

**PRE-BID MEETING HELD ON 01-06-2017 AT 1130 HRS**  
**ON 4<sup>TH</sup> FLOOR CONFERENCE HALL, FDA BHAWAN, NEW DELHI-110 002**

An Open Tender Enquiry has been floated on 28<sup>th</sup> May 2017 for carrying out the work relating to Interior work, supply/installation of VRF Air Conditioning System, Audio/Visual Equipment, Furniture and Fixtures and Misc. jobs on 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> (temporary structure) Floors of FDA Bhawan, New Delhi. A pre bid meeting was held on 1<sup>st</sup> June, 2017. The last date for submission of bids has been kept at 21<sup>st</sup> June, 2017.

2. During the meeting the following were present: -

- (i) Mr. Sarvagya Upadhyaye, rep of M/s Mahendru Consultants
- (ii) Mr. Akshit, rep of M/s Girdhari Lal Chauhan and Sons
- (iii) Mr. Dhiraj Navani, Proprietor & rep of M/s Kamini Constructions
- (iv) Mr. Ravinder Kumar, AD(GA)
- (v) Mr. Sumer Singh Meena, AD(GA)

3. The rep from M/s Mahendru Consultants 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 mandatory clause and has been 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 and AMC component is involved and therefore this clause has been made. The present bidders' reps from Kamini Constructions and Girdhari Lal Chauhan and Sons agreed upon it unanimously.
(ii)	Item No.9, 10 & 11 of Audio/Visual Equipment category may include other local brands like Ahuja, Bosch and Philips.	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. Bosch equipt are also costly. However, in case the the bidder is having authorization from the concerned OEM/Authorised Distributor /Dealer for either of the brand mentioned in RFP, the same will be considered meeting requirement. It was also agreed upon by other present bidders.

(iii)	<p>In respect of Furniture items viz Conference Table, Work Stations the specification mentioned is for MDF Board which is used in modular furniture. However, brand is not mentioned and this may lead to varied price difference. Can the price for using Commercial Board could be offered? In addition, it is also mentioned that The provision of Wire carrier shall be as per manufacturer specifications. This clause should either be removed or brand may be mentioned for better clarity on rates and item.</p>	<p>It is was discussed with other bidders also and they have opined that there is no ambiguity in mentioning of MDF board specification. The rates can be quoted for the same. However, in case of provisioning of wire carrier, the word as per on site requirement may be mentioned so that no confusion on as per manufacturers' specification is created. AD(GA) also apprised the bidders that the specifications are clear as size, thickness in mm and other vital components are clearly mentioned. As regards usage of commercial board is concerned it is not permitted as this would lead to more confusion amongst the prospective bidders. The clarity on wire carrier was given and it was agreed that the bidders may quote as per site/items' requirement. All were unanimously agreed on this.</p>
(iv)	<p>Drawing may be provided in respect of Item No.4 mentioned at page 38 of RFP i.e. Conference Room Table.</p>	<p>The drawing will be provided. The bidder requested that he will collect the same on Monday.</p>
(v)	<p>The Item Pergola is not clearly defined in terms of its supportive viz whether Glasses are to be affixed on it or any other item is involved. The substance may be clarified and drawing may be given for understanding the item. It was also suggested that instead of MS material SS may be used for better life though it will be costly.</p>	<p>It was clarified that Pergola is to be affixed on outer side wall of the temporary structure towards front side of the building. The other bidder rep further mentioned that he has understood the concept and clarified that it may be made as mentioned. As regards additional items/fixation of glass or any other substance is concerned, the same is not defined and in case if it is considered appropriate by the client to fix later the cost of the same will be chargeable separately. This was mutually agreed upon by all present.</p>
(vi)	<p>Item No.14 &amp; 15 mentioned at page 41 of the RFP i.e. Computer Work Stations/Unit. It was suggested that the world Modular Type/Style finish may be added in BoQ specification.</p>	<p>AD(GA) agreed on it and stated that it will be added and the bidder may consider and keep in mind about its fit and finish. This was agreed upon by all present.</p>

(vii)	It was also mentioned that while fixation of Lights, chances are that there will be some damage of ceiling/Paint Finish as while cutting or fixing the LED lights it normally happens. The provision for its finishing i.e. the additional item for its repairs/fit and finish after fixing should be made separately as considerable cost is involved in finishing work.	It was considered as valid point. The other bidders present also raised this issue and suggested that let there be an additional item for repairs/touching up/finishing misc job work after fixation of Lights fittings. It was agreed upon that in case the situation arises, due provision for its cost will be taken. Hence, this aspect in the form of additional item will be provisioned.
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4. In addition, Mr, Dhiraj Navani, rep of M/s Kamini Constructions raised another issue pertaining to given number of days for completion of the job. It was mentioned that the time frame given for the entire job is less as various agencies are involved and the successful bidder will have to coordinate and make necessary arrangement for doing the entrusted job. It was clarified by AD(GA) that the time limit of 105 days is quite reasonable and that is why composite tendering has been done so that the blame game in case of multi vendors could be avoided in completion of job. As a consolidated supplier or 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. This was agreed upon by other bidders and it was mentioned that time given is reasonable and unless there is some unforeseen situation of short supply/strike etc. Hence, AD(GA) did not consider appropriate for grant of extension of time.

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

(Ravinder Kumar)  
AD(GA)  
01-06-2017

(Sumer Singh Meena)  
AD(GA)  
01-06-2017