Minutes of Meeting

Pre-bid meet on "*Implementation of SAP ERP, Non-SAP Applications and related IT Infrastructure along with Post-Implementation support with Facility Management at OPGC.*"

Date: 30th of Sep 2008
Venue: Crown Hotel, Bhubaneswar

SI No	Invitees Present	Dept./Title	Organization Name
1	Manindar Mukharjee		HP India Pvt. Ltd.
2	P.K.Mohapatra		ECIL
3	Rajat Sud	General Manager, Utility Vertical	Seimens
4	Rupendra Bhatnagar	General Manager, Energy & Utilities	IBM, Gurgaon
5	Rohit Aggarwal	Advisory Contracts & Negotiation Manager	IBM, Gurgaon
6	Chittaranjan Meher		IBM, Bhubaneswar
7	Manoj Kumar Kar	Senior Business Manager	IBM, Kolkatta
8	Sushil Arya	Solution Architect – Enterprise IT	IBM, Kolkatta
9	Deb. Ku. Chatarjee		IBM, Kolkatta
10	Shomik Ghosh		IBM,Kolkatta
11	Nilanjan Sengupta	Managing Consultant	IBM, Gurgaon
12	Abhisek Sethi	Advisory IT Specialist	IBM, New Delhi
13	Avig Kanti Roy	Business Manager	IBM, Kolkatta
14	Mohammad Haseem	Business Manager	IBM, Kolkatta
15	Rajat Verma	Business Manager, Data Services N&E	IBM, New Delhi
16	Sanjiv Kumar Singh	Business Development Manager	Orange Business Services
17	Harmeet Bahtia		Capgemini, Mumbai
18	Nitin Joshi		Accenture, Gurgaon
19	Siladitya Dhar		TCS, Kolkatta
20	Basil Chatterji		TCS, Kolkatta
21	Surjeet Dash		TCS, Bhubaneswar
22	Ananya Nanda		Wipro Infotech,Kolkatta
23	Meera Mukhopadhyay	Practice Head - Utilities	Wipro Infotech,Mumbai
24	Rahul Banerjee	Strategic Account Manager	Wipro Infotech,Kolkatta
25	Vishal Makhija	Accounts Manager - MIT	Wipro Infotech,Kolkatta
26	Subhendu Bandyopadhyay	Business Development Manager	Wipro Infotech,Kolkatta
27	Nirmal Pusti	Territory Manager	D-Link(India) Ltd.
28	Saroj Mishra		D-Link(India) Ltd

Agenda:

1. Introduction by participants and OPGC – 10 min
2. Sharing the pre-bid clarification with all participants – 30 min
3. Discussions on queries based on the clarifications – 30 min
4. Open house and high tea – 30 min

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Discussion details:

Sr. No.	Discussion Item
1.	Reference to Page 17, Hardware and Network – Manufacturer Partner Capability table – In case the product is discontinued, the OEM (Original Equipment Manufacturer) will continue to support the product for the 5 year term of the AMC. The transition to the new version / product upgrade will be done based on a cost-value analysis by the OPGC project team. Bidders requested for the omission of the last line. OPGC Clarified that: In case the product is discontinued, the OEM (Original Equipment Manufacturer) will continue to support the product for the 5 year term of the AMC.
2.	Bidders requested as whether OPGC could provide the SAP license BOM. OPGC clarified that BOM of SAP license and the modules to be implemented will be provided. OPGC also confirmed that Contracts Management will be a part of Procurement where service contracts will be managed. Treasury management is limited to the short term surplus funds that are put in term deposit account with scheduled commercial banks.
3.	Reference to page 53, point 2.1.8, OPGC appreciates the alternative options (e.g. Remote Management feature in lieu of NMS / EMS / Service Desk tools) and requests all participants to provide similar solution / options. OPGC Clarified that : The bidders may give additional proposal for remote management feature in lieu of the NMS/EMS/Serviced desk.
4.	Bidders asked the Basis of selection of Project Time line – OPGC Clarified that The time period of implementation has been selected based on OPGC's business needs and priorities.
5.	Reference to Page 18, cl. 3.2.2, 3 (c) & (d) – All members of the Consortium shall be responsible and liable jointly and severally for the execution of the Scope of Work under Agreement in accordance with the terms and conditions of the Agreement. However, the Leader of the Consortium shall be solely responsible for the integration, interface, coordination and completeness of the entire Scope of Work including establishment of Performance Guarantees under the Agreement. Bidders requested to remove this clause for consortium. Clarified: OPGC will only deal with the leader of the consortium for the ease of managing the project.

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6.	Bidders asked for the sequence of Acceptance OPGC clarified that the sequence is clearly given in Cl.9. of Appendix-C (Agreement). The sequence of Acceptances is user acceptance, Go live acceptance, stabilization Acceptance. Final Acceptance of the Project will be on the successful completion of stabilization acceptance & issue of stabilization acceptance certificate.
7.	Reference to page 90, clause 12.4.2, Performance Bank guarantee is related to the 10% of the contract value toward project and not towards FMS. Hence a security deposit of 10 % shall be retained from each bill raised for FMS as per its payment milestone. Clarified: 10% of the Contract Price towards FMS may be given in the form of bank guarantee as security deposit for FMS.
8.	Bidders requested to Accept the FMS Price Schedule as Lump sum OPGC Clarified that: FMS Price schedule may be given in detail or in lump sum as requested by the bidders.
9.	Bidders asked that OPGC has to purchase the Internet Bandwidth / Balckberry service etc. OPGC Clarified that The vendor has to arrange the ISPs for the provisioning of the Bandwidth/Services.
10.	Bidders asked to provide data center layout. OPGC will provide the data center layout with distances of different locations.
11.	IP Telephony – Vendor specific & D-Link brand is not included in the Hardware Specification. OPGC clarified that the technical specifications are in-line with the best industry standards and availability of the latest solutions. There is no deliberate alignment to any particular product / solutions. Vendors are requested to propose alternatively best fit solution wherever deemed necessary as a part of the solution framework.