



AICTE Idea Lab
Prasad V Potluri Siddhartha Institute of Technology

Annexure 2

FORMAT FOR BID SUBMISSION

Note to Bidders: This format must be strictly followed. Technical and financial bids must be submitted in a sealed envelope and also through e-mail.

TECHNICAL BID FORMAT

Covering Letter (on bidder's letterhead)

To:

The Principal,

Prasad V Potluri Siddhartha Institute of Technology,

Devabhaktuni Ramalingeswara Rao Road, Kanuru, Penamaluru Mandal,

Vijayawada, Andhra Pradesh – 520007.

Subject: Submission of Technical Bid for the supply of Equipment/tools/Machine for AICTE
IDEA LAB

1. Bidder Information:

- Company Name:
- Registered Address:
- Contact Person:
- Email ID:
- Mobile Number:
- Legal Status: (Proprietorship / Partnership / Pvt Ltd / Public Ltd / Others)
- PAN & GST Numbers (attach copies)

2. Eligibility Documents:

- Certificate of Incorporation / Registration
- GST Registration and PAN Copy
- OEM Authorization Letter (if applicable)
- Declaration of Non-Blacklisting (Annexure-3)
- Experience Certificate (minimum 3 years)
- Financial Turnover (last 3 years with CA certificate)

3. Technical Compliance Sheet:

- Compliance with all technical specifications item-wise (Yes/No)
- Supporting product datasheets, brochures, or technical manuals (to be attached Compulsorily)

4. Service & Warranty Details:

- Minimum warranty offered: 3 years
- After-sales support details (Please provide the details below)

Address:
Prasad V Potluri Siddhartha Institute Of Technology,
Devabhaktuni Ramalingeswara Rao Road, Kanuru, Penamaluru Mandal,
Vijayawada - 520007, Andhra Pradesh, India.
Tel : 0866-2581699, 0866-2583037, 0866-2585681, 0866-2585682
Email: principal@pvpsiddhartha.ac.in

Website:
www.idealab.pvpsiddhartha.ac.in
www.pvpsiddhartha.ac.in
pvpstidea

PRINCIPAL
PRASAD V.POTLURI
SIDDHARTHA INSTITUTE OF TECHNOLOGY
KANURU, VIJAYAWADA-520 007



AICTE Idea Lab
Prasad V Potluri Siddhartha Institute of Technology



- Service escalation matrix (compulsorily to be provided by the vendor)

Authorized Signatory Name:
Designation:

Signature with Seal:
Date:

COMMERCIAL (FINANCIAL) BID FORMAT
Covering Letter (on bidder's letterhead)

To:
The Principal,
Prasad V Potluri Siddhartha Institute of Technology,
Devabhaktuni Ramalingeswara Rao Road, Kanuru, Penamaluru Mandal,
Vijayawada, Andhra Pradesh – 520007.

Subject: Submission of Commercial Bid for [Tender Name] Price Bid Format (to be filled as per below template):

Sl. No.	Item Description	Qty	Unit Price (INR)	GST %	Total Price (INR)
1					
2					
...					
	Grand Total (incl. taxes)				₹

Note:

1. All prices must be inclusive of delivery, installation, training, and three years warranty.
2. Bids quoting NIL charges shall be treated as unresponsive and rejected as per GFR Rule 173(i).

Authorized Signatory Name:
Designation:

Signature with Seal:
Date:

Address:
Prasad V Potluri Siddhartha Institute Of Technology,
Devabhaktuni Ramalingeswara Rao Road, Kanuru, Penamaluru Mandal,
Vijayawada - 520007, Andhra Pradesh, India.
Tel : 0866-2581699, 0866-2583037, 0866-2585681, 0866-2585682
Email: principal@pvpsiddhartha.ac.in

Website:
www.idealab.pvpsiddhartha.ac.in
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9866925051
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