

### Minutes of Pre Bid Meeting

**Minutes of the Pre-bid meeting held for National Competitive Bidding (Reference NCB No. 21/TCSP/GOODS/P15/2018/TR/TC - Package - 15) on 07.06.2018 at 1100 Hrs 'Supply of office furniture required at new Technology Centers'.**

A pre-bid meeting was held on 07.06.2018 under the Chairmanship of Shri. SV Rasal, MD, IDEMI, Mumbai with the prospective bidders for NCB Package 15 for 'Supply of office furniture required at new Technology Centers' under World Bank assisted Technology Centre Systems Programme. List of participants is enclosed at **Annexure-1**.

At the outset, Shri SV Rasal, MD, IDEMI, Mumbai welcomed the participants and highlighted about the importance of the meeting.

He informed the participants that certain queries had been received from some of the prospective bidders through mails which would be clarified during the meeting. He also mentioned that the participants could raise further queries or doubts if any and to the extent possible, these queries shall be answered during the meeting itself otherwise the reply to such queries will be given after due examination. In any case, answers to all the queries raised shall be uploaded on the CPP Portal along with the minutes of pre-bid meeting.

The designated representatives of the participating organizations also raised their queries during the pre-bid meeting. They were also asked to give their queries in writing so that same can be considered for reply. The representatives of prospective bidders were also advised to visit the website regularly to get timely updates for the NCB.

There were no queries received for package-15, However there were queries received for a similar type of package -16 ( Ref NCB No.21/TCSP/GOODS/P16/2018/TR/TC, Package-16)

The compilations of all the queries received through mails and raised by participants for package-16 and responses are as follows:

S.No	Clause Reference	Bidder's Query	Response of the Client
<b>Commercial Queries</b>			
1.	Section II Bid Data Sheet: ITB Clause 19.3	Bid Security – Can this be given in the form of DD/FDR as an alternative of BG	No amendment is considered necessary
	Section II Bid Data Sheet: ITB Clause 14.8 a (iii)	Transit Insurance – Is it mandatory to provide?	Refer Section I, Instruction to Bidders ITB clause 14.8 a (iii)
	Section III Evaluation and Qualification Criteria: ITB Clause 36.1	Experience and Technical Capacity – Out of the total 23 (all 3 lots) items as per tender, if a bidder have executed in more than 60% (i.e. more than 14 items), can the bidder is eligible to participate?	Refer addendum/corrigendum reference sr. no. 1

S.No	Clause Reference	Bidder's Query	Response of the Client
		Business and Institutional Furniture Manufacturers Association (BIFMA) certification for the FY 2018-19	
		No deviations will be accepted from the specifications mentioned in the BOQ and Terms and Conditions	Bidding document is clear in this regard
	Section II Bid Data Sheet: ITB Clause 16.4	The manufacturer should have a Dealer base in Pan India for at least past 05 Yrs. to prove their capability to provide After Sales Service as and when required	No amendment is considered necessary.
		The manufacturer should have a Standard Pricelist of their product all over the Country and must submit a copy of the said list with the Technical Bid.	This is competitive bidding process and standard price list will not have any significance.
		The manufacturer should possess prevalent Certifications related to Quality and Safety relevant to Manufacture of Furniture, e.g., ISO 14001:18001. Attested Copies of such Certificates should be attached with the Technical Bid. This Clause will also be relevant to the Authorized Partners/ Dealers and they must ensure that the product they are offering is manufactured by the manufacturer possessing the requisite certifications.	No amendment is considered necessary.
		Preference will be given to the manufacturers engaged in manufacturing High quality "Green Furniture" duly Green Guard Certified by some International Agency. Attested Copies of such Certificate should be attested with the Technical Bid.	No amendment is considered necessary.
	Section II Bid Data Sheet: ITB Clause 12.3	The Technical Bid must be accompanied by the Manufacturer's Catalogues (in Original) in respect of the products offered.	Bidding document is clear in this regard.
		The bidder shall not be blacklisted from any Government Agency/PSU/Banking & Financial Sector. The bidder shall, thus, submit an affidavit of being a non-blacklisted by any Government agency/PSU/Banking & Financial Sector.	Refer Section I, Instruction to Bidders ITB clause 4 "Eligible Bidders"
		The Products are tested for performance as per Test Standard derived from BIFMA Test Standard.	No amendment is considered necessary
		All steel structural components are processed in house and are made from virgin material sourced from Tata Steel or equivalent manufacturer and tested confirming to IS Standards (CRCA).	No amendment is considered necessary

## Technical Queries

Lot No.	SI No.	Description	Bidder Remarks/ Queries	Response of the Client
	1	Work Station & Table in Cabin, <b>Model-Finnesse with Eru, Table-1500x750x740 &amp; Eru-1050x450x705 , W/O-Pedestal</b>	There is no pedestal / Storage Unit under the table	Please refer to revised Technical specification
	2	Workstation Table for Executive, <b>Model-Cignus with Eru with Pedestal 2100X2250X750, w/o Back Unit</b>	Dimension of Back Unit not available	Please refer to revised Technical specification
	3	Meeting/Conference Room Table for 4 Person, <b>Model-Talk, 1350 x 1000</b>	Dimensions asked is not commensurate to the design. Also table top finish is not specific	Please refer to revised Technical specification
	4	Meeting/Conference Room Table for 12 Person, <b>Model- Talk 3000x 1200</b>	Dimension given for 10 seater but asked for 12 seater. Also table top finish is not specific.	Please refer to revised Technical specification
	5	Meeting/Conference Room Table for 24 Person, <b>Model-Talk 5200x1500</b>	Dimensions is not commensurate to the capacity asked for and top finish is not specific.	Please refer to revised Technical specification
	6	Café Tables 4 seater, <b>Model-Time-Out 1090x1135, PU Coated</b>	Dimensions is not commensurate to the capacity	Please refer to revised Technical specification
	7	Café Tables 6 seater, <b>Model-Time-Out 1090x1734, PU Coated</b>	Dimensions is not commensurate to the capacity	Please refer to revised Technical specification
	8	Other Table for library area, <b>Model-Linea</b>	Dimension per seater not available and specification is not commensurate to use (Screen in combination of White Board and Fabric Magnetic is not required at Library)	Please refer to revised Technical specification
	9	Reception Desk, <b>Model- First Impression in Rubberwood Top</b>	Image is indicative and dimension are not cleared	Please refer to revised Technical specification
Lot 2	1	Chair for Executive, <b>Model- La-Sede High Back</b>	High Back or Mid Back is not cleared because the height of the chair is not mentioned.	Please refer to revised Technical specification
	2	Chair for office area, <b>Model-Oxbo High Back</b>	High Back or Mid Back is not cleared because the height of the chair is not mentioned.	Please refer to revised Technical specification
	3	Chair for conference Rooms, <b>Model-Beat (visitor-57.5 L x 58.2D)</b>	Given dimation is for Visitor at the same time asked for seat height adjustment and indicative image looks as revolving chair.	Please refer to revised Technical specification
	4	Chairs for Auditorium, <b>Model-Mars with Synchro Slide W-69.9, D-62</b>	Dimensions and specs are not sufficient.	Architectural Drawings uploaded
	5	Sofa set for reception, <b>Model-Unwind (3 Seater)</b>	Dimensions are not sufficient for 3 seater.	Please refer to revised Technical specification
Lot 3	1	Metal Cabinet with Half Selves and low height 1200x450x1167.5 mm,	Image is not as per the specification	Please refer to revised Technical specification
	2	Metal Cabinet with Half Selves and full height 900x450x1830mm,	Image is not as per the specification	Please refer to revised Technical specification
	3	Optimizer welded storage system,	Complete configuration is not provided. Image is just indicative.	Architectural Drawings uploaded
	4	Storage unit Low height 1200x450x1950 mm,	Dimension given seems to be comprising of 2 units.	Please refer to revised Technical specification

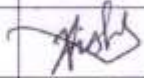
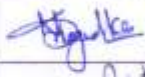
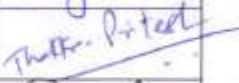
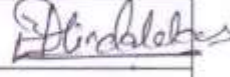
ANNEXURE I

INSTITUTE FOR DESIGN OF ELECTRICAL MEASURING INSTRUMENTS, MUMBAI

PREBID MEETING ON 07/06/2018 AT 11.00 A.M

Bid Ref No.: NCB No. 21/TCSP/GOODS/P15/2018/TR/TC (Package - 15)

SUPPLY OF OFFICE FURNITURE REQUIRED AT NEW AND EXISTING TECHNOLOGY CENTERS

Sr.No.	Name of Representative	Name of Firm/Organisation	Signature
1	Vishal Chandak	Godrej	
2	Vishal	Godrej	Vishal 27/6/18.
3	Neha Subnis	TCE Mumbai	
4	Thakkar Prateek	Classic Enterprises	
5	Deepan Hindalekar	Wipro Furniture	
6			
7			
8			
9			
10			
11			