

Tender for identifying an Agency for independent evaluation of AMRIT Pharmacies of HLL Lifecare Limited: HLL/CHO/RBD/AMRIT - EVALUATION/2021-22/01 dated 28th July 2021

Sub: Minutes of Pre bid meeting dated 2nd August 2021, 15:00 Hrs

The pre-bid meeting of the tender for identifying an agency for independent evaluation of AMRIT Pharmacies of HLL Lifecare Limited was conducted through Google meet video conference on 2nd August 2021 at 15:00 Hrs. The meeting was attended by M/s.Biovantis Healthcare Private Limited, Himachal Pradesh and HLL team. The queries raised by the participant and clarifications by HLL are as below:

Sl.No.	Query	Clarification
1	Will HLL provide the contact person's detail at the outlets where evaluation is to be conducted?	Yes. The details of the concerned representative of the AMRIT outlets will be provided once the work order/contract/LOI is issued.
2.	For the remote evaluation of outlets, will there be any representative from HLL.	The total number of AMRIT outlets for which evaluation has to be undertaken by the selected agency is 215 outlets across 27 states / UT's. Out of the 215 outlets, the selected agency has to undertake, onsite evaluation (by physical visit) of 60 selected outlets in 15 states / UT's The remaining 155 outlets shall be evaluated remotely through online mode. HLL representative will be available for coordination for both onsite and remote evaluation
3	Should the evaluation report be submitted for all the outlets?	The final report shall be a single document comprising of evaluation of AMRIT Pharmacies as per part I and part II mentioned in the scope of the Bid (Clause 2) of the Instruction to the bidders (ITB). Part I : The selected agency has to undertake,

		<p>onsite evaluation (by physical visit) of the 60 selected outlets in 15 states / UT's</p> <p>Part II :</p> <p>The evaluation of the remaining 155 outlets shall be done through online mode.</p> <p>The parameters as per 2.3.10 (a) to (e) of the Scope of bid are general and shall be applicable to all the 215 pharmacies</p>
4	Will HLL be providing any Audit tool for conducting the evaluation to the successful bidder?	No.
5.	Timeline for submission of interim report?	<p>The interim report to be submitted within 30 days from date of issue of Contract/work order/Lol as mentioned in Clause 2.4 and Clause no. 21 of Instruction to Bidders (ITB) of tender document.</p> <p>The entire scope of work to be completed within 45 days from date of issue of contract/work order/LOI.</p>
6.	Should be cost of expenses and consultancy fee be mentioned separately in the price bid?	The price for completing the entire scope of work to be quoted as a lump sum as per the format provided in the tender.
7.	Any advance payment would be made towards the commencement of scope of work?	No. The payment terms will remain as per the clause 20 of ITB of the tender document.

All other terms and conditions shall remain the same as per tender document number ***HLL/CHO/RBD/AMRIT- EVALUATION/2021-22/01 dated 28th July 2021.***

For HLL Lifecare Limited,
Vice President (IBD)

List of Participants

1. Biovantis Healthcare Private Limited : Mr. Vikrant Patial
2. From HLL Lifecare Limited:
 - i. Mr.T.Rajasekar, Director (Marketing)
 - ii. Mr.N.Ajit, Vice President (Marketing)
 - iii. Dr.S.M.Unnikrishnan, Vice President (IBD)
 - iv. Mr. Benny Joseph, Associate Vice President (RBD)
 - v. Ms.Polima Sreenath, Manager (SP)