

Minutes of the Pre-bid meeting held on 3<sup>rd</sup> September 2013 at the IC&SR Conference room for the Renovation work at Second Floor office space, ground floor – Hall 3 and Exhibition Hall at IC&SR building in IIT Madras

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**Members Present**

**IIT Madras**

Mr. L. Venkataraman, Executive Engineer (Civil)  
Mr. R. Sundaram, C.T.E.O.  
Dr. V. Suresh, S.T.E.O.  
Mr. N.E. Nagaraj, Special Officer, Project Purchase  
Mr. K. Narayanaperumal, Junior Engineer (DB)  
Mr. K. Rajendran, Supdt. IC&SR – Invitee

**Architect**

Mr. Vimal, Architect, Saroj Forum

**Contractors**

Mr. Abdul , M/s. Macro Enterprises  
Mr. V. Varadan, M/s. Macro Enterprises  
Mr. R.N. Vijayakumar, M/s. R.R. Thulasi Builder's (I) Pvt. Ltd.  
Mr. S. Jambu Linam, Creators Engineers & Interiors  
Mr. T.C. Raghavan, Engg. Contractor, Salem  
Mr. S. Suresh, Solar Design P. Ltd  
Mr. R.Mohan, Solar Design P. Ltd

Special Officer, Project Purchase (IC&SR) welcomed all members present in the meeting. The points discussed and decisions taken during the meeting is given below:

S.No.	Points Discussed	Decision Taken
1.	Disposal of dismantled items	All the dismantled items shall be stacked neatly within the IC&SR boundary as approved by IITM.
2.	Grid spacing for temporary partition	The grid spacing should be adequate to withstand safely and the design should be approved by the Architect before start of work.
3.	Type of fibre glass wool for Acoustic treatment Density/thickness as per specifications in tender document	Make - twiga/saintgobain/pyrex Should be approved by IITM before start of work.
4.	Toughened glass	All the glass partition shall be made up with toughened glass as per specifications given in the tender document and as approved by IIT Madras.
5.	Type of teakwood	Teak wood shall be first quality as approved by IIT Madras.



6.	Manufacturer / brand name of fixtures	All the fixtures shall be as per the approved make of list enclosed in Annexure I and as per the specification given in the tender document. All the materials / fixtures should be got approved by IITM before start of work.
7.	Laminate Sheet thickness (1mm / 1.5thk)	As per the revised list of approved make/brand of any colour/shade as desired by IIT Madras.
8.	Veneer	As per the revised list of approved make/brand of any colour/shade as desired by IIT Madras.
9.	MDF Board	All the MDF boards should be exterior grade only. Make – duratuff/ vir/green ply Should be approved by IITM and concerned architect before start of work.
10.	Approved list of companies for toughening the glass	i. impact safety bangalore ii. fuso Chennai iii. asahi chennai iv. galaxy chennai
11.	Model no. of sticker	Make: 3M model: 3m dusted film Model No. 7725SE314 Should be approved by IITM and concerned architect before start of work.
12.	Ceramic Tile	As per the revised list of approved make/brand of any colour/shade as desired by IIT Madras.
13.	Gypsum boards	Gypsum boards shall be IGL /Saint gobain /gyp-pro
14.	Flush doors	As per the specifications given in the tender document.
15.	Waterproof marine Plywood	Grade : exterior Make : Green ply/ Kit ply
16.	Door closers	As given in the tender document.
17.	Thickness of Laminate sheet in –post form tables / furniture tops only	Not less than 0.60 mm thick. As per the revised list of approved make/brand of any colour/shade as desired by IIT Madras.
18.	Service Tax	The rate quoted in the tender document shall be exclusive of Service Tax. The Service Tax will be reimbursed if the Contractor submits the documentary evidence for payment of Service Tax.
19.	Duration of the Project	As given in the tender document.
20.	Working Hours	Work is permitted during day time. For night time work, the Contractor shall take necessary permission from Engineers in-charge.  All dismantling and noisy works as much as possible should be taken up after office hours.
21.	Stay for Labour	No labour camp will be allowed.

22.	Date of submission & opening of tender documents	As given in the tender documents.
23.	List of approved make/brand/model no.	The revised list of approved make/brand/model no. is enclosed in the Annexure – I.

General:

- i. The above minutes of the meeting shall become part of the agreement.
- ii. The Contractors are requested to download the minutes of the meeting from the IIT Madras website <http://tenders.iitm.ac.in> and attach the same along with **Technical Bid**.
- iii. No other addition / deletion made to the tender document except the above addition / deletion / modification.
- iv. The tender document should be in two bid system the EMD amount and cost of tender to be enclosed along with **Financial Bid** as given in the tender document. Without EMD and cost of tender will be summarily rejected.



N.E. Nagaraj

Special Officer, Project Purchase



**REVISED LIST OF APPROVED MATERIALS- Civil & Carpentry Works for ICSR-IITM**

Sl.No.	Material	Specification	Makes/ Brands
1.	Readymade acoustical wall paneling in wood and fabric finish.	As specified	armstrong
2.	MDF	6mm, 12mm, 19mm, 25mm thick external grade	greenply,duratuff,vir
3.	Glass	12mm, 10mm, 8mm, 6mm thick toughened glass	asahi, Saint gobain- to be toughened by Impact safety-Bangalore / fuso Chennai/asahi Chennai/galaxy chennai
4.	Fibre glass wool	Thickness and density as specified	Twiga,Saintgobain,pyrex
5.	Glass	12mm, 10mm, 8mm, 6mm thick regular reeded and coloured	asahi, Saint Gobain
6.	Cupboard locks	Multi lever locks	Hettich, Hefele, EBCO/ Golden locks as approved.
7.	Spring loaded hinges in storages		Hettich ,Hefele, Blum, EBCO as approved.
8.	SS cupboard handles storages	Sample to be approved by the architects	Hettich ,Hefele, Ebco,as approved
9.	Furniture hardware	Drawer slides, latches etc.	EBCO/ Hafele ,Hettich,as approved
10.	Enamel paint	Wood primer with synthetic enamel paint	Asian, Berger, Nerolac
11.	Emulsion paint	Wall primer with emulsion paint	Asian, Berger, Nerolac
12.	Duco paint		ICI, Asian, Berger
13.	Cement Paint		Snowcem
14.	Teak Wood	Seasoned	First quality as approved
15.	Sanitary and sink fittings	CP finish	Jaguar,hindware,parryware
16.	Vitrified / floor tiles		Marbonite,asian,kajaria as approved.
17.	Cement	As specified	L&T, ramco super grade
18.	Laminate	1mm/1.5mm thick, or postformable as specified	Greenlam, Formica, Sundek, Merino, Wilsonart
19.	Gypboard	10 thk	Gypsum India Ltd/Saint gobain/GYP-PRO

20.	Blinds		Mac/Hunter Douglas
21.	aluminium	Standard as per spec. and PWD norms	Jindal,indal
22.	Adhesive	Woodbased/ water based	Fevicol (SH), (SR), Vamicol, Pidilite Industries.
23.	Epoxy Adhesive		Araldite Universal,
24.	Wooden flush doors	Thickness as specified	Kutty, Shakti, Anchorlam as approved
25.	Metallic false ceiling	As specified	Armstrong as approved
26.	Floor spring		Dorma
27.	Patch fitting and Automatic door		Dorma wherever specified.
28.	Etching film	Dusted film	3 M as approved
29.	SS Handrail Handle Door Knobs and locks	Satin Finish	Dorma
30.	Gs sheets .m.s frames	Precoated	ramco
31.	plywood if any	Water proof external grade plywood	Kitply,Greenply,sharon
32.	All Storages	Set lock /Handle/ Auto closing Hinges	Hafele /EBCO/hettich as approved
33.	Other Taps	SS	Roca(parry ware),hindware
34.	Pipe	Oriplast ,Tata	Oriplast ,Tata
35.	Drainage pipes	Finolex	Finolex
36.	Aluminium Composite Panel	Bright silver	Alucolic, alucopanel
37.	Decorative Laminate	Thickness as approved	Wilson Art
38.	Veneer	4mm thks	Anchor, Durian, Greenply, Century.
39.	Ceramic tile	As specified	Khajaria, Johnson.Somany

N.E. Nagaraj  
Special Officer, Project Purchase