



बेटी बचाओ
बेटी पढ़ाओ

भारतीय रिज़र्व बैंक/ Reserve Bank of India
मानव संसाधन एवं प्रबंधन विभाग/ Human Resource and Management Department
अगरतला/ Agartala

Minutes of Pre-Bid Meeting - Appointment of Concurrent Auditor (CA) from October 01, 2025 to September 30, 2026 by Reserve Bank of India (RBI), Agartala

Tender no. - [RBI/Agartala/HRMD/2/25-26/ET/290](#)

The Pre-bid meeting for the captioned e-Tender was held on July 21, 2025 at the Conference Hall, 2nd Floor, RBI, Agartala Office. The meeting was attended by Officials of ABC Cell, Human Resource Management Department (HRMD), RBI, Agartala and representatives of CA Firms. The list of Officials from RBI, Agartala and the CA firms that attended the meeting is enclosed in [Annexure](#).

2 At the outset, the tender was briefly discussed, thereafter, various queries raised by the prospective bidders/ interested firms were clarified. Summary of the same is as under:

| Sl. No. | Query | Clarification/ Response |
|---------|--------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | How much would be the transaction fees for applying in the tendering process? | The transaction fees are charged by MSTC (not by RBI) and needs to be borne by the bidder. Fees charged by MSTC will not be refunded by the Bank in any case. For further information on the same, the interested firms may contact the MSTC portal contact persons. (Details of the contact persons are provided in the tender document). |
| 2 | Why the last date of availability of e-tender on MSTC portal is after the last date of bid submission? | Date & time of closing of online submission of e-Tender (Technical Bid and Financial Bid) is August 05, 2025. Part-II (Financial Bid) will be opened electronically of only those |



| | | |
|---|-----------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | bidder(s) whose Part-I (Technical Bid) is found acceptable by RBI, Agartala. Such bidder(s) will be intimated regarding date of opening of Part-II (Financial Bid) through valid email given by them. |
| 3 | Can any relaxation be given in the technical evaluation criteria? | The technical evaluation norms are prescribed by the Inspection Department, Central Office, Reserve Bank of India and these norms cannot be relaxed at Reserve Bank of India, Agartala Office level. |
| 4 | Can the financial bid be more than the estimated value of the tender? | Yes. The estimated/minimum price of the tender is given in the tender schedule. As per the eligibility criteria, applications quoting less than the minimum price will be rejected. |
| 5 | Regarding MSTC portal issues while submitting tender, etc. | Contact details of MSTC technical help desk are given in the tender document. |



Annexure

Participants in the Pre-bid Meeting held on July 21, 2025

| Sl. No. | Firm Name |
|---------|----------------------------------------------|
| 1 | Jinprabha Surana & Associates |
| 2 | S Basu Thakur & Co |
| 3 | Koushik Debnath & Associates (now ASKB & Co) |
| 4 | A K Pal & Associates |
| 5 | Ekta Agarwal & Associates |
| 6 | Ratan Kumar Das & Co |
| 7 | Gaurav Jalan & Associates |
| 8 | S Guha & Associates |

Representatives from RBI, Agartala present in the meeting

| Sl. No. | Name |
|---------|---------------------------|
| 1 | Shri Sunil Nigam, AGM |
| 2 | Ms. Archita Saha, Manager |
| 3 | Shri Zhimit Chakma, AM |