

**PRE-BID INFORMATION**

**FOR**

Tender Notification No.: IIMT/2020-21/MPS/08 dated: 30/09/2020

**NOTICE INVITING TENDER FOR PROVIDING MANPOWER SERVICES  
TO IIM TIRUCHIRAPPALLI**

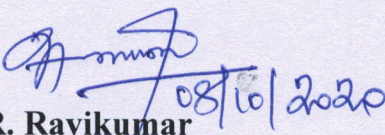
**Information regarding Pre-Bid Meeting**

Pre-Bid Meeting with the intending bidders shall be held through video conferencing on 12th October 2020 (Monday) at 4:00 PM to clarify doubts that may arise before submission of the bids. Bidders are requested to mail the doubts to [purchase@iimtrichy.ac.in](mailto:purchase@iimtrichy.ac.in), prior to the pre bid meeting to enable us to clarify the doubts in the pre-bid meeting itself.

Please find the below details for connecting through online.

If any Bidder/Bidder's Representative(s) would like to join the Pre-Bid Meeting, please email scanned copy of letter of authorization to [purchase@iimtrichy.ac.in](mailto:purchase@iimtrichy.ac.in) by 10.00 am, 12<sup>th</sup> October 2020 (Monday) from your firm (or firm you are representing) as per format enclosed in *Annexure V* of Tender document for getting Meeting URL and password for connecting through online. The format of Annexure-V is also available in the next page for easy reference.

If need any technical support for establishing the VC connectivity, please contact our IT Team through Email: [ithelpdesk@iimtrichy.ac.in](mailto:ithelpdesk@iimtrichy.ac.in); Phone No.: +91 431 250 5073.

  
R. Ravikumar  
Administrative Officer (A, S&P)





**INDIAN INSTITUTE OF MANAGEMENT TIRUCHIRAPPALLI**  
(An Institute of National Importance, Ministry of Education, Government of India)  
Trichy - Pudukkottai Main Road, Tiruchirappalli-620 024, Tamil Nadu  
Phone: 0431-2505121/5122 | E-Mail: [purchase@iimtrichy.ac.in](mailto:purchase@iimtrichy.ac.in)

### ANNEXURE- V

(Refer to Tender No. IIMT/2020-21/MPS/08 dated: 30/09/2020)

#### LETTER OF AUTHORISATION FOR ATTENDING PRE BID MEETING /BID OPENING

To

The CAO (i/c)  
IIM Tiruchirappalli  
Pudukkottai Main Road,  
Chinna Sooriyur Village,  
Tiruchirappalli - 620 024

Subject: Authorization for attending Pre Bid Meeting / Opening of Technical Bid/ Price Bid on .....(date) in the tender for **Providing Manpower Services to IIM Tiruchirappalli**

Following persons are hereby authorized to attend the Pre Bid Meeting / Opening of Technical Bid/ Price Bid for the tender mentioned above on behalf of. ....(Bidder) in order of preference given below.

Order of preference	Name	Designation	Contact No	Specimen Signatures
I				
II				

Alternate Representative

Signatures of bidder  
or

Officer authorized to sign the  
bid Documents on behalf of the  
bidder.

#### Notes:

1. Maximum of **two representatives** will be permitted to attend Pre Bid Meeting / bid opening. In cases where it is restricted to one, first preference will be allowed. Alternate representative will be permitted when regular representatives are not able to attend.
2. Permission for entry to the hall where bids are opened may be refused in case authorization as prescribed above is not recovered.