



भारतीय रिज़र्व बैंक
RESERVE BANK OF INDIA
मानव संसाधन प्रबंध विभाग
HUMAN RESOURCE MANAGEMENT DEPARTMENT
कल्याण अनुभाग
WELFARE SECTION
नवी मुंबई Navi Mumbai



Minutes- Pre-Bid meeting- E-Tender for Providing Catering Services at Staff Canteen at RBI, Belapur for the period from July 01, 2022 to March 31, 2023

Ref: E-Tender No: [RBI/Belapur/HRMD/10/22-23/ET/67](#)

The Pre-Bid meeting for the captioned tender was held on May 13, 2022 at 3.00 PM in the New Conference Hall, Reserve Bank of India, 2nd floor, Main Office Building, CBD Belapur, Navi Mumbai. The [list of participants](#) containing officials from the Bank and representatives from the prospective bidders is given in the Annex.

The queries raised by the prospective bidders and the clarification/replies given by the Bank in the meeting is given as under:

Sr. No.	Points/queries raised by the prospective bidders	Banks Clarification/Replies
1	Do MSME organization get any exemption for EMD?	No
2	Please elaborate about the transaction fee for participating in e-tender.	Transaction fees for participating in e-tender is collected by MSTC, as part of their charges.
3	What is meant by 'Package' apart from regular items in the rate list?	'Package' is food package which includes breakfast, lunch, evening snacks and dinner meant for the participants of the training programmes to be organized by the Zonal Training Centre, RBI, Belapur.
4	What is the strength of members of staff at present? What is the tentative number of persons, who will avail the facility of Canteen?	The total number of employees of Belapur Office, at present, is around 230. The number of persons, who will avail of the canteen facility may not predicted.
5	Are the rates of food items subsidized?	No
6	What about the utensils etc?	The utensils, space, electricity to be consumed in the canteen will be provided/borne by the Bank.
7	Is there any concession in EMD?	No
8	Who will bear the cost of repairs of Gas, Chimney, Fridge etc.	The cost of major maintenance work, due to normal wear and tear that are required to be undertaken from time to time in the canteen will be borne by the Bank.

List of Participants

A) Bank Officials

Sr. No	Name	Designation
1	Shri R. R. Kamble	General Manager
2	Shri R. K. Verma	Assistant General Manager
3	Smt. Sonal S Pawaskar	Manager
4	Ms. Nikita Patil	Assistant

B) Representatives of Prospective bidders

Sr. No	Name of the Representative	Name of the Firm
1	Shri Pramod Chile	Krishna Sai Canteen Services
2	Shri Manjunath Shetty	Shri Siddhivinayak Caterers
3	Shri Ritesh Shetty	Kanaka Food Management
4	Shri Nagraj Shetty	
5	Shri A D Joseph	Matha Catering services
6	Smt. Sonali More	
7	Shri Deepak Patil	Suswad Hotel & Catering services