

MINUTES OF THE MEETING

OF
PRE-BID MEETING

PROJECT: SFURTI-I/MGH-MMCS/P&M-001-R/2021-22 - Supply, Installation and Commissioning of Oyster Mushroom Spawn Lab, Processing & Value Addition Cluster at Mendipathar, North Garo Hills Meghalaya

Venue: On-Line

Date & Time: 19th March 2022, 11:00 AM

AGENDA:

1. Introduction about the project
2. Acquaintance with the tender document
3. Questions and Answers

QUERIES RECEIVED FROM THE FOLLOWING CONTRACTORS AND ADDRESSED IN THE PRE-BID MEETING:

1. Indo Infy Steel Corp, Faridabad, Haryana
2. Lorman Green Tech Pvt. Ltd., Bangalore, Karnataka
3. TJA Engineering & Trading Co., Guwahati, Assam
4. Efficacy Solutions, Tura, NGH, Meghalaya
5. New Leaf Dynamics, Noida, Uttar Pradesh
6. Dal Thoms Scientific, Guwahati, Assam

PARTICIPANTS IN THE PRE-BID MEETING ON BEHALF OF MEGHA FOOD- OYSTER MUSHROOM CLUSTER:

1. Sr. Rose Kayathinkara (Secretary- MMCS, IA) – Meeting Chair
2. Mr. Ayat Taybullah (SFURTI Cell, NA)
3. Mr. Rezaul (SFURTI Cell, NA)
4. Mr. Vineet Madhukar, President-MLF, TA
5. Ms. Shweta Agarwal, President-MLF, TA
6. Ms. Runa Rafique, Vice President-MLF, TA
7. Ms. Chukime Marak, CDE, Megha Food Cooperative Society
8. Mr. Anoop James, Project Manager-MMCS, IA
9. Ms. Lucky Momin, President, Megha Food Cooperative Society

Pre-Bid meeting commenced at 11:00 AM ON-LINE. Representative from NA, MMCS (IA), MLF (TA), MFCS (SPV) were present from Mendipathar, New Delhi and Guwahati on-line. The bidders present on-line from various states were:

1. Mr. Raghunath M (Lorman Green Tech)
2. Sidharth Agarwal (Efficacy Soluntions)

3. Nishant Ahuja (IndoInfy SteelCorp)
4. Himanshu Goswami (TJA Engineering)
5. Ashim Mendi (Dal Thoms)

TA opened the meeting and informed the members present that the project is part of the SFURTI Scheme of MSME, GoI and that it includes **Supply, Installation and Commissioning of Oyster Mushroom Spawn Lab, Processing & Value Addition Cluster at Mendipathar, North Garo Hills Meghalaya**

- TA summarized the composition of the Bid Documents, and highlighted important sections including the following:
 - All sections –the need to complete and submit the required documentation as per the instructions was emphasized.
 - All sections –the need to stamp and sign every page as acknowledgement that each has been read and understood was emphasized.
- The closing date for submission of bids is **March 5, 2022, 02:00 PM (local time)** India time.
- No late bids will be accepted, so bidders should submit all the required documents before the deadline.
- Bids must be valid for 90 days from the bid submission closing date.
- Questions, if any to be emailed to: mmcsmushroom@gmail.com
- Bidder should carefully study and understand the solicitation documents, inclusive the technical specifications, drawings, and General Conditions.
- Further the bidders were able to seek clarification on the Tender Document and specifications.

RESPONSE TO PRE-BID QUERIES: FOLLOWING PAGE

For. Ron
SECRETARY
Mendipathar Multipurpose
Co-op. Society Ltd.

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RESPONSE TO PRE-BID QUERIES

S. No.	Clause No./ Page No.	Query	Name of the Bidder	Response
1.	Clause No. 2 (b - ii)/ Pg 4	Is it mandatory to have ISO certificate (9001:2015) with the bidder? Please clarify	Nishant Ahuja (Indo Infy Steel Corp)	No
2.	Clause No. 2 (c)/ Pg 4	Is it necessary to submit valid authorized Distributorship/Dealership license/ authorized sales agency ship certificate from Original Equipment Manufacturers?		If the bidder is not a manufacturer/ is a trader then it is mandatory to submit the certificate. In case of non-submission, the bid will be rejected.
3.	Clause No. 2 (d & e)/ Pg 4	Do we have to submit copy of purchase order and performance certificate both, please clarify?		Either one can be submitted
4.	General	Can we submit LSTK bid for a group and item wise bid in group 5		Yes. You can submit LSTK bid for a group and item wise bid in case of Group 5. Please note, in this case both the bids will be submitted in separate envelopes as specified/ detailed in the tender document. For the Lumpsum group wise bids the prices of each individual items must be quoted along with the total price for the Group. In case of any mismatch / error the lower of the two shall prevail.
5.	General	What is the minimum requirement for technical qualification? Do we need to submit order copy of each item separately or as a group?		Copy of following documents to be submitted: <ul style="list-style-type: none"> • Copy of Incorporation certificate issued by the Registrar of Companies • Copy of MoA/AoA • Copy of Udyog Adhaar/ Copy GST Registration certificate/ Copy of PAN card • In case of Manufacturer - self-declaration on their letterhead confirming that they are regular in manufacturing & supplying the similar machines

				<ul style="list-style-type: none">• In case of authorized dealer/ distributor/ trader - valid authorized Distributorship/Dealership license/ authorized sales agency ship certificate from Original Equipment Manufacturers. Bids without the copy of this license/ authorization certificate will be rejected.• 3-year experience in field of manufacturing/ sale of similar items –<ul style="list-style-type: none">○ Copy of purchase orders as proof of years of experience. OR○ Copy of performance certificate as proof of years of experience.• At least 3 works of similar nature should have been awarded and completed in last 3<ul style="list-style-type: none">○ Copy of work orders issued by the clients. OR○ Copy of Performance certificate issued by the clients.• Average annual turnover – 30% of the estimated cost of respective group/ item• The average annual turnover statement duly certified by Chartered Accountant to be included<ul style="list-style-type: none">○ Copy of Audit report, Annual report, Balance sheet, Profit & Loss statement to be submitted along with the technical bid for last three consecutive financial years• Should not have been blacklisted. Declaration to be submitted.• Technical specification, manuals, brochures, and operation manual to be spiral bound together and submitted as specified in tender document. Non-submission can result in cancellation of the bid.• All annexures from I to X (as applicable) to be submitted by the bidder. In case the bidder is submitting bids for multiple groups, then same to be included separately for
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				<p>each group.</p> <p>Technical Information: Technical Brochures or Technical writeup with picture of the equipment must be submitted for all items you are bidding for. The Manufacturer name /Brand/ Model No./ Specifications etc. should be clearly mentioned. Bids without proper technical information of the items quoted are liable to be rejected.</p> <p>ONE ORIGINAL & TWO COPIES OF EACH BID TO BE SUBMITTED</p> <p><i>Please read the tender document carefully and submit the desired documents as instructed. Incomplete bids are subject to rejection</i></p>
6.	Clause 14 (a)/ Pg. No. 11 & 12	The time given for bid submission is not sufficient, please extend the last date for bid submission.		Last date for bid submission stays as per the tender document
7.	Clause 2 (d)/ Pg. No. 4	You have asked for three years existence of a firm. But our company is in third financial year. Will you accept bids from us?	Mr. Rahgunath M (Lorman Green Tech Pvt. Ltd)	Yes. But you will need to submit provisional accounts/ balance sheet (till January) for the third year along with the bid.
8.	Item 12, Group 5/ Pg. No. 38	In case of backup generator, does the supplier need to do civil work for generator platform and what is the panel requirement (standard or specific)? Do you need auto start backup generator?	Siddharth Agarwal (Efficacy Solutions)	Platform for backup generator is the responsibility of the supplier. Standard panel for the backup generator. No, auto start for backup generator is not required.
9.	Item 12, Group 5/ Pg. No. 38	Panel for the generator is separator or combined	Himanshu Goswami (TJA Engg & Trading Co.)	Standard panel for the backup generator is required.
10.	General	In case on a dealer/ trader, will OEM credential be considered		Yes. A letter certifying that you are an authorized dealer and bidding on their behalf must be submitted along with the bid. Addendum for the same appended below.
11.	Clause 15/ Pg No. 12	Does the bidder need to pay tender fee separately in case they bid for multiple groups	Akash Agarwal (New Leaf)	Yes

12.	General	Can we go and visit the project site if felt necessary	Dynamics)	Yes, you can before the last date of submission. But please inform us two days in advance.
13.	Clause 24 (a) & 25 (a)/ Pg no. 17	Do we have to give two PG as bank guarantees		yes. One PG is against advance payment for period of 12 months. Second PG is towards performance security valid for 60 days after completion of contractual obligations. However, you can give PG against advance has to be in form of BG from scheduled commercial bank and PG for performance security can be in form of either BG or DD from scheduled commercial bank
14.	Genral	Do we need to submit the copies of Financial Bid also		No. Financial bid will only be submitted in original.
15.	Clause 24/ Pg. No. 17	What is the payment schedule		As per clause 24 of the tender document
16.	General	Can we bid for two three items from group 5 only		Yes. But you will need to submit all qualification documents as specified in the tender document along with the tender document fee.
17.	Clause No. 2/ Pg 3	Do we have to submit copy of PAN, Udyog Aadhaar & GST certificate together or any one		GST certificate & PAN are mandatory.
18.	Clause No. 2 (g)/ Pg 4	Can we bid for individual item in all groups	Ashim Mendhi (Dal Thoms Scientific)	Bids for Group 1,2,3 & 4 will be Lump sum Turkey (LSTK). No individual item wise bid for these four groups shall be excepted. However, the bidder will have to mention the price of each individual item in all groups. In case of group 5, item wise bids will be accepted.
19.	Clause No. 4 (g)/ Pg 6	Do we have to submit CV of technical staff if we are bidding for spawn lab		It is advised to include the CV of technical personnel
20.	Clause No. 6 (a)/ Pg 7	Can the delivery time be extended from 60 days		No. Delivery time will be as per tender document
21.	Clause 15 (a)/ Pg. no 12	Can we pay tender fee through online transfer		Yes.

In Rose
SECRETARY
Mendipathar Multipurpose
Co-op. Society Ltd.

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It was informed that the Addendum and response to the pre-bid queries shall be posted on the following websites in two working days:

mbda.gov.in/ northgarohills.gov.in/ www.iie.gov.in

There were no further questions asked.

The meeting was closed at 11:40 PM.

MMCS (IA) *S. Rose Kayathkara*
SECRETARY
Mendipathar Multipurpose
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IIE (NA)

Shree
MLF (TA) 

WC (REP.)

Lucy Kennedy Ch Moumi
President
Megha Food Co-op. Society Ltd.
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Meghalaya-794112

ADDENDUM NO. 1

Clause 2 (c) : Eligible Bidders

In case of Authorized Distributor / Authorized Dealer of shall possess **valid authorized Distributorship/Dealership license/ authorized sales agency ship certificate from Original Equipment Manufacturers**. The Bidder shall enclose the copy of the same in technical bid while submitting the tender. **Bids without the copy of this license/ authorization certificate will be rejected.**

TO BE READ AS

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In case of Authorized Distributor / Authorized Dealer / Trader, the bidder may also submit the credentials of original equipment manufacturer (OEM) for technical qualification. However, the authorization letter certifying that you are an authorized dealer and bidding on their behalf must be submitted along with the bid clearly specifying that the liability of performance including guarantees & warranties shall be on the manufacturer. **Bids without the copy of this license/ authorization certificate will be rejected.**

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