

**MINUTES OF THE PRE-BID MEETING HELD ON 23.07.2018 AT CONFERENCE HALL, ROOM NO.F1-02 (FIRST FLOOR), ADMINISTRATIVE BUILDING,CUTN IN CONNECTION WITH OUR EOITENDER NO.07/2018-19 FOR SUPPLY & INSTALLATION OF BOOK DROP STATION, KIOSK, BIO-METRIC SCANNER, BIO-METRIC SOFTWARE & INTEGRATION FOR EXISTING RFID IN CENTRAL LIBRARY.**

The following members of the Committee were present:

- 1) Dr. S. Dhanavandan, Deputy Librarian, Chairperson
- 2) Er. K. Murasoli, System Analyst, Member
- 3) Dr.S.Ramesh Kumar, Assistant Registrar(Finance) In-Charge, Finance Nominee
- 4) Mrs.C.Sridevi, Section Officer, Purchase Nominee
- 5) Mrs. Esakkiammal, Information Scientist, Member & Convener

The Tender Document was uploaded in our website & CPP Portal on 13.07.2018.

The following prospective bidders attended the Pre Bid Meeting:-

- 1) M/s. 2CQR Automation Pvt. Ltd., Valasaravakkam, Chennai.

The attendance sheet for Pre-bid meeting is enclosed herewith. (Annexure – I)

Opening Remarks:

- i. Dr. S. Dhanavandan, Deputy Librarian – Chairperson welcomed the participating member and after introduction, he briefed all participants about the tender.
- ii. The 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.

In the pre-bid meeting the following query was raised by the prospective bidders, and the reply given by the committee is as detailed in the following table:

Sl. No	Query	Answer
1.	Whether the SMS services is inclusive or not.	The vendor/ supplier are instructed to provide 1,20,000 SMS service/per annum included in the S.no.5 and there is no separate quotes for the SMS

*[Signature]*  
24/7/18


*[Signature]*  
24/07/2018

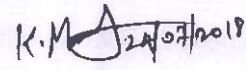
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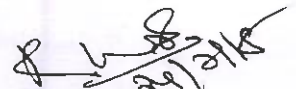
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24/7/18


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

  
(Dr. S. Dhanavadan)  
Deputy Librarian  
Chairperson

  
(Mr.K .Murasoli)  
System Analyst  
Member

  
(Dr.S . Ramesh Kumar)  
Assistant Registrar In-charge  
Finance Nominee

  
(Mrs. C. Sridevi)  
Section Officer  
Purchase Nominee

  
(Mrs.S .Esakkiammal)  
Information Scientist  
Member & Convener