Minutes of Pre-bid meeting held on 12/09/2013 at 14:00 hr at RITES office for Supply of Single Blood Bags (350ML), DOUBLE BLOOD BAGS 350ML & 450 ML, TRIPLE BLOOD BAGS 350ML & 450ML, QUADRUPLE BLOOD BAGS 350ML & 450ML against: IFB No. RITES/MSM/NACP/11/2013

1. The following were present:-

I) From RITES
S/Shri
P Mirani, GM/MSM – In Chair
M K Das, Manager/MSM

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

S. No.	Name of representative S/Shri	Designation	Name of Firm
1.	Gracy Benny	Manager-Tender & Commercial	
	Upendra Kumar Singh	Manager-Admin & Sales Co-ordination	Mitra India(P) Ltd., New Delhi
	S. K. Dhall	Sr. General Manger	
2.	Hemant Bhalla	Associate Vice President (Sales & Marketing)	Poly Medicure Ltd., New Delhi
	Pratiksha Ranjan	Asst. General Manager (Sales & Marketing)	
3.	Archana Kumari	Regional Manager	HLL Lifecare Limited., Chennai
4.	Pawan Chopra	Associate Business Manager	Biomedicare 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 III. Schedule of Requirements		
1.	Delivery Schedule & Consignee details: at Page 53. The participants have requested to modify the Delivery Schedule as below: (i) 50% quantity within 120 to 180 days in lieu of 60 days after the issue of NOA, and 90 days time should be given for the delivery against 2nd and 3rd lot.	**Delivery schedule is modified as below:** (i) 50% quantity within **120** days after the issue of NOA, (ii) 25% within **121** to **210** days after the issue of NOA (iii) balance 25% within **211** to **300** days after the issue of NOA (Notification of Award) **Please also refer Amendment No. 3**
Section II. General Conditions Of Contract		
2.	Page No 40 : Inspection and Tests. Sub clause 9.1 (a) & (b). The participants have requested that a maximum period should be fixed from the date of inspection to the date of release of	As inspection and testing takes around 25-30 days, therefore, the supplier should offer the blood bags for inspection and testing well in advance.

S No.	Query Raised	Clarification
	consignment cleared after receipt of satisfactory inspection and quality control reports. Any delay thereof should be compensated for, in the delivery period, calculation of liquidated damages and the payment of invoices.	
3.	Page 40 – Inspection and Tests – Clause (b), last para: **"**The supplier shall put up the goods for such inspection to the purchaser's inspector 15 – 25 days ahead of the contractual delivery period". The participants have requested that this needs to be fixed, as the deduction of LD is directly proportional to these number of days.	
4.	Page No 42 : Documents sub clause (B) -- Documents to be submitted to consignee. This clause states that *the supplier should intimate the consignee at least seven days in advance before the despatch of goods*. The participants have requested that the consignee should confirm without any delay for the acceptance of goods and the availability of the storage space. In case there is no reply from the consignee it should be deemed to be confirmed so that the shipment can be made. Any delay and the financial impact thereof, by the consignee for the acceptance of goods on arrival, shall be to their account. The supplier shall not be responsible for any damages to the consignment during this period of delay of acceptance by the consignee.	Agreed but the supplier will intimate the consignee along with a copy to Blood Safety Programme Division, DAC.
5.	Page 47: No 22 Liquidated Damages: The participants have requested that the liquidated damages should not be applicable for any delay or non acceptance of the goods by the consignee. For calculation of all payments / liquidated damages, the actual date of arrival at consignee's end should be considered, to nullify the effect of delay, if any, in acceptance and/or the issue of Acknowledgement for the receipt of goods by the consignee.	Delay in receipt of goods by consignee will be considered for waiver of Liquidated Damage (LD). However, the supplier will immediately inform to RITES Ltd. in writing about any delay on part of consignee in acceptance of goods.
6.	Page 47 – Liquidated Damages: The participants have requested that if consignee fails to accept the delivery because of space constraint, then the LD charges should not be imposed on the manufacturer.	
Section IV. Technical Specifications		
Part A : General Specifications		

S No.	Query Raised	Clarification
7.	Page No. 66: (f): Packing size: The participants have requested that the packing size should be 3-10 Bags per Aluminium foil pack in lieu of 5-10 bags.	Packing size has been amended to 3-10 bags per Aluminium foil. **Please refer Amendment No. 3.**
8.	Page No. 67 (f): "*There should be a temperature indicator on the carton to ensure cold chain maintenance.*" All participants have requested to delete following clause: "To be stored at 20 to 25 degree centigrade. There should be a temperature indicator on the carton to ensure cold chain maintenance". As many a times it has been found that the consignees do not have the adequate space to unload the lorry, and the lorry stands there for couple of days.	Not agreed with the request of participants.
9.	Page 67 – Clause (j): "*At least five bags should be provided for the technical evaluation at the time of quotation*". Participants have requested to clarify on this.	At least five bags should be submitted along with the bid.
Single Blood Bags (350 ml)		
10.	Page No.68 – Tubing of Bag (5): "*The tubing should have* ***ID/Segment number as that on the bag***" Tubing of Bag (6): "*The tube should have multiple printed ID/Segment numbers. The numbers should be legible and clear"* Participants have requested to delete clause 5 as mentioned above. The blood bag does not have any ID/Segment Number. (**This is to be done on all type of Blood Bags**)	It is preferable for the Blood Bags to have a ID segment number for traceability but the same may not be considered as mandatory.
11.	Page No. 68 : Label – (5) : "*The expiry date should be at least 2 years from the date of* ***supply of blood bags to the institute*****.**" Participants have requested that expiry should be 2 years from the date of manufacturing **(This has to be done for all type of Blood Bags)**	The shelf life clause has been modified as under: *The expiry date should be at least 2 years from the date of manufacturing of blood bags and* ***residual shelf life at the time of supply should be at least 3/4th of total shelf life.*** **Please refer Amendment No. 3.**
Quadruple Blood Bags (350 ml & 450 ml)		
12.	Page No.73 : Quadruple Blood Bag sub clause	The clause has been modified as under:

S No.	Query Raised	Clarification
	Capacity Quadruple Blood Bag , subclause (2) "*First satellite bag (**of 100 ml capacity**)- containing additive solution for 42 days red cell storage*" Participants have requested that this clause should be modified as under: "First satellite bag (**of 300 ml capacity**)- containing additive solution for 42 days red cell storage"	**"***First satellite bag (**of minimum 100 ml capacity**)- containing additive solution for 42 days red cell storage"* **Please refer Amendment No. 3.**
13.	Page No.74: Anticoagulant and preservative solution sub clause (1) "CPD (**63ml** i.e. 14 ml/100 ml of blood) – Primary bag only" and clause (2) "Additive solution (**100 ml)** - first satellite Bag". Participants have requested that this clause should be modified as under: sub clause (1): "*CPD (49ml/63ml i.e. 14ml/100ml of Blood)-primary Bag only*". Sub Clause (2): "Additive solution (78ml/100ml) first satellite bag"	This clause has been modified as below: 1. CPD (49ml **for 350ml blood bag and 63ml for 450ml blood bag** i.e. 14 ml/100 ml of blood) – Primary bag only 2. Additive solution (78ml **for 350ml and 100 ml for 450ml Blood Bag)** - first satellite Bag. **Please refer Amendment No. 3.**
Part B: TECHNICAL SPECIFICATION – GENERAL		
14.	Page No. 75 : Expiry Date : Sub clause 3.1 : Remaining shelf life of at least 3/4th of the total stipulated shelf life at the time of manufacturing in lieu of 5/6th (This is as per page No. 43 clause No.15 –Warranty – 15.1). **Page 43 - Clause 15. Warranty 15.1** – "The supplier further warrants that all Goods supplied under the contract will have remaining a minimum of five-sixths (5/6) of the specified shelf life upon delivery at site or named place of destination in India for goods with a shelf life of more than two years and three-fourths (3/4) for goods with a shelf life of two years…"	The Sub clause 3.1 has been modified as under: "*All products must indicate the dates of manufacture and expiry. In addition, unless otherwise stated in Part A of these Specifications, all products must arrive at the final consignee point with a remaining shelf life of at least **three-fourth (3/4ths)** of the total stipulated shelf life at the time of manufacture.*" **Please refer Amendment No. 3.**
15.	Labeling Instruction sub clause 5.1 & 5.2 : Participants have requested that the **instruction for use** shall be provided only on Aluminium pack and not on the Blood Bags and on Carton.	Not agreed with the request of participants.

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