

MINUTES OF PRE-BID MEETING

Brief Description of Procurement	Anti Retro Viral (ARV) Drugs
IFB No.	SAMS/NACP/ARV DRUGS/01/2015
Date and Time of Pre-Bid Meeting	30th November, 2015 at 15:00 Hrs.
Venue of Pre-Bid Meeting	Alliance Conference Centre, 6 Community Centre, Zamrudpur, Kailash Colony Extension, New Delhi-110048

The following Bidders' Representatives attended the pre-bid meeting:

Sr. No.	Name & Designation	Name of Prospective Bidder/Firm
1	Mr. S. Ranjit Singh, AGM Marketing	Hetero Labs Ltd. Hyderabad
2	Mr. Raja Uma Mahesh, Manager-Marketing	Aurobindo Pharma Ltd. Hyderabad
3	Mr. J.B. Pal, AGM Institution sales	Macleods pharma
4	Mr. A.K. Rastogi and	CIPLA Ltd.
5	Mr. I.Kishore, Mr. Arun Sharma	Mylon Labs Ltd.
6	Mr. Manu K.R, Dr. M. Rajesh	Strides Arcolab Ltd.

The following NACO's representatives were present in the pre-bid meeting as observer:

Sr. No.	Name and Designation
1.	Dr. Manish Bamrotiya, Programme Officer (ART)
2.	Mr. Saurav Kumar, Technical Officer (Logistics & Supply Chain)

The following SAMS's officials were present in the pre-bid meeting:

Sr. No.	Name and Designation
1.	Mr. Sanjay Rastogi, Associate Director, Programme Officer (ART)
2.	Mr. Anil K. Bhutani, Team Leader (Procurement)
3.	Mr. Satya P. Verma, Procurement Specialist
4.	Ms. Jyoti Singh, Senior Manager (Procurement)
5.	Mr. Vivek Kumar, Dy. Manager (Procurement)
6.	Mr. Dinesh Kumar, Procurement Officer

Proceeding of the pre-bid meeting is as follows;

1. At the outset, Associate Director, SAMS made a brief presentation covering purpose of the pre-bid meeting and background of SAMS.
2. Thereafter, prospective bidders were requested to put up their queries related to scope and terms and conditions given in the Bidding Document.
3. The queries from prospective bidders were appropriately responded. The representatives were also requested to send their queries in writing through e-mail within 3 days.
4. The responses to queries sought from prospective bidders in writing and those asked during the meeting have been compiled as per **Annexure-A**.
5. The Amendments made in pursuance to ITB Para 12 of the Bidding Documents are enclosed as **Annexure-B**.


(Sanjay Rastogi)
Associate Director
9/12/2015

Clarifications-1 in regard to queries/suggestions received for IFB for Procurement of ARV Drugs.

1. IFB Reference: SAMS/NACP/ARV Drugs/01/2015

Date of Issue: 10.12.2015

2. Date of Publication/Notification: 10.11.2015

3. Date of Pre-bid meeting: 30.11.2015

As per provisions given in ITB para 11.1 of the Bidding Document and the queries/clarifications sought by the prospective bidders, the following responses are being issued:-

Sl. No.	Clause reference/ Page reference	Content of Para / Clause under Reference as per Bidding Document	Query/Suggestions	Response
1	Section VI - Schedule of Requirement Page No. 83	(i) 25% quantity of the schedule to be supplied within 60 days, (ii) 25% quantity of the schedule to be supplied 61-120 days, (iii) 25% quantity of the schedule to be supplied 121-180 days and (iv) balance 25% within 181 to 270 days, from the date of Notification of Award	As per tender terms and conditions the delivery period to deliver the goods is mentioned as 1 st lot 25% Qty within 60 days from the date of supply order, 2 nd Lot 25% Qty within 61-120 days , 3 rd Lot 25% Qty within 121-180 days and last 4 th Lot 25% balance Qty within 181-270 days from the date of order. We wish to inform you that 60 days delivery period from the date of order for 1 st lot is too less as we require at least 30 days lead time to arrange for packing material ,raw material other one time activities before going into actual production. Break up is as follows; <ol style="list-style-type: none"> 1. Order for Raw material/Packing material after Artwork development and approval from NACO/SAMS 7 days 2. API/packing material arrivals and testing 20 days 3. Scheduling and production 30 days 4. Testing of finished goods before final offer for inspection 7 days 5. Inspection of goods 7 days 6. Release of dispatch clearance 10 days 7. Time taken to documentation and 	The Delivery Schedule is being amended. Please refer Amendment No.1 dated 10/12/2015

Sl. No.	Clause reference/ Page reference	Content of Para / Clause under Reference as per Bidding Document	Query/Suggestions	Response
			shipping 3 days 8. Delivery of stocks 15 days Total 99 days if everything goes smoothly. Under these circumstances kindly consider increasing delivery period for 1 st lot 25% qty as 90 days from 60 days.	
2	Section VI - Schedule of Requirement Page No. 83	(i) 25% quantity of the schedule to be supplied within 60 days, (ii) 25% quantity of the schedule to be supplied 61-120 days, (iii) 25% quantity of the schedule to be supplied 121-180 days and (iv) balance 25% within 181 to 270 days, from the date of Notification of Award	We would like to inform you that, the quantity of 1 st lot 25% followed by 2 nd , 3 rd and 4 th lot quantity will be offered in 2 to 3 parts for Inspection and dispatch accordingly as the tendered quantities are huge and difficult to store the same till Third party approval. Present, following the same process.	The entire quantity of the lot needs to be offered for inspection, getting tested and delivered within the agreed schedule. However, a lot may be offered in 2 parts at the most.
3	Section VI - Schedule of Requirement - Note No. 2 Page No. 83	The Purchaser has the right to increase or decrease the quantities required by 25% any time during the contract period	Can consider the quantity as 5% or 10% as the tender quantity is very big and increase or decrease in 25% quantity will have huge impact in planning the supplies, prior information to be given to plan the Raw and Packaging materials.	The increase will be with reasonable delivery period for the increased quantity. For decrease also, the supplier will be intimated well before time.
4	Section V- Special Condition of Contract Clause No. 9.1 (a) Page No. 73	Delivery Lead time (Inspection & Testing)- The supplier shall put up the goods for such inspection to the Purchaser's inspector 15-25 days (depending on the time required for pre-dispatch inspection, testing and transportation) ahead of the contractual delivery period, so that deliveries to the consignees are completed as per the contractual period.	To specify the delivery lead time from the date of Inspection as the Third party approval is taking time for approving the samples. Can provide the time lines for Inspection and Third party approval of samples from the date the Inspection.	We consider 15 days for inspection, sampling, testing and issue of dispatch clearance certificate from the date of receipt of inspection call.



Sl. No.	Clause reference/ Page reference	Content of Para / Clause under Reference as per Bidding Document	Query/Suggestions	Response
5	Section IV- SCC Clause No. 16.1 & 16.4 page No. 77-78	Payments: Shall be paid within 60 days of submission of all requisite documents.	Confirmation on payment terms.	Payments will be released as per terms of GCC/SCC.
6	Not Specified	--	Please provide the clause for Interest payable on delayed payments as there is a clause for Penalty for delayed shipments.	This will be dealt as per terms and conditions given in the Bidding Document
7	Section II- Bid Data Sheet Clause No. 16.2 (a), at page No. 44 and Section V- SCC Clause No. 11.1 & 11.3 at page No. 77	Custom/Excise Duty Exemption Certificate will be issued, if applicable. In case, the duty is required to be paid, the same will be reimbursed by NACO, MOH&FW upon production of original documentary evidence.	Please confirm, whether the Custom/Excise Duty exemption certificate will be made available or not As per terms and conditions of tender documents NACO will issue excise/custom duty exemption certificate. As per our knowledge the excise/custom duty exemption certificate is issued under the notification which is currently valid upto 31/03/2016. Please note that the delivery period as per tender is beyond 31/03/2016. Hence a fresh notification in this regard will be required to avoid any issues at the time of delivery. PLEASE WITHOUT VOID NOTIFICATION ON THE DATE OF DISPATCH, STOCKS CANOT BE CLERED WITHOUT PAYING EXCISE/CUSTOM DUTY. Kindly arrange the same well in time.	SAMS will facilitate arranging CDEC/EDEC as applicable for the finished goods. In case, there is problem, we will inform the supplier to dispatch the goods after paying CD/ED and reimburse the same at actuals. The Department has already initiated the process for renewal beyond 31.03.2016.
8	Section I- Instruction to Bidders Clause No. 16.2 (a) at page No. 43-44 &	The bidder is required to quote applicable Excise/Custom Duty in Price Schedule	Please confirm the Custom/Excise Duty value to be mentioned or percentage; as we are mentioning the percentage of Duty in the price sheet in the existing tenders.	Percentage and absolute value, both need to be mentioned.



Sl. No.	Clause reference/ Page reference	Content of Para / Clause under Reference as per Bidding Document	Query/Suggestions	Response
	Section VIII- Sample Forms at page No. 111-113			
9	Section I- Instruction to Bidders Clause No. 21.1 page No. 46	Required number of Bid: 1 Original + 2 Copies	Can consider 1 Original + 1 Copy instead of 2 Copies As per tender terms we have to submit bid documents 1 original set and 2 copy sets. Kindly consider taking one original set and scan copy of the total bid documents in CD.	Please refer Amendment No. 1 dated 10/12/2015
10	Section V- SCC - GCC Clause No. 11.1 & 11.3 II(A) (iii) Page No. 75-76	One original & 3 (three) copies of Acknowledgement of receipt of Goods/Final Acceptance Certificate by the Consignees, as per the format.	To ensure proper/timely receipt of GRAN & FAC from the ART Centre/SACs	Documents to be submitted as per terms given in the SCC.
11	Not specified	--	Other terms will be as per the present/earlier tenders floated by NACO and followed.	The contract has no relation with other/ earlier contracts.
12	Section VII- Technical Specification page No. 95	Standard Shelf Life for Sch. No. III & IV: 2 years (24 months)	We are manufacturing the products with shelf life of 36 months.	Suppliers will supply the drugs under Schedule III & IV with at least 24 months shelf life. However supplies with longer shelf life are welcome.
13	Section IV- SCC Clause No. 22.1	Liquidated damages: Applicable rate of LD is 0.5 percent per week or part thereof. Maximum deduction shall be 10 percent of the delivered price of the delayed goods	Please note that, 0.50 % per week is quite steep for any standards and request that for delays beyond the agreed lead times can be @ 0.25 % per month.	No change. The terms will be as per the GCC/SCC.
14	Section VI - Schedule of Requirement Page No. 88-92	Consignee Address	Clearance of Consignee Address and delivery place	Already given in the IFB with contact details.



**Ministry of Health & Family Welfare
National AIDS Control Organization
Through**

**PROCUREMENT AGENT
Strategic Alliance Management Services Pvt. Ltd. (SAMS)
1/ 1B, Choudhary Hetram House, Bharat Nagar, New Friends Colony,
New Delhi 110025, INDIA**

Dated: 10.12.2015


**AMENDMENT No. 1
National AIDS Control Programme Phase-IV (NACP-IV)
International Competitive Bidding**

- 1) IFB Reference: **SAMS/NACP/ARV Drugs/01/2015**
2) Date of Publication/Notification: **10.11.2015**
3) Date of Pre-bid meeting: **30.11.2015**

As per ITB para No. 12.2, the following amendments of the bidding document are being made:-

Sl. No.	Reference	Existing	Modified
1.	Section I- Instruction to Bidders Clause No. 21.1 (page No. 46)	Required number of Bid: 1 Original + 2 Copies	1 Original + 1 copy + scanned copy in CD/Pen-drive may be submitted.
2.	Section II: Bid Data Sheet ITB clause 33 (Page No. 48)	A margin of domestic preference will apply as indicated in clause 33.4	A margin of domestic preference will not apply .
3.	Section VI: Schedule of Requirements Delivery Schedule: (Page No. 83)	(i) 25% quantity of the schedule to be supplied within 60 days, (ii) 25% quantity of the schedule to be supplied 61-120 days, (iii) 25% quantity of the schedule to be supplied 121-180 days and (iv) balance 25% within 181 to 270 days, from the date of Notification of Award.	(i) (a) 15% quantity of the schedule to be supplied within 60 days; and (b) 10% quantity of the schedule to be supplied within 90 days (ii) 25% quantity of the schedule to be supplied 61-120 days, (iii) 25% quantity of the schedule to be supplied 121-180 days and (iv) balance 25% within 181-270 days, from the date of Notification of Award

All other terms and conditions of the Bid Document shall remain unchanged.


(Sanjay Rastogi)
Associate Director
9/12/2015