

# Indian Institute of Tropical Meteorology, Pune

## PROCEEDINGS OF THE PRE-BID CONFERENCE

For

**Procurement of Manpower Services for Ministerial, Technical and housekeeping works**

DATE & TIME : 13-04-2016 @ 1100 Hrs

VENUE : Pnisharoty Hall

The Pre-bid Conference was held and the following Technical Evaluation Committee members attended the meeting:-

- |   |                   |
|---|-------------------|
| 1. Dr. G Pandithural, Sc-E              | Chairman          |
| 2. Dr. Mahesh Kumar, Sc-D               | Member            |
| 3. Shri V R Patil, Senior Manager       | Member            |
| 4. Shri SM Hendre, Manager              | Member            |
| 5. Smt. Sheetal Deshmukh, Asst. Manager | Member - Convener |

The list of Prospective Bidders who attended the meeting is as per **Annexure-I**.

At the outset, the Chairman welcomed all the Members and the representatives of the Prospective Bidders and briefed in general the scope of the works and thereafter requested Senior Manager to brief the vendors on the salient features of the Tender document. The queries raised during Pre-bid Conference were clarified to Prospective Bidders present and replied thereto as detailed in **Annexure-II**.

The representatives present were satisfied with the replies given and it was informed that the corrections / additions / clarifications given, as discussed during the Pre-Bid Conference would be hosted on the website of IITM and all the Prospective Bidders are required to take cognizance of the proceedings of the Pre-Bid Conference before submitting their bids as stipulated in Clause 1.7.2 of the Bidding Documents.

The meeting ended with a vote of thanks to the Chair.

Encl: as above

  
Dr. G Pandithural, Sc-E  
Chairman

Dr. Mahesh Kumar, Sc-D  
Member

  
Shri V R Patil, Sr. Manager  
Member

  
Shri SM Hendre, Manager  
Member

  
Smt. Sheetal Deshmukh, Asst. Manager  
Member Convener

Pre Bid Conference for Procurement of Manpower services for Ministerial, Technical and Housekeeping works at IITM, Pashan, Pune

TENDER NO. IITM/GA/142/01/2016 dated 06/04/2016

Date: 13.04.2016

Time: 1100 Hrs

ATTENDANCE SHEET OF PROSPECTIVE BIDDERS

| Sr. No. | Name of the Firm                     | Represented by               | Phone No.  | Fax No.      | E-mail                         | Signature | Remarks |
|---------|--------------------------------------|------------------------------|------------|--------------|--------------------------------|-----------|---------|
| 1       | Updater Services Pvt Ltd             | Mr. Sadiq Ali Ruseem         | 9172224997 |              | sadiq.g@uds.in                 |           |         |
| 2       | Greatwall corporate Services Pvt Ltd | Pradeep Shinde               | 9881230916 | 020-26686141 | pradeep@greatwall Services.com |           |         |
| 3       | Sunrod F.P. Ltd Chindwad Pune        | Mr. Arjun Kamble Sr. Manager | 8308821910 |              | srj@gmml.com                   |           |         |
| 4       | BVG India Ltd.                       | Mr. Anand Kadam              | 9371613023 | 020-27462275 | anand.kadam@bvgindia.com       |           |         |
| 5       | Tambe Enterprises                    | Mr. Dattaji Tambe            | 9527446899 | 0253-2350790 | dattaji.mf@gmail.com           |           |         |
| 6       |                                      |                              |            |              |                                |           |         |
| 7       |                                      |                              |            |              |                                |           |         |
| 8       |                                      |                              |            |              |                                |           |         |
| 9       |                                      |                              |            |              |                                |           |         |
| 10      |                                      |                              |            |              |                                |           |         |

12/14/16

Sr. Manager

Manager

Asst Manager

13.04.16

Asst Manager



INDIAN INSTITUTE OF TROPICAL METEOROLOGY, PUNE-411008

Tender No. IITM/GA/142/01/2016 dated 06/04/2016

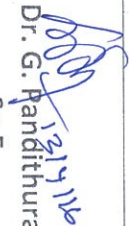
Queries & Clarifications

Procurement of Manpower services for Ministerial, Technical and Housekeeping works

Date : 13/04/2016


Time : 1100 hrs

| Sr.No. | Queries / Clarifications Sought  | Clarification / Amendment  |
|--------|--|--|
| 1.     | How penalty and amount of penalty will be imposed by the Contracting Institute in case of lapse by the Contractor during the execution of contract ? | Clause No. 2.12 as given in GCC and SCC was explained.   |
| 2.     | Technical and Financial bid Evaluation Method  | Eligibility and Qualification criteria along with Technical and Financial Evaluation was clarified as given in Chapter 4   |
| 3.     | Whether monthly wages to manpower are to be paid as per price schedule given in Chapter 5 (Annexure- C) or is to be decided by the bidder ?          | Monthly wages to manpower are to be paid as per price schedule given in Chapter 5 (Annexure C) only and no change is to be made by the bidder. However variable DA and Statutory payments shall vary as per Govt. Orders.                                    |
| 4.     | In whose scope do Tools, equipments and materials for cleaning fall ?  | Tools and equipments required for cleaning and Technical work are to be provided by Contractor. However consumable cleaning materials such as broom, moping cloth, phenyl etc. shall be provided by Contracting Institute as per Clause 3.2 A (xiv) and (xv) |
| 5.     | Service Tax & TDS  | Service Tax shall be payable and TDS shall be deducted as per Govt. Norms.   |
| 6.     | Administrative Charges   | Administrative charges payable to Agency / Contractor shall be percentage of the Gross monthly wages including all statutory levies, allowances etc. paid to manpower (Excluding Service Tax).   |

  
( Dr. G. Pandithurai )  
Sc-E  
Chairman

( Dr. Mahesh Kumar )  
Sc-D  
Member

  
( Shri VR Patil )  
Senior Manager  
Member

  
( Shri SM Hendre )  
Manager  
Member

  
( Smt. Sheetal Deshmukh )  
Asst. Manager  
Member Convener