



(An Autonomous Institution under MoE, Government of India)  
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06.08.2025

**Minutes of Pre-Bid Meeting**

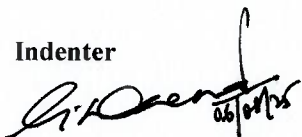
Tender Notice No.	IIITDMK/25-26/SP/5AxisMMM/007 Dt22/07/25
Brief Description of Tender	Supply and Installation of 5-Axis Micro Milling Machine for Microfluidic, MEMS and Biomedical Applications
Date and Time of Pre-bid meeting	06.08.2025 – 11:00 HRS at IIITDM Kancheepuram / Hybrid Mode Meeting ID: <a href="https://meet.google.com/isw-tjag-hqn">https://meet.google.com/isw-tjag-hqn</a>

1. At the outset, the committee welcomed the representative of the Prospective Bidders and briefed the scope and salient requirements of the tender
2. The following queries were raised by the bidders during the meeting:

S. No.	Queries	IIITDM Response
1	Is the exemption of EMD applicable for MSMEs?	No exemption from Earnest Money Deposit (EMD) will be allowed under this tender, including for bidders registered as Micro, Small, and Medium Enterprises (MSMEs).
2	What is the Delivery Period?	As per the tender terms and conditions, the delivery and installation must be completed <b>within 12 weeks</b> from the date of purchase order. The time is the essence of the contract. It is mandatory for the bidders who respond to this bid to meet this expectation, as this is linked to student's Labs / classes.
3	Why Granite Stone and Micro Stepper Motor is given in the specification for the Micro Fluid Application ?	If the vendor has better technology than the provided specification can be considered for technical evaluation provided it satisfies the end user requirements; the other terms and conditions are as per the tender document.

3. The terms & conditions of the notice issued on our IIITDM Kancheepuram website [www.iiitdm.ac.in](http://www.iiitdm.ac.in) and CPPP portal will remain unchanged. No more correspondence in this regard will be entertained. All the Prospective Bidders are required to take cognizance of the proceedings of the Pre-Bid Conference before submitting their bids as stipulated in the Bidding Documents.
4. The meeting ended with vote of thanks to the Chair.

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Dr. NARENDRA N.

  
HOD, SIDI

  
Registrar  
IIITDM Kancheepuram