



**MINUTES OF PREBID MEETING HELD ON 22.06.2020 IN RESPECT  
OF TENDER FOR AMC OF ICT SOFTWARE SERVICES AT IIT  
DHARWAD.**

An e-pre-bid meeting held on 22.06.2020 in respect of tender for AMC of ICT software services at IIT Dharwad was conducted through Google meet at 1500 hrs at IIT Dharwad under the aegis of the procurement committee constituted to oversee the procurement process of the case. A total of 02 firms attended the meeting which has been mandated as an essential participation in the case.

2. The following committee members oversee the proceedings: -

(a)	Prof. Prasanna (Dean FW)	Chairman
(b)	Prof. Rajshekar K	Member
(c)	Prof. Sudheer Siddapureddy	Member
(d)	Lt Cdr Anupam Joshi (Retd.)	Member
(e)	Shri Dhiraj Kumar	Member

3. The Following firms / their authorized representatives attended the e-pre-bid meeting: -

(a)	M/s Benchmark Computer Solutions Pvt. Ltd.
(b)	M/s Unicomp Infosolutions Pvt Ltd

4. At the outset, the representatives of the participating firms were welcomed and thereafter the tender document was thoroughly discussed with the representatives elaborating all tender terms ad seriatim. This was followed by an interaction session wherein, all the tender terms, user requirement, eligibility criteria, obligations and other points were deliberated and clarified. The following clarifications were made by the Procurement Committee IIT Dharwad, in reply to the queries raised by the participants: -

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**Indian Institute of Technology Dharwad**

WALMI Campus, Belur Industrial Area,  
Near High Court, PB Road, Anjaneya Nagar,  
Dharwad 580011, Karnataka

<b>Sl. No.</b>	<b>Page no. &amp; clause in the tender document</b>	<b>Query raised by the bidders</b>	<b>Clarification by IIT Dharwad Procurement Committee</b>
(a)	Page no. 4, point no. 1 under scope of work	The scope of the work includes the existing Information and Communication Technology (ICT) software infrastructure at IIT Dharwad, as listed in Appendix A. It also includes any additional software as and when the requirement comes up. As an example, if a new best practice for maintaining redundancy in the system is recognized, the vendor must migrate the system to the new redundancy model. As another example, many software packages are being developed by other teams. These new software packages may require some support from the current software that comes under the scope of this tender, like LDAP-based authentication. The vendor is expected to provide support to such software development teams.	The phrase "Any other ICT software" was clarified. This refers to new software developed by other teams that require support from the base software infrastructure. Since this AMC covers the base software infrastructure, the vendor will be expected to support the new software being developed with regards to base infrastructure services. As a further elaboration, the scope of this contract will require supporting any new extensions or features (including security and reliability features) in the existing base software infrastructure as required by the Institute. The tender document is being modified suitably.
(b)	Page no. 6, point no. 11(e) under scope of work	The vendors had raised the issue that they do not have past contracts with the exact same scope.	It was clarified that through the three completed works <i>jointly</i> , the vendors need to demonstrate that they have the necessary experience in all aspects pertaining to the tender at hand.
(c)	Page no. 14 underprice bid	The vendors had requested to clarify whether the price bid should be quoted on a monthly or annual basis.	It was clarified that the price bid must be quoted for providing the AMC for entire year. The tender document is being modified suitably.
(d)	Page no. 01 of NIT ser no. 7 and General	The point was raised by the bidders that, due to COVID 19 related restrictions, there might be delay in forwarding bids and ensuring that they	Password protected technical bid and password protected commercial bid (both must be separate documents) can be sent by the bidders through email to



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Instructions on page no 2	reach IIT Dharwad by the due date and time. Therefore, bid submission through password protected documents be allowed	<a href="mailto:arcs@iitdh.ac.in">arcs@iitdh.ac.in</a> as per the schedule of NIT. The bidders must inform the password to open the document only at the time of opening of bids. Tender document is being suitably modified.
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3. Other than the points detailed above, there was general acceptance on all the other terms & conditions of the tender document. There being no other input, suggestion or query, the meeting was concluded. The bidders are required to take into account the modified tender document for participation in this tender. The modified tender document will be published at the Institute website and CPPP portal. This minutes of meeting shall also form a part of the tender document.

Sh. Dhiraj Kumar  
(member)

Lt Cdr Anupam Joshi  
(member)

Prof. Rajshekar K  
(member)

Prof. Sudheer Siddapureddy  
(member)

Prof. Prasanna  
(Chairman)