

**APPENDIX 03 - Authorization Letter Format for Bid Opening
(To be brought at the time of opening of Bids)**

To
Deputy General Manager
HRM Department
Bank of Maharashtra
Lokmangal
1501, Shivaji Nagar,
Pune
Maharashtra - 411005

Date DD-MM-YYYY

Dear Sir,

SUB: Authorization Letter for attending the Bid Opening

REF: YOUR RFP NO: 192014 dated 08/10/2014

This has reference to your above RFP for implementation of integrated HRMS in your Bank.

Mr./Miss/Mrs. _____ is hereby authorized to attend the bid opening of the above RFP No.: 192014 dated 08/10/2014 on _____ on behalf of our organization.

The specimen signature is attested below:

Name:

(Specimen Signature of Representative)

Signature of Authorizing Authority

Name of Authorizing Authority
Designation:
Company Seal: