

MINUTES OF THE BID OPENING WITH THE AGENCIES THAT APPLIED FOR THE BID TO CONDUCT MEDICAL AUDITS, FIELD INVESTIGATION, AND VERIFICATION ACROSS KERALA

Date: **19-07-2024, Friday**

Time: 11:00 AM

Mode: Online

In the Chair : **Smt. Shyny VN**, Joint Director - Finance and Administration, SHA, Kerala

The following officers attended the meeting -

1. Dr. Unnikuttan CI, Manager- Audit and Compliance, SHA
2. Mr Vipin C Mathew - Manager- Finance, SHA
3. Officials from Phoenix Assurance Pvt Ltd

The Manager AC welcomed all representatives from various agencies and demonstrated how SHA opens tenders on the e-tender website, informing them that three agencies, including Phoenix Assurance Pvt Ltd, Whyflex Incorporation Pvt Ltd, and Spectrum Planning (India) Ltd, had submitted bids and stated that all attendees shall wait while SHA will be verifying the tender documents.

Joint Director Finance, Manager Audit and Compliance, and Manager Finance had begun reviewing the tender documents of the aforementioned agencies based on technical qualification criteria as well as 10 pre-bid qualification criteria, which include:

Pre-Bid Qualification Criteria			
1	Tender Fee paid	6	PAN Card
2	EMD No	7	No fraud, FEMA violation, PQ 4
3	Certificate of Incorporation	8	Conflict of Interest, PQ 5
4	GST Registration Certificate	9	Non-blacklisting, PQ 6
5	Annual Turn over of at least Rs. 2 Crore (in either of last 2 financial years)	10	Non-debarment, PQ 7

All relevant documents from the three agencies have been verified in accordance with the above Pre Bid Qualification criteria and informed the attendees that SHA had verified all of their documents and informed that, as Spectrum applied for the exemption of the tender fee as well as EMD, attaching the Udyam Certificate as evidence, SHA should verify the validity of the same and if found invalid, SHA will consider Spectrum Planning India Ltd's tender to be invalid.

It is also informed that SHA will also verify the documents provided in accordance with the Technical qualification criteria by verifying the technical proposal submitted by each agency and whether the minimum 60% technical criteria has been met by each

agency, SHA will call agencies for further process, including presentation of the work, and will inform the concerned agencies that who all are eligible for participating in the Technical bid and Technical presentation and the subsequent process of Agency selection.

SHA thanked all officials who attended the meeting.

The meeting adjourned at 12.15 PM.



Smt. Shyny VN
Joint Director - Finance and Administration
State Health Agency Kerala