

MINUTES OF THE MEETING

**PRE BID MEETING OF TENDER FOR
SUPPLY, INSTALLATION, COMMISSIONING & VALIDATION OF PACKAGING EQUIPMENT AT HLL
BIOTECH LIMITED, CHENGALPATTU, CHENNAI**

Document No. : NPI-120310-EQP-S1-TD-22
Venue : HLL Biotech Limited, Chennai
Date : 15.12.2015
Project : Integrated Vaccines Complex, Chengalpattu
Attendees : See attached list of attendees
Issued by : CEO
Issued on : 19th December 2015
Issued from : HLL Biotech Limited, Chennai.

Agenda	
1.	Pre-bid Meeting for packaging equipment for IVC, Chengalpattu

S. No.	Clarifications on queries					
	Tender for Supply , Installation, commissioning and Validation of Packaging equipment at HLL Biotech limited, Chengalpattu					
A	Discussion on Tender Enquiry Document: NPI-120310-EQP-S1-TD-22					
	General Discussion Points					
1.	Last date for bid submission shall be extended from 21 st Dec-2015 to 28th Dec-2015, at 15:30 Hrs. Technical Bid shall be opened on 28th Dec-2015, at 16:00 hrs.					
S. No.	Clarifications on URSs / Data sheets					
B	DS: NPI-120310-EQP-DS-CCR 01 – Carton coder printer					
	Specific revision in the URS					
	URS Point number and excerpt / description of the specification	Point modified as / Comment				
1.	<p>Point no. 3.4</p> <table border="1"> <tr> <td>Details to be printed on mono carton</td> <td>Product Net weight, Gross Weight, Quantity, Batch Number, Date of Manufacturing, Date of Expiry and M R P</td> </tr> </table>	Details to be printed on mono carton	Product Net weight, Gross Weight, Quantity, Batch Number, Date of Manufacturing, Date of Expiry and M R P	<p>Point no. 3.4</p> <table border="1"> <tr> <td>Details to be printed on mono carton</td> <td>Batch Number, Date of Manufacturing, Date of Expiry and M.R.P</td> </tr> </table>	Details to be printed on mono carton	Batch Number, Date of Manufacturing, Date of Expiry and M.R.P
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2.	Vendor requested for clarification on the 2D bar code to be considered in the equipment (carton coder printer) however it was confirmed by HBL that it is not required for Carton coder printer					
3.	Printer to print batch code data (4 lines), vision system with reject mechanism is required.					
4.	The equipment will be operated in offline mode (not synchronized with packing belt)					
5.	Vendor had the query on consideration of 21 CFR Part 11 for the equipment however, it is confirmed by HBL that it is not required for this equipment.					
C	URS: NPI-120310-EQP-URS-VLM 01 – Vial Labelling machine					
S. No.	Clarification on queries					
	URS Point number and excerpt / description of the specification	Point modified as / Comment				

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8	Elephant chute	For collecting labeled vials at the out feed tray and to avoid the breaking of vials.																																						
3.	Point no.: 6.7.3 Infeed turntable should be able to hold minimum of 4000 vials.					Deleted																																		
4.	Point no.: 6.7.4 Buffer table to be provided in front of the infeed turn table to hold 2000 vials during the operation.					Point no.: 6.7.4 Buffer table to be provided in front of the infeed turn table																																		
5.	Point no.: 6.7.16 All the software backups shall be provided, which are installed in the PLC interfaced with labelling machine, Software with separate license key should be provided by the vendor					All the software backups shall be provided, which are installed in the PLC interfaced with labelling machine, Software with separate license key should be provided by the vendor. Dedicated SCADA system to be considered for labelling machine and audit trails to be provided.																																		
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D	URS: NPI-120310-EQP-URS-MOI-01 – Manual optical inspection table							
S. No.	Clarification on queries							
	URS Point number and excerpt / description of the specification	Point modified as / Comment						
1.	Additional point 6.5.9 The maximum LUX level in the inspection area shall be 2000 LUX.							
E	URS: NPI-120310-EQP-DS-MPB-01 – Manual Packaging Belt							
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For HLL Biotech Limited

L. Arpana
 Chief Executive Officer

