Minutes of Pre-bid meeting held on 22/04/2014 at 14:00 hr at RITES office for Supply of ARV Drugs (ANTI RETRO-VIRAL DRUGS) (ADULT FIRST LINE) against: IFB No. RITES/MSM/NACP/01/2014

1. The following were present:-

I) From RITES
S/Shri
A Sharma, GGM/MSM– In Chair
P Mirani, GM/MSM
R K Sharma, JGM/MSM
M K Das, Manager/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., Mumbai
2.	Amit Mehta	M/s Ranbaxy Laboratories Ltd., Gurgaon
3.	Umesh K.	M/s Aurobindo Pharma Ltd., Hyderabad
4.	S. Ranjit Singh	M/s Hetero Drugs Ltd., Hyderabad
5.	Vipin Parikh	M/s Cipla Ltd., Mumbai
6.	V. Vijay Kumar	M/s Mylan Labs Ltd., Hyderabad
7.	Vishal Mahajan	M/s Verve Healthcare Ltd., Dehradun
8.	Ravindra Dua	M/s MSD Pharma, Mumbai
9.	Pawan Chopra	M/s Bio Medicare Laboratories Pvt. Ltd., New Delhi

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
	Section II: Bid Data Sheet	
1.	The participants needed confirmation on the process pertaining to the reimbursement of duties and the timelines for the same as presently it is taking a long time. This is severely affecting their cash flows. Participants also wanted a confirmation whether Custom/Excise Duty will be paid along with the basic price or separately as is being done against existing contracts.	Custom Duty Exemption Certificate (CDEC)/ Excise Exemption Certificate (EEC) will be issued, if applicable. In case, the duty is required to be paid, the same will be reimbursed by NACO (DAC) upon production of original documentary evidence.
2.	1. Can a company participate directly in the tender for the Product which they don't manufacture on their own but have a loan licence agreement with Manufacturer who manufactures for them and they market the same? The	Bidder must comply with Bid Data Sheet clause 7.1 (a) of Bid Document.

S. No.	Query Raised	Clarification
	company will be using the documents of the Manufacturer to Participate in the Tender. . 2. Can the company Bid Directly , even though they are not WHO Pre Qualified and where as the Manufacturer from whom they are sourcing the drugs is Pre Qualified	
	Section VI: Schedule of Requirements	
3.	All the participants collectively requested that the 1st lot to be given at least 90 days from the date of NOA in place of 60 days considering the various tasks to be completed such as artwork, API procurement and manufacturing. *(Refer Page - 85)*:	There will be no change in the delivery period.
4.	Some products like ZLN (Zidovudine 300 mg+ Lamivudine 150 mg + Nevirapine 200 mg tablets), TL (Tenofivir 300mg+ Lamivudine 300mg tablet) and Efavirenz 600 mg tablet have huge quantity requirements and are asked for in 1 or 2 schedules. *(Refer Page -85)*: Participants have requested that these schedules may be broken up into 3 or 4 schedules for each product.	The quantity of Efavirenz 600 mg has been split into 2 schedules. **Please refer Amendment No. 1.**
5.	**Note 2.** *(Refer Page -85)*: "The Purchaser has the right to increase or decrease the quantities required by **25%** any time during the contract period." One of the participants has requested to reduce variation in quantity from 25% to 10%.	There will be no change in the existing clause.
6.	One of the participants has requested to permit them to offer for Inspection/supply each Lot in 3-4 installments as the quantities are huge and it will be difficult to hold the stocks after inspection, up to 3rd party lab approval. *(Refer Page -85)*:	Supply of each Lot in **three installments** is permitted. **Please refer Amendment No. 1.**
	Section V. Special Conditions of Contract:	
7.	Inspection clearance on an average is taking at least 4 weeks and this is severely impacting performance resulting in LD. The participants have requested to look into this aspect and arrange for clearance in 10 -12 days.	Please refer to the 2nd Para of clause SCC 9.1.(a) which is reproduced below: "The Supplier shall put up the goods for such inspection to the Purchaser's inspector 15-25 days (depending on the time required for pre-dispatch inspection & testing) ahead of the contractual delivery period, so that deliveries to the consignees are completed as per the contractual delivery period." However, testing lab will be advised to provide

S. No.	Query Raised	Clarification
		the report within 8-10 days.
8.	To release 90% payment on submission of necessary documents and remaining 10% payment as per the payment terms on due clarification of documents.	Payment will be released as per clause SCC 16.1 & 16.4 of bid document.
9.	One of the prospective bidder has requested to release 80% advance payment on signing the contract and balance 20% to paid in 30 days of submission of document.	Payment will be released as per clause SCC 16.1 & 16.4 of bid document.
	VIII. Sample Forms	
10.	It was requested by participants to remove Stock Ledger details from Final Acceptance Certificate (FAC) Form as consignees take time to fill such details and some consignees issue the FAC without such details causing problem at the time of release of payment. *(Refer Form 17 at Page 145)*	Suitable modification in Final Acceptance Certificate (FAC) Form has been done. Please Refer **Amendment No. 1** for Modified Form 16 & 17.

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