



MINUTES OF THE PRE-BID MEETING FOR  
“OPEN TENDER FOR RATE CONTRACT FOR HIRING OF TOURIST  
VEHICLES AT IIT MADRAS” HELD ON 15.02.2019

The meeting of the Large Purchase Committee for Pre-bid Meeting for Rate Contract for Hiring of Tourist Vehicles at IIT Madras was held on 15.02.2019 @ 4.00 p.m at the Conference Room, II Floor, Administrative Block.

The following members were present:

I	Prof. Jyotirmaya Tripathy, Chairman, JEE	-	Chairman
II	Shri. P.V. Karunakaran, DR (F&A) / DR (Admn.), <i>In-charge</i>	-	Member
III	Smt. G. Chitrapavai, DR (S&P)	-	Member
IV	Shri. D. Ravi, AR (Admn.II)	-	Member & Convenor

### MINUTES

Shri. A. V. Sudarsanam, JR (Internal Audit) could not attend the meeting on 15.02.2019 due to pre-occupation.

The Committee noted that against the Pre-Bid Meeting for the open tender notification dated 07.02.2019 (Due dated 27.02.2019 @ 02.00 p.m.) the following 4 Cab Operators have responded.

1. M/s. Kathir Travels
2. M/s. Sri Karpaga Vinayagar Travels
3. Ms/. Jeeva Travels
4. M/s. S.R. Cabs

1. A representative from each cab operator have attended the Pre-Bid Meeting.
2. M/s. Kathir Travels raised query on the No. of minimum requirement of vehicles from 5 to 10, but Chairman, LPC and members briefed that the minimum requirement is kept for large participation of the bidders.
3. M/s. Karpaga Vinayagar Travels enquired about the contract period and it was clarified as One year from the date of signing of agreement, However may be extended for further period of one year based on performance and mutual acceptance.
4. Query on EMD amount was raised, but clarified that, it was as per GFR Norms.
5. M/s. Karpaga Vinayagar Travels asked about submission of tender in CPP portal, a personnel from Stores & Purchase section explained about the procedure.

-Sd/-  
Chairman  
Tender Committee