



# Central Medical Services Society

(Ministry of Health & Family Welfare, Govt. of India)  
2<sup>nd</sup> Floor, Vishwa Yuvak Kendra, Teen Murti Marg,  
Chanakyapuri, New Delhi - 110 021 (India)

**EXPRESSION OF INTEREST (EOI) FOR ACQUISITION OF PLOT /  
LAND WITH BUILDING / BUILT-UP FLOOR PLATE**



# Central Medical Services Society

(Ministry of Health & Family Welfare, Govt. of India)  
2<sup>nd</sup> Floor, Vishwa Yuvak Kendra, Teen Murti Marg,  
Chanakyapuri, New Delhi - 110 021 (India)

CMSS/OFFICE SPACE/2021/002

10.11.2021

## **PRESS NOTIFICATION**

### **EXPRESSION OF INTEREST (EOI) FOR ACOUISITION OF PLOT / LAND WITH BUILDING / BUILT-UP FLOOR PLATE**

Central Medical Services Society, (An Autonomous Body under Ministry of Health and Family Welfare) proposes to acquire plot/stand alone ready to move in building/Floor Plate with clear and non encumbered title deeds etc **within the proximity of 12 km distance from Central Vista Project** on outright purchase basis for setting up its Head Quarter office at New Delhi and invites Expression of Interest (EOI) from interested Owners/Builders/Authorized Agents of the Property.

Interested Parties are invited to submit the Expression of Interest along with required information/details as per the EOI document.

The complete EOI document and /or amendment/corrigendum, if any, shall be available on <http://www.cmss.gov.in> and/or at [www.eprocure.gov.in](http://www.eprocure.gov.in), Central Public Procurement Portal from 10.11.2021 to 25.11.2021(Both days inclusive)

For any further detail/clarifications, you shall contact **General Manager (Procurement)** at email: [gmprocurementcmss@gmail.com](mailto:gmprocurementcmss@gmail.com) or at 011 2141 0905/2141 0906 and /or may visit the office during working hours.

**For on and behalf of CMSS**

General Manager (Procurement)

### Central Medical Service Society

#### EXPRESSION OF INTEREST (EOI) FOR ACQUISITION OF PLOT / LAND WITH BUILDING / BUILT-UP FLOOR PLATE

Brief Description of EOI	Expressions of Interest (EOI) are invited for purchase of either (i) Plot of size varying from 500 sq yards to 800 sq yards Or (ii) Stand- alone ready to move in building with appropriate size of plot with total built-up area between 15000 sqft to 20000 sqft. (+) increase in variation upto 20 %) Or (iii) Built-up Floor Plate of total built-up Area between 15000 sqft to 20000 sqft.(+) increase in variation upto 20 %) from the interested Owners/ Builders/authorized agents having clear and absolute title for sale of their Land/Premises/permission with approved Building Plans & Completion/Occupancy Certificate/Permission etc issued by Local Authority for carrying out office purposes at New Delhi.
EOI enquiry no	CMSS/office space/2021/002 dated 10.11.2021
EOI Meeting & Venue	1100 hours on 17.11.2021 at Conference Hall of Central Medical Services Society, 2nd Floor, Vishwa Yuvak Kendra, pt. Uma Shankar Marg,Teen Murti Marg, Chanakyapuri, New Delhi, 110021
Due Date of submission of EOI.	<b>On or before 1200 hours of 26th November,2021</b>
Date and Time of Opening of EOI	<b>1400 hours on 26th November,2021</b>

#### a) Pre EOI Meeting

Pre EOI meeting will be held on **17.11.2021, 1100 hours** at Conference Hall, 2nd Floor, Vishwa Yuvak Kendra, pt. Uma Shankar Marg,Teen Murti Marg, Chanakyapuri, New Delhi, 110021. The intending applicants shall submit the queries if any, through e-mail to **gmprocurementcmss@gmail.com** in editable soft copy of MS-WORD latest by **17th November, 2021** by 9 AM. Intending applicants are welcome to attend physical interaction with CMSS on the specified date & time. A line in conformation for attending the EOI & number of personnel attending shall be given at [gmprocurementcmss@gmail.com](mailto:gmprocurementcmss@gmail.com) latest by **17th Nov,2021**. Clarifications including amendment/corrigenda if any, issued prior to submission of EOI would be uploaded in CMSS website [www.cmss.gov.in](http://www.cmss.gov.in) and Central Public Procurement (CPP) portal [www.eprocure.gov.in](http://www.eprocure.gov.in) for the purpose of downloading by all the prospective applicants. All such clarifications shall form part of EOI documents. The prospective applicants have to check the website(s) for any amendment / corrigenda / clarifications periodically. All prospective applicants are presumed to have examined all amendments / corrigenda / clarifications published on the website and have submitted their bids accordingly. In case any queries remain unreplied, it shall be construed that in respect of those queries, the respective stipulations of the bidding documents shall continue to apply and/or no new stipulations are made with respect to those queries. No extension of time for submission of queries will be granted on account of Applicant request for

interpretation/clarifications. Queries received after the above-mentioned time line will not be entertained. The applicant is required to carefully examine the EOI documents and fully inform himself as to all the conditions. If any applicant finds discrepancies or omissions in the EOI documents or is in doubt as to the true meaning of any part, he shall seek clarification so as to reach CMSS latest by 17th November, 9 AM by **email:gmprocurementcmss@gmail.com** .

- b) The EOI application prepared by the applicant and all correspondence & documents related to the application exchanged by the applicant and CMSS, shall be written in the English language. EOI application submitted in any other language is liable to be rejected.
- c) The complete set of EOI document can be viewed and / or downloaded from the website link of CMSS website, [www.cmss.gov.in](http://www.cmss.gov.in) and/or [www.eprocure.gov.in](http://www.eprocure.gov.in), Central Public Procurement Portal (CPP Portal) from 10.11.2021 to 25.11.2021 (both days inclusive).
- d) The date and time for submission of EOI application is on or before **1200 hours on 26.11.2021** at the **Central Medical Services Society**, Reception counter 2nd Floor, Vishwa Yuvak Kendra, Pt. **Uma Shankar Marg, Teen Murti Marg, Chanakyapuri, New Delhi, 110021** or at the **Bid Box at 2nd floor 2nd Floor, Vishwa Yuvak Kendra, pt. Uma Shankar Marg, Teen Murti Marg, Chanakyapuri, New Delhi, 110021**.
- e) CMSS shall not be liable for any postal delays whatsoever in receipt of EOI documents and EOI received after the stipulated date & time shall not be entertained.
- f) If the date for any activity indicated in the EOI happens to be a holiday or a non-working day, for any reason, then the next working day will be automatically taken as the date for such activity.
- g) Late/delayed EOI shall not be accepted under any circumstances after the due date and time of submission as specified in EOI
- h) CMSS intends to conclude acquisition of plot/ stand alone building/Built up Floor **Plate latest by 28th February,2022**

## **INSTRUCTIONS TO THE APPLICANT**

### **Submission of EOI:-**

The EOI application is to be submitted in two copies (One Original + One Xerox Copy ) in a separate sealed envelopes and both the envelopes are to be placed in another envelope. This Envelope is to be super scribed as “EXPRESSION OF INTEREST (EOI) FOR ACQUISITION OF PLOT / LAND WITH BUILDING / BUILT-UP FLOOR PLATE on top of the cover indicating EOI no and date, Last Date of Submission of Application addressed to

**General Manager (Procurement & Logistics Supply Chain)  
2nd Floor, Vishwa Yuvak Kendra, pt. Uma Shankar Marg,  
Teen Murti Marg,  
Chanakyapuri,  
New Delhi, 110021**

The following documents shall be submitted along with the application

- 1) Brief profile of the applicant/owner of the land/ land with building/ built-up floor plate ( tick whichever applicable) showing the following:-
  - a) Name of the applicant/ owner/ Director(s) of the Company with brief organization chart.
  - b) Memorandum and Article of Association in case of a Company.
- 2) Confirmation by the applicant as per prescribed format (placed at **ANNEXURE-II**) duly signed and stamped by the owner(s) / authorized person.
- 3) Complete EOI document as downloaded from website, Corrigendum/Addendum, if any, duly filled-in, signed and stamped on each page by applicant
- 4) Copy of Power of Attorney (PoA)/ Partnership Deed/ Board Resolution), duly attested by Notary Public, authorizing the person who signs & submits the EOI.
- 5) Copy of documentary proof of registration of the Project with concerned local Authority as per the Real Estate Regulatory Act (RERA).
- 6) Any other information as required to be submitted along with the EOI.
- 7) Present status of the premises (under construction/ fully furnished and ready to move/ presently occupied by tenants etc.)
- 8) Information sought as per Annexure I, II, III and IV.
- 9) Amendment/Corrigenda if any

**Other General Instructions:-**

- 1 The EOIs received after the due date and time shall not be considered and shall be returned to the applicant unopened.
- 2 CMSS shall not be responsible for any Postal or any other delays and applicant shall take care to ensure the submission of EOI(s) before due date and time.
- 3 All alterations, erasure(s) and/or over-writing(s), if any, should be duly authenticated by the person signing the EOI.
- 4 All Annexures forming part of EOI documents has to be duly filled-in, signed and stamped by the applicant.
- 5 Any queries on Expression of Interest shall be sent at Email: gmprocurementcmss@gmail.com or may contact Shri Akram Javed, General Manager (Procurement & Logistics Supply Chain), 2nd Floor, Vishwa Yuvak Kendra, Pt. Uma Shankar Marg, Teen Murti Marg, Chanakyapuri, New Delhi, 110021 on Landline Number– 011 21410905/21410906 between 9 15 AM to 6 PM (during Office working hours).

5 **Opening of EOIs:**

The sealed applications received on or before the scheduled date and time shall be opened by duly constituted committee in the presence of the intending applicants who chose to be present on **26<sup>th</sup> November, 2021 at 1400 hours** at 2<sup>nd</sup> Floor Conference Hall, 2nd Floor, Vishwa Yuvak Kendra, pt. Uma Shankar Marg, Teen Murti Marg, Chanakyapuri, New Delhi, 110021. The person attending/witnessing the EOI application shall carry an authorization letter for EOI Opening.

- 6 The applicant is/are required to clarify the observations raised by any agency/ individual carrying out legal Due-diligence on behalf of the CMSS within specified time. Legal Due-diligence of land/ land with building/ built-up floor(s) offered for sale shall be done by the CMSS.
- 7 The validity of EOI application shall be for 60 days i.e upto 24.01.2022

Mere submission of EOIs will not be treated as acceptance/ selection. Further, the applicants may note that the CMSS is not bound to purchase any of the land/ land with building/ built-up floor plate from the shortlisted offers.

8 If group of individuals/companies own the Property offered by EOI, then all the authorized representatives of such companies/individuals shall sign the EOI documents. An authorization letter in favour of the persons signing on behalf of a company/ an individual must accompany the EOI. In case only one person is signing on behalf of all the companies/individual then all such companies/individual shall issue an authorization letter in favour of person signing the EOI dully attested by Notary Public on a non judicial stamp paper of value not less than Rs 100/-

The Expression of Interest shall accompany an authorization letter duly issued by the owner of the Property in favour of Person/Applicant submitting the EOI application.

9 Canvassing in any form **will automatically disqualify the respective** EOI submitted.

10 **The applicant shall bear all costs associated with the preparation and submission of Expression of Interest application and CMSS will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the EOI Process.**

**SUITABILITY OF PROPERTY (LAND/LAND WITH BUILDING/ BUILT-UP FLOOR PLATE)**

The location, approach roads, distances to public amenities from the plot such as

Width of Front Road .....metres/ft

Distance to Nearest Metro Station .....m/ Km

Distance to Nearest Bus Stop.....m/Km

Distance to nearest Gas Station.....m/ Km

Distance to nearest Auto Stand ..... m/Km

Distance to nearest Hospitals .....m/km

Landmark stand-alone building

i) **East** (Name of the Plot/owner)

ii) **West** (Name of the Plot/Owner)

iii) **North** (Name of the Plot/Owner)

iv) **South** (Name of the plot/owner)

Layout of each floor/ floor- plan(s) if applicable

- (a) Title of the property (land/ land with building/ built-up floors) offered through EOI.
- (b) Confirmation regarding availability of Statutory Compliance of the property [Sanction Plans of Building/ Built-up floor(s) duly approved by local authority, Completion/Occupancy Certificate, applicable NOCs for Fire & other related activities, as required by authority including for RERA compliance] Yes/No
- (c) Facilities and amenities like Lift, Power Back-up, Electricity & Water Supplies, MEP/HVAC/Sewerage/Landscaping etc. available/to be provided in building/built-up floor(s). Yes/ no
- (d) Present status (under construction/finishing/vacant/occupied by tenants, etc.).
- (e) Age and present condition of the building.
- (f) Construction quality and finishing items.
- (g) Internal layout of the floors of the building.
- (h) Total permissible FAR/achieved FAR.
- (i) Parking facility :
- (j) Approach Roads :
- (k) Covered Parking :
- (l) **Type of Area**
  - Residential Area - Yes/ No
  - Commercial Area : Yes/No
  - Mix Land Use : Yes/ No
  - Other Area :
- m) Availability of Natural Light/Sunlight:



n) Natural Air/Ventilation :

o) USP of Property :

In addition, the property [**land/ land with building/ built-up floor(s) on offer**] should be situated in earmarked commercial area in specified locations with congenial environment and in close proximity to various public amenities.

The owner(s)/applicant(s)/ may submit a brief write-up in support of their Proposal along with the EOI on the above lines.

## **GENERAL TERMS & CONDITIONS**

1. CMSS shall open & scrutinize the EOIs submitted by the applicant and shall intimate the same about the outcome of the application.
2. The officials of CMSS may visit the site for physical verification, location & observe the status of land/ land with building/ built-up floor(s) as well as whole area/building.
3. CMSS subsequently may carry out Due Diligence or other verifications for its satisfaction, for which all assistance shall have to be provided by the applicant/owner(s) including ownership documents and chain of Title documents.
4. The application(s) not accompanied by the documents as sought dully filled-in, stamped & signed **on all Pages** is/are liable to be rejected.

CMSS reserves the right to accept or reject any or all the applications, or annul this process at any time without assigning any reason for whatsoever reasons.

5. CMSS is not bound to give reasons for rejection of any of the EOI.
6. The decision of CMSS in this matter shall be final & binding on all the applicants.
7. The Stamp Duty and Registration charges payable on the Instrument of Transfer/Transfer Deed/Deed of Conveyance and any other documents towards the purchase of premises shall be borne by the CMSS.
8. All the pending dues prior to Purchase will be borne by the owner(s) of selected Property.
9. **CMSS will not pay any brokerage to any person/Agent/Real Estate consultant for the proposed transaction/deal.**

### **10 ARBITRATION:**

In case of any dispute or difference arising in relation to meaning or interpretation of the agreement, the authorized official of the Institute and the seller will address the disputes/ differences for mutual resolution and failing which the matter shall be referred to the Sole Arbitrator appointed by the Competent Authority. The provisions of the Arbitration and Conciliation Act, 1996 will be applicable to the arbitration proceedings. The venue of the arbitration shall be in New Delhi. The cost of the Arbitration proceedings shall be shared equally by both the parties. The decision / award of the arbitrator shall be final and binding.

### **11 Jurisdiction:**

All disputes arising out of this Agreement are subject to the jurisdiction of Courts in New Delhi.

**ANNEXURE-I**

**LETTER TO BE SUBMITTED BY THE APPLICANT/ AUTHORISED  
REPRESENTATIVE OF COMPANY/ INDIVIDUAL**

**[ON LETTER HEAD OF THE COMPANY/ INDIVIDUAL OWNING LAND/ LAND  
WITH BUILDING/ BUILT-UP FLOOR PLATE]**

**10.11.2021**

To,  
**Central Medical Services Society  
2nd Floor, Vishwa Yuvak  
Kendra, pt. Uma Shankar  
Marg, Teen Murti Marg,  
Chanakyapuri, New Delhi,  
110021  
New Delhi**

**Sub: EXPRESSION OF INTEREST (EOI) FOR ACQUISITION OF PLOT / LAND WITH  
BUILDING / BUILT-UP FLOOR PLATE**

**Sir,**

I/We have downloaded the document for submission of EOI for acquisition of land/ land with building/ built-up floor Plate from the website of CMSS <http://www.cmss.gov.in> and/or website of CPPP Portal. [www.eprocure.gov.in](http://www.eprocure.gov.in).

I/We understand that the CMSS intends to purchase/acquire an appropriate size land/ land with building/ built-up floor Plate after due diligence of the offered site/location/premises & related documents in the manner, CMSS may deem fit.

Thanking you,

Yours faithfully,

Signature of applicant along with Seal

**CONFIRMATION BY THE APPLICANT FOR LAND/  
LAND WITH BUILDING/ BUILT- UP FLOOR PLATE**

(On a letter-head)

I, \_\_\_\_\_ (S/o \_\_\_\_\_, and R/o \_\_\_\_\_) on behalf of \_\_\_\_\_ (Name of the company, if applicable), that have submitted its **EXPRESSION OF INTEREST (EOI) FOR ACQUISITION OF LAND/ LAND WITH BUILDING/BUILT-UP FLOOR PLATE** at \_\_\_\_\_ (Location) confirms that;

**(Please put 'tick' as applicable)**

1. The offered land/ land with building/ built up floor plate is registered and mutated in the name of me /us /said company.
2. The offered land/ land with building/ built up floor(s) plate have a clear Title and there is no dispute of any kind on this land and/or premises offered through EOI.
3. The offered premises are RERA Compliant [in case of land with building/built up floor(s)].
4. The said land/ land with building/ built up floor(s) fall under the approved Master Plan of local authority/ regulatory body (ies).
5. The land/ land with building/ built up floor(s) are free from all kind of encumbrances.
6. The property is Freehold or Leasehold \_\_\_\_\_ (Please clearly specify).
7. In case of Leasehold, the Lease period starting from \_\_\_\_\_ (date) is valid for \_\_\_\_\_ years.
8. We further confirm that:

(A) We, have not taken any loan on the offered land/ land with building/ built up floor(s)

OR

We have taken a loan, against the offered land/ land with building/ built up floor(s), amounting to Rs. \_\_\_\_\_ from \_\_\_\_\_ (Name, address of the financial institution), out of which an amount of Rs. \_\_\_\_\_ is outstanding as on date (Please attach Certificate from the financial institution confirming the present outstanding amount).

(B) No charge has been created on the said offered land/ land with building/ built up floor(s) through Registrar of Companies (ROC)/ in anyone's favour.

OR

A charge amounting to Rs. \_\_\_\_\_ was created in favour of \_\_\_\_\_ through ROC, which stands cleared as on date [Please attach necessary supporting document(s)].

OR

A charge amounting to Rs. \_\_\_\_\_ has been / was created in favour of \_\_\_\_\_ through ROC, which is still in force [Please attach necessary supporting document(s)].

(C) No third party lien or interest has been created on the offered land/land with building/built up floor(s).or Third party lien or interest had been created on the offered land/land with building/built up floor(s), which has been cleared as on date OR

Third party lien or interest has been created on the offered land/land with building/built up floor(s), which is still in force (Please submit details as applicable and also attach supporting documents).

Signature of the Owner(s) / Authorized representative (with seal)

**CHECK LIST OF DOCUMENTS FOR EOI FOR LAND/  
LAND WITH BUILDING/ BUILT- UP FLOOR(S)  
PLATE**

(Please put 'tick' as applicable)

Sl. No.	ITEM DESCRIPTION	YES	NO	NA (Not Applicable)
1.	Location plan of offered land/ land with building/ built-up floor(s), where the land/building is situated w.r.t. the existing adjoining areas, Approach road, NH, Railway station, Bus stand, Market etc (preferably on Google map) and Site Plan.( <i>Exact or Approximate information is to be indicated</i> )			
2.	Location of the plot [of land/ land with building/ built-up floor(s)] marked on the approved Master Plan / City Plan of that area.			
3.	<b>Copy of Title documents</b> of the land/ land with building/ built-up floor(s) [Sale Deed/ Lease Deed/ Conveyance Deed/ Mutation Certificate/ Allotment & Possession Letters etc.]			
4.	Certificate of Registration under RERA (if applicable).			
7.	<b>Form of ANNEXURE-I</b> . duly filled in			
8.	Form of <b>ANNEXURE-II</b> . duly filled in			
9.	FORM as <b>ANNEXURE-III</b> duly filled-in.			
10.	FORM as <b>ANNEXURE-IV</b> duly filled-in.			
12.	Copy of the Sanctioned Plan of Layout (if applicable)			
13.	<b>Completion/ Occupancy</b> Certificates Issued by the Local Statutory Body/ Regulatory Authority(if applicable)			
14.	NOC from Society( if applicable)			
15.	<b>Fire NOC</b> , Lift License and other NOCs, (as applicable.)			
16.	Any other pertinent document/information, the applicant/ may like to specify			

Signature & Seal \_\_\_\_\_

**ANNEXURE – IV**

**TECHNICAL INFORMATION FOR EOI FOR LAND/  
LAND WITH BUILDING/ BUILT- UP FLOOR(S)**

<b>Sl. No.</b>	<b>PARTICULARS</b>	<b>INPUTS</b>
<b>1.</b>	<b>Details of Land/ Land with Building/ Built-up floor(s):-</b> <b>(a)</b> Details about land (in case of land/ land with building): <ul style="list-style-type: none"><li>- Size of plot of land</li><li>- Land Use pattern</li><li>- Allowable FAR</li><li>- Allowable Ground Coverage</li><li>- Facilities like Power &amp; Water supply, drainage/sewerage, if any</li></ul> <b>(b)</b> Type of Construction (for building) – Load Bearing/ RCC/ Steel <b>(c)</b> Type of Foundation of building (Structure should be designed to take care of earthquake intensity applicable for the area) <b>(d)</b> Whether the proposal is for Sale of land with whole building thereon or only one/more built-up floor(s) of any building with proportionate share of land (Please clearly specify) <b>(e)</b> No. of floors and height of each floor including Basement, if any <b>(f)</b> Clear floor height from floor to Ceiling	
<b>2.</b>	<b>Area of the building premises offered</b> including [in case of land with building/ built-up floor(s)] <ul style="list-style-type: none"><li>(i) Super Built-Up area -</li><li>(ii) Built-Up area -</li><li>(iii) Carpet area -</li></ul> (All three must be mentioned)	
<b>3.</b>	<b>CONSTRUCTION SPECIFICATIONS / MATERIALS USED</b> (separate Annexure may be used, if required) <ul style="list-style-type: none"><li>a. Floor -</li><li>b. Internal Walls -</li><li>c. External Walls -</li><li>d. Doors/Windows -</li><li>e. Kitchen -</li><li>f. Bathroom -</li></ul>	

<b>4.</b>	<b>AGE / CONDITION OF THE CONSTRUCTION / BUILDING</b> (a) Newly constructed within 2 years (copies of Completion and/or Occupancy Certificates with date to be enclosed)- (b) Old construction - mention year of Completion (copies of OC / CC to be enclosed)- (c) Whether Structural Stability Certificate is available (Certificate shall be from Licensed Structural Engineer) (copy to be enclosed)- (d) Details of internal furnishings including Electrical wirings and fittings-	
<b>5.</b>	<b>COMMON FACILITIES PROVIDED (Give details)</b>	
A.	Car Parking space (Please specify how many in no.s)	Covered / Open
B.	Scooter Parking (Please specify how many in no.s)	Covered / Open
C.	Power Supply / Electricity [Please specify - Type of Connection (domestic/commercial/any other) available, - Attached dedicated Transformer, if any, or Supply Line load capacity (Single Phase / Three Phase) in KVA]	Adequate & available / Not available
D.	Water Supply	Provided / Not provided
E.	Municipal Corporation water line / Bore-well	Yes / No
F.	Overhead Tank	Yes / No
G.	Lift(s) and their no.s, if any (Separate dedicated Lift or not)	Give Lift Capacity (in Kg. and No. of persons)
H.	Generator for emergency / Back-up Power (If yes, give details) - Make - Capacity (in KVA) - Year of installation & commissioning	Yes / No
I.	Anti-lightening device	Yes / No
J.	Security arrangement (Fire-fighting / Anti-burglary device etc.)	Yes / No
K.	Separate Entrance	Yes / No
L.	Boundary Wall	Yes / No
M.	Proposed Road widening (Provisions, if any, by Local Authority)	
N.	Proposed type of Tenement i.e. Apartment (separately for the Part/ Portion offered in EOI to the CMSS) in order to hold share in land	
<b>6.</b>	Name and complete Address of the Property offered in EOI [in respect of Land/ Land with Building/ Built-up Floor(s)] –  (Including Plot no., Building name & Floor no., Street, Area, Police Station, Post Office, City, PIN Code, and District etc.)	
<b>7.</b>	Period of Construction and Year of Completion (Please mention months and years for both).	

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Seal: