**Minutes of Pre bid meeting for the Construction of PEB structure for CED Unit at Akkulam for HLL Lifecare Limited**

**Date & time of meeting :20.05.2016 at 11.00 am**

**Venue :HLL ID office, Vettamukku, Thiruvananthapuram**

**Participants**

**HLL**

1. Shri.A. Ranjith Kumar, DVP (Technical)
2. Smt.Lidiya.K, PE (C&M)
3. Smt.Soumya.S.R, DM(Civil)

**Contractor**

1. Shri.T.B.Aiyappa, Design Engineer, M/s Gayathri Structural & Roofing Pvt Ltd.

HLL officials explained that the scope of work includes construction of **PEB structure for CED Unit**

at Akkulam for HLL Lifecare Ltd . HLL officials instructed to submit detailed specifications & work schedule along with their offer. The queries raised by the bidder and reply from HLL are as follows:

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| **Sl. No.** | **Query** | **Reply by HLL** |
| 1 | M/s Gayathri Structural & Roofing Pvt Ltd (GSR Pvt Ltd.) requested for an extension of one week as they want to visit the site and go back for design | The date of submission & opening is extended upto 30/05/2016 |
| 2 | Whether maintenance platform for crane has to be provided? | The chequered plate platform for the maintenance with ladder for access shall be considered. |
| 3 | Which colour combinations have to be provided for wall & roof panels? | Decision regarding the colour for the panels will be given by the Engineer in Charge prior to supply of material at site. |
| 4 | Whether Performance bank guarantee and Performance Security are one and the same? | Performance security shall be in the form of Bank Guarantee. Hence both are not different. |
| 5 | What is the validity period of bank guarantee to be submitted at the time of taking advance? | See the revised terms of payment |
| 6 | Requested to change the payment terms | **The payment term is changed to**  **For Supply**   * 1. 25 % of supply order value as advance will be released against submission of bank guarantee for equal amount and submission of Performance Security of 5% of contract value. The advance above bear simple interest at the rate of 10 per cent per annum. On delivery of 133% (4/3) of materials for the above value, the advance will be converted to Ist instalment of payment against invoice and the bank guarantee submitted against advance will be released.   2. 50% - on prorata basis on delivery of materials at site   3. 25% - upon completion of supply of materials duly certified by Engineer-in-charge.   **For Erection**   1. 50% of erection order value against partial erection on prorata basis. 2. 25% of erection order value against completion of erection. 3. 25% of erection order value against successful commissioning at site. |
| 7 | Whether power & water supply will be provided by the client? | As per tender conditions (Clause 31 of GCC) |
| 8 | Service tax to be paid by the bidders | If the bidder is a proprietor or partnership firm, 50% service tax is to be directly paid by the client and 50% by the contractor and if it is a company, 100% service tax is directly paid by the contractor as per rules.  This shall be clearly indicated in the price bid. |
| 9 | Whether the foundation details for the PEB structure area will be provided before the execution of the work? | The design details for the PEB structure shall be submitted by the bidder on finalization. Based on the same, the foundation details will be provided. |
| 10 | It is mentioned that girders for the crane movement is in the scope of work. In order to support the girders, steel columns has to be considered separately, where the RCC building is being constructed. | Shall be designed accordingly. |

The minutes of the pre bid meeting shall form part of the tender document. The same shall be submitted duly signed along with the tender.