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**PRE-BID MEETING OF THE LIMITED TENDER FOR CONTINUOUS SUPPLY OF HSD (BS GRADE-IV) AT IVC,  
CHENGALPATTU**

**Document No.:** : HBL/IVC/LTE/HSD/001/2017-18 dated 15.12.2017

**Venue:** : HLL Biotech Ltd, IVC, Chengalpattu

**Date:** : 20-12-2017

**Project:** : IVC, Chengalpattu

**Attendees:** : See attached list of attendees

**Issued By:** : CFO

**Issued On:** : 30-12-2017

<b>Agenda</b>	
1.	Pre bid Meeting of the Limited Tender for continuous supply of HSD at IVC Chengalpattu

S. No.	Clarifications on queries	
	<b>Limited Tender for continuous supply of HSD (BS Grade – IV) at IVC, Chengalpattu Doc No: HBL/IVC/LTE/HSD/001/2017-18 dated 15.12.2017</b>	
<b>A</b>	<b>Discussion on Tender Enquiry Document: HBL/IVC/LTE/HSD/001/2017-18 dated 15.12.2017</b>	
	<b>General Discussion Points</b>	
	<b>QUERY RAISED BY BIDDER</b>	<b>CLARIFICATION BY HBL</b>
1	Vendor requested to extend the bid submission closing date upto 04-01-2017	HBL confirmed that the closing date and time for submission of bids is extended upto <b>10-01-2017, 15:00 Hrs</b> and the bid shall be opened on <b>10-01-2017, 15:30 Hrs</b>
2	In Scope of work, vendor requested that supply shall be completed within 2 working days from the date and time of intimation from the representative of HBL by over email and after release of 100% payment as advance via NEFT/RTGS.	HBL confirmed that supply shall be completed within 2 working days from the date and time of intimation from the representative of HBL by over email and after release of 100% payment as advance via NEFT/RTGS.
3	Vendor requested to provide the revised Price bid format	HBL informed that new format of Price Bid is attached as <b>Annexure –VA</b>
4	In Payment Schedule, vendor requested to consider that payment shall be made in advance via NEFT/RTGS on submission of Proforma Invoice / Price Circular on fortnight basis.	HBL confirmed that Payment shall be made in advance via NEFT/RTGS on submission of Proforma Invoice / Price Circular on fortnight basis.
5	In Contract Period, vendor requested to consider that the contract agreement shall be executed based on standard format followed by PSU oil companies	HBL confirmed that the contract agreement shall be executed based on standard format followed by PSU oil companies
6	In Scope of work and contract period, vendor requested that the contract period may be considered as 8 years or till a volume of 11,250 KL whichever is later	HBL confirmed that the contract period shall be considered as 8 years
	<b>Technical Discussion Points</b>	
	<b>QUERY RAISED BY BIDDER</b>	<b>CLARIFICATION BY HBL</b>
<b>No</b>	<b>Technical point</b>	<b>Clarification</b>
7	Vendor requested to consider the 50 KL tank capacity in multiples of 20 KL as the initial requirement of HSD oil is very less and also the evaporation losses will be more if the quantity of HSD oil to be stored is minimum/less in 50 KL storage tank.	HBL informed that we have obtained the NOC for 100 KL (2 x 50 KL) capacity. However vendors can go for standard tank capacities within 100 KL which should not have any implications on obtaining the final approval (License) from PESO.

S. No.	Clarifications on queries	
8	Vendor informed that the FLP motors is not required for Class B petroleum products. Kindly confirm the same.	HBL informed vendor to consider FLP motors for HSD storage yard.
9	Vendor requested to confirm that the maintenance is under the scope of client or vendor? as it is mentioned in the tender document that storage yard is under the property of HBL even after the contract period is over.	In case of any failure in fuel storage system including tanks, pumps etc., the successful bidder should attend and make it operational during the contract period.

For HLL Biotech Limited



Authorized Signatory

Annexure - VA Price Schedule for HSD (BS IV Grade)			AMOUNT (in INR)
(A)	Base Price per KL as per government Guidelines as on <b>01/01/2018</b>		
(B)	Freight/KL		
(C)	Discount offered/KL		
(D)	Total Price/KL		
(E)	Applicable Tax per/KL		
(F)	Landed Price / KL		
<p><b>NOTE:</b></p> <p><b>1. For price evaluation, the basic rate as per government guidelines shall be considered as on 01/01/2018 (copy of the proof to be attached)</b></p> <p><b>2. Though decision will be taken on the Landed price as above, invoicing will be based on the base price prevailing on the date of invoicing.</b></p> <p><b>3. Invoicing is to be done on the date of supply.</b></p>			
<p>Name: _____</p> <p>Business Address: _____</p> <p>Place: _____ Date: _____</p> <p>Signature of Tenderer: _____</p> <p>Seal of Tenderer: _____</p>			