

MINUTES OF THE PRE-BID MEETING FOR SUPPLY OF CHEMICALS/ STANDARDS, GLASS WARES AND PLASTIC WARES UNDER RATE CONTRACT, HELD ON 20.08.2019 AT 11.30 A.M. IN THE B2 CONFERENCE HALL, NATIONAL CENTRE FOR SUSTAINABLE COASTAL MANAGEMENT (NCSCM), CHENNAI

[Tender Notification No. 2019/ G/ NCSCM/ OC/ 023 dt.01.08.2019]

Members Present:

1. Dr. D. Chandramohan, Consultant - Chairperson
2. Mr. Alok Ranjan Samal, Manager-Finance & Accounts – Member Secretary
3. Dr. Kakolee Banerjee, Scientist B - Member
4. Dr. Sachithanandam V, Scientist C - Special Invitee
5. Mr. Pradeep Tripathy, Consultant – Special Invitee

Representatives of Participating Firms:

1. Mr. K. V. Swaraman, Biocorporals, Chennai
2. Mr. V. Kumar, The Precision Scientific Co., Chennai
3. Mr. K. Sathish Kumar, Cloud Scientific Solutions, Chennai
4. Mr. Nathan, The ILE Co., Chennai
5. Mr. Nikhil Dash, Borosil, Chennai
6. Mr. V. Kumarasawmy and Mr. V. Jaganathan, Sudhagar Biological & Chemicals, Chennai
7. Mr. N. Muthukumar, Abdos Labtech Pvt. Ltd., Chennai

As scheduled, the pre-bid meeting for Supply of Chemicals/ Standards, Glass Wares and Plastic Wares was held on 20.08.2019 at 11.30 A.M. At the outset, the Chairman welcomed the participants to the meeting.

The participants were invited to discuss about their doubts/ queries on the bid document for Supply of Chemicals/ Standards, Glass Wares and Plastic Wares. The responses to the queries raised by the prospective bidders along with the modification in the relevant provisions of the bid document are appended here with.

The prospective bidders were requested to participate in the bidding process after careful reading and understanding of the provisions of the bid document published and possible amendment/s subsequent to the present pre-bid meeting.

Queries/ Suggestions and response thereon for Supply of Chemicals/ Standards, Glass Wares and Plastic Wares

Sl. No.	Clause Reference	Queries/ Suggestions raised by the prospective bidders	Response to the Queries/ Suggestions
1.	Page 7: Point No.14.1	1) If supply is completed by 1 st week of a month, do we have to wait up to the next month for getting payment? 2) Perishable Items/ Items requiring certain minimum room temperatures need to be accepted immediately.	Amended. (Pl. refer to the amendment)
2.	Page 7: Point No.15.1	Delivery of certain items cannot be made within 15 days from the date of issue of the Purchase Order.	No change.
3.	Page 8: Point No.15.2	Needs to be revisited.	Amended. (Pl. refer to the amendment)
4.	Page 9: Annexure-I - Financial Bid – Price Format - Sl. No.1/ 3	Nil	6 new brands under Chemicals/ Standards category included now. (Pl. Refer to the amendment)
5.	Page 9: Annexure-I - Financial Bid – Price Format - Sl. No.2/ 3	Nil	2 new brands under Glass Ware category included now. (Pl. Refer to the amendment)
6.	Page 9: Annexure-I - Financial Bid – Price Format - Sl. No.3/ 3	Kindly include Abdos Brand under Plastic Ware category.	Now included along with another brand. (Pl. Refer to the amendment)

Amendment to Terms and Conditions of the Bid Document

Sl. No.	Criteria as per Bid Document	Modification now made
1.	Page 7: Point No. 14.1 and Page 17: Point No.11.2	
	Payment shall be made on monthly basis after completion of full supply as per Purchase Order (s) placed with the agency during that month.	The clause is replaced with the following – Payment shall be made within 30 days of acceptance of the items after completion of full supply as per the Purchase Order. Acceptance shall be made by NCSCM as follows – a) Perishable Items/ Items requiring certain minimum room temperatures – Within 3 days of receipt of the item (s) b) All other items – Within 7 days of receipt of the item (s)
2.	Page 7: Point No. 15.1 and Page 17: Point No.12.1	
	Supply should be made within 15 days from the date of issue of a particular Purchase Order, failing which, Liquidated Damage will be charged @ 1% per week or part thereof on the value of the delayed goods, subject to a maximum of 4% of Purchase	The clause is replaced with the following – Supply should be made within 15 days from the date of issue of a particular Purchase Order, failing which, Liquidated Damage will be charged @ 1% per week or part thereof on the value of

	Order value, which will be deducted from the payment due.	the delayed goods, subject to a maximum of 4% of Purchase Order value, which will be deducted from the payment due. In case of items which cannot be delivered within 15 days, the supplier under the rate contract shall have to ask NCSCM for extension of delivery period with due justification for extension within the time limit given for acceptance of PO, which shall be examined on case to case basis and extension of delivery period may be granted.
3.	Page 8: Point No. 15.2 and Page 17: Point No.12.2	
	If the successful bidder fails to execute the order (all items of the Purchase Order) within 45 days of issue of a Purchase Order, the Performance Security of the bidder will be forfeited.	The clause is replaced with the following – If the successful bidder fails to execute the order (all items of the Purchase Order) within 30 days after the last date of delivery as per the Purchase Order, the Performance Security of the bidder shall be forfeited.
4.	Page 9: Annexure-I - Financial Bid - Price Format - Sl. No.1/ 3	
	Chemicals/ Standards: Merck/ Sigma/ Finar/ Thermo/ Thermofisher/ Himedia/ Rankem/ Loba	The point is replaced with the following – Chemicals/ Standards: Merck/ Sigma/ Finar/ Thermo/ Thermofisher/ Himedia/ Rankem/ Loba/ Qiagen/ Promega/ SRL/ Avra/ Difco/ Fluka
5.	Page 9: Annexure-I - Financial Bid - Price Format - Sl. No.2/ 3	
	Glass Ware: Borosil/ Glassco/ Schoot Duran/ Vensil	Glass Ware: Borosil/ Glassco/ Schoot Duran/ Vensil/ Riviera
6.	Page 9: Annexure-I - Financial Bid - Price Format - Sl. No.3/ 3	
	Plastic Ware: Tarsons/ Axygen/ Glassco/ Eppendorf	The point is replaced with the following – Plastic Ware: Tarsons/ Axygen/ Glassco/ Eppendorf/ Abdos/ Riviera
7.	Last date and time for receipt of bids: 02.09.2019, 11 A.M.	Last date and time for receipt of bids: 03.09.2019, 11 A.M.
8.	Date and time of opening of bids: 02.09.2019, 11.30 A.M.	Date and time of opening of bids: 03.09.2019, 11.30 A.M.

Note: The amendment mentioned above is to be treated as amendment to the terms and conditions of the bid document. All other terms & conditions of the published bid document shall remain the same.

The bidders have to submit a copy of this Minutes along with the amendment and bid documents. Each page of the bid document as well as this Minutes along with the amendment are to be signed by the authorized Signatories of the bidders.

Sd/-
DIRECTOR