**Curriculum Vitae (CV) of Key Personnel**

**1. Proposed Position :**

**2. Name of Personnel :**

**3. Date of Birth :**

**4. Nationality :**

**5. Educational Qualification :**

***(Starting with highest qualification, list the qualification)***

**6. Employment Record :**

***(Starting with present position, list in reverse order every employment held. Also mention the duration of position)***

**7. Experience in Years :**

**8. List of Projects on which the Personnel has worked :**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Project** | **Name of the Client** | **Duration**  **(from dd-mm-yy to dd-mm-yy)** | **Description of responsibilities** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

***(above provided details shall be considered as experience of Key personnel)***

**9. Details of the current assignment and the time duration for which services are required for the current assignment :**

**Certification by Key Personnel:**

1. I am willing to work on the Project and I will be available for entire duration of the Project assignment as required.

2. I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes me, my qualifications and my experience.

(Signature and name of the Key Personnel)

Place:

Date:

(Signature and name of the authorized signatory of the Bidder)

Seal of the firm

**Notes:**

1. Use separate form for each Key Personnel.

2. Each page of the CV shall be signed in ink and dated by both the Personnel concerned and by the Authorised Representative of the Bidder firm along with the seal of the firm. Photocopies will not be considered for evaluation.

3. The self-attested copy of degree/certificate should be provided as Proof.