

**MINUTES OF PREBID MEETING HELD ON 03.10.2019 IN RESPECT OF TENDER FOR
HIRING OF AUDITING, ACCOUNTING AND RELATED SERVICES AT IIT
DHARWAD.**

A pre-bid meeting for Hiring of auditing, accounting and related services at IIT Dharwad held on 03.10.2019 at 15.00 Hrs under the aegis of tender committee constituted to oversee the process of hiring of aforementioned services. A total of 07 Firms/Contractors attended the meeting which was made mandatory for participation in the tender process.

2. The following committee members were present to oversee the proceedings: -

(a)	Prof. S R M Prasanna, Dean (FW)	Chairman
(b)	Sh. T. Nagesha Rao, OSD (F & A)	Member
(c)	Lt Cdr Anupam Joshi, AR (C & S)	Member
(d)	Sh. Anil Dhankhar, AR (MMD)	Member
(e)	Sh. Sandeep Pareek , AR (F & A)	Member

3. The Following firms / their authorised representatives were present (Attendance sheet is attached at **Encl. A**): -

(a)	MODI DHAVALAGI & CO REP BY CA C. R DHAVALAGI.
(b)	KORLHALLI & ASSOCIATES REP BY CA SMRITI KORLHALLI
(c)	S. B. SHETTY & CO REP BY CA NAGARAJ H.
(d)	D. SHANTILAL JAIN & CO REP BY CA VINAY K KULKARNI
(e)	H K VEERABHADRAPPA & CO REP BY CA KRISHNAMURTHY BHAT
(f)	CA FRANCIS P. W. & CO REP BY CA FRANCIS P. W.
(g)	S R BHANDIWAD & CO REP BY CA S. R. BHANDIWAD

4. At the outset, the representatives of the participating firms were welcomed and importance of providing aforementioned services at IIT Dharwad was elaborated. Thereafter, the tender document was thoroughly discussed with the representatives elaborating all tender terms ad seriatim, followed by interaction session wherein, all the tender terms, user requirement/scope of work, eligibility criteria, obligations and other points were deliberated and clarified. The following clarifications are hereby made by the Tender Committee IIT Dharwad, in response to various inputs received and queries raised from the participants: -

Sandeep Pareek *Sh. Anil Dhankhar* *Sh. T. Nagesha Rao*



<u>Sl. No.</u>	<u>Query raised by the bidders</u>	<u>Clarification by IIT Dharwad Procurement Committee</u>
1	Scope of work in terms of accounting, auditing and attestation by the firm is erroneous, and requires modification.	Accounting work will be done by the Institute. Audit firms are to do Auditing, attestation and relevant work as per the revised scope of work. The tender document is suitably being modified.
2	Type of Software(s) used at IIT Dharwad.	IIT Dharwad has Tally ERP Version 9 at the disposal with 10 User licenses. However as per the requirement of the Institute, other relevant software /s can be incorporated. The tender document is suitably being modified.
3	Scope and duration of liability on the contractor/Firm with regards to deliverables of this tender.	The firm's liability shall be limited to the contract period only.
4	Documentary requirement as a proof for assessing experience in Auditing/ Accounting service.	Copies of appointment letters / List of clientele verified by statutory auditor will be accepted as a proof of experience. The tender document is suitably being modified.
5	Relaxation in criteria of previous experience of auditing in government bodies.	The criteria is being relaxed. The tender document is suitably being modified.
6	Addressing additional work beyond the scope of tender.	Additional work beyond the scope of tender will be addressed on case to case basis.
7	Relaxation on Performance Bank guarantee.	Performance bank guarantee shall be applicable as per norms of public procurement.
8	L1 identification in case of identical lowest bids.	The L1 will be adjudged based on better technical specification.
9	Nos. of visits of ACA/FCA per month.	The tender document is suitably being modified.
10	Whether there will be specified time slot for FCA	The FCA shall have a scheduled visit at least once a month.
11	Minimum Fees of the assignment	Minimum Fees of the assignment will be approximately Rs. 20000/- per month exclusive of tax.

Sunderji
09/10/19

09/10/19



भारतीय प्रौद्योगिकी संस्थान धारवाड
Indian Institute of Technology Dharwad

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

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

Sandeep Pareek 9/10/19

Sh. Sandeep Pareek
AR (F & A)

on leave

Sh. Anil Dhankhar
AR (MMD)

Anupam Joshi 9/10/19
Lt Col Anupam Joshi
AR (C & S)

T. Nagesha Rao

Sh. T. Nagesha Rao
OSD (F & A)

Away on duty

Prof. S. R. M. Prasanna
Dean (FW)