
5. The following self-certified documents are to be submitted with the Registration Form:
 - i. Past Experience certificates (Completion certificate from Client(s) along with copy of Award letter/ Work Orders/Completion Certificate to be submitted by the bidder.)
 - ii. GST & PAN Number certificate
 - iii. Labour License or self-declaration by bidder for non-availability to be submitted.

- iv. Memorandum and Article of Association, Certificate of Incorporation, Partnership Deed, Registration Certificate issued by the Registrar of Firms etc. (An affidavit in case of sole proprietorship, Partnership deed in case of Partnership firm, Article of Association in case of Private/Public limited Companies.)
 - v. Solvency certificate (Not older than 6 months from last date of bid submission)
 - vi. Average minimum Annual Turnover CA certified Certificate for last 3 consecutive financial years ending 31.03.2026 as per eligibility criteria.
 - vii. Valid ESIC/EPF Registration certificate. (If bidder is registered with ESIC/EPF, then EPF/ESIC Registration certificate must be submitted. Else self-declaration by bidder for non-applicability of ESIC/EPF to be submitted).
 - viii. Valid Electrical License for Electrical works.
 - ix. Bank Details.
 - x. Registration with CPWD/PWD/MES/PSUs etc. if any.
 - xi. A notarized/self-attested certificate that the vendor hasn't been black listed by any institution of the Central/ State government / any PSU, University, Institute etc. in the past three years.
 - xii. Duly filled signed stamped Application form as Enclosed.
6. On receipt of the Registration Form along with the requisite documents as mentioned above and after scrutiny the firms / agencies/ Vendors shall be registered with the TIFRH.
 7. The firms / agencies / Vendors will be considered for registration / Empanelment for an initial period of one year which may be extended for next 2 years on yearly basis subject to satisfactory performance of the firm during initial registration period. The vendor shall be evaluated for performance as per criteria adopted by the Institute.
 8. After getting all the required information & documents from the applicant, the registration number (with Category/Code No./Description of Work/ Period of validity) will be issued to the Vendors.

SECTION-V

CATEGORY & WORK TYPE

a. WORK TYPE

WORK TYPE	DESCRIPTION
CIVIL	Civil repair, maintenance works related to minor water proofing works in buildings and construction of minor structure & other ancillary works, Flooring works, Finishing works Supplying & fixing of different types of building materials viz. cement, sand, reinforcement, all types of granites, tiles, marbles, kota stone, marble mosaic tiles, all types of precast paver blocks, bricks, centering & shuttering materials, manhole / gully trap chamber cover, Internal painting / polishing of building and its parts, Repair, maintenance and fabrication of all types of M.S. Grill and sheet works, Minor structural rehabilitation works of buildings, Other relevant works related to General Civil Maintenance/ Minor works including repair, replacement, alteration or fresh work.
ELECTRICAL	Wiring for light point / fan point /call bell point / exhaust fan point. Wiring for circuit / submain wiring, Supplying and fixing of medium class PVC conduit. Supplying and fixing GI box along with modular base & cover plate for modular switches. Supplying and fixing modular switch / socket on the existing modular plate & switch box. Supplying and fixing of LED fittings / street light fittings etc. of all types complete with all accessories. Supplying and fixing of wall fan/ ceiling fan. Cabling repairs of Split AC / Fire detection work etc., Repairing pumps, geysers and other electrical items. Laying of PVC insulated and PVC sheathed/ XLPE power cable of 1.1 KV grade. Supplying and making End Termination with brass compression gland and lugs. Earthing work. Providing and fixing of Copper/G.I. strip on surface or in recess. Supplying and fixing SP DP TP miniature circuit breaker/Molded Case Circuit Breaker. Repairing & maintenance of VCB & other accessories. Repairing & maintenance of HT/LT Electrical Panel. Laying of HT/LT Cables. etc. Repair of DG Set connecting cables including laying new cables as required. Other relevant works related to Internal/External Electrical Maintenance/ Minor works including repair, replacement, alteration or fresh work.
CARPENTRY & INTERIOR FURNISHING	Repair, painting, maintenance and construction of all types of wooden works including the fittings and fixtures attached to wooden works, Ancillary civil related works in connection with wooden, or aluminium works, Fixing of all types of glass in doors, wooden or steel windows, Writing inventory no. and name plates, All types of wooden works related to interior decoration. Aluminum door and window work, venetian blinds, etc., Door closer, louver window work, floor spring etc., Miscellaneous works pertaining to maintenance of Buildings. Preparation and installation of wooden, ply or aluminium partitions, tables, boards showpieces etc., Modular lab furniture, specialized cabinetry, false ceilings

WORK TYPE	DESCRIPTION
	(Acoustic/Gypsum/Metal), workstation modifications, partitioning wall (aluminium, wood and puff panel), repairs of door / windows, etc., Repair, painting, maintenance and installation of all types of steel (vis. Mild, stainless steel etc) gates, grills, signboard frames, windows, sheds etc., Other relevant works related to Carpentry & Interior Decoration Maintenance / Steel Maintenance / Minor works including repair, replacement, alteration or fresh work.
PUBLIC HEALTH ENGINEERING (PHE)	Repair, maintenance and construction of all types of underground sewer lines, manhole chambers, gully trap chambers, roads & pathways, water tanks, sumps etc., All types of plumbing, sanitary works in the residential / office complex including supply & fixing of plumbing and sanitary materials as per the requirement, Repair, maintenance of rain water pipes, Sewerage / stack lines in the duct / other area of the buildings, Maintenance of water supply line valves, meter chambers, water meters, foot valves, sewerage system for buildings & other ancillary structures, Cleaning of water tanks & U.G. Sumps and disinfecting with chlorine based approved chemicals etc., Removing the deposits from the septic tanks, soak pits and cleaning the underground sewage lines etc., Cleaning the open surface drains clean and free from deposits. Other relevant works related to Plumbing and Sanitary Maintenance/ Minor works including repair, replacement, alteration or fresh work.
HVAC	Operation & Maintenance (O&M) of HVAC systems, chiller plant maintenance, VRV/VRF systems, split/package AC systems, AHU/FCU maintenance, ducting fabrication and insulation works, ventilation systems, cleanroom environmental controls (ISO standards), chilled water pipeline works, HVAC automation support works, BMS integration support, balancing and commissioning works, filter replacement works, preventive and breakdown maintenance services, refrigerant charging works, HVAC AMC services, exhaust systems, ventilation balancing, and Other relevant works related to HVAC Maintenance / Minor works including repair, replacement, alteration or fresh work.

TIFRH reserves all the rights to modify or add any or all the categories as per the requirements from time to time.

b. CATEGORY/ CLASS

Volume of works as per the estimate would be basis of categorization of the applicants covering one or all of the under mentioned categories,

- Category/Class A: Tendering limit of contract Below Rs. 10,00,000/-
- Category/Class B: Tendering limit of contract Below Rs. 5,00,000/-

SECTION-VI

ELIGIBILITY CRITERIA

S.No.	Eligibility Criteria	Category/Class A Tendering limit of contract Below Rs. 10,00,000/-	Category/Class B Tendering limit of contract Below Rs. 5,00,000/-
1	Past Experience of completed similar work during last Seven years.	<p>Three similar completed works experience in Central Government/State Government/Public sector undertakings/Autonomous Organizations, each of value not less than Rs.4,00,000/-. (Or) Two similar completed works experience in Central Government/State Government/Public sector undertakings/Autonomous organizations, each of value not less than Rs.6,00,000/-. (Or) One similar completed work experience in Central Government/State Government/Public Sector undertakings/Autonomous Organizations, value of cost not less than Rs.8,00,000/-. (Or) Valid contractor registration license from Central/State/Autonomous PWD/PHE/organisations</p>	<p>Three similar completed works experience in Central Government/State Government/Public sector undertakings/Autonomous Organizations, each of value not less than Rs.2,00,000/-. (Or) Two similar completed works experience in Central Government/State Government/Public sector undertakings/Autonomous organizations, each of value not less than Rs.3,00,000/-. (Or) One similar completed work experience in Central Government/ State Government/Public Sector undertakings/ Autonomous Organizations, value of cost not less than Rs.4,00,000/-. (Or) Valid contractor registration license from State/Central/Autonomous PWD/PHE/organisations</p>
2	Banker's Certificate for financial soundness (Solvency) (Not older than 6 months from last date of submission)	Rs 4,00,000/-	Rs 2,00,000/-
3	Average Annual Turnover during the last three consecutive financial years ending 31.03.2026.	Rs 3,00,000/-	Rs 1,50,000/-
4	Valid/ recent PAN,	To be submitted	To be submitted

S.No.	Eligibility Criteria	Category/Class A Tendering limit of contract Below Rs. 10,00,000/-	Category/Class B Tendering limit of contract Below Rs. 5,00,000/-
	GST Certificate		
5	Valid Electrical License (LT/ HT) for Electrical works in the name of Agency.	To be submitted	To be submitted
6	ESIC/ EPF Registration Certificate (As per Section-IV. b.5.vii)	To be submitted	To be submitted
7	Proprietorship certificate, Memorandum and Article of Association, Certificate of Incorporation, Partnership Deed, Registration Certificate issued by the Registrar of Firms etc.	To be submitted	To be submitted
8	Non-Blacklisting Certificate	To be submitted	To be submitted

Note:-

a. Similar works for Civil, Electrical, Carpentry & Interior Furnishing, Public Health Engineering, HVAC Works are defined in Section-V (a).

SECTION-VII

GENERAL CONDITIONS

1. The said registration qualifies a particular vendor for consideration for issue of tender document in case of limited tenders for relevant category only for which vendor is registered/empaneled. However, this will not give any claim to the party for award of Work Order.
2. TIFRH reserves the rights to accept, consider or reject any or all applications without assigning any reasons thereof. The decision of TIFRH in respect of empanelment of parties for various categories of work / items will be intimated by post / email and shall be final & binding on all concerned empaneled firms / vendors in the panel of TIFRH.
3. Vendors once empaneled, shall promptly reply to all the enquiries, execute orders as per the order terms of TIFRH.
4. This document is treated as a valid contract between TIFRH and Vendor and adherence to all aspects of fair-trade practices in executing the work orders placed by TIFRH from time to time during the registration period.
5. In case of empaneled vendor found in breach of any terms & condition(s) of TIFRH or work order, at any stage during the course of work or warranty period, the legal action as per rules/laws, shall be initiated against the vendor, besides debarring and blacklisting the vendor concerned for at least ONE years for further dealings with Institute.
6. The vendor should not assign or sublet the empanelment or any part or it to any other vendor in any form. Failure to do so shall result in termination of empanelment.
7. All registered firms are expected to maintain absolute integrity, follow a decent standard of business ethics and do nothing unbecoming of a registered supplier. In all future correspondence with TIFRH, empaneled vendors are required to quote the Registration No.
8. TIFRH has all the rights reserved to add / delete / alter any of the items and to amend / add any of the terms and conditions included in the registration granted to firms with effect from any date, without assigning any reason(s) for the same.
9. **Indemnity:** The selected vendor shall indemnify the TIFRH against all third-party claims of infringement of patent, trademark/copyright or industrial design rights arising from the use of the supplied items and related services or any part thereof. TIFRH stand indemnified from any claims that the Vendor / firm / agency manpower / local authorities may opt to have towards the discharge of their duties in the fulfillment of the work orders.

10. **Termination for Default:** Default is said to have occurred. if the vendor fails to-
 - a. commence /deliver any or all of the services within the time period(s) specified in the Work order or any extension thereof granted by TIFRH.
 - b. perform any other obligation(s) to the satisfaction of TIFRH, under the empanelment.
11. **Jurisdiction:** All disputes in this connection shall be settled in Hyderabad High Court, Hyderabad Branch jurisdiction only.
12. If the vendor, in either of the above circumstances, does not take remedial steps within a period of 15 days after receipt of the default notice from TIFRH (or takes longer period in spite of what TIFRH may authorize in writing), TIFRH may terminate the empanelment/Work Order in whole or in part. This may also lead to blacklisting of the vendor barring him from participating for any further work/s with TIFRH.
13. **Defect Liability Period (DLP):** For execution of works, one-year DLP shall be applicable.
14. **Inspection of Works:** Works would be subject to inspection by TIFRH representative and unsatisfactory/defective works having been detected would have to be redone/repair by the vendor failing which it would be done at the risk and cost of the said Vendor/firm/ agency.

SECTION-VII

REGISTRATION FORM

EMPANELMENT OF VENDORS IN CIVIL, ELECTRICAL, CARPENTRY & INTERIOR FURNISHING, PUBLIC HEALTH ENGINEERING, HVAC WORKS AT TIFRH

I. CATEGORY & WORK TYPE APPLIED FOR -

WORK TYPE					
Description	CIVIL	Electrical	Carpentry & Interior Furnishing	Public Health Engineering	HVAC
Tick box for which applied	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CATEGORY		
CODE	CLASS A – MW	CLASS B – MW
Description	Tendering limit of contract Below Rs.10,00,000/-	Tendering limit of contract Below Rs. 5,00,000/-
Tick box for which applied	<input type="checkbox"/>	<input type="checkbox"/>

II. DETAILS OF THE APPLICANT:

1.	Name of the Company/Agency/Vendor	
i	Head Office / Registered Office Address	
ii	Telephone/Mobile No	

iii	Email	
iv	Web site (if any)	
v	Date of Establishment	
2.	Name of Chief Executive / Proprietor / Partners	
i	Telephone/Mobile No	
ii	Email	
3.	Office in Hyderabad (Address)	
i	Name of Contact Person	
ii	Telephone/Mobile No.	
iii	Email	
4.	Type of Organization	Documents to be enclosed
i.	Proprietary Trade License <input type="checkbox"/>	An affidavit
ii.	Partnership Partnership <input type="checkbox"/>	Deed, Trade License
iii.	Private Limited Company <input type="checkbox"/>	Memorandum of Article
iv.	Public Limited Company <input type="checkbox"/>	Certificate of Registration
5.	Commercial Information Registration	(Enclose Attested Copy Wherever Applicable)
	PAN	
	GST Regn. No.	
	Registration with CPWD/PWD/MES/PSUs etc. if any	
6.	Solvency /Bankers' certificate of scheduled bank (Not older than 6 months from last date of submission) to be attached.	

III. WORK EXPERIENCE DETAILS AS PER ELIGIBILITY CRITERIA IN SECTION-V(a):

S.No.	Name of Work*	Work Order No. & date	Work Order Value (₹)	Client details
1.				
2.				
3.				

*Admissible only on submission of relevant documents supporting the claim

IV. AVERAGE ANNUAL FINANCIAL TURNOVER DURING THE IMMEDIATE LAST 3 CONSECUTIVE FINANCIAL YEARS (ENCLOSE CHARTERED ACCOUNTANT'S CERTIFICATION):

S.NO.	Financial Year	Amount
a)		
b)		
c)		

V. LIST OF ENCLOSURES AS PER ELIGIBILITY CRITERIA & SECTION-IV b(5):

S.NO.	Details of Document Required to be submitted by the vendor	Submitted (Yes/No) along with referred page No.
A	Past Experience certificates (Completion certificate from Client along with copy of Award letter/ Work Orders/Completion Certificate to be submitted by the bidder)	

S.NO.	Details of Document Required to be submitted by the vendor	Submitted (Yes/No) along with referred page No.
B	GST & PAN Number certificate	
C	Labour License or self-declaration by bidder for non-availability	
D	Memorandum and Article of Association, Certificate of Incorporation, Partnership Deed, Registration Certificate issued by the Registrar of Firms etc (An affidavit in case of sole proprietorship, Partnership deed in case of Partnership firm, Article of Association in case of Private/Public limited Companies)	
E	Solvency certificate (Not older than 6 months from last date of bid submission)	
F	Average minimum Annual Turnover CA certified Certificate for last 3 consecutive financial years ending 31.03.2026 as per eligibility criteria	
G	Valid ESIC/EPF Registration certificate (If bidder is registered with ESIC/EPF, then EPF/ESIC Registration certificate must be submitted. Else self-declaration by bidder for non-applicability of ESIC/EPF to be submitted)	
H	Valid Electrical License for Electrical works	
I	Bank Details	
J	Registration with CPWD/PWD/MES/PSUs etc, if any	
K	A notarized/self-attested certificate that the vendor hasn't been black listed by any institution of the Central/ State government / any PSU, University, Institute etc. in the past three years	
L	Duly filled signed stamped Application form as Enclosed	

VI. DECLARATION BY VENDOR

- a. I/We certify that the information given above is true to the best of our knowledge. I/We also understand that if any of the information is found wrong, I am/ we are liable to be debarred.
- b. I/We certify that I/We will not get myself/ourselves registered as Vendor(s) in TIFRH under more than one name.
- c. No employee or direct relation of any employee of TIFRH is in way connected as Partner/Shareholder/Director/Advisor/Consultant/Employee etc. with the Company.
- d. I certify that I did not retire as an Engineer from any Department of the Government of India during the last ONE year. I also certify that I have neither such a person under my employment nor shall I employ any such person within ONE year of his retirement. (For individuals seeking enlistment)
- e. We certify that none of the partners/Directors retired as an Engineer from any Department of the Government of India during the last ONE year. We also certify that we have neither under our employment any such person nor shall we employ any person within ONE year of his retirement. (For partnership firms and limited companies). (Strike out whichever is not applicable)

.....
Name of Proprietor/Partner/Chief Executive (In Capital Letter)
.....

(Signature)

Place: Date:

(Seal of the Applicant)