



MINUTES OF THE PREBID MEETING

REQUEST FOR PROPOSAL (RFP) TO ENGAGE A CONSULTANT FOR ASSESSING THE CURRENT STATUS OF INTEGRATED VACCINE COMPLEX (IVC) FACILITIES OF HBL AND PREPARING THE ROAD MAP FOR REVIVAL OF THE MANUFACTURING AND SUPPORTING FACILITIES AT IVC, CHENGALPATTU.

Document No. : HBL/RFP/2024-25/03 DTD: 04-01-2025

Venue : Video Conference @ HLL Biotech Limited, Integrated Vaccine Complex, Chengalpattu

Date : 09-01-2025 @ 11.00 Hrs

Project : Integrated Vaccine Complex, Chengalpattu

Attendees : See attached list of attendees

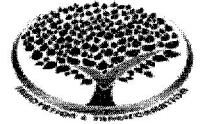
Issued on : 11-01-2025

Issued by : Procurement

Agenda	
1.	Pre-bid Meeting for Request for Proposal (RfP) To Engage a Consultant for assessing the current status of Integrated Vaccine Complex (IVC) facilities of HBL and preparing the road map for revival of the manufacturing and supporting facilities at IVC, Chengalpattu.



Discussion on Request for Proposal Document No: HBL/RFP/2024-25/03 DTD: 04-01-2025	
S. No	Clarification for Prebid Meeting Queries
1.	The pre-bid meeting was conducted as per the scheduled date and time, and concluded with several queries received from the participants for which clarifications are being given below:
2. a	<p><u>22. Deliverables and Payments to the Consultant amended as below</u></p> <p>The deliverables and payments shall be made as follows:</p> <ul style="list-style-type: none"> ➤ 20% as Advance payment against Advance Bank guarantee ➤ 60% against Post-Visit Analysis and Evaluation and submission of final report ➤ 10% against After final presentation of the report ➤ 10% against After Final approval of the report
2.b	<p><u>22.2. Advance bank Guarantee - Clause remains unchanged</u></p> <p>An advance of 20% of the contract value shall be released against Bank guarantee equivalent to 120% of the advance amount and submission of 10 % of the contract value as Performance Security in the form of Bank Guarantee from any scheduled commercial bank. The advance bank guarantee shall be valid for a period up to the completion of the contract.</p> <p><u>23.1. Performance Security - Clause remains unchanged</u></p> <p>Within 10 days after the issue of Work Order by HBL, the Applicant/firm shall furnish performance security to the client (HBL) for an amount equal to 10% of the total value of the contract. This Security shall remain valid up to 60 days after the date of completion of all contractual obligations by the Applicant/firm</p>
3	<p><u>8. Liquidated damages - Clause remains unchanged</u></p> <p>8.1. If the selected Consultant fails to complete the Assignment, within the period specified under the contract, the consultant shall pay to the HBL, fixed and agreed liquidated damages, and not as penalty, @ 0.5 % (Half Percent) of the contract fees for each week of delay or part thereof.</p> <p>8.2. The aggregate maximum of liquidated damages payable to HBL under this clause shall be subject to a maximum of 5% (Five Percent) of the total contract fees.</p>
4	<p><u>14. Time-frame amended as below</u></p> <p>The time period to complete and submit the detailed report for revival of IVC facilities including the manufacturing feasibility report is 100 days from the receipt of advance payment against Advance Bank Guarantee</p>



5	<u>Product Portfolio shall be as below</u> Products currently under the UIP and those under proposal for inclusion in the UIP.
6	Closing Date & Time for receipt of Proposals has been extended till <u>03.02.2025, 15:00 hrs IST</u>
7	Date and Time for opening of Proposals has been extended till <u>03.02.2025, 15:30 hrs IST</u>

For HLL Biotech Limited

11/01/2025.

Authorized Signatory

Zimbra**sysadmin@hllbiotech.com**

Teams meeting held on 09.01.2025_ List of Participants details

From : IT <sysadmin@hllbiotech.com>

Sat, 11 Jan, 2025 14:28

Subject : Teams meeting held on 09.01.2025_ List of Participants details**To :** Procurement <selvakumaran@hllbiotech.com>**Cc :** IT <sysadmin@hllbiotech.com>

Dear Selva,

Below Details are who participated in prebid teams meeting which is held on 9.1.2025.

Pradeep (Guest) was invited to the meeting.
ARUN WANGEKAR was invited to the meeting.
This is Ujjal Dutta from Elomatic India
Unknown User was invited to the meeting.
venkatesh.v (Guest) was invited to the meeting.
DCPL Indore was invited to the meeting.
Umair Shaikh (Guest) was invited to the meeting.
Unknown User was invited to the meeting.
Kishan (Guest) was invited to the meeting.
ganesh biobridge.in was invited to the meeting.
Bipin Patil was invited to the meeting.
Pradeepkumar Gondu was invited to the meeting.

Regards,
IT Team
