

**Minutes of Pre-Bid Conference of ITB No. SAMS-FIND-01/2014
dated 03 February 2014 for Selection of Agencies for providing
Annual Maintenance Contract**

1. The Pre-bid Conference was held on **03rd February, 2014 at 14.00 hours at Strategic Alliance Management Services Pvt. Ltd., 1/1 B Choudhary Hetram House, Bharat Nagar, New Friends Colony, New Delhi-11025**

2. **List of Participants:-**

The following individuals participated in Pre-bid Conference as was notified in Schedule of Events included in ITB No. SAMS-FIND-01/2014 for Selection of Agencies for providing Annual Maintenance Contract, Mr. Gautam Nath (Managing Director) chaired the conference.

SAMS's Representatives:-

1. Mr. Gautam Nath - Managing Director
2. Mr. Sanjay Rastogi – Associate Director (MCS)
3. Dr. S. K. Talwar – Procurement Specialist
4. Mr. Dinesh Kumar – Procurement Officer

FIND's Representatives:-

1. Mr. Anil Kumar Bhutani – Procurement Officer
2. Ms. Pooja Srivastava – Biomedical Engineer

CTD's Representatives:-

1. Dr. S. Anand–Consultant, Central TB Division, DGHS

Prospective Bidders:-

1. M/s Eppendorf India
 - a) Mr. Abhishek Kumar – Asst. Service manager
2. M/s Future Bio Science (P) Ltd.
 - a) Mr. Deepanshu Mohan – Sales and Service Engineer
 - b) Ms. Sharandeep Kaur – Officer Admin
3. M/s Genexy Scientific Pvt. Ltd.
 - a) Dr. Anita Kapur –Sr. Product Manager & Service Deptt. Head
 - b) Mr. Vikas Jain – Asst. Manager (Administration)
 - c) Mr. VineetPratap Singh – Assst. Service Manager
4. M/s International Scientific
 - a) Mr. Manoj Malhotra – Prop.
 - b) Mr. Tribhuwan N. Singh – Key Account Manager
5. M/s Samrudhi Enterprise
 - a) Dr. Santosha Kelamane, - Chief Operating Officer
 - b) Mr. E. Anil Kumar – Manager (Operations)
6. M/s PMI Techno India Pvt. Ltd.
 - a) Mr. Ashish K. Srivastava – Director
7. M/s Agile Lifescience Technologies India Pvt. Ltd.
 - a) Mr. UtkarshAshutosh – Service Engineer
8. M/s BIOGENTEK BG (I) Pvt. Ltd.
 - a) Mr. Sanjay Gulati –
 - b) Mr. Nishant Sharma –

9. M/s GMP Technical Solutions
 - a) Mr. Atul Jyoti – General Manager (Sales – North)
10. M/s ESCO Biotech Pvt. Ltd., Mumbai
 - a) Mr. Vishal Saxena-- ASM
 - b) Mr. Pradeep Rathore – Service Engineer
11. M/s Cool Gold Services
 - a) Mr. Harish Sikka – Service Engineer

3. Pre- Bid Conference:-

The Chairman welcomed the participants and asked Dr. Talwar to provide the details relating to ITB No. SAMS-FIND-01/2014 dated 03 February 2014 for Selection of Agencies for providing Annual Maintenance Contract in TB Laboratories across India. The Chairman sought to know from the prospective bidders as to whether they are comfortable with the provisions included in the ITB. The House was opened for seeking clarifications on the provisions included in ITB. The prospective bidders raised the following issues-

Sl. No.	Query raised by the participants	Clarifications provided by SAMS/ FIND/ CTD
1.	Vendors wanted to know Brand, Model, Specific Quantity and year of purchase of Equipment listed in the schedules	It was clarified that information relating to Brand/Model shall be provided through email. However year of purchase of individual equipment cannot be provided.
2.	Vendors wanted to know the modality who would be responsible for the procurement of spares for repair and in case the same is to be arranged by the vendor, how the cost would be paid/ reimbursement.	It was clarified that the quote for individual laboratory should include the cost of spares required costing up to Rs.500/-. However, if the replacement of spares/ components with cost more than Rs. 500/-, provisions given in FIN-4 shall hold good.
3.	Vendors expressed their apprehension of not getting spares from rival vendors. In such case how to proceed with the procurement of spares.	In case of any problem the vendor needs to sensitize Lab In-charge/ SAMS/FIND who would help in finding a workable solution.
4.	Vendors requested for more clarifications on Payment Terms	Payment Terms are given on Page 46 of ITB. It was clarified that the successful bidder will have to provide Performance BG of 10% of total contract price/ fee. Successful bidder will also be required to submit claiming advance of 20% of the contract value. It was further clarified that vendors will be entitled for pro-rata payment against the work done as per clause for Payment Terms.

5.	Vendors requested for clarifications/ explanations on criteria of Evaluation.	The Criteria of Technical Evaluation is given in Data Sheet 5 (a), Page 24 to be read with Technical Proposal requirements given in Section 3 of ITB. However the provisions were explained to the participants.
6.	Vendors wanted clarifications if they can quote for part schedule/ part zone.	It was clarified that vendors can submit Schedule wise quote i.e. complete package of one lab (Each lab is a separate schedule) or one zone (the work is divided in five zones) as the case may be. The vendors are at liberty to quote for as many schedules/ zones as they like but part quote will not be accepted.
7.	Vendors wanted to know that in case of Bio Safety Cabinet (BSC), if hepa filters were required to be replaced which usually needs more time for procurement and replacement, it may need more time for same.	It was clarified that in such circumstances the vendor would ensure that there is a minimum possible shut down and that too with prior consent of the concerned lab.
8.	Vendors requested for sharing contact details of labs.	It was clarified that the lab locations have been listed in the schedules. It was further clarified that full contact details of labs would be shared with the successful vendor (s) at the time of Award of Contract.
9.	Vendors requested for additional time for preparation of their bids and requested for extension of Date of submission of Bids.	In view of the representations made by the vendors, the extension in bid submission date is being considered. Vendors are to keep checking the SAMS website.
10.	Periodicity of visit to Labs, and for attending the breakdown calls.	Vendors were suggested to read Item 11 of 'Tasks to be carried out' under Terms of Reference, Page 45 which has enough clarity.
11.	Vendors wanted to know if some of the staff declared earlier in the proposal, leaves the company, how this will be taken care in the finalization/ execution of contract.	It was clarified that in case there is a change of staff, a person of matching qualification and experience should be inducted with prior approval of SAMS/FIND.
12.	Vendors requested for sharing Technical Specification / manual in	It was clarified that Specifications/ manuals to the extent available shall be

	respect of each equipment to be serviced	shared with the successful vendor (s).
13.	Vendors wanted to know if all equipment at all the labs are in working condition	Vendors were informed that 38 labs listed in the schedules are functional and all equipment are working fine.

4. The Chairman further informed all participants to submit further queries they have by 5.30 PM on 05.02.2014 and suitable clarifications will be provided through mail/ posting on SAMS website. He also suggested for maximum participation by the capable vendors and assured SAMS fullest cooperation in a fair and transparent exercise.
5. The Pre-bid Conference ended with a vote of thanks to the Chair.