

**Minutes of Pre-bid meeting for Supply of ACT Combi Blister Packs against: IFB No. RITES/MSM/EPW/NVBDCP/01/2013/WB held on 06.06.2013 at 14:00 hrs at RITES office complex - II.**

1. The following were present:-

I) From RITES:

Shri V. K. Langan, GM/NVBDCP - In Chair

Shri Anil Gupta, Pharma Expt./MSM

Ms. Neeru D Sandhu, Proc. Expt./NVBDCP

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

<u>S.No.</u>	<u>Name of representative (Shri)</u>	<u>Name of Firm</u>
1.	M S Chauhan	M/s Agam Pharmaceuticals Pvt. Ltd., Guwahati

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 :

<u>S No.</u>	<u>Queries raised by bidder</u>	<u>Clarifications</u>
	<i>M/s Agam Pharmaceuticals Pvt. Ltd.</i>	
1.	The Testing / Inspection may be allowed at Manufacturer's premises. Bar code will be provided by Manufacturer on blisters.	Please refer Section VII Technical Specifications, Part C (a). This is a specified provision as mentioned in the bid document.
2.	In case of any Force majeure the other manufacturer (already approved by RITES) may be allowed.	This cannot be agreed to.
3.	The delivery period 120 days may be allowed in place of 90 days.	No change accepted. Delivery period will be as already specified in the bid document.
4.	Testing/Inspection period may be accounted for over & above delivery period.	This cannot be agreed to.
5.	80 % payment should be remitted to supplier within 21 days invariable against receipt of material signed & stamped by consignee submitted along with Bills by supplier.	Payments will be made only as specified in the bid document. However, suitable measures will be taken to clear the bills at the earliest.
6.	Balance 20% payment should be released within 60 days from the date of submission of bills.	
7.	If approved the supplies can be made at a single point and from there the material may be forwarded to consignees' end. The freight charges & 5% may be deducted from the supplier's bills & 100% payment be released within 21 days.	This cannot be agreed to.  The material needs to be delivered at the consignee addresses as detailed in the bid document.