

**MINUTES OF THE PRE-BID MEETING HELD ON 06 MAY 19 WITH THE
FIRMS FOR THE CONTRACT OUTSOURCING OF TECHNICAL PRODUCT
DEVELOPMENT SPECIALIST & TECHNICAL ASSISTANTS FOR DTE OF
INDIGENISATION, NEW DELHI**

1. The pre-bid for Outsourcing of Technical Product Development Specialist & Technical Assistants for Dte of Indigenisation was conducted at 1100 hrs on 06 May 19. The same was attended by the following service personnel:-

- (a) Lt Cdr Nishanth Devendran - Lt Cdr (Admin) CM
(b) Shri Ravendra Singh - Asst Director (Admin) - DOI

2. Following representative of the firm was also present:-

- (a) Shri Sunil Suhag, M/s Arifortech Solution Pvt Ltd


3. Lt Cdr Nishanth Devendran, Lt Cdr (Admin) CM welcome all personnel present in the meeting, and briefed about the important facets of the contract.


4. The issues raised during the pre-bid meeting are discussed in succeeding table:

| Sl. No | Points | Query | Comments |
|--------|---|---|---|
| (a) | Qualification & Experience { Para 1 (b) of Part-II } | Whether the eligibility condition for having minimum Two years experience is mandatory or Fresh Candidate can be provided | The eligibility condition for having minimum Two years experience is mandatory as per RFP |
| (b) | Cost/ Rate for Hiring of each personnel per month { Sl. No (a) of Commercial Bid Format at Appendix- 'B' } | Whether Minimum wages per candidate should be as per NCT or any benchmark is provided in RFP | Minimum wages per Candidate as per extant Govt Regulations as applicable be followed (NCT). |
| (c) | Annual Turnover of 50 Lakhs { Para 5 (b) of Part-II } | Firm mentioned that they are Start up and requested for relaxation of annual turn over | It was deliberated that Start up Company with MSME registration shall be relaxed with Eligibility condition of annual turnover. |

5. All other terms and condition remain unchanged as per RFP.

6. There being no further points, the meeting was adjourned.


(Ravendra Singh)
SSO-II
ADOI
06 May 19


(Nishanth Devendran)
Lt Cdr
Lt Cdr (Admin) CM
06 May 19

