

**Minutes of the Pre-Bid Conference**  
**Date & Time: October 01, 2020 at 1100 hrs.**  
**Venue: Zoom Meeting**

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**Invitation to Bid (ITB) for**  
**“Design, Supply, Installation, Testing, Commissioning and Training of Pressure Swing Adsorption**  
**technology-based Oxygen Generating Plant in 4 North Eastern States of India”**

**ITB/149/IND-2020 - Event #IND10 - 0000007312**

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The pre-bid conference started with a brief round of introduction of the participants.

Mr. Vijay Thapliyal from UNDP provided details on the tendering process, including evaluation criteria; and important points to consider while submitting the bid. Subsequently, the bidders present raised queries and UNDP/UNICEF's team provided responses.

UNDP clarified that only written responses through the minutes of meeting should be considered as final. Bidders had also sought clarification by email, the clarification of which are being provided in these minutes of meeting. Participants were asked, if they face any issues with e-Tendering system, they may contact UNDP.

The participants were informed that all replies to their queries and suggestions would be reflected in the ITB document through appropriate Amendment/Clarification. It was also informed that the minutes of the Pre-Bid Conference would be uploaded on the eTendering Portal.

Mr. Arun Arumughan, Head of Procurement Unit – UNDP concluded the meeting with a vote of thanks to the representatives of the participating agencies.

Clarifications requested during the Pre-Bid Conference & sent via email; and UNDP's response attached as *Annexure-1*.

The list of participants attached as *Annexure-2*.

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## **Annexure-1**

ITB Ref./Description: **ITB/149/IND-2020 (Event #IND10 - 0000007312)** - Design, Supply, Installation, Testing, Commissioning and Training of Pressure Swing Adsorption technology-based Oxygen Generating Plant in 4 North Eastern States of India.

Sl. No.	QUERY	RESPONSE
1	Due to COVID pandemic, there is huge demand of oxygen generators & vessels need to be ordered accordingly, request you for 4 ½ months delivery timeline for the oxygen generators with capacity of 1050 LPM.	No change in ITB requirements.
2	Kindly allow 10% variation in the tender requirement for oxygen generators with capacity of 100 and 300 LPM.	LPM specified in the ITB were minimum requirements, bidder can bid for higher LPM but not less than the specified LPM.
3	Relax condition of Bid Security in case of MSME registered vendors.	No change in ITB requirements.
4	Clarify payment against delivery as many times sites were not ready, hence allow payments separately for delivery and installation.	Cost of Oxygen Generator (OG) will be paid after delivery and acceptance of OG.  Installation, Commissioning and training cost will be made separately.  <b>Refer Amendment#01 to ITB document.</b>
5	Clarify on advance payments clause against BG.	Advance payment clause is deleted.  <b>Refer Amendment#01 to ITB document.</b>
6	Whether purchase order for AMC/ CAMC will be issued upfront?	The Supplier shall not incur any expenditure whatsoever towards AMC / CAMC; and the UNDP/the Consignees bears no liability whatsoever pertaining to the Supplier's obligation to provide AMC/ CAMC after the warranty period is expired until the UNDP/the Consignee, in its own discretion, enters into separate AMC/CAMC contract(s) with the Supplier.  <b>In such cases of AMC/CAMC contract(s), the rates offered by the Supplier along with the bid</b>

Sl. No.	QUERY	RESPONSE
		<b>shall be binding on the Supplier at the appropriate stages of the said contract(s).</b>
7	Please respond on the requirement of pre-dispatch inspection.	Details about Pre-delivery Inspection shall be indicated at the time of award of Purchase Order/Contract by respective UN agency
8	Revise evaluation criteria – “At least 7 years of experience of supplying the quoted equipment” with 7 years of experience in same brand, as there were frequent changes in distributorship.	<p>To mitigate risk in after sales services, it is clearly indicated in the ITB that the “OEM shall assure continuity of service to their product, in the event of change in dealership or the bidders.”.</p> <p>The bidder should also give a certificate from the OEM that the generator offered by the bidder (its brand and its model Number) is manufactured by the OEM as a medical grade oxygen generator and sold as such in INDIA.</p> <p><i>Without this undertaking, the prospective bidder may get disqualified from the Technical Bid.</i></p>
9	Who will sign the completion document for payments; Also clarify on the coordination mechanism as there were number of stakeholders?	<p>End user/Hospital will sign the completion documents for payment; however, UNDP/ UNICEF state project teams will facilitate in commissioning of the project.</p> <p>Completion document also needs to be signed either by UNDP/UNICEF Technical Expert or by third party appointed by UNDP/UNICEF, Confirming that Oxygen generator/equipment has been commissioned as per the technical specifications mentioned in the bid.</p> <p>The details of focal point from UNDP/UNICEF will be provided at the time of award of purchase order.</p>
10	Technical error in operating temperature range in Oxygen Concentrator Module.	<p>It is typo error. Please read operating temperature range in Oxygen Concentrator Module as - 10° C to 40° C.</p> <p><b>Refer Amendment#01 to ITB document.</b></p>

Sl. No.	QUERY	RESPONSE
11	Ensure site readiness before delivery, specifically, availability of - dedicated covered shed/room for generators; power at gate of this room for necessary connection from main power source; and required electricity load for the generators.	To ensure site readiness, bidders were requested to provide complete Civil/Foundation Drawings/ mentioning area required for installation & commissioning of PSA Oxygen generators, along with area required for putting suitable size manifolds and storage area of adequate number of Cylinders.
12	Please clarify on the scope related to manifold fabrication, cylinders or piping?	It is not under the scope of ITB.
13	Who will facilitate in delivery & commissioning, as the locations were remote & in difficult terrain, restriction in movements?	<p>Currently, there were no restrictions in movement - only Inner Line Permit is required.</p> <p>UNDP/ UNICEF state project teams will facilitate in delivery and commissioning of Oxygen Generators.</p> <p>The details of focal point from UNDP/UNICEF will be provided at the time of award of purchase order.</p>
14	Whether bid can be submitted as consortium; and purchase order will be awarded to the Consortium.	<p>Bidder can participate as a Consortium with clearly defining role and responsibilities of the partners; however, purchase order will be issued to the Lead Bidder and payments will be made to Lead Bidder only.</p> <p>For Eligibility criteria, cumulative turnover of the group companies having a common director/ common management can be considered. Documentary evidence for the same may please be furnished.</p> <p><b>Refer Amendment#01 to ITB document.</b></p>

## **Annexure-2**

**List of Participants who attended the Pre-Bid Conference held on October 01, 2020 at 1100 hrs. through ZOOM [ITB/149/IND-2020 (Event #IND10 – 0000007312)]**

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***A. The following were present from UNDP:***

- Arun Arumughan, Procurement Head
- Vijay Thapliyal, Procurement Assistant
- Abhimanyu Saxena, National Project Manager
- Sanjeev Mishra, National Project Officer – HR & Admn.
- Kingson Kamkara, Senior Project Officer
- Deepak Mili, Senior Project Officer
- Egumsing Nsarangbe, Senior Project Officer
- Dr. Supratim Biswas, Senior Project Officer
- Saket Tiku, Technical Consultant

***B. The following were present from UNICEF:***

- Pravin Khobragade, Health Specialist
- Vivek Mudgal, Quality Assurance Specialist
- PP Ganesh, Procurement Assistant

***C. Representatives of the following agencies attended the Pre-Bid Conference.***

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| • Rakesh Gautam   | - GKS Healthsol LLP                    |
| • Karan Arora     | - Deepali Designs & Exhibits Pvt. Ltd. |
| • Rajesh Kumar    | - Best Reliable Engineering Company    |
| • Manish Kapoor   | - Uttam Air Products Pvt. Ltd.         |
| • Balvinder Singh | - Uttam Air Products Pvt. Ltd.         |
| • Sanjay Jaiswal  | - Airox Technologies Pvt. Ltd.         |

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