

MINUTES OF PRE-BID MEETING HELD ON 24-07-2017 AT 1100 HRS
ON 3rd FLOOR CONFERENCE HALL, FDA BHAWAN, NEW DELHI-110 002
IN CONNECTION WITH OPEN TENDER ENQUIRY FOR CREATION OF CRECHE

An Open Tender Enquiry was floated on 18th July, 2017 for carrying out the work relating to creation of infrastructure for establishing Crèche/Day Care Centre on GR corner rooms at the annexed building in the premises on backside of FDA Bhawan, New Delhi. A pre bid meeting was held on 24th July, 2017. The last date for submission of bids has been kept as 8th August, 2017.

2. During the meeting the following were present: -

- (i) Mr. Ram Ashish, rep of M/s Girdhari Lal Chauhan and Sons
- (ii) Mr. Dhiraj Navani, Proprietor & rep of M/s Kamini Constructions
- (iii) Mr. Manmohan Singh, Proprietor & rep of M/s Manmohan Singh (Govt Contractor)
- (iv) Mr. Ravinder Kumar, AD(GA)
- (v) Mr. Sumer Singh Meena, AD(GA)

3. The rep from M/s Manmohan Singh (Govt Contractor) raised various queries relating to BoQ of the RFP which are appended below for reference:-

S.No	Observations	Clarifications
(i)	Whether it is necessary to have the authorization from the Air Conditioner Manufacturing Company or its distributor/ authorized dealer?	It was clarified that this is a mandatory clause to qualify at technical stage. This is kept to ensure that the supply of product and ancillary items are genuine and of good quality. Besides that the after sales service / on site warranty component inherently involved, though the concerned OEM will be providing but the selected bidder has to ensure and coordinate its smooth backup services. The other present bidders' reps from Kamini Constructions and Girdhari Lal Chauhan and Sons agreed upon it unanimously.
(ii)	The items pertaining to childrens' play like swing etc. are to be find and their rates may variate between the quote submission period and actual delivery period.	The selection of items was done after due deliberation with the help of our empanelled experts. It was considered more appropriate to get install better quality products and

	The same need to be looked into.	therefore the good quality brand as an indicator is mentioned though the bidders are at liberty to quote with same/identical quality products. As regards rates fluctuation/variation is concerned, in case it is established with supportive documentary evidence the same will be considered by the Competent Authority and the decision of FSSAI in this regard will be binding on the selected bidder. It was agreed upon by all present bidders.
(iii)	The Proprietor of M/s Kamini Constructions stated that due to introduction of GST, there is difficulty in supply of raw material and various other items as the supply is restricted. Considering the nature of work relating to recreation of Crèche by modifying old structure, plumbing, renovation work etc. therefore it is quite likely that there may be some deviation in work/items and addition/alteration in the prescribed scope of work/items is also not ruled out. The scope for the same should be incorporated and accepted at later stage on actual on site requirement basis. The time for the entire job should also be kept minimum for four months.	<p>It was discussed and other perspective bidders also supported the argument and requested that in such kind of works, variation is almost confirmed and therefore the successful bidder should not suffer monetarily or otherwise due to change or variation in prescribed work. Any addition/deletion or change in item should be allowed as per on site requirement.</p> <p>It was assured by the undersigned to the bidders that in the event of such unforeseen variations/additions etc; required as per on site requirement or for betterment of the project the same will be considered and accepted favourably. However the decision of FSSAI's competent authority in this regard shall be final. The bidders agreed for the same and assured that due care shall be taken for smooth and trouble free flow of the work as per requirement of FSSAI being the welfare measure for small children.</p>
(iv)	All the bidders also submitted that the defect liability period should be kept for not more than three months'time as they will be doing the job at their level best and which could be monitored by FSSAI at all	It was clarified that the purpose of asking warranty/guarantee for the works and services done are purely to ensure good quality work as per desired specifications and instructions of concerned officials of

	stages being within the premises of FDA Bhawan and any blockage of fund or withheld of any payment may not be the part of liability period for long time. Warranty period to be kept for one year for manufacturing defects only.	FSSAI to ensure reliability of the job done. As regards warranty of items supplied are concerned the bidders shall have to bear the responsibility for the same atleast for one year.
(v)	Drawings for the entire work along with the furniture items should be provided.	The same were provided and it was assured that should the bidders' need more details or any clarity on the proposed work they are welcome at any time. Bidders were satisfied and assured their best cooperation.
(vi)	It was suggested that safety factors for the children should be kept in mind and due to corner area and open play ground area/landscape it would be better to incorporate Rain Harvesting System exclusively for the Creche area so that there is no chance of water logging and related inconveniences.	It was mentioned that the proposal will be considered at appropriate level and if approved, the same will also be incorporate separately.

4. It was clarified by AD(GA) that the time limit of 125 days is quite reasonable considering all pros and cons and wherewithal of the area and that is why composite tendering has been done so that the onus of responsibility for supply of items, civil/electrical work and plumbing work should be shared or transferred. As a consolidated supplier of all works and services i.e. all items, it becomes quite convenient and authority of getting work done is also centralized. The single vendor has to plan its work stages and he will be having freehand by customizing its preferences on supply/installation of items according to their onsite requirement and scope of finishing. Therefore, the bidders should not have any apprehensions on warranty/guarantee part and defects liability part as they should be confident and responsible for the given job done. This was agreed upon by the bidders and it was mentioned that time given is reasonable and unless there is some unforeseen situation of short supply/strike or natural calamity etc. the proposed work could be finished within the suggested 125 days time.

5. There being no more points the meeting was adjourned.

Sd/
(Ravinder Kumar)
AD(GA)
24-07-2017

sd/
(Sumer Singh Meena)
AD(GA)
24-07-2017