



## MEGHALAYA BASIN MANAGEMENT AGENCY (MBMA)

Regd. Address: House No. L/ A-56 Lower Nongrim Hills,  
Shillong, East Khasi Hills, Meghalaya- 793003

(CIN No. U75144ML2012NPL008509)

Phone: +91-364- 2522921/2522992

Website: [www.mbda.gov.in](http://www.mbda.gov.in), E-mail: [admin.mbda@gov.in](mailto:admin.mbda@gov.in)

REF No: PLN/MBMA/17837/2025/NF/107

Date: 16-03-2026

### Response to Pre-Bid Queries

**Title of the Tender:** Request of Bid for Procurement of Office Furniture, Fixtures, IT and other equipment for establishment of CM Connect Centres at Blocks of Meghalaya.

**RFB Reference Number:** PLN/MBMA/17837/2025/NF/101

SL. No	Clause No/ Page No.	Query	MBMA's Response/ Revised Clause
1	<b>Section I:</b> Letter of Invitation <b>Sl. No.1 , Table 1.</b> <b>Page no. 2</b>	<p>In page no.2 the table section include lot -1 and 2. In the Lot2 section where furniture is clumped with fixture and other equipment.</p> <p>Can the supplier only quote for furniture as for other equipment and fixture section items party who are already supplying in the state of Meghalaya will get preference from OEM , there is high chance company will not authorise different supplier for distributor for same tender as it morale ethics issue.</p> <p>Our question to your esteemed office for party who wish to supply for all items they can participate as company will give preference to regular supplier of other equipment section who has been doing business with company .</p> <p>Our appeal to your esteemed organisation is give all participants fair opportunity to bid as this clause is conflict of interest for all supplier.</p>	<p><b>Section I:</b> Letter of Invitation <b>Sl. No.1, Table 1.</b></p> <p><b>RFB Conditions shall prevail</b></p>



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2	<p><b>Section I: Letter of Invitation</b>  <b>Sl. No.5:</b> All bid must be accompanied by the following documents. Offers with incomplete documents will be rejected:  <b>i)</b> Non-Manufactures Bidders will submit the Manufacturer's Authorization Form (MAF)-Part of Technical Bid  <b>Page No.3</b></p>	<p>As so many different Product lines, requesting both Manufacturer as well as Dealers authorization letters to be acceptable in Technical Bid.</p>	<p><b>Section I: Letter of Invitation</b>  <b>Sl. No.5:</b> All bid must be accompanied by the following documents. Offers with incomplete documents will be rejected:  <b>i)</b> Non-Manufactures Bidders will submit the Authorization Form as per <b>Annexure-II (Attached)</b></p>
3	<p><b>Section I:</b> Letter of Invitation  <b>Sl. No.11:</b> Delivery Schedule  <b>Page no.5</b>  <b>&amp;</b>  <b>Section V:</b> Schedule of Requirements  <b>Sl. No. 3:</b> Delivery and Installation  <b>Page No. 16</b></p>	<p>Page no 5 point no 11 regarding mentioning the time for delivery of goods to specified location where it is quite difficult to provide the exact information for delivery time as supply has to be made simultaneously to 20 location and normally from OEM it takes 4-6 weeks for good to reach us from when delivery will start time from supplier end.  As we know the quantity but for providing the exact information on delivery we would request esteemed organisation to provide us a road map for delivery schedule.</p>	<p><b>Section I:</b> Letter of Invitation  <b>Sl. No.11:</b> Delivery Schedule  <b>Page no.5</b>  <b>&amp;</b>  <b>Section V:</b> Schedule of Requirements  <b>Sl. No. 3:</b> Delivery and Installation   <b>RFB Conditions shall prevail</b></p>
4	<p><b>Section II:</b> Instructions to Bidders  <b>Sl. No.3:</b> Eligibility Criteria to participate in public procurement  <b>Page No. 8</b></p>	<p>Regarding lot-2 in page no8 of the supply order in furniture ,fixture and other items aggregate should be 620000 lakhs including of all items in any government department within the country or Meghalaya only as all OEM has not always supplied in Meghalaya Secondly regarding the financial capability for next 3 years for lot 2 should be 23 lakh which include furniture fixture and other equipment.</p>	<p><b>Section II:</b> Instructions to Bidders  <b>Sl. No.3:</b> Eligibility Criteria to participate in public procurement   <b>RFB Conditions shall prevail</b></p>



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5	<p><b>Section II: Instructions to Bidders</b> <b>Sl. No.9: Period of validity of bid</b> <b>Page No. 9</b></p>	<p>Considering the Volatile Market trend of specially IT goods &amp; international War effects, requesting the Price validity period to be reduced Kindly make price validity into &lt; 30 days. There is a price increase every week</p>	<p><b>Section II: Instructions to Bidders</b> <b>Sl. No.9: Period of validity of bid</b> <b>RFB Conditions shall prevail</b></p>
6	<p><b>Section II: Instructions to Bidders</b> <b>Sl. No.19: Evaluation Criteria</b> <b>Page No. 11</b></p>	<p>Requesting a clarity on evaluation basis of each item as prices differ brand to brand. So only specs will matter or brand too will be given weightage in selection</p>	<p><b>Section II: Instructions to Bidders</b> <b>Sl. No.19: Evaluation Criteria</b> <b>RFB Conditions shall prevail</b></p>
7	<p><b>Section VII: Schedule of Technical Specifications of Goods.</b> <b>Lot#1: Laptop (TYPE-1)</b> <b>Page No. 18</b></p>	<p>Display: FHD, 14" and above (please add " and above") Justification: encourage more participation and will be inclusive tender.</p>	<p><b>Section VII: Schedule of Technical Specifications of Goods.</b> <b>Lot#1: Laptop (TYPE-1)</b>  Processor: Core i3, 12th or Above RAM - 8 GB or more Storage Capacity: 512 GB SSD or above <b>Display: FHD, 14 " or above</b> Graphics: UHD Connectivity: Bluetooth, HDMI, USB, Wi-Fi 5 Ports: Minimum USB Ports – 3, HDMI - 1, USB 2.0 Operating System: Windows 11 (Licensed Version) or above Antivirus: Minimum 1 year Microsoft Office Home latest version Warranty:- 1 Year</p>
8	<p><b>Section VII: Schedule of Technical Specifications of Goods.</b> <b>Lot#1: CCTV Camera (Indoor)</b> <b>Page No. 19-20</b></p>	<p>Lot#1 CCTV Camera (Indoor): Audio: Built-in mic (optional). Please remove the word "optional". Justification: in an IP camera an audio comes by default. So, it's added value for the department without additional cost)</p>	<p><b>Section VII: Schedule of Technical Specifications of Goods.</b> <b>Lot#1: CCTV Camera (Indoor)</b> <b>Indoor Camera</b> Type: Indoor dome, PoE (802.3af) — wired Ethernet. Sensor &amp; resolution: 1/2.8" progressive CMOS; Minimum 2MP (1920×1080) Lens: Fixed 3.6 mm (≈ 80° horizontal). Frame rate: Up to 25/30 fps @ native resolution.</p>



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			<p>Frame Rate: minimum 25 fps          Video compression: H.265 / H.264 (H.265 preferred for storage savings), MJPEG optional.          Camera Type: Low Light Night Vision IR  <b>Audio: Built-in mic</b>          Network &amp; protocols: ONVIF Profile S (for compatibility), RTSP, HTTPS, DHCP, TCP/IP, IPv4.          Power: PoE (802.3af) — if PoE not available, 12V DC adapter option.          Mechanical: Plastic or metal dome, mounting bracket; tamper-proof screws.          Warranty: Minimum 2 years          Others: including installation, proper cabling with covered casing which will be connected with the main ups.</p>
9	<p><b>Section VII: Schedule of Technical Specifications of Goods.</b>  <b>Lot#1: CCTV Camera (Outdoor)</b>  <b>Page No. 20</b></p>	<p>Lot#1 CCTV Camera (outdoor):          (a). Audio: Built-in mic (optional). Please remove the word "optional". Justification: in an IP camera an audio comes by default. So, it's added value for the department without additional cost)          b). Mechanical: Plastic or metal (please remove " plastic" as it contradicts the weatherproofing IP 66 standard and security that you have asked).</p>	<p><b>Section VII: Schedule of Technical Specifications of Goods.</b>  <b>Lot#1: CCTV Camera (Outdoor)</b>          Outdoor Camera:          Type: Outdoor bullet, PoE (802.3af / 802.3at optional).          Sensor &amp; resolution: Minimum 4MP (2688×1520)          Lens: Fixed 6 mm          Frame rate: Up to 25/30 fps @ native resolution.          Video compression: H.265 / H.264          Camera Type: Night Vision IR  <b>Audio: Built-in mic</b>          Weatherproofing: IP 66 or above rated          Network &amp; protocols: ONVIF Profile S (for compatibility), RTSP, HTTPS, DHCP, TCP/IP, IPv4.          Power: PoE (802.3af) — If PoE not available, 12V DC adapter option.          Mechanical: Plastic or metal dome, mounting bracket; tamper-proof screws.</p>



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			Warranty: Minimum 2 years Others: including installation, proper cabling with covered casing which will be connected with the main ups.
10	<p><b>Section VII:</b> Schedule of Technical Specifications of Goods. <b>Lot#1: 8 PORTS Gigabyte Switch-CCTV</b> <b>Page No. 20</b></p>	Data Transfer rate: Minimum 100 megabytes. Please change it to megabytes as it contradicts your requirements of Gigabytes (1000mb) switch.	<p><b>Section VII:</b> Schedule of Technical Specifications of Goods. <b>Lot#1: 8 PORTS Gigabyte Switch-CCTV</b></p> <p>Number of Ports: min 8 Compatible Devices: Camera Switch Type: managed Interface: RJ45 <b>Data Transfer Rate: minimum 1000 Megabytes Per Second</b> Others: including installation, proper cabling with covered casing. Min 1-year warranty</p>
11	<p><b>Section VII:</b> Schedule of Technical Specifications of Goods. <b>Lot#2 Room Heater</b> <b>Page No. 23</b></p>	The maximum power rating for room heater can be 1200W	<p><b>Section VII:</b> Schedule of Technical Specifications of Goods. <b>Lot#2 Room Heater</b></p> <p>Type: Convection or Quartz rod heater <b>Power Rating: 800W – 1200W</b> Heating Mode: Minimum 2 heat settings Safety Features: Overheat protection; Tip-over switch Material: Heat-resistant plastic body; Metal grill Power Supply: 230 V AC, 50 Hz Portability: Lightweight: Carry handle Warranty: Minimum 1 year</p>
12	<p><b>Section VII:</b> Schedule of Technical Specifications of Goods. <b>Lot#2 Blower</b> <b>Page No. 23</b></p>	There will be no Tip Over switch in blower as this safety feature is only applicable for Room Heater	<p><b>Section VII:</b> Schedule of Technical Specifications of Goods. <b>Lot#2 Blower</b></p> <p>Type: Fan-forced hot air blower Air Flow: High-speed fan for quick heat distribution Power Rating: 1000 W – 2000 W (adjustable) Heating Mode: Minimum 2 heat settings</p>



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			<p><b>Safety Features: Overheat protection;</b>          Material: Heat-resistant plastic body;          Power Supply: 230 V AC, 50 Hz          Warranty: Minimum 1 year</p>
13	<p><b>Section VII: Schedule of Technical Specifications of Goods.</b>  <b>Lot#2 Air Conditioner</b>  <b>Page No. 23</b></p>	<p>As 4 Star AC models has unpredictable supply nature, requesting to consider the point for any changes</p>	<p><b>Section VII: Schedule of Technical Specifications of Goods.</b>  <b>Lot#2 Air Conditioner</b></p> <p><b>RFB Conditions shall prevail</b></p>
14	<p><b>Section I: Letter of Invitation.</b>          1) Bidders shall submit an Earnest Money Deposit (EMD) for the required amount as specified in the RFB in the form of an account Insurance Surety Bonds, account payee Demand Draft, Fixed Deposits receipt, Banker’s Cheque in favour of <b>Meghalaya Basin Management Agency payable at Shillong</b>, Meghalaya or in the form of a Bank Guarantee from a commercial bank, safeguarding the purchaser’s interest in all respect., which shall valid for a minimum period of three (3) months. The EMD of unsuccessful bidders will be returned without interest after finalization of the tender. <b>The EMD of the successful bidder will be retained and released without interest upon successful completion of the contract. In the event that the EMD submitted by the successful bidder expires before the completion of the contract, the bidder shall renew the EMD or submit a fresh one to ensure continuous validity until contract closure- <u>Part of Technical Bid.</u></b></p>		<p><b>Section I: Letter of Invitation.</b>          1) Bidders shall submit an Earnest Money Deposit (EMD) for the required amount as specified in the RFB in the form of an account Insurance Surety Bonds, account payee Demand Draft, Fixed Deposits receipt, Banker’s Cheque in favour of <b>Meghalaya Basin Management Agency payable at Shillong</b>, Meghalaya or in the form of a Bank Guarantee from a commercial bank, safeguarding the purchaser’s interest in all respect., which shall valid for a minimum period of three (3) months. The EMD of unsuccessful bidders will be returned without interest after finalization of the tender. <i>However, the EMD of the successful bidder will be released without interest after submitting the performance security.</i></p>



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15.	-	-	<p><b>Addendum:</b></p> <p><b>Section II: Instruction to Bidders</b></p> <p><b>24. Submission of Performance Security</b></p> <p>The selected vendor(s) shall, within 10 days from the date of issuance of the Letter of Award, furnish to the Employer a Performance Security in the amount of 5% of the Contract Price. The Performance Security shall be provided in the form of an unconditional and irrevocable Bank Guarantee issued by a scheduled/nationalized bank acceptable to the Employer. The performance Security must remain valid for 14 months effective from the date of issuance of Letter of Award. The Performance Security shall be released by the Employer within 30 days after successful completion of the Contract and fulfilment of all contractual obligations, subject to settlement of any claims</p>
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(Executive Director)

Meghalaya Basin Management Agency



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### ANNEXURE II

Lot #	Description of Goods	Non- Manufactures' Bidders Requirement (MAF/ Dealership Authorization Letter)
1	Laptop (Type-1)	MAF
	Laptop (Type-2)	MAF
	Web Camera	MAF
	Wired Optical Mouse	Dealership Authorization Letter
	Printers (All-in-One)	MAF
	Online UPS with Battery	MAF
	Smart Television	MAF
	CCTV Camera (Indoor)	MAF
	CCTV Camera (Outdoor)	MAF
	CCTV - 6 Channel NVR (PoE) combo	MAF
	8 Port Gigabyte Switch - CCTV	MAF
	CCTV - 20 inch Monitor	MAF
	Biometric Device	MAF
	Hard disk Drive	Dealership Authorization Letter
	Telephone (Basic)	Dealership Authorization Letter
2	Sofa 3 Seater with Side table	MAF
	Work Stations	MAF
	Executives Chair	MAF
	Visitor's Chair	MAF
	Storage Cabinets	MAF
	Round Table	MAF
	Portable Fire Extinguisher	Dealership Authorization Letter
	Notice Board	Dealership Authorization Letter
	Wall Mount Fans	MAF
	Pedestal Fan	MAF
	Room Heater	Dealership Authorization Letter
	Blower	Dealership Authorization Letter
	Air Conditioner	MAF
Water Dispenser	MAF	