



MINUTES OF PRE-BID MEETING HELD ON 02-03-2020 FOR EMPANELMENT AND RATE CONTRACT FOR HIRING OF VEHICLES ON MONTHLY AND AS ON REQUIRED BASIS AT IIT DHARWAD

A pre bid meeting for empanelment and rate contract for hiring of vehicles on monthly and as on required basis at IIT Dharwad was conducted at 1130 hrs on 02 March 2020 at IIT Dharwad under the aegis of the Procurement Committee constituted to oversee the procurement process of the case. A total of 05 firms attended the meeting which has been mandated as an essential participation requirement in the case.

2. The following committee members oversaw the proceedings: -

(a)	Prof. SRM Prasanna, Dean (FW/R&D)	Chairman
(b)	Sh. T. Nagesha Rao, OSD (F & A)	Member
(c)	Sh. Sandeep Pareek, AR (Admin)	Member
(d)	Lt Cdr Anupam Joshi, AR (C & S)	Member
(e)	Sh. Dhiraj Kumar JS (C & S)	Member

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

(a)	M/s Bhagya Travels
(b)	M/s Khushi Tours and Travels
(c)	M/s Om Travels
(d)	M/s Sugam Travels
(e)	M/s Sushant Travels

4. At the outset, the representatives of the participating firms were welcomed and importance of transport 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, general instructions, scope of work, requirement, eligibility criteria, evaluation criteria and other points were deliberated and clarified. Following modifications / clarifications are hereby made by the Procurement Committee IIT Dharwad, in reply to the various queries raised by the participants: -



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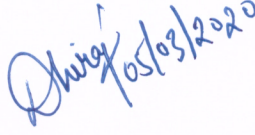
Sl. No.	<u>Page no. & clause in the tender document</u>	<u>Query raised by the bidders</u>	<u>Clarification by IIT Dharwad Procurement Committee</u>
(a)	Page no. 2 – NIT Point 11 Tender value	Tender value has not been mentioned.	Approximate value of annual requirement at IIT Dharwad is being indicated as the Tender value, the tender document is modified accordingly. However, it is clarified that the tender is for conclusion of rate contract / price agreement, therefore does not guarantee any quantum of service to any panelist.
(b)	Page no. 04, point 16 – PBG	What will be the amount for PBG for empaneled vendors.	PBG will be payable at 10% of the approximate tender value divided by the total number of panelists. The tender term has been modified accordingly.
(c)	Page no. 06 Point no. 27	The reps requested to limit the amount of Damage/Loss to IIT Dharwad officials / guests during mishap while in hired vehicle to be made good by the service provider up to the amount of claim received from the insurer on settlement.	The point was noted. The tender term has been modified accordingly.
(d)	Page no. 06 Inclusion of Point no. 32	Periodic revision of contract rates in case of increase in rates of diesel.	Tender condition has been incorporated for revision of rates. The Tender Document has been modified suitably (Refer Point 32 at page 6).
(e)	Page no. 08 Point no. (I)	Clarification on calculation of time and KM	It was clarified that the time and KM will be calculated from the point of reporting of vehicle ending at the point of destination.
(f)	Page no. 10 Point no. 4(e)	Point is repetitive.	Tender term has been modified.
(g)	Page no. 11 Point no. 8(c)	Example of L1 identification at Ser 8(c) is not clear.	The L1 identification process was illustrated with the help of a case of two bidders quoting dummy rates for a category of vehicles, which was

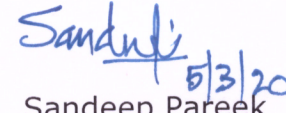


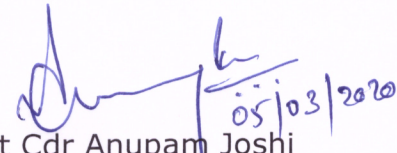
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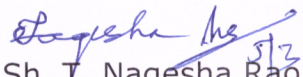
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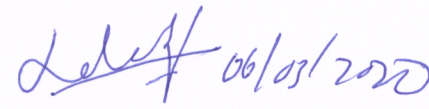
			understood by all reps. The tender term has been modified.
(h)	Page no. 11 Point no. 8(g)	Assignment of % of requirement to L1 was not necessary	As the condition was not binding on IIT Dharwad, in view of unanimous decision the term has been removed. Tender document has been suitably modified. Point no 8(g) & 8(h) have been merged.
(i)	Page no. 17 Appendix 'B'	Clarifications / suggestions and inputs regarding Price Bid	In line with the inputs, suggestions and limitations brought up by the market, the class of vehicles and their equivalents were modified. The price bid has been accordingly modified.
(j)	Page no. 20 Appendix 'D'	Penalties	Penalties were discussed in detail and the same is being modified accordingly.


Sh. Dhiraj Kumar
JS(C&S)


Sh. Sandeep Pareek
AR (Admin)


Lt Cdr Anupam Joshi
AR (C&S)


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


Prof. SRM Prasanna
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DATE: 02.03.2020

ATTENDANCE SHEET FOR PREBID MEETING OF EMPANELMENT AND RATE CONTRACT FOR HIRING VEHICLES ON MONTHLY AND AS ON REQUIRED BASIS AT
IIT DHARWAD

Sl.No.	Name of firm and Representatives	Address	Email ID	Contact No.	Sign
1.	Om Travels Aditya Hampasagar	Malmadi 2nd Cross Dharwad	adityahampasagar@gmail.com	9620718136	
2.	Sugam Travels, Rav's Budihal	2nd Bus Stop, Bogavignava Circle, Naranaga Travels	rcv:b4062@gmail.com	984946402	
3.	SUSHANT TRAVELS Prakash Dixit	No. 35 'C' George Mathika, 5th Cross Siddhanta, Dharwad	Sushanttravels07@gmail.com	8722168111	
4.	BHAGYA TRAVELS Manjunath K Sargoot	SHOR NO 22 BHANNAS ACHOD OPP. BOJANANN PB ROAD HOSUR	manjunathk@gmail.com	7899541711	



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5.	Khushi Jeeva F Jeeva	Bhesh Dev Boley Bhesh Dev Boley	Kushitane@pdal..	9964199193	IF
6.	Sushant Travels	BS Ganga Nihar Dharwad	evkandpatel@	8052043999	GS
7.					
8.					
9.					
10.					