

**MINUTES OF THE PRE-BID MEETING HELD ON 08.07.2019 AT CONFERENCE ROOM NO, FIRST FLOOR, ACADEMIC BLOCK, TEMPORARY CAMPUS IN CONNECTION WITH OUR RFP NO: IITPKD/MECH/SC/024/2019-20 FOR REGISTRATION OF SUPPLIERS FOR SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF SCIENTIFIC AND RESEARCH EQUIPMENT FOR THERMO VACUUM FACILITY**

The following members of the Committee were present:

1. Dr. Samarjeet Chandra, Convener / Indenter
2. Dr. B. Thiagarajan , Deputy Registrar (Stores/Purchase) - Purchase Nominee
3. Shir. Muralee Krishnan U Nair, Assistant Registrar (Finance & Accounts) – Finance Nominee

The following members could not attend the meeting due to pre occupation.

1. Dr. Sovan Lal Das, Chairperson & Associate Professor of Mechanical Engineering
2. Dr.K.V.N. Surendra, Assistant Professor of Mechanical Engineering

The Tender Document was uploaded in our website & CPP Portal on 02.07.2019

The bidder from M/s. Vacuum Techniques Pvt. Ltd., Bangalore attended the Pre Bid Meeting.

**Opening Remarks:**

The purpose of Pre-Bid Meeting is to explain the various important provisions of the bidding documents to the prospective bidders and to clarify the queries that the bidders may have in the subject, bidding documents.

In the pre-bid meeting the following queries were raised by the prospective bidders, and the reply given by the committee is as detailed in the following table:

Sl. No	Query	Reply
1.	As per Annexure – II, Pre qualification Criteria – II (Sl No. 2) as mentioned the bidder should have ISO 9001:2015, ISO 14001:2015 and OHSAS 18001: 2007 certifications. Is it mandatory	It is mandatory for the supplier to have ISO 9001:2015. ISO 14001: 2015 and OHSAS 18001 : 2007 are preferable.
2.	Whether the equipment should be delivered within a maximum time period of six months From the date of issue of PO	Yes. The equipment should be delivered within six months from the date of issue of Purchase order.
3.	As per Annexure – II, Whether the points 5&6 are mandatory	The Points 5&6 of Annexure II are preferable, as indicated in the RFP document.
4.	Whether RFP Processing fee is waived for NSIC /MSME	No. RFP Processing fee is mandatory.

*K.V.N. Surendra  
9/7/2019*  
**Dr.K.V.N. Surendra**  
Member

*B. Thiagarajan*  
**Dr. B. Thiagarajan**  
Purchase Nominee

*Sovan Lal Das  
9/7/19*  
**Dr. Sovan Lal Das**  
Chair person

*Samarjeet  
09/07/2019*  
**Dr.Samarjeet Chanda**  
Member  
*Muralee Krishnan U Nair*  
**Shri. Muralee Krishnan U Nair**  
Finance Nominee