**Minutes of Pre Bid Meeting For**

**Tender for**

**Supply, Implementation & Maintenance of Human Resource (HR) Software**

**Ref: Tender Notice File Ref: NHSRC/HR/15-16/HR Software/Vol-1, dated: 14-Apr-2016**

The Pre-Bid Meeting for tender for Supply, Implementation & Maintenance of Human Resource (HR) Software was held on 21st April 2016 at 1500 hrs at NHSRC Theater.

The following representatives from the vendors attended the meeting:-

1. Mr. Ranjan Srivastava, IPE Global Ltd.
2. Ms. Raksha Rajput, IPE Global Ltd.

NHSRC was represented by the following officials:-

1. Mr. Padam Khanna, Sr. Consultant (PHP) - Member
2. Mr. Vinit Goklani, HR Manager – Special Invitee
3. Mr. Subrata Kr Patel, Consultant (HR) - Member
4. Ms. Sujata Rana, Consultant (Accounts) - Member

The representatives from IPE Global Ltd sought clarifications on the following:-

**What would be the Technical Evaluation process and whether the “Presentation” would be considered under Technical Evaluation?**

It was explained that the Technical Evaluation will be done in two phases, (i) Evaluation of Documents and (ii) Presentation. The agencies who qualify the first phase will only be invited for the Presentation on the HR Software.