

Minutes of the Pre-Bid Meeting (through VC) held on 21.4.2021 at 3 pm

The Pre-Bid meeting for e-Tender Cum Reverse Auction for 'Professional Services for CA Store Cargo Management at Rai, Sonipat' (F&H/45761/Handling Tender/2021) in Two Bid Mode took place on 21.4.2021 at 3 pm. The meeting was attended by the following;

Participants:

1. Mr. Jitender Sharma, M/s Vijay Laxmi Mansol P. Ltd.
2. Mr. Jatin Sharma, M/s M J Warehousing
3. Mr. Raju Tiwari, M/s M J Ware Housing
4. Mr. Pradeep Joshi, M/s M J Warehousing

FHEL:

1. Deepak Nijhawan, DGM/CC
2. Mr. Ravindra Bhat, CFO/FHEL
3. Mr. Niraj Kumar, Mgr. (Civil)

The deliberations of the meeting are tabulated hereunder;

Sl. No.	Clause No.	Description	Clarification sought by perspective bidder	Clarification by FHEL
1	Tender Notice – page 4 of 84 of tender Document; table - Parameters for E-Reverse Auction* - Row 2.	Lowest Decremental Value - To be decided / declared by FHEL	What is Decremental Bid Value?	Refer Tender Notice – page 4 of 84 of tender Document; table - Parameters for E-Reverse Auction* - Row 2.
2	Chapter III – Scope of Work – page 28 & 29 of 84 of Tender Document clause 1.4 (4)	All the incoming cargo shall be properly inspected. The Contractor shall notify the Customer for any material discrepancy and any visible damage within 24 hrs of goods arrival. In case of damage, notice shall include digital pictures of damaged boxes. Goods that appear to be damaged upon receipt. Contractor is to ensure availability of packing tape/ BOPP, plastic sutli/ strap, gunny/ plastic	Who will provide the packing material? If contractor provide then does it reimbursable basis? (items- carton, Sutli, Bags, Tape etc.)	To be provided by contractor, refer Chapter III – Scope of Work – page 28 & 29 of 84 of Tender Document clause 1.4 (4) and page 44 & 45 of 84 of Tender Document Table point (14)

	Chapter III – Scope of – page 44 & 45 of 84 of Tender Document Table point (14)	bags (25 & 50 Kgs), cartons (20 kgs & 10 kgs), Hammers, Nails, Seal Cutter etc in adequate quantity for repacking purpose.  Provide Shrink Wrap film for wrapping of pallets of unloaded material for material movement and also to prevent damage during handling and pilferage, on Need bases.		
3	Chapter III – Scope of Work– page 44 & 45 of 84 of Tender Document Table point (16)	Stationery for Billing and Inventory Management like Photocopy Paper, Printer Cartridges, Stickers, Registers etc, on Need Basis.	Who shall provide the computers, Printer and their stationary?	Computers and printers provided by FHEL. Day to day maintenance and consumable to be provided by contractor. Refer Chapter III – Scope of Work– page 44 & 45 of 84 of Tender Document Table point (16)
4	Chapter V – Eligibility Conditions – page 60 of 84 of Tender Document clause (1) Financial Credibility – para 2	Audited copies of the Balance Sheet and Profit & Loss accounts for the years (2017-18, 2018-19, 2019-20) should be duly attached. However, for 2020-21 unaudited reports till the publication of the tender duly certified by chartered accountant/chartered accountant's certificate shall be accepted.	Unaudited balance sheet of 20-21 is unable to provide by CA due to financial reports and taxes not yet incorporated then how shall be submitted to you. If not submitted than what shall be remedy.	Refer Chapter V – Eligibility Conditions – page 60 of 84 of Tender Document clause (1) Financial Credibility – para 2
5	INSTRUCTIONS FOR E-TENDER CUM REVERSE AUCTION – page 13-17of 84 of tender	Reverse Auction details at page 13-17 explaining all.	Please briefly explain E-Reverse Auction and E-Bid 7 how it will be conducted on the day.	Refer INSTRUCTIONS FOR E-TENDER CUM REVERSE AUCTION – page 13-17of 84 of tender

6	<p>Chapter III – Scope of Work – page 39 &amp; 40 of 84 of Tender Document clause 3. Specific Responsibility of the Contractor: clause (ii)</p> <p>Chapter III – Scope of Work– page 44 &amp; 45 of 84 of Tender Document Table point (15)</p>	<p>Pasting BAR CODE STICKERS/Putting Store identification on the produce /cargo /material received. The marking should Preferably be done with Bar Code Printers or manually. BAR CODE PRINTER is to be provided by the Contractor.</p> <p>Provide Bar Code Printers and Stickers for proper marking on the cargo received for storage, on Need Basis.</p>		<p>Refer Chapter III – Scope of Work – page 39 &amp; 40 of 84 of Tender Document clause 3. Specific Responsibility of the Contractor: clause (ii) &amp; Chapter III – Scope of Work– page 44 &amp; 45 of 84 of Tender Document Table point (15)</p>
7	<p>Chapter III – Scope of Work – page 39 &amp; 40 of 84 of Tender Document clause 1.4</p>	<p>Clause 1.4 points 1 - 16</p>	<p>Inventory Reports</p>	<p>Inventory management software is available. Further, hard copies of documents and excel records may also be maintained for reporting purposes. Refer Chapter III – Scope of Work– page 39 &amp; 40 of 84 of Tender Document clause 1.4</p>

8	<p>Chapter III – Scope of Work– page 30 of 84 of Tender Document clause 1.8</p> <p>Chapter III – Scope of – page 42-44 of 84 of Tender Document clause 5. Contractor’s Obligations</p>	<p>1.8 The contractor shall be responsible to initiate unloading and loading truck/trailer on first come first serve basis. The vehicle once placed on dock should be loaded or unloaded as under.</p> <p>1. 40’ Container with Palletized Cargo (undamaged) = within 1 Hr.  2. Trucks upto 25 MT load = within 3 Hrs.  3. Bags/Boxes (15-25 kgs) in 40’containers un-palletized = within 3 Hrs.  4. Containers/Trucks of other type of cargo in a packing format different from 1,2 &amp; 3 hereabove (4 – 15 kgs packages) = 5 hrs.</p> <p>Note: The above time lines will not be applicable if cargo is received in damaged / loose condition i.e. packages are not in pelletized form and have to be individually unloaded.</p> <p>5.1 CA Store Management – clauses v, xi, xiii, xiv &amp; xv  &amp;  5.2 Consequences of Non-Performance – 5.2.1</p>	<p>Time Lines</p> <p>Penalty</p>	<p>For timeline and penalties refer Chapter III – Scope of Work– page 30 of 84 of Tender Document clause 1.8 &amp; Chapter III – Scope of Work– page 42-44 of 84 of Tender Document clause 5. Contractor’s Obligations</p>
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