



INDIAN INSTITUTE OF MANAGEMENT TIRUCHIRAPPALLI

PRE-BID INFORMATION

FOR

Tender Notification No.: IIMT/2022-23/EO/Chairs/02 dated: 14/04/2022

Notice Inviting E-Tender for Supply of Revolving Chairs to IIM Tiruchirappalli.

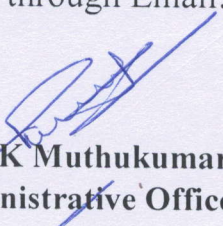
Information regarding Pre-Bid Meeting

Pre-Bid Meeting with the intending bidders will be conducted at in person at Dean's Office Meeting, Administrative Block in IIM Trichy on 22.04.2022 at 10.30 Hrs. to clarify doubts that shall arise before submitting the bids. If the bidders, who are unable to visit IIM Trichy in person to attend the pre-bid meeting may join through Virtual mode. Bidders are requested to mail the doubts to 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 by 09.00 am, 22nd April 2022 (Friday) from your firm (or firm you are representing) as per format enclosed in **Annexure IX** of Tender document for getting Meeting URL and password for connecting through online. The format of **Annexure - IX** 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; Phone No.: +91 431 250 5073.


Shri. K Muthukumaran
Administrative Officer (S&P) – i/c

ANNEXURE – IX: LETTER OF AUTHORISATION

LETTER OF AUTHORISATION FOR ATTENDING PRE BID MEETING

To

The CAO (i/c)

IIM Tiruchirappalli

Pudukkottai Main Road,

Chinna Sooriyur Village, Tiruchirappalli - 620 024

Subject: Authorization for attending Pre Bid Meeting on.....(date) in the Tender for *Tender for Supply of Revolving Chairs at IIM Tiruchirappalli.*

Following persons are hereby authorized to attend the Pre Bid Meeting 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:

Maximum of **two representatives** will be permitted to attend Pre Bid Meeting. 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.