

Tender No. IITH/CSE/ANTONY/2019/T344

Date: 06th March 2020

To

Dear Sirs,

On behalf of the Indian Institute of Technology Hyderabad, Tenders are invited for supply of “**TYPE-I AND TYPE-II SERVERS**” conforming to the specification given in

I) Instruction to the Bidder

- (i) **Preparation of Bids:** - The tenders should be submitted under two bid system (i.e.) Technical bid and Financial bid. Both Technical Bid and Financial Bid should be sealed and clearly superscribed with Technical Bid/Commercial Bid (as applicable) along with the Tender No. and Due Date. Both Technical and Commercial Bid must be sealed inside a big envelope and superscribed Tender No. and Due Date clearly. Tenderer’s name must be written on all the three envelopes. All pages of the both the bids must be signed by the Authorized signatory of the Tenderer. The Earnest Money Deposit (refer point 3 of Schedule of Invitation of this Tender) in original must be submitted along with the Technical Bid.
- (ii) **Bid Validity-** Bid should be valid for a period of 90 days from the due date of Tender submission. Bidder should clearly indicate validity of the bid.
- (iii) **Delivery of the tender:** - The tender shall be sent to “**Stores & Purchase Office, 2nd Floor, Academic Block A, I.I.T Hyderabad, Kandi, Sangareddy- 502 285, Telangana State, India**” either by Post/Courier/By Hand so as to reach our office before the due date and time specified in our Schedule. The Institute shall not be responsible for any Postal/Courier delay.
- (iv) **Opening of the tender:** - The offer/Bids will be opened by a committee constituted for this purpose. The Technical bids will be opened first and it will be examined and evaluated by a Technical committee and give its recommendation about qualification/disqualification of Technical Bid. The financial bids will be opened only for the offer/bids of technically qualified bids. The bidders, if interested may participate on the tender opening Date and Time. The bidder should produce authorization letter from their company to participate the tender opening. Only one representative will be allowed to participate the tender opening.