

Minutes of the Pre-Bid meeting held on 31.07.2017 at 11.00 Hrs. at Conference Hall, Administrative Block, Room No.F1-07 (First Floor), CUTN in connection with pre-bid queries raised by prospective bidders against our Tender Enquiry No.10/2017-18 for Supply & Installation of Laboratory Equipment for Department of Chemistry

The following members of the Committee were present:

1. Dr.T. Mohan Das, Associate Professor, Department of Chemistry
2. Dr. Vittal Babu Gudimetla, Assistant Professor, Department of Chemistry
3. Dr. S. G. Ramkumar, Assistant Professor, Department of Chemistry
4. Dr. M. Shiva Prasad, Assistant Professor, Department of Chemistry

Prof. S. Nagarajan, Head, Department of Chemistry could not attend the pre-bid meeting due to pre-occupation.

The representatives of following prospective bidders attended the Pre-Bid meeting:-

1. Shri.R. Krishna Moorthi, Assistant Manager (Sales & Customer Support), M/s. Scigenics Biotech, Chennai
2. Shri Mustafa Badshah, Advisor to CEO, M/s. Equiptronics, Mumbai
3. Shri.S. Muthukumar, Sales Engineer, M/s. S.V. Scientific, Bangalore
4. Shri.P. Keshavan, Sales, M/s. Ponmani & Co., Trichy

The attendance sheet is enclosed in **Annexure-I**.

Opening Remarks:

- (i) Dr. T. Mohan Das, Associate Professor, Department of Chemistry at the beginning welcomed the participating members and after introduction, he briefed all participants about the tender.
- (ii) It was explained that purpose of Pre-Bid meeting is to explain the various important provisions of the bidding documents to the prospective bidders and to clarify the queries that the bidders may have in the subject, bidding documents.

The technical queries and clarification sought by the prospective bidders are given as under:-

Sl. No.	Query / Clarification Sought	Reply
1.	Some of the specifications is for very basic models and requested to consider the upgraded model	The request by the supplier is considered and during technical evaluation it will be considered
2.	The bidders asked if they can quote both lower and upgraded systems	Yes, both can be quoted separately and will be considered accordingly.

Ramkumar *Vittal* *Gudimetla* *Mohan*

to Assistant
R. Poornima
17/08/17.

The clarifications and suggestions received from the prospective bidders were pertaining to upgraded technical specifications. Hence, Committee hereby decided to retain with our Tender Specification which was floated as per our requirement and need of the department. Whereas the upgraded model / specifications quoted by the firms shall be considered by the Committee during evaluation.

The bidders were informed to ensure that all mandatory documents / certificates / undertakings are enclosed with the bids, as specified in the tender document.

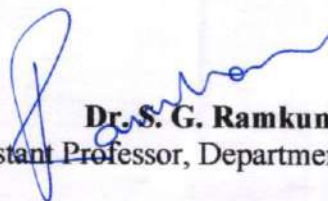
The bidders were informed that the minutes of the pre-bid conference and amendment of the bidding forms shall be published on the website of Central University of Tamil Nadu. The bidders were also informed that they should also regularly visit the CUTN website for any amendments issued.

In case of any further information/clarification, they were asked to contact over phone, to the Purchase Section at 04366-277359 (or) send email on purchase@cutn.ac.in; Individual visits are not entertained.

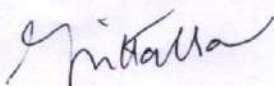
The meeting ended with a vote of thanks to the representatives of the prospective bidders.



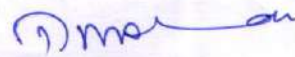
Dr. M. Shiva Prasad,
Assistant Professor, Department of
Chemistry



Dr. S. G. Ramkumar,
Assistant Professor, Department of Chemistry



Dr. Vittal Babu Gudimetla
Assistant Professor, Department of Chemistry



Dr. T. Mohan Das,
Associate Professor, Department of Chemistry

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Head, Department of Chemistry