

**INDIAN INSTITUTE OF TROPICAL METEOROLOGY**  
**DR. HOMI BHABHA ROAD, PASHAN, PUNE**

PS/128/21/2017

26<sup>th</sup> February, 2018

**Sub: Minutes of the Pre-bid meeting for "Supply and Installation of Mobile File Storage Compactor for Administration and Accounts Record Rooms" held on 26/02/2018 at IITM, Pune.**

In response to our Tender Notice No.PS/128/21/2017, representatives of the following prospective bidders / firms / companies were attended the meeting.

- i) M/s. Equipments & Interiors Pvt. Ltd., Mumbai.
- ii) M/s. Growel Sales Pvt. Ltd., Pune.
- iii) M/s. Indcon Sales Link Pvt. Ltd., Pune.
- iv) M/s. OM Sales Corporation, Pune.
- v) M/s. Space Magnum Equipments Pvt. Ltd., Pune.

Representatives of the prospective bidders were asked about any suggestion, queries or technical advancement regarding tender document & technical specifications of the Modular Furniture to be procured. The Institute's reply to the queries raised as detailed below:-

**1. Dimension and layout drawings of the required Mobile File Storage Compactor :**

**Reply:** Layout was discussed in details and all the representative of the prospective bidders who attended the meeting agreed upon the layout and overall dimension for the proposed solution. Agreed drawings (Layout) and dimension are provided herewith for the reference of the prospective bidders.

- 2.** Bidders were asked to provide document(s) regarding the installations of the similar system solution available with them.
- 3.** A boltless design of the Mobile File Storage Compactor is required.
- 4.** Delivery schedule: Discussed in details and it is as per tender document, there is no change.
- 5.** Provision of door closing system should be at the end of each unit as per industrial standards.

All other terms and condition of the tender document remains unchanged.

The meeting ended with vote of thanks to the members.

**A) Account Room :- Total No. of Box Files Stored = 4000+ Nos and One SFM.**

• Double Faced Mobile :-.	Size : 4530mm W x 600mm D x 2530mm H	4 Nos.
• Double Faced Mobile :-	Size : 4530mm W x 600mm D x 2100mm H ..	2 Nos.
• Single Faced Mobile:-	Size : 4530mm W x 475mm D x 2530mm H ..	1 Nos.
• Single Faced Fixed :-	Size : 4530mm W x 325mm D x 2530mm H ..	1 Nos
• Single Faced Mobile:-	Size : 4530mm W x 600mm D x 2530mm H ..	1Nos

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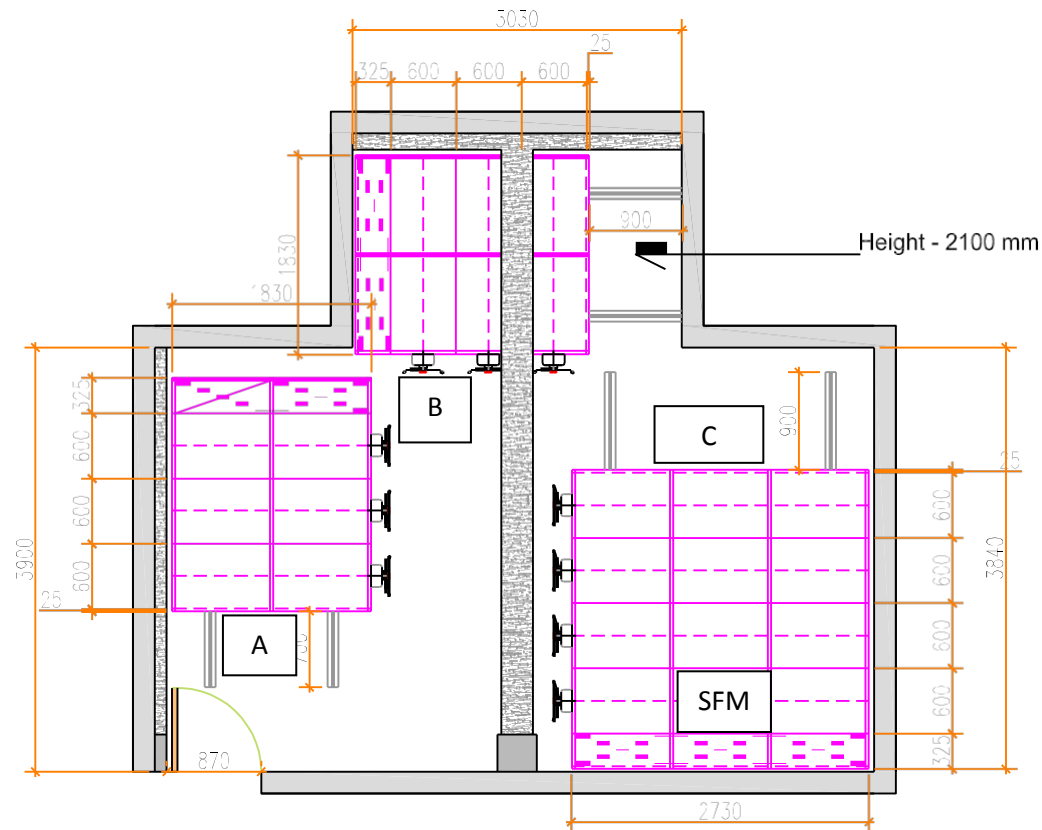
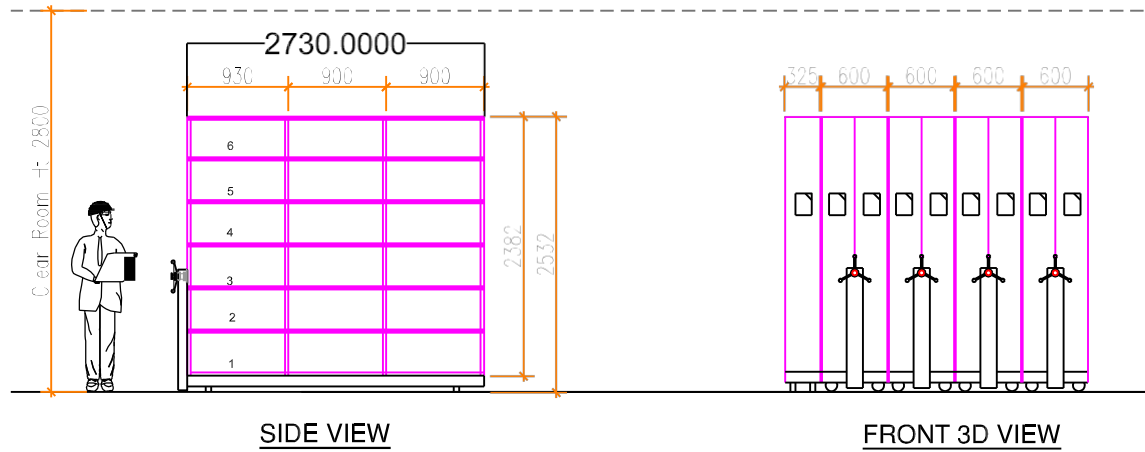
**B) Record Room :- Total No. of Box Files Stored = 2900 + Nos and One SFM.**

• Double Faced Mobile :-.	Size : 2730mm W x 600mm D x 2530mm H ..	3 Nos.
• Single Faced Fixed:-	Size : 2730mm W x 325mm D x 2530mm H ..	1 Nos.
• Single Faced Mobile :-	Size : 2730mm W x 600mm D x 2530mm H	1 Nos.
• Lockable Doors :-	Size : 900mm W x 2382mm H ..	3 Nos.
• Double Faced Mobile :-.	Size : 1830mm W x 600mm D x 2530mm H ..	3 Nos.
• Single Faced Fixed:-	Size : 1830mm W x 325mm D x 2530mm H ..	1 Nos.
• Lockable Doors :-	Size : 900mm W x 2382mm H ..	2 Nos.
• Double Faced Mobile :-.	Size : 1830mm W x 600mm D x 2100mm H ..	3 Nos.
• Single Faced Fixed:-	Size : 1830mm W x 325mm D x 2100mm H ..	1 Nos.
• Lockable Doors :-	Size : 900mm W x 1950mm H ..	2 Nos.

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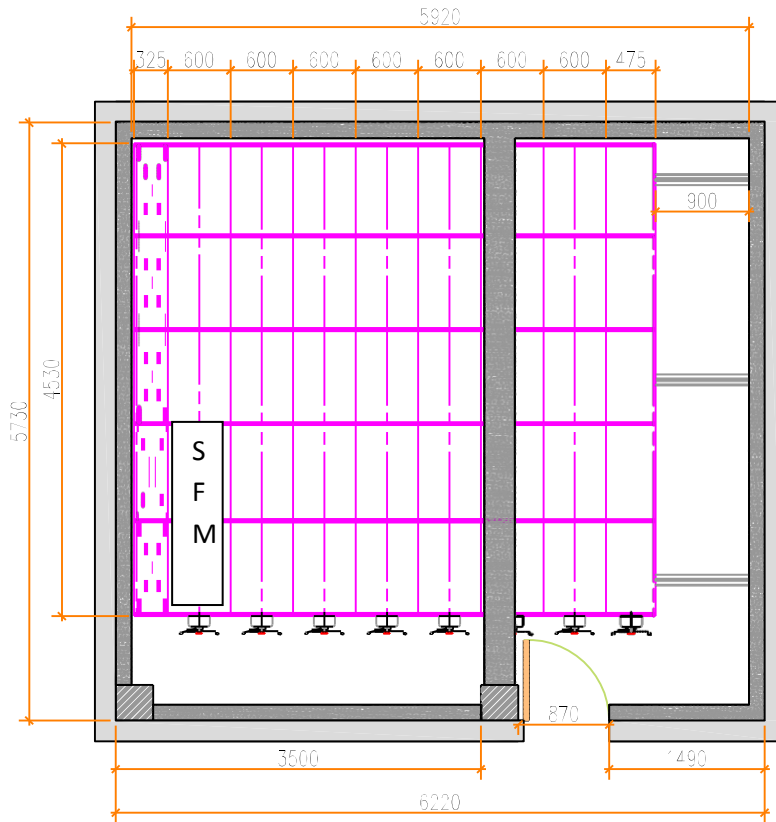
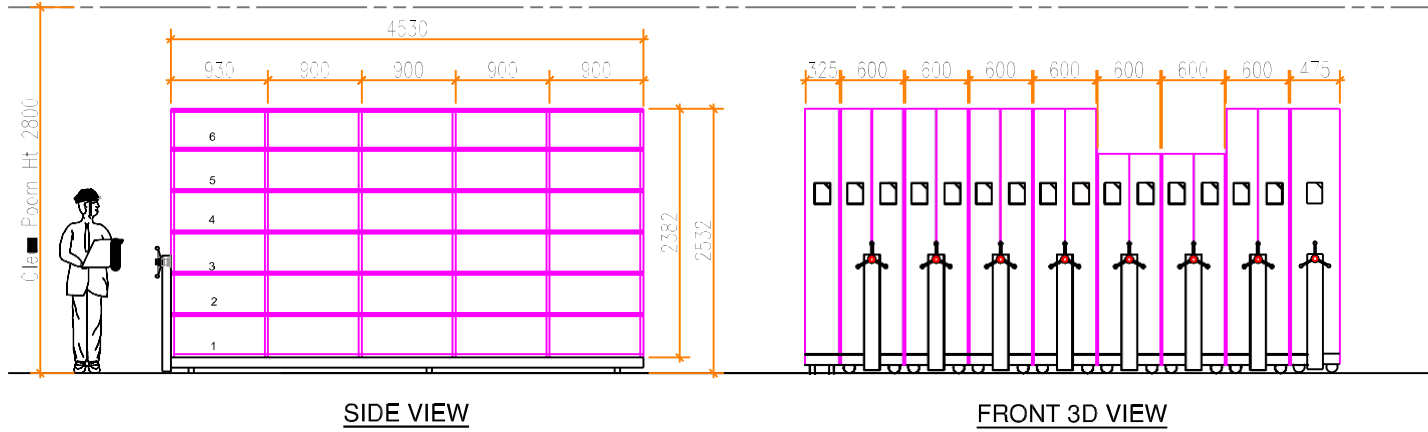
Note: Tolerance in height may be consider  $\pm 15$  mm .

# RECORD ROOM (F-125)



PLAN OF LAYOUT OF COMPACTORS

## ACCOUNT ROOM (F-115)



PLAN OF LAYOUT OF COMPACTORS