



**Reserve Bank of India  
Protocol and Security Establishment  
Mumbai Office**

**Minutes of the Pre-bid meeting – E-tender for Supply of Bio-Compostable Bin liners of size (19”x21” & 30”x37”)  
to the RBI’s various Offices and Residential colonies in Mumbai.**

**(RBI/Mumbai/Others/8/20-21/ET/513)**

An open tender for the captioned work was floated on February 08, 2021. As per the tender time lines and Schedule of Tender, the Pre-bid meeting was held on February 11, 2021 at 11.00 AM in Old Conference Room of Mumbai Regional Office, Fort, Mumbai.

In this connection, written queries for pre-bid meeting were not received from any vendor on e-mail /hand delivery up to the scheduled date and time given in the tender document.

Further, on February 11, 2021, in the pre-bid meeting, 2 bidders participated i.e. M/s. Narendra Plastic & M/s. Saurabh Plasto Products Pvt. Ltd. and had raised the queries w.r.t. to the tender document.

The following participated the Pre-bid meeting.

<b>Sr No.</b>	<b>Name (Mr./Ms.)</b>
	<b>Reserve Bank of India</b>
1	Capt.P.C.Joshi (Retd.) CPP, DGM, P&SE
2	Flt.Lt. Vijay Prakash, AGM, P&SE
3	Shri. Sheetal Dhongade, Assistant Manager
	<b>Vendors</b>
1	M/s. Narendra Plastic
2	M/s. Saurabh Plasto Products Pvt. Ltd.

The issues raised by the vendors regarding the Technical and Commercial Specifications and other Terms and Conditions, Article of agreement, Schedule of quantity, Price bid and related with MSTC queries were clarified/noted. The clarifications to the points raised by the vendors are furnished in the [Annex. - A](#).



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**Minutes of Pre-bid meeting held on February 11, 2020- Clarification of queries**

**Annexure - A**

Sr. No.	Name of Vendor	Clause/Page No/ Particulars	Query Raised by the Vendor	Clarification of queries
a		Section VI, Page no.31	M/s Narendra Plastic raised the query that the quantity of Bin Liners are wrongly mentioned in the tender document.	The quantity of Bin Liners given in the tender document on Page no.31 is approximate requirement on Bi-monthly basis and it is for reference only.
b		Section II, 1.17, Page no 18	Both the vendors raised the queries that whether the pre-qualification papers to be submitted with Part I or Part II	Bidders should scan copies of all pre-qualification papers to be uploaded online through ' <a href="#">mstcecommerce portal</a> ' in pdf format in Part-I / Technical Bid while submission of e-Tender. It has been elaborated in Section II, 1.17, page no 18.
c		Section XV, on Page no. 61	M/s Narendra Plastic raised the query that the rate to be quoted in MSTC in Per unit or Per Kg.	Corrigendum has been issued in this regard. Please check the same on MSTC website and the Bank's website.  Please refer to Corrigendum Sr No I
d		Section II, 1.15 Page	M/s Saurabh Plasto Products Pvt. Ltd	Vendors must have experience of

		no.15.	raised the query and request to the department to kindly also consider the bidders having experience in supplies to similar contracts to their distributors	successfully completed similar contracts in residential colonies of various banks, Government Financial Institutions, Corporate Houses, Hotels, Central Government PSUs etc.  (Elaborated in Section II, 1.15 on page no.15).						
e		Schedule of tender (O), Page no.6	Both the vendors raised the queries that whether the EMD amount to be submitted in MSTC.	The Tender Application must be submitted along with Earnest Money Deposit (EMD) amounting of <b>Rs. 1,31,200/-</b> (Rupees One lakh thirty one thousand and two hundred only) payable through NEFT/RTGS or furnish the Bank Guarantee in respect of the said amount before the close of business hours on <b>08-03-2021 up to 2:00 PM</b> without which applications will be rejected. <table border="1" data-bbox="1430 829 1902 1076"> <tr> <td>A/c Name</td> <td>Reserve Bank of India, Mumbai (P&amp;SE)</td> </tr> <tr> <td>A/c Number</td> <td>04869229906</td> </tr> <tr> <td>IFS Code</td> <td>RBIS0MBPA04</td> </tr> </table>	A/c Name	Reserve Bank of India, Mumbai (P&SE)	A/c Number	04869229906	IFS Code	RBIS0MBPA04
A/c Name	Reserve Bank of India, Mumbai (P&SE)									
A/c Number	04869229906									
IFS Code	RBIS0MBPA04									
f		Section VII, 2 (e), Page no. 42	M/s Saurabh Plasto Products Pvt. Ltd raised the query that the thickness of the Bin Liners are not mentioned in tender document.	Corrigendum has been issued in this regard. Please check the same on MSTC website and the Bank's website.  Please refer to Corrigendum Sr No II						
g		Section VI, 31, Page no. 39	M/s Narendra Plastic raised the query that as the contract is for supply purpose therefore, is submission of	The Successful bidder shall furnish Security Deposit to the Bank within 7 days from the date of acceptance of						

			5% Security deposit mandatory.	<p>offer. The security deposit will be 5% of the tender value (rounded off to nearest ten thousand rupees) for due performance of the contract in the form of Bank Guarantee valid for a period up to two months after expiry of the contract.</p> <p>Failure to pay the security deposit shall be treated as failure to discharge the obligations under the contract and shall result in cancellation of the offer of the contract and forfeiting the EMD.</p> <p>(It has been elaborated in Section VI, 31, Page no. 39)</p>
h		Section VII, 2 (e), Page no. 42	Both the vendors raised the query about the expiry of Bin Liners.	<p>Corrigendum has been issued in this regard. Please check the same on MSTC website and the Bank's website.</p> <p>Please refer to Corrigendum Sr No III</p>