

**INDIAN INSTITUTE OF TROPICAL METEOROLOGY**

**DR. HOMI BHABHA ROAD, PASHAN, PUNE**

PS/125/53/2016

5 December 2017

**Sub: Minutes of the Pre-bid meeting of the " Supply and Installation of 3D Portable Wind Lidar" - Qty 01 Set (as per tender document) held on 15/11/2017 at IITM, Pune.**

In response to our Global Tender Notice No. PS/125/53/2016, representative of the prospective bidder / firm / company had attended the meeting:

At the outset Convener of the meeting welcomed the member & representative of the prospective bidder / firm / company. He briefed the tender document, scope of supply and technical parameters of the equipment to be procured.

Representative of the prospective bidders / firms / companies was asked about any suggestion, queries or technical advancement regarding tender document & Equipment to be procured. The Queries and Institute's reply to the queries are as given below:

**1. Clause 1.11.1: related to Chapter 6 – Pricing Schedule :-**

- **In chapter 6 pricing schedule p 40/41, we have the port of destination but not airport of destination for goods sent via airplane? Is it Mumbai or can it be Pune? If delivered by airplane, shall it be delivered to Pune Airport or Mumbai airport?**

**Reply :** Please refer to Chapter 2.1.1(m) on page 31 of tender document. The final destination is Solapur (Maharashtra, India). International port can be Mumbai. However the bidder / vendor should deliver the consignment at the final destination only.

- **Also, there is only 4 lines for pricing and no details can be provided to clarify what we are offering, Can we attach a detailed quote in our format?**

**Reply :** Yes details can be attached / uploaded but providing price summary/primary information in the given Colum(s) / format (Chapter 6 : Price Schedule) is compulsory / Mandatory.

- **Page 39 has only space for the system and warranty, it does not include Factory and Site acceptance tests plus spare parts, does this means these are optional items?**

**Reply :** Factory Acceptance Test is optional for the purchases. Site Acceptance Test by the purchaser is mandatory. Spare parts are part of Warranty and also CMC. Details should be provided with year wise break-ups.

- **What is the difference between p39 and p40 / 41 in term of pricing? Is p39 the price format for indigenous systems?**

**Reply :** Summary of price should be given exactly as per Chapter 6 : Price Schedule available on Page 39 of the tender document and price details are in Page 40/41 of the tender document to be filled in, depending on currency in which bidder wishes to quote.

- **The port of destination and final destination are specified, which one to consider when quoting?**

**Reply :** Final destination is to be considered when quoting as detailed above.

2. **1.13.1 The bidder shall furnish, as part of its bid, documents establishing the bidders' eligibility to bid and its qualification to perform the contract if its bid is accepted.**

- **What exact documents need to be provided for eligibility? Will the technical literature and a technical writeup/description be enough?**

**Reply :** Please refer to Chapter 5 and Annexure-E (Part –II) of the tender document.

3. **1.13.3 Conditional tenders / offers shall not be accepted.**

- **Please clarify what is meant by conditional tenders?**

**Reply :** Conditional offer deviating to the terms, condition and technical specifications of the tender document is not acceptable.

4. **1.14.2 To establish the conformity of the goods and services to the specifications and schedule of requirements of the bidding document, the documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings and data and shall consist of :**

- (a) A detailed description of the essential technical and performance characteristics of the goods;
- (b) A list giving full particulars, including available sources and current prices, of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods during the warranty period following commencement of the use of the goods by the Purchaser in the Price bid; and
- (c) An item-by-item commentary on the Purchaser's Technical Specifications demonstrating substantial responsiveness of the goods and services to those specifications or a statement of deviations and exceptions to the provisions of the Technical Specifications.

- **Can this be given in the form of technical literature and a Compliance Matrix?**

**Reply :** Technical compliance with supporting documents / information to be submitted with Technical bid only.

5. **1.25.1 The purchaser shall examine the bids to confirm that all documents and technical documentation required in ITB clause 1.9 have been provided and to determine the completeness of each document submitted**

- **Document (e) in the list at clause 1.9 - Detailed Technical Specifications and Scope of Supply shall be created as per the bidder to formulate its response as this is not included as attachment?**
- **Is the DEVIATION STATEMENT FORM applicable only to technical specifications or all requirements of the tender (e.g GCC)?**

**Reply :** Deviation statement form applicable for all requirements of the tender i.e. Technical and commercial. Deviation statement for both technical and commercial bids is to be submitted. Please refer to Annexure-E.

6. **2.26 Penalty Clause : (b) If the supplier fails to Supply, Install and Commission the system as per specifications mentioned in the order within the due date, the Supplier is liable to pay liquidated damages of 1% of order value per week of delay subject to a maximum of 10% beyond the due date. Such money will be deducted from any amount due or which may become due to the supplier.**

- **It is too strict. It is requested that it may be reduced to half of what is stipulated.**

**Reply** : Request can not be considered. Penalty clause mentioned in the tender document stand remains.

**7. Chapter 3 - SCHEDULE OF REQUIREMENT**

- **A) Delivery Schedule:: not enough lines to cover all items. Can we give our format?**
- **B) Term of delivery / Delivery Term : Do we specify the last date of delivery ?**
- **C) : lines are missing to cover all training items.**
- **Can this be copied and filled in in order to be able to provide information on all items covered by the tender.**

**Reply** : **Delivery schedule:** Within 6 (six) months system should be delivered and installed at **the final destination (page 31)** mentioned in the tender document. Training should be completed within 30 days from the date of installation of the system.

- Yes can be copied and filled.

The Pre-bid Committee also suggested to incorporate the following technical corrections / amendments in the technical specifications as specified in the tender document :

- Output data : Please read “Radial wind velocity and Doppler spectrum broadening. 3D wind components (DBS scenario) with options to have Backscatter profile” **as** “Radial wind velocity and Doppler spectrum broadening. 3D wind components (DBS scenario) with options to have Backscatter coefficient profile.”
- Dimensions (approx..) : **may be read as** Dimension : Portability.