

**MINUTES OF PREBID MEETING HELD ON 04.08.2020 IN RESPECT
OF TENDER FOR AMC OF IT ASSETS AT IIT DHARWAD**

An e-pre-bid meeting in respect of tender for AMC of IT assets at IIT Dharwad was conducted at 1100 hrs on 04.08.2020 under the aegis of the procurement committee constituted to oversee the procurement process of the case. A total of 06 (six) prospective bidders attended the meeting online.

2. The following committee members supervised the proceedings: -

(a)	Prof. SRM Prasanna, Dean (R&D/FW)	Chairman
(b)	Prof. Rajshekar K	Member
(c)	Prof. Sudheer Siddapureddy	Member
(d)	Prof. Sudhanshu Shukla	Member
(e)	Lt Cdr Anupam Joshi, AR (C & S)	Member
(f)	Sh. Sandeep Pareek , AR (F & A)	Member

3. The Following firms were represented: -

(a)	M/s Taurus Hand Soft Solutions Pvt. Ltd.
(b)	M/s Benchmark Computer Solutions Pvt. Ltd.
(c)	M/s Unicomp InfoSolutions Pvt. Ltd.
(d)	M/s Vserv Infosystems Pvt. Ltd.
(e)	M/s Pentagon Infotech
(f)	M/s Inspirisys Solutions Ltd.

4. At the outset, the representatives were welcomed and importance of providing AMC of IT assets at IIT Dharwad was elaborated. Thereafter, the tender document was thoroughly discussed elaborating all the tender terms, user requirement, eligibility criteria, obligations and other points. The following decisions are hereby made by the Procurement Committee, as a result of the e-pre-bid meeting: -

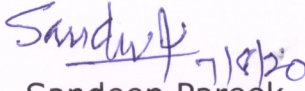
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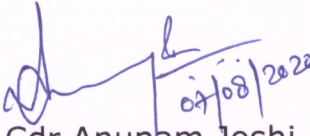
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<u>Sl. No.</u>	<u>Page no. & clause in the tender document</u>	<u>Query / observation / suggestion raised by the bidders</u>	<u>Clarification by IIT Dharwad Procurement Committee</u>
(a)	Pg. no. 4, Clause no. 2 (i) of the Scope of work	Addition (Suo motu)	<u>"No part covered under this contract"</u> has been replaced with <u>"No asset / part of asset part covered under this contract"</u>
(b)	Pg. no. 5 Clause no. 2(o) of the Scope of work	Printer drum, printer rollers was suggested to be removed from the scope of AMC	The same is being accommodated and tender term is modified by removing Printer drum and printer rollers from scope of work.
(c)	Pg. no. 5 Clause no. 4 of the Scope of work	Request to cap the total monthly penalty amount	"penalty will be Imposed as per Appendix 'D' to this document." Has been replaced with "penalty will be Imposed as per Appendix 'D' to this document (restricted to 5% of the total value of the monthly bill)."
(d)	Pg. no. 6 Clause no. 5 of the Scope of work	(a)Request to relax condition of seeking satisfactory service email from the certifying authority on IIT Dharwad email. (b)Size and scope of the AMC work needs to be specified in terms of cost for submission of document related to similar work done.	(a)The relevant clause has been suitably relaxed and modified in the revised tender document. (b) For submission of documents related to similar work done, scope and size of work given in the tender document will prevail. The clause has been rephrased in the revised tender document
(e)	Pg. no. 6 Clause no. 5 (g) of the Scope of work	Request you to please remove this clause as the OEMs will give back to back support on a higher cost and to selective service providers. Also, some OEMs may not provide MAF and back to back support for some items.	Bidders will have to provide MAF and back to back support against all OEMs as the minimum eligibility criteria. <u>The format of the same has been appended to the tender document.</u> In case, the OEM does not provide the MAF due to any reason, the same, endorsed by the OEM will have to be submitted.
(f)	Pg. no. 7 Clause no. 6 of the Scope of work	Whether any item can be omitted from the AMC ?	No. The following has been added - "d) Please note that the AMC is comprehensive and the bidders must quote for each line item of IT equipment as given in the price bid

			format. No line item can be left blank (without quote) in the price bid. Such bids (with unquoted asset/s) will be summarily rejected as nonresponsive at the time of commercial bid opening."
(g)	Pg. no. 8 Clause no. 3(f) of the special terms & conditions	Request to remove / relax the PBG clause in view of COVID - 19	The tender term prevails.
(h)	Pg. no. 10 new Clause in the special terms & conditions	Addition (Suo motu)	Arbitration clause has been added at Pg. no. 10 Clause 10 in the special terms & conditions.
(i)	Pg. no. 15 Appendix 'C' notes	Addition consequent to the Point 4(f) (<i>Whether any item can be omitted from the AMC ?</i>)	Ser (c) has been added as following- "No line item can be left blank (without quote) in the price bid as such bids will be summarily rejected as nonresponsive at the time of commercial bid opening."

The bidders are requested to take into account the modified tender document for participation in this tender.


Sh. Sandeep Pareek, AR
(F & A)


Lt Cdr Anupam Joshi,
AR (C & S)

(Approved through email)
Prof. Sudhanshu Shukla

(Approved through email)
Prof. Sudheer
Siddapureddy

(Approved through email)
Prof. Rajshekar K

(Approved through email)
Prof. SRM Prasanna,
Dean (R&D/FW)