



# INDIRA GANDHI INSTITUTE OF MEDICAL SCIENCES,

SHEIKHPURA, PATNA - 800 014 (Bihar, India) Tel.: 0612 - 2297631, 2297099; Fax: 0612 - 2297225; Website: www.igims.org; E-Mail: director@igims.org

No: 1740/HA1/MS1/2020

Date: 02/09/2020

**Sub: Minutes of Meeting of Pre Bid Meet w.r.t. Tender Notice No:- 02/dietaryservices/MS/IGIMS/2020.**

The Pre Bid meeting w.r.t. Tender Notice No:- 02/dietaryservices/MS/IGIMS/2020 was conducted on **31.08.2020, 3 p.m. at Director's Board Room** under the Chairmanship of **The Director**. The following members were present:

1. The Director	Chairperson
2. Medical Superintendent 1	Member Secy
3. Dr Rahul Ranjan, Asst. Prof., Hospital Administration	Member
4. Senior Administrative Officer	Member
5. Superintendent Engineer	Member
6. Finance & CAO	Member
7. Officer I/c Stores & Procurement	Member
8. Asst. Dietician	Member

The following Firms/ Vendors Representative attended the meeting:

Sl. No	Firm Name	Representative
1.	Maa Tara Foods	Pawan kejriwal
2.	Astor Inc.	O P Verma
3.	Maa Ambey Hospitality	Rajnish
4.	Jiya Maa	Krishna
5.	A K Hospitality Services	Gorakhpur
6.	Peistu Bar & Restaurant	Pinto
7.	Hotel Rajasthan	Banwari Lal Bhimsaria
8.	S B Catering	S B
9.	Raj Pari Food Pvt Ltd	Raju Kumar Singh
10.	Ary Foods	Amit
11.	Subh Yatra Heritage	Shubh Yatra

The Vendors representatives were invited to discuss the points in the tender draft and seek any sort of clarifications. Thereafter, they were requested to pen down and provide their queries in documented format.

The following queries were raised and clarification enumerated:

Sl .no	Tender Clause no.	Query Raised	Response / Clarification
1.	<b>II. OTHER TERMS AND CONDITIONS</b> <b>19. Quality cum Cost Based Selection (QCBS),</b>	Turnover of Rs. 5 crore average is asked and in Technical Criteria, up to 5 crores have 5 marks. It needs to clarify 5 marks for less turnover	5 Crore Turnover asked as an AVERAGE of the last 5 years, (to calculate = sum of the turnover amount till March' 2020 of last 5 financial years / 5), CA certified financial

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Manisha  
31/08/2020

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31/8/2020

	<b>Technical criteria</b>		statement be attached.  The Minimum turnover is 5 crore, hence 5 marks
2.	<b><u>IV. PROCESSES TO BE UNDERTAKEN BY THE VENDOR FOR DIETARY SERVICES</u></b>  Clause no 3. MANPOWER	Regarding the operation of dietary services, Educational distribution of Manpower is asked in the technical criteria	Operation of Dietary Services in IGIMS Hospital requires educated, qualified, operationally competent staff and hence education of the staff is asked
3.	<b><u>IV. PROCESSES TO BE UNDERTAKEN BY THE VENDOR FOR DIETARY SERVICES</u></b>  Clause no 3. MANPOWER)	Manpower asked for utensil cleaner and kitchen cleaner – but 10 <sup>th</sup> Std passed persons will not work in washing and cleaning, hence requested to make it illiterate or 5 <sup>th</sup> Std	Not agreed
4.	<b><u>IV. PROCESSES TO BE UNDERTAKEN BY THE VENDOR FOR DIETARY SERVICES</u></b>  Clause no 6, SECURITY AND SAFETY)	Accommodation of the staff shall not be allowed, since it starts at 5 AM, hence it would be appropriate to consider for accommodation for kitchen staff.	Not Agreed
5.	<b><u>IV. PROCESSES TO BE UNDERTAKEN BY THE VENDOR FOR DIETARY SERVICES</u></b>  Clause no 14. PAYMENT	Clarify the time period of payment release	Bill, as raised by the end of the month by the vendor, the payment process will be done. <b>(IV. PROCESSES TO BE UNDERTAKEN BY THE VENDOR FOR DIETARY SERVICES Clause no 14)</b>
6.	<b>Part 2 dietary tender</b>	Installation of kitchen equipments: a) Qty of each equipment should be mentioned	The vendor is suggested to visit IGIMS & determine the equipments in coordination with authorities.

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		b) Size of the single burner should be 30 x 30 x 18 instead of 24 x 24 x 18 as the load of cooking of large scale	Agreed
		c) In the criteria it is desirable to put some value minimum of Rs 60-70 lacs worth of equipment supplied by the bidder in any govt institution.	The vendor is suggested to visit IGIMS & determine the requirements of equipments in coordination with authorities
7.	<b>II. OTHER</b>	EMD should be of 5 lacs	Not agreed
8.	<b>TERMS AND CONDITIONS</b>	Turn over should be asked 2 crores	Not agreed
9.	<b>IV. PROCESSES TO BE UNDERTAKEN BY THE VENDOR FOR DIETARY SERVICES</b> <b>7. PAYMENT TOWARDS ELECTRICITY, WATER RENTS</b>	No clarity on the charges to be paid for water and electricity per unit rate or monthly average bill should be stated for calculating the rates of patient diet	The vendor is suggested to visit IGIMS & assess the consumption in coordination with authorities. The charges levied will be as per Govt. of Bihar rules
10.	<b>Front/ face sheet of tender DURATION OF TENDER</b>	The firm will bear equipment cost of around Rs. 35- 40 lacs and then tender duration is just 2 years only	Not agreed, Duration of the tender is of <b>2 years + 1 year extendable</b> depending upon the performance.
11.	--	The tender should be divided in 2 parts: patient diet services, development of kitchen Merging both is not viable	Not agreed
12.	<b>Clause V. Scope of Work</b>	Tender is awarded as is where is basis. Like gas bank, exhaust hood etc. Will, the contractor, be provided the kitchen in current condition with all equipment & fittings	The vendor has to install all equipments and fittings including gas bank, exhaust hood. <b>Clause V. Scope of Work</b>
13.	<b>II. OTHER TERMS AND CONDITIONS</b>	Turnover from dietary services should be a minimum of Rs 3 crores for last 5 years. As average turnover can be manipulated (e.g. if a firm has 20 crore turnover in one year and nominal turnover in previous year)	3 crore not agreed, 5 Crore Turnover asked as an AVERAGE of last 5 years, (to calculate = sum of the turnover amount till March' 2020 of last 5 financial years / 5)
14.	<b>Clause II. OTHER TERMS AND CONDITIONS</b>	Experience from a private hospital should not be considered as getting the false certificate from the private	Please Note <b>Clause II. OTHER TERMS AND CONDITIONS</b>

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	<b>20. IMPORTANT POINTS FOR QUOTING RATES and TIE BREAK</b>	hospital is easy and can be manipulated	<b>20. IMPORTANT POINTS FOR QUOTING RATES and TIE BREAK:-</b> <b>Highest experience:</b> <b>The Vendor having more experience in minimum 500 bedded Government Hospital Kitchen services</b>
15.	<b>II. OTHER TERMS AND CONDITIONS</b>	The firm should have ISO and FSSAI license for a minimum of one hospital continuously for the past 3 years for one govt hospital. FSSAI license cant be backdated, thus continuous FSSAI license for 3 years for at least one unit be asked	ISO 9001 certificate (being the latest standard); ISO 22000: 2018 (latest version) FSSAI license valid for last 3 years (2018-2020) is to be furnished in the tender
16.	--	Due to COVID 19 balance sheet for FY 19-20 cannot be filed before tender last date thus requested to allow provisional balance sheet 2019-20	Provisional balance sheet duly certified by CA is agreed upon
17.	--	We have 7 years of experience in patient diet service. But we have 18 month of experience in government hospital, 500 Bed.	Not agreed


  
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Officer I/c Stores & Procurement

  
31/08/2020  
Asst. Dietician

  
31/8/2020  
Senior Administrative Officer

  
31/08/2020  
Superintendent Engineer

  
21/08/20  
Finance & CAO

  
31/8/2020  
Dr Rahul Ranjan,  
Asst. Prof., Hospital Administration

  
31/08/2020  
Medical Superintendent 1

  
31/08/2020  
The Director