

Minutes of Pre-bid meeting held on 17/06/2014 at 14:00 hr at RITES office for Supply of HIV (RAPID) 1st, 2nd & 3rd ANTIGEN and WHOLE BLOOD FINGER PRICK TEST KITS against: IFB No. RITES/MSM/NACP/07/2014

1. The following were present:-

I) From RITES

S/Shri

R K Sharma, JGM/MSM

M K Das, Manager/MSM

B. N. Meena, AM/MSM

A. Chatterjee, Engineer (Mech.)/MSM

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

S. No.	Name of representative S/Shri	Name of Firm
1	C. S. Prasad	M/s Bhat Biotech India (P) Ltd., New Delhi
2	Samir Sinha	M/s Span Diagnostics Ltd., Surat
3	Chander Prakash Kundra	M/s SD Biostandard Diagnostic Pvt. Ltd., Gurgaon

M/s Premier Medical Corporation sent their query through email.

- 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.
- The issues raised during the pre bid meeting and clarifications are as under-

S. No.	Query Raised	Clarification
Section I. Instructions To Bidders		
1.	Sales Tax authorities of some of the States (Himachal Pradesh and J & K) are collecting Entry Tax on the shipment entered in the State. In such case, please inform who will reimburse Entry Tax borne by the supplier.	Please refer clause ITB 39.3.2 of bid document.
2.	The basic price is fixed several years ago on which the present tender prices are being evaluated which is unjustified and incorrect and at times tenders are being rejected and re-bid. It is requested to evaluate the tender by considering National inflation percentage.	All related factors including prevailing inflation are taken into consideration while deciding a tender.
Section II. General Conditions Of Contract		
3.	As per GCC Clause 22. Liquidated Damages: 22.1, if the supplier fails to deliver the goods within the period specified in the contract, the Purchaser shall deduct from the contract prices as liquidated damages, a sum equivalent to the 0.5 percent per week or part thereof of the	Efforts are made to expedite the release of payment to the supplier as much as possible. However, in many cases release of payment is delayed due to non submission of requisite documents on part of the suppliers.

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	delivered price of the delayed goods for each week up to a maximum deduction of the 10 percent of the value of delayed goods. On the same way, interest should be paid to Supplier in case of delay in payment.	
4.	Some queries are being raised are very trivial in nature for the reason the payments are being withheld. However, there is no reason then why payment cannot be released as suppliers have already submitted a performance bank guarantee and as such documents against queries can be provided even later point of time.	All bills accompanied with requisite documents as per the contract are paid promptly. However, deficiency in documents has to be made good by the supplier before release of payment.
5.	As there is huge delay in release of payments due to various reasons, it is requested to give 50% advance payment so that manufacturing and delivery against the contract can be done within delivery period.	There will be no change in the payments terms & conditions.
Section III: Schedule of Requirements		
6.	Please review 1st Lot requirement asked to be completed within 60 days from the date of NOA. It is requested to extend it up to 90 days so that supplier can get sufficient time to procure the raw material for awarded quantity.	<p>Delivery period for 1st lot has been enhanced to 75 days.</p> <p>Revised Delivery Schedule is mentioned below:</p> <p>(a) <u>For, HIV (Rapid) Kits for 1st Antigen & Whole Blood Finger Prick:</u> (i) 1st Lot of 25%: Within 75 days of NOA, (ii) 2nd Lot of 25%: Within 105 to 135 days of NOA, (iii) 3rd Lot of 25%: Within 180 to 210 days of NOA and (iv) 4th Lot of 25%: Within 240 to 270 days of NOA.</p> <p>(b) For, <u>HIV (Rapid) Kits for 2nd & 3rd Antigen:</u> (i) 1st Lot of 50%: Within 75 days of NOA and (ii) 2nd Lot of 50%: Within 150 to 180 days of NOA.</p> <p>Please refer Amendment No. 3</p>
7.	As per past experience, it has been observed that after completion 2 nd Lot, various consignees has faced problem to accept material of 3 rd & 4 th Lot requirement within the time given in the contract due to sufficient stock lying with the consignees, due to this reason stocks piles up with the company, hence it is requested to review the delivery period for 3 rd & 4 th Lot requirement mentioned in the bid document and extend the same appropriately.	<p>Delivery Schedule has been modified as mentioned above at SN.6.</p> <p>Please refer Amendment No. 3</p>
8.	It has been observed and still facing serious issue while supplying material to respective consignee because they decline to accept the material due to their common root cause issue	Consignees should intimate about their stock position to NACO well in advance so that necessary reallocation and accordingly amendment in contract can be issued.

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	i.e. “non-availability of storage space” but they are not giving any written prior intimation and prompt communication on mails to supplier on the same.	
9.	Many a time NACO informs the suppliers to divert supplies to another consignee other than that mentioned in the contract and accordingly supplier supplies the material without issuing an amendment against NOA/ Contract due to which the payments are being stuck. Therefore, it is requested that before any change of consignees & quantity an amendment may be issued before giving instruction to suppliers.	Any diversion or deferment of supplies must be done through a formal letter by DAC.
10.	It is requested to RITES/NACO to give directions to all the consignees to respond immediately for the materials sent by the supplier so as to enable suppliers to keep it as evidence for the “timely delivery” or “delay in supplies”	It is the duty of supplier to intimate the consignee before dispatching any consignment. Similarly it is the duty of the consignees to issue acknowledgement of receipt of goods immediately to RITES and copy to suppliers & NACO.
Section IV. Technical Specifications		
11.	<p>Technical Specification for HIV (Rapid) Whole Blood Finger Prick Test Kits:</p> <p>1) Sr. No 2 , As Per Bid Technical Specification “ The cumulative time- temperature indicator technology used should be pre-qualified by WHO”.</p> <p>One of the supplier states that the Cold Chain used by them are fulfilling the Quality requirement i.e. “the maintenance of cold chain during storage & transport the kits at 2-8 degree Celsius”. But the condition that time-temperature indicator technology used should be prequalified by WHO could become a monopolistic situation and could restrict its usage. This results in increase in prices and thereby having unfair competition. Hence, it is requested to kindly remove the condition of “pre-qualified by WHO” and to make this bidding process more competitive.</p>	There will be no change in the technical specification.
12.	What should be storage temperature of the test kits. Can we offer 4-30 Deg C tests?	2-8 °C
13.	Please provide list of WHO approved temp monitors.	<p>Please visit the below mentioned website for list of WHO approved temp monitors:</p> <p>http://apps.who.int/immunization_standards/vaccine_quality/pqs_catalogue/categorypage.aspx?id_cat=35</p>
14.	The technical specification at Sl. 10 of Agglutination (page 66) and in other principals at Sl. 11 (page 67), Sl. 10 (page 68) and Sl. 6 (page 69) which states: “ <i>The assay components</i>	There will be no change in the technical specification.

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	<p><i>should include HIV positive and negative serum controls sufficient for conducting 20% of the tests (10% negative and 10 % positive controls); and'</i></p> <p>One of the participants mentioned that as the controls are critical items it would be convenient if they could send it separately so that the deterioration of controls can be avoided.</p>	

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