Guidelines for NDA Submission:

1.         The Complete NDA should be submitted

2.         The NDA should be executed in the following manner

Company  - By the persons authorized by the Company’s Articles of Association. Generally it is a Director (in a single Director company) or Two Directors or a Director and the Company Secretary. However in large companies delegation takes place as such a Manager or other official might be authorized to sign the NDA on behalf of the Company. In the latter case please obtain a copy of the document by which the Board has given authority to the individual to sign on behalf of the Company. Plus the rubber seal (or the common seal if available) of the company to be placed on the NDA (this is required for the purpose of refuting any allegations that might be made by the other party on the basis that the NDA was signed by a person not authorized by Company.

3. The two witnesses should place their signatures  (the witnesses by placing their signatures would be witnessing the placing of the signatories’ signatures)

4. Two original NDA’s should be submitted