

**Minutes of Pre-bid meeting for PROCUREMENT OF TENOFIVIR 300MG+ LAMIVUDINE 300MG +EFAVIRENZ 600MG against: IFB No. RITES/MSM/NACP/02/2017 held on 02.06.2017 at 14:15 hr at RITES office.**

1. The following were present:-

I) From RITES

S/Shri

Aditya Sharma, GGM/MSM – In Chair

Chandan Kumar JGM/MSM

B. N. Meena, AM/MSM

Nitin Jain, Engineer/MSM

II) Firms which attended the pre bid conference are as follows:

S. No.	Name of representative S/Shri	Name of Firm
1	J.B Pal	M/s Macleods Pharmaceuticals Ltd.
2	Ranjit Singh	M/s Hetero Labs Ltd. Hyderabad
3	V. Vijay Kumar	M/s Mylan Labs Ltd. Hyderabad
4	Arun Sharma	M/s Mylan Labs Ltd. Hyderabad
5	Pawan Chopra	M/s Bharat Parenterals Vadodara Gujarat
6	Seetha Ramaiah	M/s Aurobindo Pharma Ltd. Hyderabad

2. Initiating the discussion, chairperson welcomed the participants. It was explained that purpose of Pre-bid meet is to educate the bidders regarding various important provisions of the bidding documents and also to clarify any queries that the bidders may have in the subject bidding documents.

3. The issues raised during the pre bid meeting and clarifications are as under-

S. No.	Query Raised	Clarification
<b>Section I. Instructions To Bidders</b>		
1.	ITB Clauses 6.1 on page no.13 ( Qualifications of the bidder )  For Manufacturer Bidder, kindly clarify whether two separate companies registered under different names, having separate manufacturing plants, licenses, performances, audits and which are both WHO-GMP compliant manufacturing facilities but have the same set of directors and the authorized signatory are eligible to participate in two different schedules (not competing with each other) of the above mentioned tender or not.	Two companies with common directors can quote for different schedules. They are not entitled to quote for the same schedule.
2.	ITB Clauses 22 on page no.27 (Deadline for Submission of Bids)  The bid opening is scheduled on 28-06-17. The suppliers has requested to postpone the bid opening by one week as new GST guidelines are being implemented from 1-07-17.	Refer Amendment no 1
3.	ITB Clauses 19.8 on page no.25 ( Bid Security)  One of the prospective bidder has sought following information:	Yes, Micro & Small Enterprises registered for the relevant product category are exempted from submission of EMD. However, it is mandatory for every business to be registered in Udyog Aadhaar ( <a href="http://www.udyogaadhaar.gov.in">www.udyogaadhaar.gov.in</a> ) to avail

S. No.	Query Raised	Clarification
	Whether the bidders who are Micro and Small Enterprises (MSEs) registered with District Industries Centre (DIC) are exempted from submission of bid security ( EMD)	any benefit pertaining to MSME.
<b>Section II. General Conditions of Contract</b>		
4.	GCC Clauses 16 on page no.47 (Payment) One of the prospective bidder has requested that payment to be made within 45 days from the date of submission of documents.	No change The Contract Price of the Goods delivered to the Consignee will be paid within 60 days of submission of complete documents.
5.	GCC Clauses 16 on page no.47 (Payment) One of the prospective bidder has requested that payment to be made along with Duties, instead of making the payment for Basic and VAT excluding duties.	No change Full payment will be made if firm has submitted complete documents.
6.	GCC Clauses 22 on page no.50 (Liquidated Damages) One of the prospective bidder has requested that percentage of LD to be decreased from 5% to 2%	No change. The conditions for imposition of LD remain the same as per the terms of bid document.
7.	All the participants were concerned about the delay in transfer of funds from NACO.	Payment will made as per terms & conditions of Bid Document.

**Meeting concluded with thanks to the participants for their active participation.**