

Brief Record of Pre-Bid Meeting Held on 06 July, 2018 at 1100 Hrs at 3<sup>rd</sup> Floor Conference Hall, FSSAI, FDA Bhawan, New Delhi – 110 002 on the Open Tender Enquiry (RFP) No.11023/07/2017-QA dated 28<sup>th</sup> June, 2018

An Open Tender Enquiry was floated by QA division vide RFP dated 28<sup>th</sup> June, 2018 published on same day on FSSAI website and CPP Portal only for carrying out the work relating to creation of International Training Centre for Food Safety and Applied Nutrition at 2<sup>nd</sup> Floor, Pilot Test House, Export Inspection Agency (Council), MIDC Area, Andheri (East), Mumbai-400 069.

As per terms and conditions laid down in tender document, a pre bid meeting was held on 6<sup>th</sup> July, 2018 at 1100 hrs. The last date for submission of bids has been kept as 20<sup>th</sup> July, 2018 by 1500 hrs and the same would be opened on same date at 1530 hrs. The points raised by the present prospective bidder and clarifications thereon are given below for the information of all concerned. All the bidders are requested to take note of these clarifications and submit their bids accordingly :-

S.No.	Observations	Clarifications
(i)	The books of accounts for the FY 2017-2018 are not yet audited by CA. However, CA Certificate is available and provisional self certified statement of accounts can be submitted.	It was clarified that CA certificate is admissible indicating annual turnover. The self certified provisional financial statements/ITR are also admissible in case the audit is not completed.
(ii)	The bidder is MSME registered firm. Is he entitled for non submission of EMD amount in the instant case as MSME bidders have been exempted by the Govt.	It was apprised that no EMD is essential to be paid along with the bid in respect of MSME registered firms/companies. Hence, the bid can be submitted without EMD and it will not be rejected.
(iii)	What kind of proof is to be submitted in support of existence of the firm? Will it be appropriate to submit old DVAT registration / CPWD registration certificate which itself could be an indicator of existence of the bidding firm since more than specified period.	It was apprised that these documents would be considered sufficient to indicate existence of firm.
(iv)	120 days work completion time mentioned in RFP is less as this will be counted from the date of award of work. Whereas the actual site is generally not handed over to the selected contractor or there could be hinderence in commencement of work. Therefore, the clock should start from the date of handing over the site and not work/supply order.	It was clarified by AD(GA) that the time limit of 120 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 need not be shared/transferred on others. However, the point raised was considered appropriate being practical considering rainy season of Mumbai. Hence, this natural calamity aspect will be considered.

(v)	<p>It was also observed that the following conditions for the bidders mentioned in RFP to adhere wrt payments :-</p> <p>(i) selected bidder is required to submit Bank Guarantee equivalent to 10% of the contract value.</p> <p>(ii) selected bidder will get 30% advance of the total quoted/accepted price against submission of BG or FD. This security will be released after 50% of work completion.</p> <p>(iii) 20% more payment will be released on completion of 75% work and balance 50% will be released after completion of entire work.</p> <p>It was submitted that while the bidder has to give 10% Performance Bank Guarantee/Security for the proposed work whereas it should be kept as 5% as considerable amount would remain with FSSAI during currency of contract. It was further emphasized that it would be better if the 30% advance amount BG/FD is released after completion of 40% work instead of 50% as mentioned due to the fact that FSSAI would already be having performance security and in addition so much withholding of working capital put burden on bidder. Being composite tender where lot of items viz airconditioning system, audio/visual equipment etc need to be supplied, installed and commissioned for which payments are to be made in advance or immediately on delivery, it would be appreciated if 2<sup>nd</sup> instalment of payment is released @30% of the total contract value instead of @20% mentioned in RFP. This way bidder will have reasonable flow of working capital.</p> <p>It was further mentioned that the security deposit amount after work completion in support of warranty should be reduced to 1% of the contract value instead of 2.5% mentioned in RFP.</p>	<p>It was appraised that since it is reasonable payment terms criteria of RFP and therefore bidder should be good enough to bear with it. However, submission of Performance Bank Guarantee/ Security for 5% of the contract value instead of 10% mentioned in RFP has been considered and accepted by the competent authority. Request for release of BG/FD against 30% advance money after completion of 40% work instead of 50% has also been considered.</p> <p>Another request for keeping warranty security/assurance amount equivalent to 1% instead of 2.5% mentioned in RFP has not been considered appropriate and therefore shall remain unchanged.</p> <p>Rest payment terms provisions would remain unchanged and are not recommended.</p>
(vi)	<p>It was also mentioned that Bank Solvency Certificate need not be insisted upon when adequate turnover is demanded. However, in case still need to be submitted its period should be kept as whole FY 2017-2018 i.e. Bank Solvency certificate be considered valid if it has been issued during prior to 31<sup>st</sup> Mar 2018 as bank charge 0.25% commission on the solvency amount.</p>	<p>The request has been considered and it is clarified that the solvency certificate issued by the bidders' banker during first quarter of 2018 i.e. from 01 Jan to 31 Mar 2018 or thereafter till the date of submission of bid will be considered valid.</p>
(vii)	<p>Under Item/Description at sl.no.29 p/37 of</p>	<p>The suggestion was considered and it was agreed</p>

	RFP on Water Supply and Sanitation : Providing and laying 20mm PPR Pipes with UV layer & glass coating.....only. Instead of only 20mm size it may be stated as per site requirement in requisite diameter and Unit of measurement be modified from Mtr to Sqmtr as running meter measurement is inadequate and does not serve the purpose.	to have the size as per onsite requirement. However, the measurement of running mtr will remain unchanged i.e. sqm is not applicable.
(viii)	It was observed that at item no.46 & 47 p/39-40 pertaining to officer desk/table using 25mm MFC table top may be replaced with BWP Block Board or Ply as this will have better and long lasting life span than MFC material.	It was considered reasonable and both ways agreeable.
(ix)	Drawing for item no.52 at p/42 not provided. Moreover overhead cabinet for storage not included which could later lead to ambiguity.	It has been apprised that let the item remain unchanged at present and as per on site requirement at the stage of work completion, the same would be considered.
(x)	Item No.56 at p-45 of RFP relating to conference table 1 seater (1200mm x 600mm) may be clarified as to how it would be utilized in the present proposed structure and whether it would be changed.	Let this item remain unchanged at this stage and in case variation is warranted at site, the same will be considered.
(xi)	Under Electrical Works item no.61 at p/47 of RFP regarding electrical work comprising of PVC Conducting, Point wiring..... Respective cover plate (Havells or equivalent make). It was suggested that it may be clarified whether the contractor need to install Sub Distribution Board and if yes, the Power/Electricity supply cable from this board to the supply source would also be in scope of work or such connectivity would be provided by FSSAI itself. Further columns wrongly mentioned and need to be interchanged i.e. unit/qty vice-versa. Further Sl.No. after 98 need to be corrected as sl no.99 is heading and not separate. Hence, there would be total 131 items instead of 132.	The unit/qty would be changed/corrected and as regards numbering is concerned there is no impact on pricing. The selected contractor is required to do wiring from electricity source till SDB and actual area and the bidders may submit their price quotation keeping in mind this aspect.

This issues with the approval of Competent Authority.

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(Sumer Singh Meena)  
Asstt Dir (GA)

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(Ravinder Kumar)  
Asstt Dir (GA)