

Minutes of Pre-bid meeting held on 24/11/2015 at 14:00 hr at RITES office for Procurement of Evacuated Blood Collection Tubes with Needles for CD4 Testing against: IFB No. RITES/MSM/NACP/09/2015

1. The following were present:-

I) From RITES

S/Shri

R K Sharma, JGM/MSM- in Chair

Manoj Kumar 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	Ankur Arora	M/s Becton Dickinson India Pvt. Ltd., Gurgaon

M/s Ujjawal Overseas (India) Pvt. Ltd. has submitted their query through email.

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 I: Instructions To Bidders		
1.	Last date & time for Receipt of Bid: It is requested to the authorities to extend the bid submission date as most of the documents mentioned have to be arranged from manufacturing plants which is located in other country.	Deadline has been extended vide Amendment No.2.
Section III: Schedule of Requirements		
2.	Goods to be delivered to the attached Consignee List: One of the prospective bidders has requested that the Consignee list, which is currently 274 sites, to be reduced to ONE PER STATE. This will help the supplier to deliver stocks on time, streamline the process of collecting CRC & FACs from these locations & allow the supplier to submit the invoices to authorities on time. It has been seen in the past that regular supplies have been done to remotest of locations but it takes minimum 3 months time to collect the CRC & FAC's. Even if the CRC & FAC's have been collected from these sites there has been number of cases where these certificates have some missing element in it – signatures are pending, organization stamp is not there or any word cutting has happened but it does not have required signatures over it. Hence these petty issues create bottlenecks to submit the required bills resulting delayed payment & getting into long run chase battle for collecting the outstanding.	Consignee list has been reduced. Smaller quantities are now to be delivered to SACS. Modified consignee list is mentioned in Amendment No.2
Section II: General Conditions Of Contract & Section IV: Technical Specifications		
3.	Inspections & Tests: This product does not fall in the category of this clause so should be removed from the tender document.	There is no change in clause.

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