

(ON COMPANY LETTERHEAD)

To,  
The Area Sales Manager  
North Eastern Coalfields,  
Coal India Limited,  
Margherita, Assam.

Date :

**Sub: Authorization for supervision of loading of coal and other allied official works.**

Ref: eAuction Notice No..... dated: ..... Bid Sheet dated : .....

Dear Sir,

In reference to the above, we would like to inform you that we have been allotted Grade .....  
From..... Colliery at by ..... mode in the above referred Bid Sheet. Attested copy of our identity card  
issued by M/s. MSTC Ltd., / M/s. MJunction Services Ltd. is enclosed.

I / We hereby authorize Shri. ....for the following works on our behalf:-

1. Placement of vehicles at the source of supply for taking delivery of the allotted quantity of coal.
2. Supervision of loading.
3. To receive the despatch documents from the delivery source / weighbridge.
4. To receive Tax invoices or other statutory documents etc.

The personal particulars of our authorized representative are as given below:

1. Name .....
2. Son of .....
3. Address .....
4. Tel. no. .... / Mobile No. ....
5. Identification document no. ....

**We accept that:-**

1. **The coal delivered to the representative/s shall be deemed to be received by the buyer/s as per the stipulated parameters and Coal India Limited owes no responsibility whatsoever thereafter during transit and no claim shall be entertained.**
2. **The buyer/s or his representative/s shall ensure that Entry and loading of trucks will be as per weekly loading programme and loaded trucks shall exit the operational area immediately within one hour after issuance of Gate Pass.**
3. **The company reserves the right to allow entry of any person/persons inside the operation area.**
4. **The Colliery In-Charge shall have the right to remove from the coal despatch area/site any person/s of the buyer who in his opinion is Undesirable and the buyer/s will have to remove him with immediate effect of such orders.**
5. **Precautions shall have to be exercised at all times by the buyer or his representative/s inside the operational area for the protection of persons and property. The buyer/buyer or his representative/s shall wear Safety Helmets, mining shoes and proper mining gear at all times inside the operational area. The safety required or recommendation by all applicable laws, codes, statutes and regulations shall be observed.**
6. **The buyer/buyers or his representative/s shall abstain from committing nuisance at any place of work inside the operational area.**
7. **The buyer/buyers shall be fully responsible for any act or behavior of his/their representative/s inside the operational area.**

Thanking you,

Yours faithfully,

Signature of Representative.....

Signature of Authorized Signatory .....

.....  
Signature attested by authorized signatory

