

**PROFORMA OF POWER- OF-ATTORNEY/LETTER OF AUTHORITY**

*(To be submitted on Non-judicial Stamp Paper of appropriate value)*

To

The Chief Engineer  
Cochin Port Authority,  
Cochin 682009.  
Kerala, India.

Dear Sir,

We \_\_\_\_\_  
do hereby confirm that Mr./Ms./Messrs \_\_\_\_\_ [*INSERT NAME AND ADDRESS*], whose signature is given below, is /are authorized to represent us to bid, negotiate and conclude the agreement on our behalf with you against Tender for “**DAILY CLEANING OF WASHROOMS/ TOILETS OF NEW & OLD ADMINISTRATIVE BUILDING AND PUBLIC TOILETS IN WILLINGDON ISLAND FOR A PERIOD OF ONE YEAR**”.

We confirm that we shall be bound by all and whatsoever our said agents shall commit.

Signature of the authorized person:

Name & Designation :

Yours faithfully,

Signature, name and seal of the certifying authority