

**MINUTES OF THE PRE-BID MEETING HELD ON 07 MAY 19 WITH  
THE FIRMS FOR HIRING OF 03 JUNIOR & 02 SENIOR DATA ANALYSTS FOR  
IMAC, GURUGRAM**

1. The pre-bid meeting for hiring of 03 Junior and 02 Senior Data Analysts for IMAC, Gurugram was conducted at 1100 hrs on 07 May 19 at office of DOA (Stores), A-Block hutments, New Delhi. The pre-bid meeting was attended by following service personnel:-

Ser	Rank and Name	Designation
(a)	Cdr Saibal Majumdar	Cdr (NCO)
(b)	Lt Cdr Nishanth Devendran	Lt Cdr (Admin) CM

2. Representatives from following firms were also present for the pre-bid meeting:-

Ser	Name	Company Name
(a)	Mr. Umesh Sharma	Firstman Management
(b)	Mr. Vibhu Jhanb	KPMG Advisory Services Pvt Ltd.
(c)	Capt MP Shrivastava (Retd)	Arifortech Solution Pvt Ltd.
(d)	Cdr Dhiraj Khanna (Retd)	Pythian Technologies Pvt Ltd.
(e)	Cdr AP Singh (Retd)	

3. Cdr Saibal Majumdar, Cdr (NCO) welcomed all the representatives in the pre-bid meeting and briefed about the overall requirements of the contract. Certain queries from M/s Tarsha Systems Pvt Ltd were received through email and were discussed during the meeting.

4. The issues raised during the pre-bid meeting and through email correspondence are tabulated below:-

Ser	Raised By	RFP Reference	RFP Clause in Brief	Query in Brief	Comments
(a)	KPMG Advisory Services Pvt Ltd.	Part II Para 4 (d) (ii) Education	The data analysts should have the following education qualifications:- (i) Junior - B. Tech in Computers/ Electronics/ Electrical/ Instrumentation/ Mechanical or Graduate in	Can B.E degree holders may be allowed for both positions?	Since both B.E and B. Tech degrees have similar curriculum, <b>B.E degree holders could be allowed for both the posts.</b>

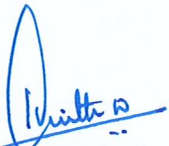
Ser	Raised By	RFP Reference	RFP Clause in Brief	Query in Brief	Comments
			Statistics/ Mathematics. (ii) Senior - B. Tech in Computers/ Electronics/ Electrical/ Instrumentation/ Mechanical or Post Graduate in Statistics/ Mathematics		
(b)	KPMG Advisory Services Pvt Ltd.	Part II Para 5 (a) (ii) QR's for Prospective Bidders and Part II Para 6 (b) Eligibility criteria	Should have an annual turnover of Rs 50 lakhs.	Proposal to allow firms to participate with an annual turnover of Rs 30 crores.	The annual turnover of Rs 50 lakhs has been kept to encourage participation by smaller firms/ new start-ups. <b>Status quo to be maintained.</b>
(c)	KPMG Advisory Services Pvt Ltd.	Part II Para 5 (a) QR's for Prospective Bidders	Employee strength not mentioned	Minimum employee strength of 100 may be included as a qualifying criteria.	Adequate vendor qualification conditions have been specified in the RFP to ensure adequately qualified vendors to participate in the bid. <b>Status quo to be maintained.</b>
(d)	KPMG Advisory Services Pvt Ltd.	Part II Para 6 (a) Eligibility criteria	The bidder should have completed at least one similar project with any Govt organisation/	Proposal to allow firms to participate with an experience of at least	The criteria of completion of one similar contract of not less than 20 lakhs during the last three

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			PSU for an annual contract of not less than 20 lakhs during the last three financial years.	10 similar contracts of not less than Rs 5 crores.	financial years have been kept to encourage participation by smaller firms/new start-ups. <b>Status quo to be maintained.</b>
(e)	KPMG Advisory Services Pvt Ltd.	Part II Para 6 (f)	The firm should have suitable degree/certificate course of duration not less than six months from a reputed University in Data Analytics of maritime domain.	Request to include globally accepted certification as eligibility criteria.	The eligibility criteria has been clearly specified in the RFP to encourage maximum participation. <b>Status quo to be maintained.</b>
(f)	Tarsha Systems Pvt Ltd. (via email)	Part II Para 5	Vendor Qualification Criteria	Request to relax the technical and financial criteria for start-ups.	The firm has submitted the required documents/ GoI notifications for MSME/ start-ups to participate in public procurements. <b>Firms with relevant MSME/ start-up documents/ notifications would be allowed to participate and suitable relaxation would be provided in</b>

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					<b>the eligibility criteria.</b>
(g)	Pythian Tech Pvt Ltd.	Part II Para 4 (e)	Terms of Engagement	Clarity on 24X7 manning of IMAC by the data analysts was sought.	Clarity on 24X7 manning by analysts was provided based on the RFP.
(h)	Pythian Tech Pvt Ltd.	Part IV Para 5 (a)	Quarterly payments in equal instalments on submission of User Satisfactory Certificate by Director, IMAC.	What is the periodicity of payment?	The payment would be done on a quarterly basis and submitted bills would be cleared within a reasonable time frame.

5. There were no issues raised by M/s Firstman Management and M/s Arifortech Solution Pvt Ltd.

6. All other terms and conditions remain unchanged as per the RFP. There being no further points, the meeting was adjourned.



(Nishanth Devendran)  
Lt Cdr (Admin) CM

08 May 19



(Saibal Majumdar)  
Cdr (NCO)

08 May 19