

MINUTES OF THE MEETING

**PRE BID MEETING OF TENDER ENQUIRY FOR
SUPPLY, INSTALLATION, COMMISSIONING OF LAB FURNISHING OF QC LAB
AT INTEGRATED VACCINE COMPLEX, CHENGALPATTU**

Document No. : HBL/IVC/LTE/QC LAB/001/15-16 DATED 08.03.2016

Venue : HLL Biotech Limited, Chennai

Date : 15.03.2016

Project : Integrated Vaccines Complex, Chengalpattu

Attendees : See attached list of attendees

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

Issued on : 17th March -2016


Issued from : HLL Biotech Limited, Chennai

Agenda	
1.	Pre-bid Meeting of QC Lab furnishing for IVC, Chengalpattu

S. No.	Clarifications on queries	
A	Supply, Installation, Commissioning for Lab Furnishing of QC Lab at Integrated Vaccine Complex, Chengalpattu: HBL/IVC/LTE/QC LAB/001/15-16 DATED 08.03.2016	
	General Discussion Points	
1.	Vendor has to quote considering the revised URS. (Enclosed as Annexure- 1)	
2.	Knee space area shall be provided with Key Board placing arrangement, Data Point and CPU placing trolley.	
3.	Portable water utility will be provided to one user point in room near sink. If any room having more than one integrated sink in room, Interconnecting piping of the same in lab furniture shall be scope of vendor.	
4.	For standalone sink separate utility point will be provided, Vendor has to consider interconnecting pipe for the same.	
5.	Internal wiring for Electrical, Data Point etc shall be done by Lab Furniture vendor. Power source will be provided by HBL.	
6.	Vendor has to consider Box type power socket with two plug point arrangement.	
7.	Sink Size shall be of minimum 550 mm x 400 mm.	
8.	Emergency Shower shall operate as per pull type arrangement and eye washer station shall operate as per push type arrangement.	
9.	Vendor has to consider HDPE Drain Pipe for sink. If Room having more than one sink in lab furniture, for that interconnecting drain pipe shall be scope of Lab furniture vendor. Floor drain will be provided within 1.5 mtr. .	
B	Specific revision in the URS and BOQ	
	URS Point number and excerpt* / description of +the specification *	Point modified as / Comment
1.	Work Table	For Work table vendor has to consider CRCA Cabinet instead of CRCA MS Frame mentioned in BOQ. Other Specification related to worktable remains unchanged.
2.	Packing Mat. Lab (Room No:Q1S027)	"L" Shape Lab furniture to be consider instead of "U" shape mentioned in BOQ.
3.	Anti-Vibration Table	For Anti-Vibration Table vendor has to consider 1.2 thk CRCA with anti-vibration pad instead of GPSP Sheet, MS Pipe.

S. No.	Clarifications on queries	
C	Clarification on Commercial Queries	
	Clause in Tender Document	Point modified as/ Comment
1.	<p>Section 2.a&b) Tender Fee & EMD: Vendors requested whether Tender fee & EMD are exempted for NSIC registered Vendors.</p>	<p>The tenderers who are currently registered and, also, will continue to remain registered during the tender validity period with National Small Industries Corporation, New Delhi for the specific goods as per tender enquiry specification shall be eligible for exemption from Tender Fee & EMD.</p>
2.	<p>Section 2.a) Tender Fee</p>	<p>The tenderer should submit the tender fee of INR 1000/- + VAT@5% (i.e Rs. 1,050/-)</p>
3.	<p>Liquidated Damages:</p>	<p>If the supplier fails to deliver any or all of the goods or fails to perform the services within the time frame(s) incorporated in the contract, the Purchaser/Consignee shall, without prejudice to other rights and remedies available to the Purchaser/Consignee under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% per week of delay or part thereof on delayed supply of goods and/or services until actual delivery or performance subject to a maximum of 5% of the contract value. Once the maximum is reached Purchaser/Consignee may consider termination of the contract</p>
4.	<p>Validity of Performance Guarantee (Terms & Conditions Clause.4)</p>	<p>Validity of Performance Guarantee shall be as per Clause 4.2 of the Tender document, i.e. Initially valid for a period of 17 months from the date of Purchase Order.</p>

For HLL Biotech Limited


17/3/16.

Sr. Manager (Procurement)

ANNEXURE-1

QC Lab Furnishing Requirements

S. No	Room No	Room ID	Type	Sink (PP Type with Pig board and eye wash)	Electrical Socket point 5/15A	Data Point	Table Top Granite (Width)	Height of Table top	Length of Cabinet	Knee Space Required (with keyboard and CPU trolley)	Length of Knee space cabinet	Remarks
1	Q1S022	Chemical/ Bio Chemistry Lab	As per Drg	2	17	1	750mm	900mm	750mm	1 places	750mm	Double type two tier(Centre Table) and Single type two tier (Wall Side) Reagent rack required
Emergency Shower & Eye Station												
2	Q1S026	Immuno Chemistry Lab	As per Drg	1	15	2	750mm	900mm	750mm	2 places	750mm	Double type two tier(Centre Table) and Single type two tier (Wall Side) Reagent rack required
3	Q1S027	Pkg. Matl.lab	As per Drg	-	8	1	750mm	750mm	750mm	1 places	750mm	
4	Q1S024	Fume Hood + Hot/Ovens	As per Drg	1	7	-	750mm	750mm	750mm	-	750mm	
5	Q1S023	Wash Area-1					Emergency Shower & Eye Station					
6	Q1S020	Instrumentation Lab	As per Drg	0	30	4	900mm (Granite or Alternate Material)	750mm	750mm	4 places	750mm	
7	Q1S028	EMP Observation	As per Drg	1	5	2	750mm (Granite or Alternate Material)	750mm	750mm	2 places	750mm	
8	Q1S050	Wash Area-2					Emergency Shower & Eye Station					

LIST OF ATTENDEES

Subject : Pre Bid Meeting for Lab Furnishing of QC Lab at IVC, Chengalpattu
 Date & Time : 15.03.2016 @ 11.00Hrs.
 Venue : HBL Corporate office, Chennai

S.NO	Name & Designation	Organization	Contact No	email	Signature
01	V. Sivaganesu	HBL	9486022966	sivaganeshv@hllbiotech.com	
02	Dr. K. A. Arul Anand	HBL	9940469305	k.a.arul@hllbiotech.com	
03	R. SURESH BABU Deputy QA	HBL	9840830948	sureshbabu@hllbiotech.com	
04	Gireesh S.W	HBL	9600197529	gireeshsw@hllbiotech.com	
05	S. Pandiyar	HBL	9751557706	pandiyar@hllbiotech.com	
06	K. YASUNATHA REDDY Deputy Manager	HBL	9677182320	yasunathak@hllbiotech.com	
07	HARSHAD DABHI	HBL	7810823217	harshadd@hllbiotech.com	
08	MANSUNATH	LAB INDIA	9900042332	mansunaths@labindia.com	
09	N. Murali Krishnan	Kewaunee India	7829829555	muralikrishnan@kewaunee.in	
10	M. KALAI CHEZHIAN	CITIZEN INDUSTRIES	8220109365	kalai@citizenindia.com	
11	Velankannan	ESCO BIOTECH	9167382546	kannan@escobiotech.in	
12	Tharpanan P.	Grades & Boyce	9791390910/ 9940011017	tp@grades.com	