



रिज़र्व बैंक स्टाफ महाविद्यालय
RESERVE BANK STAFF COLLEGE

**E-tender for Empanelment of Car Hiring Firm / Agencies / Companies for
Reserve Bank Staff College (RBSC), Chennai – Minutes of the Pre-bid Meeting
held on August 16, 2021**

The [captioned](#) meeting was held at 03:00 p.m. on August 16, 2021 at the Seminar Hall, RBSC, Chennai. The meeting was chaired by Shri S. C. Rath, General Manager & MoF, and the undernoted Officers attended the meeting:

- 1) Shri Saroj Kumar Singh, Manager (P & SO)
- 2) Shri P. Sudhagar, Assistant Manager (P & S Cell)
- 3) Shri Bharatraj K. N., Assistant Manager (Administration)
- 4) Shri Godwin Justin, Assistant Manager (Estate Cell)

The representatives from M/s Carzonrent India Pvt. Ltd., Chennai, M/s Fly Tourist Global Services, Chennai, and M/s Angel Travels, Chennai, attended the pre-bid meeting.

Clarifications on queries raised by prospective bidders in the meeting are furnished below:

Sl. No.	Queries raised by the bidders	Clarifications
1.	Whether pick up and drop points of the multiple bookings could be in different locations?	It is informed that majority of the bookings would be Airport pick up and drop for the participants attending training programmes in the College. The RBSC is the primary point of pickup / drop as the accommodation for the participants is made in the College premises itself.
2.	What is the volume of business awarded during pre Covid 19 period?	Please refer to Para 1.3 of Section II - Instructions to Bidders of the tender document.
3.	Whether a coordinator is required for a block of every 5 bookings?	Please refer to Para 5.1 of Section V. 2: Specific Conditions of Contract (SCC) of the tender document.



Sl. No.	Queries raised by the bidders	Clarifications
4.	Any specific points to be noted in uploading of Price bid?	For submitting the price bid in the MSTC portal the bidder may download the protected Excel format from the link in the MSTC portal, enter the rates only in whole numbers and upload in MSTC portal at specified place only, without changing the name of the file . The rates should not be submitted with the other tender related documents.
5.	On fixed rate for Airport pick/drop- How rate would be calculated when there is an unforeseen delay in pickup / drop.	Please refer to Para 6 of Section V. 2: Specific Conditions of Contract (SCC) of the tender document. If the pickup/drop time is delayed, which is caused by circumstances beyond its reasonable control, the rate quoted as per the hour/Km slab would be applicable.
6.	Clarification regarding refund of EMD	Please refer to Para 26 of Section II - Instructions to Bidders of the tender document.

All other terms and conditions of the tender remain the same.

The meeting concluded at 3:40 p.m., with the Manager (P&S) thanking all the representatives and proposing a vote of thanks to the Chair.

Chief General Manager/ Principal
Reserve Bank Staff College
359, Anna Salai
Teynampet
Chennai – 600 018
August 18, 2021