**Minutes of Vendor meeting for the Bid for enlistment of contractors (Civil) for various construction works of HLL Lifecare Limited**

**(Tendering limit upto Rs. 5 Crores and Rs. 1 Crore )**

**Vendor meeting on 16.01.2013**

In the last vendor meeting held on 3.01.13 it was decided to conduct a vendor meeting again on 16.01.2013 at 11.30 am for the benefit of venders who have not taken part in the meeting.

The contractors were asked to submit their prequalification bid with necessary documents mentioned in the tender document. The copies of the minutes of the pre bid meeting on 3.01.2013 was handed over to the attending contractors and the same has been uploaded in the HLL website. The minutes of the pre bid meetings on 3.01.2013 and 16.01.2013 will form part of the pre qualification document and the vendors are requested to go through the same without fail.

The contractors asked to extend the period of empanelment to more than 2 years. HLL replied that the period can be extended/ curtailed at the discretion of HLL.

The evaluation of PQ bids will be done twice in a year.

Regarding revalidation HLL is in the process of formulating the procedure based on CPWD manual. The same will be informed in due course.

It is also decided to include submission of copies of tax registration certificate in the eligibility criteria.

The contractors asked more time for submitting the tax registration certificate. HLL replied that the last date of submission of the application is on 31.01.2013. But 15 days time period is given for all the vendors for submitting the tax registration certificate after submitting the document.

The criteria is as follows.

The bidder shall produce the copy of Service Tax Registration, Works Contract Tax Registration certificate and Permanent Account Number within 15 days of opening of the PQ bid.