

Minute of Meeting – Pre Bid meeting

Tender Name: - Supply and Installation of Hostel Furniture ,
Indian Institute of Science(IISc), Bengaluru

Tender No: IISc/Hostel Furniture /2024/01 dated 05.04.2024.

Meeting Date: 12th April 2024 @ 11A.M through MS Teams(online).

The following prospective bidders participated and raised certain queries during the pre-bid meeting held on **12th April 2024 @ 11A.M through MS Teams(online)**.

Prospective bidder Participants:

1. Mr. Venkatesh, Proprietor, SM Enterprises.
2. Mr. Bhaumik Gangwar, Sr Business development Manager, Nilkamal enterprises.
3. Mr Ghosh, Proprietor. Aykon Enterprises.
4. Mr Khandelwal, Proprietor, Khandelwal furniture.

The following are the Queries raised and their clarifications.

1. Are MSME exempted from EMD (Earnest Money Deposit) payment?

The committee clarified that as per Govt of India regulations, Micro and Small enterprises are exempted from EMD. However, the company claiming exemption shall be a manufacturer, and the line of activity shall be approved by the Ministry of MSME.

2. In the technical specifications chapter, Table specifications are made similar to M/s Godrej company, this may be revisited

The committee clarified that the images in the tender document are only indicative and not exact model. Quality specifications and, dimensions are important.

3. Where the Physical samples to be submitted?

The committee clarified that the Physical sample can be send to Hostel office inside the campus of IISc, Bengaluru and once the physical sample reached, the bidder may contact Chair, Council of Wardens, IISc Hostels.

4. Any colour code is to be followed while submitting samples of Customised cot/chair/table?

The committee clarified that no specific colour code to be followed. However, quality and ergonomics are important at the stage of technical evaluation and colour may be finalized at later stage.

5. In submitting the references where previous supplies were made, only Purchase Orders need to be submitted or the complete details to whom the supplies were made?

The Committee clarified that the prospective bidders shall submit along with Purchase/work orders, the details of the customer/ Institutions to which the furniture is supplied. IISc will contact them directly for reference.

6. Are all the technical bids submitted will be accepted by default?

The committee clarified that the bids will be reviewed after evaluating the samples in terms of specifications, quality and ergonomics, Only the bids of technically qualified bidders will be qualified for opening commercial bids.

7. Are all the certifications mentioned in the point no 17 of chapter 4 (Bidder's Minimum Eligibility Criteria and Instructions) of the tender document mandatory?

There were five subpoints under Point 17 of Chapter 4 (Bidder's Minimum Eligibility Criteria and Instructions). Out of the five subpoints, Point no (ii- OEM/Bidder shall have CII Certified IGBC Membership Certificate and Green Co Certificate.) and point no (v- Bidder should have not incurred loss in past 3 previous years, proof to be attached) are NOT required.

Whereas the remaining certificates under subpoint i, iii and iv are mandatory.

In those cases, where traders/Authorised distributor submit the bids, all Qualification/Membership certificate shall be in the name of Original Equipment Manufacturer (OEM).

- 8. All the mentioned items as per Table I of the Annexure-IV of the tender document (i.e., Chair/Table/Customised cot) are to bid in full or can anyone bid for single item also?**

In the Tender document it is clearly mentioned that prospective bidders shall quote for all the mentioned items.

- 9. EMD (Earnest Money Deposit) shall be submitted in the name of Director, IISc or Registrar, IISc.?**

All EMD shall be in the name of **Registrar, IISc Bengaluru.**

Purchase Committee