

**MINUTES OF PRE-BID MEETING FOR E-TENDER OF PARENT
TAFFETA LABELS ON 27/11/2017 AT 11.00 AM AT BOARDROOM ON
5TH FLOOR.**

1. The meeting timing was at 11.00 am, waited for half an hour for the Bidders to attend and started at 11.30 am.
2. Only one Bidder from M/s. SM Enterprises, Shri Sandesh Mayekar attended the meeting.
3. Meeting was attended by Shri Kartikay Dhanda, Director (Lab), Dr. K.S.Muralidhara, Joint Director (TQM), Shri G.S.Asai, Deputy Director (TQM), Dr.R.Lakshmanan, Aisstant Director (TQM), Shri K.C.Kaushal, QAO, Miss.Lajwanti.B.Advani, UDC and Shri S.D.Kamble, LDC.
4. In the opening meeting Dr.K.S.Muralidhara Joint Director (TQM) gave brief description about the tender document, bid validity, EMD and other relevant terms and conditions of E-tender.
5. As per terms of tender document, the Bidder is supposed to submit the sample of Taffeta Label at the time of submission of tender document. However, after due deliberation in the pre-bid meeting it was decided to forego the submission of the Taffeta Label in physical form. This was decided keeping in view the copy right issues pertaining to Handloom mark Logo. A corrigendum to this effect is issued on 27/11/2017 at 4.00 pm on e-procurement portal.
6. Bidder was informed that there is no Tender Fee, only EMD has to be paid.

7. Only MSME registered Bidders are exempted from EMD and the same was informed to the Bidder.
8. Taffeta Labels samples were shown to the Bidder and he was asked to follow the given specification in the tender strictly.
9. Bidder was asked to read the terms and conditions before uploading the tender.

Sd/-

Shri Kartikay Dhanda,
Director (Lab)
Chairman Purchase
Committee

Sd/-

Dr. K.S.Muralidhara,
Joint Director (TQM)

Sd/-

Shri G.S.Asai,
Deputy Director (TQM)

Sd/-

Dr.R.Lakshmanan,
Aisstant Director(TQM)

Sd/-

Shri K.C.Kaushal,
QAO

Sd/-

Miss.Lajwanti.B.Advani,
UDC