

iHub Anubhuti IIITD Foundation

Date: 28-10-2024

Subject:- Summary of the Pre-Bid Meeting

Date & time : - 24-10-2024 at 03:00 PM

Pre-bid meeting for the tender for the Supply and Installation of furniture, interior works and AV works on the 4th floor of Lecture Hall Complex Block for the Google CoE at iHub Anubhuti-IIITD Foundation, A Section (8) company at IIIT Delhi, Okhla Industrial Area, Phase III, New Delhi 110020 (Tender no iHub Anubhuti/2024-25/CoE/01 Dated 16.10.2024) was held at iHub Anubhuti's office at 4th floor, LHC, IIIT Delhi Campus. The following queries were raised in the pre-bid meeting by the prospective bidders:

- 1. Point 4 on page no 9 under technical evaluation criteria. Is an audited statement required for every year of the last three years or will anyone do the work?**

Audit point number 3 specifies that the bidder must submit copies of audited financial statements for the past three years along with the tender document.

- 2. Point 1 page 8 under technical evaluation criteria. Do we need to enclose order copies also? Order copies happen to be confidential documents in a few organisations.**

The bidder needs to submit a copy of the LOA and satisfaction certificate duly certified by an officer who is not below the rank of Executive Engineer/ Equivalent in Govt. Engineering Department, where the name of the bidder is mentioned, need to be enclosed.

- 3. Being an MSME registered firm, are any vendors exempted from depositing tender cost and EMD?**

Yes, MSME (Micro, Small, and Medium Enterprises) registered firms are often exempted from paying the tender cost and Earnest Money Deposit (EMD) when bidding for government tenders in India. This exemption is provided under the Public Procurement Policy for MSMEs, aiming to support smaller enterprises and encourage their participation in public procurement processes.

- 4. Being AV integrators, may we quote for AV products only?**

Bidders are required to submit their quotations strictly according to the tender Bill of Quantities (BoQ). No individual or separate quotations outside the BoQ format will be considered for evaluation.

- 5. May furniture vendor has a good range of furniture but has a lesser turnover quote for furniture only.**

The bidder will be assessed strictly according to the terms, conditions, and eligibility criteria specified in the tender document. Only those who meet these requirements will be considered for evaluation.

- 6. Point iii, page 21. For some of the deliveries, we are solely dependent on OEM of respective brands who send it across to us against order & advance payment.**

In case of a delay from the OEM, valid proof of the delay must be submitted. A maximum extension of 10 days will be permitted; beyond this period, the terms and conditions outlined in the tender document will be enforced.

- 7. The whole process takes about 30 days. on the other hand, the order completion time line is 30 days only. In view of this, will there be some extension in time line if some delay is due to delivery or any other valid reason?**

A maximum delay of 15 days will be allowed, provided a valid reason is documented and supported with proper evidence. Any further delay beyond this period will result in the enforcement of the tender's terms and conditions as outlined in the tender document.

8. Is the tender document submission required to be done offline, or can it be submitted online?

The tender document must be submitted offline only; online submissions will not be accepted.

9. Where are the interactive screen and Kiosk positioned in the center?

The interactive screen and Kiosk's position are outlined in the drawing provided within the tender document.

Vinay Mehta
CEO, iHub Anubhuti