

Minutes of the Pre-Bid Meeting held on 23.11.2011 at 3.00 PM on Preparation of Cost Data Book

List of the participants is attached as Annexure-I.

2. A Pre-Bid conference was held on 23.11.2011, chaired by Hon'ble Member(S) and Member(J). The following Bidders attended pre-bid meeting;

- (i) PGCIL
- (ii) REC
- (iii) CPRI

2. The various questions raised by Bidders were deliberated and finalized in the pre – bid meeting as under;

- (i) During the deliberation, it was clarified that the lead consultant shall be any Govt. Agency / PSU etc. However they can make a consortium with other firms, if required, as specified in the Bid Document.
- (ii) Bidders desired a minimum time-frame of five months to complete the assignment. It was clarified to all Bidders that this is a time bound work, which will help the Commission to analyse the Capital Expenditure Schemes submitted by various DISCOMs, therefore it is to be completed in a time bound manner. However considering the request of the Bidders, the Commission agreed to increase the time period for completion of assignment to four months in place of three months.
- (iii) Bidders made a request to revise the payment schedule. Accordingly Commission agreed to review the payment schedule as under;

Milestones as per which invoices for fees shall be raised by consultant	% of contract value
Submission of first Draft Cost Data Book.	40 %
submission of final Cost data Book to the Commission	30%
After acceptance of Cost Data Book by the Commission.	20%
Issue of the Cost Data Book	10%

- (iv) On the request of the Bidders, the tax will be excluded and shall be payable as per the rules. Therefore, Bidder shall quote only the bid amount exclusive of taxes etc.

The Minutes of Pre-Bid Meeting dated 23.11.2011 shall be an integral part of Bid Document and Bidders shall submit the Bid Document accordingly.

This issue with the approval of the Competent Authority.

**List of the participants of Minutes of the Pre-Bid Meeting held on 23.11.2011 at 3.00 PM
on Preparation of Cost Data Book**

(i) Rural Electrification Corporation Ltd. (REC)

Mr. A. Veluchamy, DGM

(ii) Central Power Research Institute (CPRI)

Mr. H.R. Manjunath

(iii) Power Grid Corporation of India Ltd. (PGCIL)

Mr. B.P. Kundu