



**Annexure - II**

(On office letter head)

Date:

To  
The Senior Administrative Officer (Purchase)  
Indian Institute of Management Calcutta  
Joka, Diamond Harbour Road  
Kolkata - 700 104

**Ref.:**

Dear Sir,

**Sub: Tender for Group Mediclaim & Personal Accident Insurance Policy for the existing employees & their dependents, post 31<sup>st</sup> March, 2007 retired employees and their respective souses and spouses of deceased employees.**

Dear Sir,

With reference to the above, enclosed herewith are the Bid Documents for Group Mediclaim & Personal Accident Insurance Policy for IIM Calcutta.

I/We hereby reconfirm and declare that I/We have carefully read and understood the above referred Tender document including instructions, terms & conditions and all the contents stated therein published on Institute's website and CPP Portal.

Thanking you,

Yours faithfully,

(Signature of the Authorized Signatory)

Name: .....

Designation: .....

Name of the Company: .....

Mobile No.: .....

