

**Minutes of the Pre-bid meeting: e-tender 802:Selection of Service Provider for Sorting, Sequencing & Indexing Technical Documents and files
Prebid Queries and MPCB responses dtd 14/02/2018**

Sr.	RFP Page No	RFP Clause No	Description in RFP	Clarification Sought	Additional Remark	MPCB comments (Modifications)
1	13	7.1.1	The Bidder can be a consortium of entities or an entity as mentioned in clause 7.1.2. In case of consortium, a consortium agreement between consortium members clearly indicating roles and responsibilities of each of the consortium member should be attached. A maximum of TWO (2) consortium members are allowed per consortium. The agreement should be executed on a non judicial stamp paper of Rs.100. The credentials as per clauses 7.1.2, 7.1.3, 7.1.4, 7.1.5, 7.1.6, 7.1.7, 7.1.8, 7.4.1(1), 7.4.1(2) will be considered only of the Lead bidder. Other clauses fulfilled by either of the consortium members will be considered. In case of any breach of terms during the tendering process and/or during execution timeframe, all the consortium members will be jointly and severally held accountable and penalized accordingly.	Request to consider credentials of Lead bidder and/or other consortium partner.		<p>The clause should be read as follows The Bidder can be a consortium of entities or an entity as mentioned in clause 7.1.2. In case of consortium, a consortium agreement between consortium members clearly indicating roles and responsibilities of each of the consortium member should be attached. A maximum of TWO (2) consortium members are allowed per consortium. The agreement should be executed on a non judicial stamp paper of Rs.100. The credentials as per clauses 7.1.2, 7.1.3, 7.1.4, 7.1.5, 7.1.6, 7.1.7, 7.1.8, 7.4.1(1), 7.4.1(2) will be considered of Lead bidder and/or other consortium partner. In case of any breach of terms during the tendering process and/or during execution timeframe, all the consortium members will be jointly and severally held accountable and penalized accordingly.</p> <p>Bidders must clearly indicate the name of the consortium partner of which credentials are considered for each of the clause</p>
2	13	7.1.5	5. The bidder must have annual turnover of at least Rs. 10 Crores in the financial year ending 31st March 2017	Request to reduce annual turnover to 2 crores		Request to reduce annual turnover to 2 crores is not accepted. However annual turnover in the clause is reduced to 6 crores.
3	16	7.4.2 (b), (c), (d)		Request to consider credentials for both of the consortium partners		Read revised clause number 7.1.1 as above
4	17		If the technical marks are lower than 65, then that bidder's bid would be deemed non-responsive for further evaluation and would not be considered further in the bidding process.	Request to reduce minimum passing score		Request accepted Minimum passing score is reduced to 60
5	18	9.2.2	2. The service provider will be paid monthly in arrears for the completed files as certified by MPCB after deductions (statutory and penalties) towards penalties, if any	Request of payment in advance		Request for advance payment is not accepted. However payment terms are revised as under. 1. Monthly payment will be calculated by dividing total price agreed for 12 months by 12. 2. Service Provider will be paid 60% of the monthly payment due as calculated above at the end of the month. 3. Balance 40% of monthly payments will be paid upon approval and Sign-off from respective RO/SRO about completion of the work within Three (3) months.
6		Annexure-1				Documents at HO are out of scope of Service Provider
7		Annexure-2				Only Industry data will be accepted in Scope Of Work. No personal data will be accepted.
8	16	7.4.1 2 (b), (c)	Self declared list on Company letter head of manpower on roll for at least six months along with copies of CV			<p>1. Self declared list on Company letter head of manpower on roll for at least six months must be attached.</p> <p>2. An undertaking letter on Company Letter head must be attached mentioning the CVs will be given to MPCB before award of contract.</p> <p>3. In case of non-submission of the CVs before the award of contract, the bid will be considered non-responsive even if bidder is emerged as "Successful Bidder"</p>