

Date: 11.10.2018

Minutes of pre-bid meeting in connection with procurement of 1570 MTs of Art Card 220 GSM in sheets for the Academic Session 2019-20.

After taking prior approval of the Competent Authority, as per data sheet, a pre-bid meeting in connection with the procurement of 1570 MTs of Art Card 220 GSM in sheets for the Academic Session 2019-20 was held on 05.10.2018 at 2.30 p.m. in Committee room, 1st floor ZH block. The entire proceeding of pre-bid meeting was done with videography, where the following officials were present:-

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| 1. Prof. Sridhar Srivastava, Dean (C) | - | Chairman |
| 2. Sh. R.K. Nayak, CAO/IFA | - | Special invitee |
| 3. Sh. Gyan Chand, DS/S&S | - | Member |
| 4. Sh. Arun Chitkara, CPO/PD | - | Member |
| 5. Sh. Vinod Devikar, PO/PD | - | Special invitee |
| 6. Sh. T.S. Bisht, Sr. AO | - | Member |
| 7. Sh. C.P. Ahuja, AR, MPDD (IGNOU) | - | Outside expert |
| 8. Sh. Anuj Kumar Bharti, AD, NBT | - | Outside expert |
| 9. Sh. R. Selvaraj, SSO/S&S | - | Member-Convenor |

Prof. M. Siraj Anwar, Head/PD (Special Invitee) could not attend the meeting .

The representatives of the following mills/firms have attended the pre-bid meeting.

1. Sh. Sourabh Kumar from M/s Vishal Coaters Pvt Ltd, Patiala.
2. Sh. Ajay Gautam, from M/s JK Paper Ltd, New Delhi.

As per the terms & conditions of tender, pre-bid meeting can be attended by the authorized representative along with the authorization letter from the concerned mill but one of the representative could not bring the authorization letter at the time of pre-bid meeting and therefore the committee decided to allow the representative to attend pre-bid meeting after obtaining an undertaking from the representative of the concerned mill.

Thereafter, the Chairman of the committee welcomed all the committee members, special invitees as well as the representatives of both the mills and explained the purpose of the pre-bid meeting. The CPO, PD, on behalf of the Committee briefly mentioned the scope of the Tender process. After this, all the representatives were requested to put forth their doubts/grievances/suggestions about the tender document for further consideration, if any.

The doubts/grievances/suggestions raised by the representatives are given below:-

During the pre-bid meeting discussion, the representative from M/s Vishal Coaters Pvt Ltd., Patiala has raised the following points:-

- Issue of packing norms mentioned in the last sentence of the 2nd paragraph at Point No.3 on page no. 24 of Section-V of the tender document that the LDPE sheets of 100 GSM needs to be replaced with 200 micron instead of 100 GSM for which necessary corrigendum may be issued.
- The benefit of purchase preference through MSME firms may be extended to them including exemption from EMD and tender cost as per the MSME guidelines / Govt. of India norms, since the mill falls under MSME category.

Another representative from M/s JK Paper Ltd has raised the following points:-

- With reference to Clause No. 10.01 a (x) of technical bid on page no. 12 "an undertaking from the mill was asked that it should not supply the goods on lower rate than the rate quoted and accepted by NCERT during the contract period in clause no. 12.05 of Section II on page no. 14". In this connection the representative of the mill has requested that this condition of the tender document needs to be linked with specific mention of particular variety of paper i.e. 220 GSM of Art card of same specification and as per the terms & conditions of the Tender of NCERT. This clause shall not apply if the GSM and specification vary. Accordingly the relevant conditions in Clause No. 10.01 a (x) on page no. 12 and Clause No. (12.05) on page no. 14 needs to be amended.
- With reference to Clause No. 24.02 on page no. 18 Section-II, which is not relevant to the tender and therefore, it may be deleted from the tender document.
- With reference to Clause No. 10.01, a (xiii) "scanned copy of the valid BIS Licence of Maplitho paper" which is also not relevant to the Art cart and needs to be deleted from the technical Bid requirement.
- With reference to different formats given from Section IX- C, D & E they requested to clarify the document whether letter head or stamp paper in which the certificate needs to be submitted.
- They also raised the issue that the format of production and excise clearance certificate given at Clause no. 10.01 a(xviii) of Section-II whether the required certificate is to be submitted by the Excise Department or GST department which needs to be clarified.

The bottom of the page contains several handwritten signatures and initials in black ink. From left to right, there is a signature that appears to be 'Vishal', followed by 'Robert', 'Rajan', 'Anil', and a signature that looks like 'Rajendra'. There are also some circular stamps or marks at the bottom right.

