Minutes of Pre-Bid Meeting for ITB to
For Supply and Distribution of Male Latex Condoms
(Ref: ITB No. icddr,b/SCM/OTM/2024/404 dated 14 Mar 2024)
(Program for HIV’s Global Fund Project)
Grant name and number: BGD-H-ICDDRb
(icddr,b internal Grant number: GR-02464)

Title of Program: ‘Continuation and Scale Up of HIV Prevention and Treatment Services for Key Populations in Bangladesh’

Implementation Period: From 1st January 2024 to 31st December 2026

Introduction

Icddr,b has published an Invitation to Bid (ITB) on 14 March 2024 through OTM for Supply and Distribution of Male Latex Condoms for the project “Continuation and Scale Up of HIV Prevention and Treatment Services for Key Populations in Bangladesh” funded by Global Fund. An online Prebid meeting has been held at 2pm on 20th March 2024 to clarify the queries of the prospective bidders. Following have been discussed in the Prebid meeting on 20th March 2024:

Meeting Proceedings

Meeting had started with the introduction among the participants. After that it has been opened to the prospective bidders for raising their queries. Following queries and responses were discussed in the meeting as well as received through emails by the deadline provided in the tender document. The related responses to the queries have also been outlined below:

Bidders’ Query 1. Due to the limited time period and due to our location overseas, we are unable to provide original copies of Performance Certificates required by Ser 15 of the document checklist of the ITB.
Icddr,b Response 1. For the submission of tender, bidders may submit copy of the original documents. Icddr,b may ask for the original document for the verification of the copy documents during the tender evaluation process and the bidder needs to submit or show the original documents at that time.

Bidders’ Query 2. What shall we submit to show our reputation?
Icddr,b Response 2. Bidders including agents, may submit a list of their clients in last 10 years for supply and distribution of condom and / or other health products, to establish their firms’ reputation.

Bidders’ Query 3. How shall we submit the soft copy proposals?
Icddr,b Response 3. Bidders shall submit their proposals both in hard and soft copies. Soft copy proposal shall be entered into a portable drive/flash drive and to be enclosed in a separate envelope duly marked as "Soft Copy Proposal". Since the Technical and Financial Proposals has to be submitted in separately enclosed envelopes, and disclosure of financial offer during the bid submission may liable the offer to be rejected, therefore financial proposal of the soft copy
shall be password protected and the password will have to be shared to the email ID mentioned at the bid document.

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