

**Minutes of Pre-bid meeting for IFB No. RITES/MSM/NACP/18/2014 for Procurement of Syrup Nevirapine 100ml (10mg/ml) held on 13-02-2015 at 14:00 hr at RITES office, Gurgaon**

1. The following were present:-

I) From RITES

S/Shri

R K Sharma, JGM/MSM, RITES Ltd. – In Chair

M K Das, Manager/MSM, RITES Ltd.

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

S. No.	Name of representative S/Shri	Name of Firm
1	Nil	NA

Query received through email from M/s Emcure & M/s Aurobindo Pharma

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
<b>Section I: Instructions To Bidders</b>		
1.	One of the prospective bidder has mentioned that they had stopped manufacturing this product since a few years and can revive the manufacturing for this supply and hence initiated renewal of manufacturing license. The COPP certificate for the product is expired. Please advise whether their offer can be considered without a COPP.	Please refer the Note at ITB clause 6 (A) (ii) (e) which is reproduced below which self explanatory: <i>“The bidder should submit a copy of valid WHO GMP and COPP certificates along with the bid. In case WHO GMP or COPP is under renewal then copy of the correspondence with regulatory authority should be submitted. However, copies of valid certificates of WHO GMP/COPP must be submitted before issue of NOA.”</i>
<b>Section III: Schedule of Requirements</b>		
2.	In the bid document “ <b>Delivery Schedule:</b> ” mentioned is as below (at page 62) <i>(i) 1st Lot: 25% quantity of the schedule to be supplied within 180 days of NOA (ii) 2nd Lot: 25% quantity of the schedule to be supplied within 181-360 days of NOA (iii) 3<sup>rd</sup> Lot: 25% quantity of the schedule to be supplied within 361-540 days of NOA and (iv) balance 25% within 541-720 days from the date of NOA</i> One prospective bidder requested to change the delivery period as under:  (i) 1st Lot: 23,000 bottles in 90 days	Delivery Schedule has been revised as below:  <b>(i) 1st Lot: 23,334 bottles within 90 days of NOA</b> <b>(ii) 2<sup>nd</sup> Lot: 23,333 bottles within 91-150 days of NOA</b> <b>(iii) 3<sup>rd</sup> Lot: 23,333 bottles within 151- 210 from the date of Notification of Award.</b>  <b>Please also refer Amendment No.1</b>

S. No.	Query Raised	Clarification
	(ii) 2 <sup>nd</sup> Lot: 23,000 bottles in 91-150 (iii) 3 <sup>rd</sup> Lot: 23,000 bottles in 151- 210	
<b>Section IV. Technical Specifications</b>		
3.	As per the technical specification Page 70, “ <b>Schedule I: Syrup Nevirapine 100ml (10mg/ml).</b> ” One of the prospective bidder has mentioned that their product is “Nevirapine oral suspension IP 50mg/5ml”	This clause has been modified as below:  “ <b>Schedule I: Syrup Nevirapine 100ml (10mg/ml) or 50mg/5ml</b> ”  <b>Please refer Amendment No.1</b>
4.	As per the technical specification Page 70, “ <b>5. Primary Container: Packed in amber coloured PET bottles with a child Resistance cap with liner and a measuring syringe</b> ”  Packing in HDPE Bottle will be accepted or not.	This clause has been modified as below:  “ <b>5. Primary Container:</b> Packed in amber coloured <b>PET/ HDPE bottles</b> with a child Resistance cap with liner and a measuring syringe”  <b>Please refer Amendment No.1</b>
5.	As per the technical specification Page 70, “ <b>7. Secondary Container: 5 ply Shipper to accommodate the bottles as per volume.</b> ”  Can we accommodate 32 bottles per each shipper?	Yes.
6.	As per the technical specification Page 70, “ <b>7. Secondary Container: The supplier should have the facility to store and transport Syrup bottles in cold chain at 2 °C to 8 °C.</b> ”  Our product storage condition is “Do not store above 30 °C”. Is it acceptable?	<b>Cold Storage is not mandatory.</b>

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