
MINUTES OF THE MEETING

PRE BID MEETING OF LIMITED TENDER FOR SUPPLY, INSTALLATION, COMMISSIONING AND VALIDATION OF LAB EQUIPMENTS AT IVC, CHENGALPATTU

Document No. : HBL/IVC/LTE/LAB EQP/15-16 Dated 23.03.2016

Venue : HLL Biotech Limited, Chennai

Date : 01.04.2016

Project : Integrated Vaccines Complex, Chengalpattu

Attendees : See attached list of attendees

Issued by : Mr. Suresh S (Sr. Manager –Procurement)

Issued on : 02.04.2016

Issued from : HLL Biotech Limited, Chennai

Agenda	
1.	Pre-bid Meeting of Limited Tender for Lab Equipment for IVC, Chengalpattu

Discussion on Tender Enquiry Document: HBL/IVC/LTE/LAB EQP/15-16 dated 23.03.2016

S. No.	Clarifications on Datasheet	
SCHEDULE : 1 - AIR SAMPLER		
1	Specific revision in the datasheet	
	Data sheet point number and excerpt*/description of the specifications*	Point modified as/ comment
1.1	3.4 Quantity- 12 Nos	3 Nos
1.2	3.9 Display- LCD display with alphanumerical keypad	Digital display. Keypad without dust accumulation
1.3	9.5 Onsite calibration/ other terms of calibration	Calibration support to be provided
SCHEDULE : 2 - AUTOMATIC MELTING POINT APPARATUS		
1	Specific revision in the datasheet	
	Data sheet point number and excerpt*/description of the specifications*	Point modified as/ comment
1.1	1.1 a melting point apparatus is a scientific instrument used to determine the melting point of a substance	This equipment's is used to determine the melting point and boiling point of samples
1.2	New addition: 3.21 Compliance with pharmacopeia method (US, EUR, PH)	
1.3	Specific Equipment requirement	
	New addition: Both melting point and boiling point shall be measured	
1.4	Other requirement	
	6.7 Optional printer for results of calibration, melting and boiling point determination	Software compatible printer to be provided
1.5	New addition: Sample loader to be provided	
SCHEDULE : 3 - CONDUCTIVITY METER		
1	Specific revision in the datasheet	
	Data sheet point number and excerpt*/description of the specifications*	Point modified as/ comment
1.1	3.10 TDS range 500g/l or better	TDS range 400g/l or better

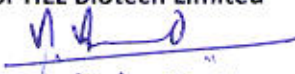
1.2	5.1 standard Calibration buffer solution to be provided two set along with ordering information	standard Calibration buffer (84uS, 111800uS) solution to be provided in two sets along with ordering information
1.3	9.4 Vendor should provide list of standard spare parts with ordering information	Vendor should provide list of standard spare parts and consumables with ordering information
1.4	9.5 NPL traceable calibration certificates and calibration procedures	NPL/NIST traceable calibration certificates and calibration procedures
1.5	New addition: software compatible printer to be provided along with the equipment	
SCHEDULE : 4 – HOT PLATE		
1	Specific revision in the datasheet	
	Data sheet point number and excerpt*/description of the specifications*	Point modified as/ comment
1.1	3.2 Temperature range 30-500 °C	Temperature range 30-350 °C
1.2	3.10 Stirrer type: Electromagnetic stirrer	Stirrer type: vendor to specify
1.3	3.11 Stirrer speed: 100-2000rpm	Stirrer speed: 100-1500rpm
1.4	5.1 Microprocessor control feedback shall be considered	This point not required, shall be deleted
1.5	5.3 Hot warning light should be active when plate is hot even if the equipment is plugged off	This point not required, shall be deleted
1.6	5.7 Three display system for heat, stirring speed, time shall be considered	display system for temperature and stirring speed is required
1.7	5.9 User programmable pre-set buttons to recall up to three temperature/stirring speeds	This point not required, shall be deleted
SCHEDULE : 5 - WATER TESTING SS MANIFOLD		
1	Specific revision in the datasheet	
	Data sheet point number and excerpt*/description of the specifications*	Point modified as/ comment
1.1	3.6 Description: non-toxic unbreakable polysulfone funnel	This point not required, shall be deleted
1.2	4.1 Outer body : SS (manifold) / PTFE (funnel) autoclavable	Body : SS (manifold) autoclavable

SCHEDULE : 6 - VACUUM PUMP		
1	Specific revision in the datasheet	
	Data sheet point number and excerpt*/description of the specifications*	Point modified as/ comment
1.1	3.10 Maximum pressure 65psig	This point not required, shall be deleted
1.2	3.11 Maximum temperature: Vendor to specify	This point not required, shall be deleted
SCHEDULE : 7 - WATER PURIFIER WITH RO & UV		
	Data sheet point number and excerpt*/description of the specifications*	Point modified as/ comment
	Data Sheet point	Modified as
1.1	Process Requirement: Purified water produced by Water purifier used in Quality control block for Media Preparation, Media plate preparation and Equipment cleaning including glass wares.	Process Requirement: Purified water produced by water purifier shall be used for watering (drinking purpose) of small laboratory animals like Mice and Guinea pigs.
	Queries on Technical specification	
S. No	Data Sheet point	Modified as
3.1	Capacity: Output: 25 Litre/ Hour	Capacity: Output: 50 Litre/ Hour
3.2	Output Conductivity, micS/cm : < 1	Deleted
3.3	Output TOC, ppb : < 5	
3.4	Output Bacterial count: < 10cfu/10 ml	
3.5	Feed water specifications : Vendor to be specify	
3.6	Throughput/recovery : >30%	
3.7	Silica Rejection: > 99%	
3.8	Feed water Available : Client to be specify	
3.9	Feed water line size , NB : Vendor to be specify	
3.12	Pre-treatment system : To be determine and recommended by vendor after testing the water quality at site	
3.15	Storage Tank MOC: SS 316 L (Client should specify)	
3.16	DQ,IQ,OQ : Protocol preparation and Execution required from vendor	DQ,IQ,OQ or Standard installation certificate shall be provided
3.17	O&M Manual : Required	Deleted
3.18	P&ID with component list : Required	Deleted

3.19	Maximum allowable time for storing the water : 24 Hours	Deleted
3.20	Data transfer/Acquisition : RS 232	Deleted
3.21	Raw/UPS Power requirement : To be specified by vendor for Generation and transfer pump in P&ID	Deleted
3.22	Lead time : 12 Weeks	Deleted
3.23	Installation and qualification timelines : 4 Weeks	Deleted
3.24	Spare parts list : To be provided with offer	Deleted
3.25	Alarm : Shall generate alarm during no flow, poor quality throughout or operational errors List of possible alarms and registry shall be provided with the offer	Deleted
3.26	Data integrity and archival/retrieval : Required	Deleted
3.27	Colour display for input and output water specifications : Required	Deleted
3.28	Warranty period /Defects liability period : To be specify by the vendor	Warranty period: 1 year from date of Installation
3.29	Annual Maintenance Contract : To be specify by vendor if they undertake this	Annual maintenance contract: HBL will enter in to AMC with the supplier on or before the expiry of the warranty.
3.30	Space requirement for the system : To be specify by the vendor	Deleted
	Queries on Material of Construction:	
4.1	Storage tank : SS 316 L (Client should specify)	Deleted
	Queries on Specific equipment requirement	
5.5	The apparatus shall be autoclavable	Deleted
	Queries on Documents	
9.2	IOQ Protocol.	Deleted
9.3	Operation and maintenance manuals shall be provided along with IQ and OQ documents during installation at site	Operation and Maintenance manuals shall be provided.
9.4	Calibration certificate of critical instruments with respect to the traceable national reference standard instrument and their calibration procedure.	Deleted
	Specific Revision in the Data sheet	
1	Type of Water purifier	Water purifier shall be RO,UV and UF with TDS Controller
2	Mounting	Storage tank for pure water shall be on the table. Entire filtration assembly and Rejection water storage tank shall be under the table (Preferable)

3	Delivery Capacity	50 LPH
5	Booster pump	Vendor to specify
6	No of tanks for each equipment	2 No's 1. For pure water storage – 40 liters pressure tank (auto cutoff) 2. Rejection water storage – 40 to 50 liters capacity
8	MOC of Tanks	Vendor to specify
9	Filter Cartridges	Vendor to specify
10	TDS Reduction	Vendor to specify
11	Water Rejection	Vendor to specify
12	Auto flushing system	Vendor to specify
13	Membrane type	Vendor to specify
14	Ultra violet Lamp	Vendor to specify
15	Alarms for Filter change and UV Failure	Vendor to specify
16	Power Rating/ Consumption	Should suits to Indian power sockets
	Specific Requirements	
1	Operation of the equipment shall be fully automatic with auto-on and auto-off function	
2	Water flow diagram shall be provided	
3	All inter connecting pipes and accessories are under the vendor scope	
4	Tanks should have tap for easy water withdrawal	
5	LED Indicator shall be provided for power and purification display	
6	All pipes and tanks shall be food grade, non-breakable material	
7	All tanks shall be detachable	
	Clarification on Commercial Queries	
1.	Terms & Conditions Clause: 6 Page 11/21. Time Schedule: The material shall be delivered at site within 1 month from the date of issue of purchase order and installation, commissioning and validation to be completed within 15 days from the date of delivery.	Time Schedule: The material shall be delivered at site within 2 months from the date of issue of purchase order and installation, commissioning and validation to be completed within 15 days from the date of delivery.

For HLL Biotech Limited


 S. SURESH
 2/4/16

Head - Procurement