

**MINUTES OF PRE BID MEETING**

**FOR SUPPLY OF PRINTER CONSUMABLES THROUGH ANNUAL RATE CONTRACT**

**Document No.** : HBL/ADM/ARC/PRINT-CONS/001/18-19 dated 01/09/2018

**Venue** : HLL Biotech Limited, Chengalpattu

**Date** : 10.09.2018

**Project** : Integrated Vaccines Complex, Chengalpattu

**Attendees** : See attached list of attendees

**Issued by** : Mr. Suresh S (DGM – Procurement)

**Issued on** : 18.09.2018

**Issued from** : HLL Biotech Limited, Chengalpattu

<b>Agenda</b>	
1.	<b>PRE BID MEETING LIMITED TENDER FOR SUPPLY OF PRINTER CONSUMABLES THROUGH ANNUAL RATE CONTRACT AT INTEGRATED VACCINE COMPLEX, CHENGALPATTU</b>


**Distributions to** : All Concerned Persons of HBL  
To all the list of attendees in Pre Bid Meeting

**Clarification on Queries**

S.No	Queries	HBL's Reply
1.	Vendor enquired if the bid submission dates can be extended till 30 <sup>th</sup> of Sept 2018	HBL Agreed to extend the bid submission date to the following date :-  <b>CLOSING DATE &amp; TIME FOR RECEIPT OF TENDER:- 29-09-2018, 15:00 HRS</b>  <b>TIME AND DATE OF OPENING OF TECHNICAL BIDS:- 29-09-2018, 15:30 HRS</b>

Henceforth, the Pre Bid MOM has to be considered as a part of the Original Tender.

For HLL Biotech Limited

  
18/09/18

Authorized Signatory

