

Annex 1

Bid Submission Form

Iulaan No: (IUL)94-Q/94/2023/23

IMPORTANT: This sheet should serve as the front page of the proposal. If any bidder fails to submit the relevant information and bid documents stated in information sheet section 5, the bid will be rejected at the bid opening stage.

Bid Title: Supplying IT Equipment's

Qty	Description	Price
18	Computer System – i7-12th Generation	
10	Monitor 24inch	
01	Photocopy Machine	
02	Scanner – Flat Bed	
02	Scanner – Sheet Fed	
GST (8%)		
TOTAL (MVR)		
Total in Words:		

Duration	Calendar days	
Proposed Period		days

Bidders Information:

Business Name: _____

Registration Number: _____

Address: _____

Contact Person: _____

Designation: _____

Contact No.: _____

Mail Address: _____

Checklist for documents submitted (please tick the appropriate box)

		Yes (✓)	No (x)
1	Bid Submission Form Completed & Signed		
2	Quotation		
3	Certificate of Registration (Company)		
4	Memorandum of Association (for companies)		
5	National Identity Card		
6	Certificate of Registration (Sole Proprietorship)		
7	Company Profile		
8	S.M.E Registration		
9	G.S.T Registration		
10	Past Experience Documents (Related to the bid)		
11	Tax Clearance Form		
12	Bid Security (If the bid amount is greater than 500,000.00)		
13	Bank Statement		

