

**Minutes of Pre-bid Meeting for Procurement of Equipment and Related Services for TB laboratories across India**  
**(Bid Ref No.: SAMSPL/20-21/ET/1, dated: 08/10/2020)**

Sch. No.	Description of Equipment	Quantity (Nos.)
1	1) 1-channel pipette, variable from 0.5 - 10 µl	58
	2) 1-channel pipette, variable from 2 - 20 µl	28
	3) 1-channel pipette, variable from 100-1000 µl	56
	4) 1-channel pipette, variable from 20-200 µl	56
	5) Racks suitable for pipettes offered, at least 4 positions	84

The offline/in-person (physical) Pre-Bid Meeting was held at 1200 hrs. on 15/10/2020 in the office of Strategic Alliance Management Services Pvt. Limited (SAMS), B-18, Sector-6, Noida, G.B. Nagar - 201301.

Since the bidding is being conducted using SAMS e-bidding portal, provision was made to conduct online pre-bid meeting on the e-bidding portal itself between 1200 hrs. to 1230 hrs. on 15/10/2020. The bidders already registered as Vendor on the e-bidding portal could attend the online pre-bid meeting between the schedule as above.

In addition, provision was made in the bid document for such prospective bidders who may not be able to attend the physical or online pre-bid meeting, that allows prospective bidders to send their queries at email id [procurement@samsconsult.com](mailto:procurement@samsconsult.com) by 1600 hrs. on 14/10/2020.

Following officials of SAMS were present in the physical pre-bid meeting:

1. Mr. Satya Verma, General Manager (Procurement Services).
2. Mr. Shivam Anand, Manager (Procurement & Hospital Services)
3. Mr. Rahul Gupta, Asstt. Manager (Operations)
4. Ms. Savita Chandna, Procurement Associate

The following officials of FIND attended the pre-bid meeting over to Skype call:

1. Dr. DSA Karthickeyan, Medical Officer
2. Ms. Madhu Agarwal, Procurement officer
3. Ms. Pooja Srivastava, Senior Bio Medical Engineer
4. Ms. Sikha Panda, Bio Medical Engineer

The following officials of prospective bidders attended the physical pre-bid meeting:

1. Mr. Himanshu Kaushik, Sr. Account Manager, M/s Himedia Laboratories Pvt. Ltd.
2. Mr. Saket Sharma, M/s Tarsons Products Pvt. Ltd.



Proceeding of the pre-bid meeting are as follows:

1. At the outset, SAMS logged-in in to the e-bidding portal to view & respond to the online pre-bid queries as may have been posted by prospective bidders. The responses as appropriate have been given online during the pre-bid meeting.
2. The representative of prospective bidders present during the physical pre-bid meeting were requested to put up their queries related to scope and terms and conditions given in the Bid Document.
3. The responses to queries from prospective bidders as asked during the online and physical pre-bid meeting and those received over to e-mail are summarized in the table given at **Annexure-A**. This also includes Amendments as appropriate, if any and are highlighted as bold text.

A handwritten signature in blue ink, appearing to read 'Satya Verma', is written over a horizontal line.

**(Satya Verma)**  
**General Manager (Procurement Services)**

**Responses / Amendments (Amendment No.2) with regard to queries/suggestions received for procurement equipment and related services for TB laboratories across India (Bid Ref. No. SAMSPL/20-21/ET-1)**

Sl. No.	Para / Clause Reference in Bid Document / Page No.	Content of Para / Clause under Reference as per Bid Document	Query / Suggestions	Response / Amendments (Amendment No.2)*
1	Sr. No. 1 of 3.B. Technical Specifications – Specific Requirements of Section V – Schedule of Requirements (Schedule No.1; Item No.1)  (page 38)	1-channel pipette, variable from 0.5 - 10 µl	0.5 - 10 ul micropipette: We request you to change this to 1 - 10ul, Gilson Classic type.  Please note that the Gilson Pipette is continuous adjustable from 0.1ul to 10ul, however is supplied as calibrated for use between 1-10ul. 0.5 - 10ul can be very well adjusted and can be used if required OR alternately we propose 0.2 - 2ul Pipette that will guarantee highest accuracies for the lower volumes which care getting essential for molecular diagnostics.	The query was received online and the response was provided during online pre-bid meeting, as under:  “We will deliberate on the query and provide response later in form of Pre-Bid Minutes”  After due deliberation on the suggestion, it has been decided that the requirement as given in technical specification shall remain unchanged.
2	Sr. No. 2.2 of 3.B. Technical Specifications – Specific Requirements of Section V – Schedule of Requirements (Schedule No.1; Item No.1)  (page 38)	Fully autoclavable (121°C); UV resistant material.	Your requirement of Autoclavability. Please note that Micropipettes air displacement types are not autoclaved as a routine because after every autoclaving, the pipette has to be cleaned, re-greased and calibrated. The Gilson Pipetman that we propose to Quote/supply are easily de-contaminated using Isopropyl alcohol vapors in a desiccant type box. Hence Autoclaving should not be insisted upon. Also please note the life of the Gilson Pipetman is guaranteed because of its sturdy design based on PVDF and Stainless Steel material.	The query was received online and the response was provided during online pre-bid meeting, as under:  “We need fully autoclavable pipettes. Please refer para 2.2. of Tech specs”

3	<p>Sr. No. 2.8 of 3.B. Technical Specifications – Specific Requirements of Section V – Schedule of Requirements (Schedule No.1; Item No.1)</p> <p>(page 38)</p>	<p>Fixation of adjusted volume</p>	<p>The product offered by us are continuously adjustable which is a great advantage for the users, instead of click lock mechanism of volume adjustment.</p>	<p>The query was received online and the response was provided during online pre-bid meeting, as under:</p> <p>“This feature is acceptable and shall be considered.”</p> <p>It is to clarify that any additional/better feature can be quoted by Bidder</p>
4	<p>Sr. No. 1 of 3.B. Technical Specifications – Specific Requirements of Section V – Schedule of Requirements (Schedule No.1; Item No.1)</p> <p>(page 38)</p>	<p>Microliter pipettes are used for molecular biology procedures; a set of different volumes is required such as of 0.5 to 10µL, 2-20 µL, 20-200 µL and 100-1000 µL</p>	<p>Please note Gilson Pipetman is supplied as a set of four Pipettes constituting the volume range 0.2 - 2ul, 2-20ul, 20-100ul and 100-1000 ul along with a set of tips. If this kit is purchased, the entire volume range from 0.2 to 1000ul is satisfied. Further the 0.2 - 2ul Pipette will give the best accuracies as designed for the lower volume.</p>	<p>The query was received online and the response was provided during online pre-bid meeting, as under:</p> <p>“We need individual pipettes as per requirement given.”</p>
5	<p>Sr. No. 1 of 3.B. Technical Specifications – Specific Requirements of Section V – Schedule of Requirements (Schedule No.1; Item No.1)</p> <p>(page 38)</p>	<p>Microliter pipettes are used for molecular biology procedures; a set of different volumes is required such as of 0.5 to 10µL, 2-20 µL, 20-200 µL and 100-1000 µL</p>	<p>Hence we request you to modify the specification and oblige allowing us to quote.</p>	<p>The query was received online and the response was provided during online pre-bid meeting, as under:</p> <p>“No changes”</p>

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7	Sr. No. 3.3 of 3.B. Technical Specifications – Specific Requirements of Section V – Schedule of Requirements (Schedule No.1; Item No.1, 2, 3 & 4)  (page 38-43)	The equipment shall be manufactured at a site compliant with the requirements of ISO 13485 or an equivalent Quality Management System recognized by one of the Regulatory Authorities of the Founding Members of Global Harmonization Task Force (GHTF). The certificate to this effect should be submitted along with the bid.	We 'd like to request you kindly don't insist for an equivalent QMS apart from ISO 13485 as mentioned in this bid for various pipettes GHTF. This is only for selective brand of manufacturers. By this you will fetch more bidders & in turn there is possibility of more competitive bids. Please do the needful at your end & delete this line for GHTF.	The requirement as given in technical specification is minimum requirement and can't be changed. The bidder can submit either ISO 13485 or an equivalent Quality Management System recognized by one of the Regulatory Authorities of the Founding Members of Global Harmonization Task Force (GHTF)  It is to clarify that GHTF (Global harmonization Task Force) is not a regulatory body of GFATM. Since, the procurement is funded by GFATM, we have to abide by quality standards as mandated by GFATM.  For more details, please refer to the GFATM's Quality Assurance Policy for Diagnostic Products available at the link <a href="https://www.theglobalfund.org/media/5885/psm_qadiagnostics_policy_en.pdf?u=637319005499630000">https://www.theglobalfund.org/media/5885/psm_qadiagnostics_policy_en.pdf?u=637319005499630000</a>
8	Sr. No. 3.3 of 3.B. Technical Specifications – Specific Requirements of Section V – Schedule of Requirements (Schedule No.1; Item No.1, 2, 3 & 4)	The equipment shall be manufactured at a site compliant with the requirements of ISO 13485 or an equivalent Quality Management System recognized by one of the Regulatory Authorities of the Founding Members of Global Harmonization Task Force (GHTF). The certificate to this	Kindly remove "Quality Management System recognized by one of the Regulatory Authorities of Founding members of GHTF" from all tender Specifications as these favours one or two High Prices manufacturers of Pipettes	The requirement as given in technical specification is minimum requirement and can't be changed. The bidder can submit either ISO 13485 or an equivalent Quality Management System recognized by one of the Regulatory Authorities of the Founding Members of Global Harmonization Task Force (GHTF)  It is to clarify that GHTF (Global harmonization Task Force) is not a

	(page 38-43)	effect should be submitted along with the bid.		<p>regulatory body of GFATM. Since, the procurement is funded by GFATM, we have to abide by quality standards as mandated by GFATM.</p> <p>For more details, please refer to the GFATM's Quality Assurance Policy for Diagnostic Products available at the link <a href="https://www.theglobalfund.org/media/588/5/psm_qadiagnostics_policy_en.pdf?u=637319005499630000">https://www.theglobalfund.org/media/588/5/psm_qadiagnostics_policy_en.pdf?u=637319005499630000</a></p>
9	<p>Sr. No. 6.2 of 3.B. Technical Specifications – Specific Requirements of Section V – Schedule of Requirements (Schedule No.1; Item No.1, 2 and 3)</p> <p>(page 38-42)</p>	A maintenance kit, with full documentation and tools for in-laboratory calibration according to ISO 9000, are part of the procurement.	Not available	The requirement as given in technical specification is minimum requirement and cannot be changed.
10	<p>Sr. No. 7.3 of 3.B. Technical Specifications – Specific Requirements of Section V – Schedule of Requirements (Schedule No.1; Item No.1)</p> <p>(page 39)</p>	Each microliter pipette to be accompanied by an authorized list of accessories and spare parts	Not available	It is to clarify that the standard list of accessories and spare parts as may be required for smooth functioning of pipette is to be submitted.

11	<p>Sr. No. 1.1 of Section IV – Evaluation and Qualification Criteria  (page 28)</p>	<p>The Purchaser shall use the criteria and methodologies listed in this Section to evaluate Bids. By applying the criteria and methodologies the Purchaser shall determine the Most Advantageous Bid. This is the Bid that meets the Qualification Criteria and has been determined to be:</p> <ul style="list-style-type: none"> <li>a) substantially responsive to the bidding document, and</li> <li>b) the lowest evaluated cost. with applicable warranty as specified in the section 3.A.Technical Specifications – General Requirements</li> </ul> <p>The determination of bidder quoting lowest evaluated cost shall be based on the comparison of evaluated bid price carried out on “Delivered Duty Paid (DDP) consignee site basis”, and cost of related services quoted by substantially responsive bidders.</p> <p>The Purchaser’s evaluation of a Bid to determine lowest evaluated bidder may take into account, in addition to the Bid Price quoted in accordance with ITB 14, using the following factors and methodologies.</p>	<p>--</p>	<p>The sub-para c) is being added. The para sr. no. 1.1 may be read as under:</p> <p>The Purchaser shall use the criteria and methodologies listed in this Section to evaluate Bids. By applying the criteria and methodologies the Purchaser shall determine the Most Advantageous Bid. This is the Bid that meets the Qualification Criteria and has been determined to be:</p> <ul style="list-style-type: none"> <li>a) substantially responsive to the bidding document;</li> <li>b) the lowest evaluated cost. with applicable warranty as specified in the section 3.A.Technical Specifications – General Requirements;</li> <li><b>c) If required for the purpose of maintaining uninterrupted supplies, the purchaser reserves the right to split the order amongst minimum of two suppliers for tendered product in the ratio of 70:30 with 70% of the orders given to L1 and the balance 30% to the next matched lowest tenderer and in case of large quantities to three suppliers in the ratio of 50:30:20 with 50% to L1 and 30% and 20% to the next matched lowest tenderers.</b></li> </ul> <p>The determination of bidder quoting lowest evaluated cost shall be based on the comparison of evaluated bid price carried out on “Delivered Duty Paid (DDP) consignee site basis”, and cost of related services quoted by substantially responsive bidders.</p>
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*\*the bold contents, if any are the amendments (**Amendment no. 2**) against the respective paras of Bid Document. **The referred amendments shall be applicable to all relevant Sections of the Bid.***