

KOLKATA PORT TRUST
FINANCE DEPARTMENT / P&R DIVISION

Minutes of the pre-bid meeting held at 11.00 Hrs. on 18/05/2015
at KoPT Head Office Conference Room in connection with
the Tender for Implementation of ERP at KoPT.

(NIT No. : Plg/165/ERP/2015/9988 dt. 30.04.2015)

The list of participants in the meeting is attached as Annexure -I.

2. As mentioned in the NIT, list of queries from various firms were received through e-mail. In total, about 350-400 queries were received from 8 prospective bidders. The number of queries being very large, it was informed in the meeting that it would not be possible to give replies/clarifications of all the queries received so far in the meeting and the same would be forwarded to the firms subsequently.

3. However, all the queries raised by the representatives of the prospective bidders present in the meeting were properly answered / clarified by the TC members /IIFT Consultant. The points discussed and the decisions taken therein are furnished below:

a) **Payment Terms**:- Against a query from few of the bidders present, it was clarified that the payment terms mentioned in the Tender document is complete & correct. However, the same was again clarified as under:-

- There are 3 phases for each dock system of KoPT viz. KDS & HDC. For completion of each phase 10% payment would be made i.e. 30% for KDS & 30% for HDC. There is 5% on integration of the aforesaid 3 phases including documentation for each dock system i.e. total 10% (5% for KDS & 5% for HDC). There is 5% on 'Go live of applications including documentation' for each dock system i.e. total 10% (5% for KDS & 5% for HDC). This so far totals to 80% (i.e. 40% for KDS & 40% for HDC). Balance 20% is for consolidation of KDS & HDC including documentation and combined output.

b) **EMD** - It was clarified that the EMD amount would be Rs. 35 lakhs (Rs. Thirty five lakhs) and that the EMD amount which has been inadvertently shown as Rs 70 lakhs (Rs. Seventy lakhs) in para 5.12 (a) (Pg 58 of the NIT) is to be replaced by Rs. 35 lakhs (Rs. Thirty five lakhs). However, as requested by the bidders present, FA&CAO, KoPT agreed that the full amount of EMD may be submitted in the form of Bank Guarantee from a scheduled Bank in Kolkata to be payable in Kolkata.

c) **Per Man Day cost**:- All the representatives of the bidders present in the meeting informed that the amount of Rs.2000/- for per 'Man Day Cost', mentioned in the tender document, is too low and should be revised. After discussion, it was decided that the firms will submit their rate for 'Per Man Day Cost' and the same will be considered for evaluation of the bid. For the same, the format for submission of price bid would be

modified accordingly. One extra 'row' to be included in the price bid format (Appendix – VIII, Page – 100) and the firm should indicate their rate for 'Per Man Day'. For evaluation of the bids, the rate will be multiplied by 100.

d) The TC members informed that it was observed that many of the bidders have asked for modification of the clauses mentioned in the GCC (General Conditions of Contract - Chapter 8). It was clearly informed that there would be no change in any of the clauses of GCC.

e) CMM Level 5/ Level 3 - It was clarified that there will be no change in the clauses as mentioned in the NIT.

f) On a query from KoPT, both the OEMs of the ERP products viz. SAP & ORACLE confirmed that with the decrease of number of employees, the ATS (@ 22 %) value for the licenses will also come down subsequently.

g) It was clarified by KoPT that the ATS for item at SI# 1 in the price bid format (Appendix – VIII, Page – 100) will be for 6 years instead of 5 years, as mentioned in the NIT. (The ATS for the warranty period of one year has been included).

h) On a query from the representative of M/s. WIPRO, it was clarified that the details of messages exchanged through PCS (Port Community System) are available in the IPA (Indian Ports Association) website: www.ipa.nic.in.

i) FA&CAO, KoPT informed that the firms should submit their offers indicating each tax component separately. It was also clarified that KoPT provides 'way bill' but does not provide 'C form'.

j) On a query from the bidders present in the meeting, the following were clarified :

Total no. of employees at KoPT at present : approx. 6,000

Total no. of Pensioners at KoPT at present : approx. 30,000

k) RFID tags for the Document Management System : Payments for RFID tags would be made separately.

l) **Penalty clause** : In the event of failure to meet the SLA by SI, penalty @ Rs 2000 per hour or part thereof will be levied.

m) On request from the representatives of all the prospective bidders, the TC members present agreed to extend the last date of submission of the offer by 2 (two) weeks i.e. upto 14.00 Hrs. on 12.06.2015. Accordingly, the date of opening of bids would be 15.00 Hrs on 12.06.2015.

Jt. Director(P&R)

ANNEXURE-I

**OFFICIALS PRESENT IN THE PRE-BID MEETING HELD ON 18.05.2015
AT THE CONFERENCE ROOM OF KoPT HEAD OFFICE**

Sl. No.	KOLKATA PORT TRUST	SL. NO.	REPRESENTATIVES of BIDDING FIRMS
1	Shri S. Bagchi, FA & CAO	1	Shri Hari Krishna, GM – Sales, Envision
2	Smt. S. Pradhan, Secretary	2	Shri Richard Butcher, Global Head Ports, Wipro Ltd
3	Smt. R.Das, Jt. Director (P&R)	3	Shri Susobhan Mukherjee, Asst. Manager, Newgen Software
4	Shri P. Lala, Addl. CAO	4	Shri Akash Chouksey, Sr. Consultant, PWC Pvt. Ltd
5	Shri N. Dey Roy, Sr. Dy. Director(EDP)	5	Shri Arnab Chatterjee, Business Development Executive, CMC Ltd.
6	Shri S.Chakraborty, Dy. Director(EDP)	6	Shri Subhasish Sil, IT Manager, CMC Ltd.
7	Shri N.K.Sarkar, Dy. Director(EDP)	7	Shri Samantak Mukherjee, Sr. Consultant, ERUI, TCS
8	Shri K.K.Gupta, Dy. Director(EDP)	8	Shri D. K. Lodh, Asstt. Consultant, TCS
9	Shri D.S.Chaudhuri, Dy. Director (Research)	9	Shri S. Saha, Consultant, TCS
10	Shri A.Chakraborty, Sr. Law Officer	10	Shri Partha Sengupta, Associate Director, SAP India
		11	Shri Mr. Hegre, Consultant, SAP India
		12	Shri Indrajit Sen, Sr. Business Manager, Data Core
		13	Shri Subhro Chakrabarti, Manager - QA, Data Core
		14	Shri Mohit Bothra, Business Development, SAP India
		15	Shri Rahul Gupta, Director, Oracle India
		16	Shri Suman De, Regional Manager – Apps, Oracle India
		17	Shri Dipankar Dasgupta, Sales, Oracle India
		18	Shri Pankaj Kumar Dhingra, Manager, Wipro Ltd.
		19	Shri Ankur Johri, Sales Manager, Wipro Ltd.