

**MINUTES OF THE PRE-BID MEETING FOR “SUPPLY OF DESK CUM BENCH FOR SEMINAR ROOM & DCF AT PHYSICS DEPARTMENT, IIT MADRAS” HELD ON 19.01.2023 (Thursday) AT 3.00 P.M. THROUGH GOOGLE MEET**

**Tender No. IITM/SPS/Desk cum Bench/018/2022-23**

Tender was floated on 12.01.2023 for “SUPPLY OF DESK CUM BENCH FOR SEMINAR ROOM & DCF AT PHYSICS DEPARTMENT, IIT MADRAS” The pre-bid meeting was held on 19.01.2023 (Thursday) at 3.00 pm via Google Meet.

The Assistant Registrar (S&P) welcomed the Committee members and the representatives from the following one firm who have participated in the pre-bid meeting, namely:

1. Mr. K. Chitharthan, M/s. ATVA Solutions, Chennai

The queries raised /clarifications sought by the firm and the response of the Tender Committee are summarized below:

Sl. No	Name of the firm	Queries	Tender Committee Response
1.	M/s. ATVA Solutions, Chennai	(a) Whether the bidder should have five Years’ experience in supply of similar furniture to Central Government / Central Public Sector Unit / Central Autonomous / Reputed Institutions/ reputed firms.	The bidder should be in the business & be able to produce proof of PO for supply of similar furniture as per criteria in the last 5 years.
		(b) Whether the bidder can himself certify as authorized supplier?	Original Manufactures certificate/ OEM authorisation letter for this tender should be submitted by bidder as given in <b>Annexure G.</b>
		(c) When the bidders can visit the premises/location.	For site visit, the prospective bidder(s) may contact. Physics Department office.

During the Pre-Bid meeting, the Committee members discussed the above queries raised by prospective bidders and clarified all the queries.

**Sd/-  
Tender Committee**