



འབྲུག་རྒྱལ་ཁའི་མཉམ་འབྲེལ་སློབ་མཁུ་སྡེ།
འཛིན་སྐྱོང་རྒྱལ་ཁའི་མཉམ་འབྲེལ་སློབ་མཁུ་སྡེ།
Royal University of Bhutan
Jigme Namgyel Engineering College
Dewathang :: Samdrup Jongkhar



MINUTES OF PRE-BID MEETING

Date: 13th October 2025

Time: 9:00 AM

Venue: Online (Zoom Meeting)

Chairperson: Dr. Tshewang Lhendup, President

Member Present:

1. College Project Management Team
2. Bidders (M/s. JB Solar Solution & M/s. DD Green Venture)

1.0. Adoption of Agenda

There was no specific agenda set for the meeting. The session focused on clarifications and discussions of any issues or queries raised by the bidders during the bidding process.

1.1. Clarifications by the College

The Chairperson shared the following points:

1. The project is not a 100% EPC; it is a partial EPC. The capacity and specifications are already provided in the bidding document. Bidders must adhere to the given specifications and shall not make any variations.
2. Bidders are recommended to visit the site prior to bidding. However, the College will provide a topographic map of the proposed site upon request.
3. There are two types of Solar PV systems:
 - 240 kW Ground Mounted System
 - 25 kW Off-Grid System with battery. The *Off-Grid System* is optional, but all bidders are required to quote for both systems. Execution of the Off-Grid component will depend on the availability of budget and fund mobilization.
4. All manpower and equipment must comply with the Standard Bidding Document (SBD) requirements.
5. **Participation Eligibility:** Bidders other than those registered or present during the pre-bid meeting are also eligible to participate in the bidding process.



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1.2 Clarifications Sought by Bidders and Responses and the Decisions

Query Raised

1. Joint Venture

2. Energy Meter

3. Material Origin

4. Material Advance Payment

5. Clearance required from Electricity
Regulatory Authority (ERA) Clearance

6. Bid Submission Timing Both bidders
requested to extend the bid submission
time from 9:00 AM to 9:30 AM on the
same date

Response from the College

Joint ventures are acceptable; however, the lead partner must be a large contractor.

The energy meter must be included in the package as stated in the bidding document.

Materials may be sourced from any country, provided that the supplier or vendor is based in Bhutan or India.

As per the SBD, 75% advance may be considered; however, the client will decide based on material delivery and bill verification at the site.

Since the total capacity is below 300 kW and the project is within the college campus, ERA clearance is not required. If necessary, the College will facilitate the process.

Bid submission time changed to 9:30AM and Bid opening and bid presentation will be from 10:00 AM on the same date.



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Query Raised

Response from the College

7.Location of Off-grid System

Shown in the image below marked in red colour.



Recorded by:

Confirmed by:

(Choten Dorji)
Estate Manager

(Dr. Tshewang Lhendup)
President