



06.08.2026

Minutes of Pre-Bid Meeting

Tender Notice No.	IIITDMK/Tender No. IIITDMK/26-27/SP/TTSPS Unit/004 Dt. 24/07/2026
Brief Description of Tender	Supply, Installation and Commissioning of Table-Top/Compact Spark Plasma Sintering Unit
Date and Time of Pre-bid meeting	4 th August 2026– 11:00 HRS at IIITDM Kancheepuram / Hybrid Mode

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.	Tender Clause	Queries	IIITDM Response
1	All participating bidders shall furnish an Earnest Money Deposit (EMD / Bid Security) of Rs. 3,60,000/- and the scanned copy of EMD payment proof along with the Bid must be uploaded. EMD shall be deposited online through SBI e-Collect.	The bidder request that to accept Bank Guarantee for Rs. 3.6 Lakhs equivalent to Japanese Yen toward EMD instead of depositing in the Bank. The bidder mentioned that this is their normal practice and requested to accept the same.	Bid Security / EMD, can be paid in the form of DEMAND DRAFT/ BANK GUARANTEE /RTGS/NEFT etc. in the name of Registrar, IIITDM Kancheepuram, payable at Chennai and copy to be uploaded in the Bid Document. The original DD/BANK GUARANTEE is to be received at IIITDM Kancheepuram through speed post/courier etc within 10 days of last of tender, failing which the bid will be rejected (it is the responsibility of the bidder to ensure the same) In Case the EMD is submitted as Bank Guarantee issued by a foreign Bank for equivalent value in foreign currency, the said Bank Guarantee shall have to be confirmed / counter-guaranteed by any Nationalised / Scheduled Commercial bank of India. The original DD/BANK GUARANTEE is to be received at IIITDM Kancheepuram through

			speed post/courier etc within 10 days of last date of tender, failing which the bid will be rejected (it is the responsibility of the bidder to ensure the same)
2	The items covered by this document is required to be supplied and installed at Laboratory complex, Indian Institute of Information Technology, Design and Manufacturing, Kancheepuram, Off Vandalur-Kelambakkam Road, Melakottaiyur, Chennai – 600 127, Tamil Nadu.	Vendor mentioned that delivery of Goods will be until your campus site and not on the designated room.	IIITDM informed that the instrument will be installed on the ground floor and the consignment can be delivered on ground floor of the Laboratory Complex, IIITDM Kancheepuram.
3	Foreign currency terms: 100% LC will be opened with 80% payment against submission of documents and balance 20% after delivery, commissioning and demonstration of the whole system to the satisfaction of the Institute upon submission of PBG for 5% of the PO value to cover the warranty period plus 2 months.	The vendor requested for the payment to be 90% upon Shipment and 10% after installation and 5% PBG.	As per tender document.
4	Delivery Period: The deliveries and installation must be completed within 24 weeks from the date of purchase order / from the date of opening of Letter of Credit as applicable.	Vendor informed that shipment will be made within 8 months from the receipt of PO and LC .	As per tender document.

3. The terms & conditions of the notice issued on our IIITDM Kancheepuram website 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.

Manjusha Battabyal
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6/8/26

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HoD, S&H
6/8/26

Registrar
IIITDM Kancheepuram
06/08/26

