



भारतीय रिज़र्व बैंक / RESERVE BANK OF INDIA
कोची / KOCHI
मासंप्रवी / HRMD

Minutes of the Pre-bid meeting cum Corrigendum

E-Tender for Engagement of Firefighting Staff in Reserve Bank of India, Ernakulam North, Kochi - 682018.

E-Tender No. [RBI/Kochi/Estate/382/20-21/ET/585](#)

The pre-bid meeting for the captioned Tender was held at 15:00 hrs on March 01, 2021 as per the schedule of tender at the Conference hall in the Office Building of Reserve Bank of India, Ernakulam North, Kochi – 682018, by maintaining social distancing and as per COVID-19 protocols.

Shri. Baby Mathew, Manager (HRMD), Shri. Arun Kumar Sethu, AM (P&SO), Shri. Harikrishnan P M, Assistant, and Smt. Reshma Sajeew, Assistant, were present from Bank's side and the representatives from the companies / agencies as per the [list attached](#) in Annex, participated in the meeting.

Shri. Baby Mathew, Manager (HRMD), welcomed all participants to the meeting and invited for queries, if any, from the prospective bidders regarding the captioned tender.

Details of queries raised by representatives of various companies / agencies and clarification / comments / corrigendum of the Bank are tabulated below.

Sl. No.	Query	Comments / Corrigendum by the Bank
1.	What should be the qualification of the fire staff to be deployed.	The firemen deployed by the Contractor shall be: i) Properly trained ex-servicemen with at least three years' experience in firefighting, or ii) Properly trained firemen having successfully completed Diploma in Firefighting or equivalent (course approved by Ministry of Human Resource Department, Government of India with duration of minimum one year), from colleges / training institutes approved by Ministry of Human Resource Department, Government of India, and having at least two years of experience in the firefighting field. The Supervisor (Leading Fireman) deployed by the Contractor shall be: i) Properly trained ex-servicemen with at least three years' experience in firefighting, or ii) Properly trained firemen having successfully completed

		Diploma in Firefighting or equivalent (course approved by Ministry of Human Resource Department, Government of India with duration of minimum one year), from colleges / training institutes approved by Ministry of Human Resource Department, Government of India, and having at least Five years of experience in the firefighting field. Accordingly, para “4.1.” in page number 15 of 37, stands corrected / amended as given below: “For performing the assigned work, the Contractor shall deploy medically and physically fit firemen and supervisor between the age of 18 and 45 years. The Contractor shall ensure that the persons are punctual and disciplined and shall ensure that they remain vigilant in performance of their duty. The firemen so deployed by the Contractor shall be: i) Properly trained ex-servicemen with at least three years’ experience in firefighting, or ii) Properly trained firemen having successfully completed Diploma in Firefighting or equivalent (course approved by Ministry of Human Resource Department, Government of India with duration of minimum one year), from colleges / training institutes approved by Ministry of Human Resource Department, Government of India, and having at <u>least two years of experience in the firefighting field.</u> The Supervisor (Leading Fireman) so deployed by the Contractor shall be: i) Properly trained ex-servicemen with at least three years’ experience in firefighting, or ii) Properly trained firemen having successfully completed Diploma in Firefighting or equivalent (course approved by Ministry of Human Resource Department, Government of India with duration of minimum one year), from colleges / training institutes approved by Ministry of Human Resource Department, Government of India, and having at <u>least Five years of experience in the firefighting field.</u> The Contractor shall submit necessary documentary proof for the personnel’s qualification and experience. The personnel deployed shall be of high integrity and good conduct and shall be conversant in English as well as the local language i.e. Malayalam.”
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2.	Minimum wages are to be paid to the staff considering which category. Does the supervisor come under different category.	Para '4.19' of the tender document may be referred to. The minimum wages for the supervisor / leading fireman are also considered under the same category.
3.	Whether wages are to be paid to the staff based on DGR guidelines.	Para '4.19' of the tender document may be referred to. The wages should be paid according to the DGR rates to all the Fire staff deployed. The latest DGR wage rates, which are effective from October 01, 2020, may be borne in mind while quoting rates. The documentary proof of payment of DGR wages to their employees will be obtained by the Bank for processing contractor's monthly invoices. DGR wages as mentioned in the tender document represents all components ranging from serial numbers '(a)' to '(j)' for the category 'Security Guard Without Arms (skilled)' for 'Area B' of the latest DGR notification "NOTICE OF REVISION OF MINIMUM WAGES FOR ONE DAY W.E.F. 01 October 2020". The limits, applicability and contribution/payment percentage, etc. shall be read in conjunction with latest rules / Acts / regulations and policies as promulgated by Competent Government Authority.
4.	Whether Bank will revise the amount quoted under Serial Number 1 of the Financial Bid i.e. Amount for Basic Wages and Variable Dearness Allowance (VDA).	The Bank will accept the Contractor's claim for revision of the amount quoted only under Serial Number '1' of the Financial bid only when changes in the components of Minimum rates of wages viz. the Basic rates and Variable Dearness Allowance (VDA), are announced by the Government of India under the Minimum Wages Act / The Code on Wages, 2019, whichever is relevant. Refer para "4.51" of the tender document for more details. However, there will not be any limit in revision of the amounts quoted under serial number 1 of the financial bid. Accordingly, para "4.51" in page number 24 of 37, stands corrected / amended as given below: "The quote offered by the contractor in the financial bid shall be firm and final and the Bank will not entertain the Contractor's claim for revision of rates during the currency of contract except when changes in the components of Minimum rates of wages viz. the Basic rates and Variable Dearness Allowance (VDA), are announced by the Government of India under the Minimum Wages Act / The Code on Wages, 2019, whichever is relevant. The amount of such hike in monthly contract amount, proportional to the

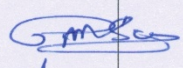
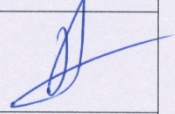
		monthly duties, will be restricted only to the increase in Basic rates and Variable Dearness Allowance (VDA). Any other components which form part of wages or allowance which are statutory in nature viz. EPF, ESI, Bonus, other components of DGR wages, etc. which are dependent on the Basic rates and/or Variable Dearness Allowance (VDA) will not be considered by the Bank for the revision in monthly contract. The contractor shall keep in mind the possible escalation of these statutory components other than Basic rates plus VDA and offer their best rates in such a way as to accommodate these incremental costs under Serial number '2' of the financial Bid. The revision in monthly bill amount will be restricted to the amount quoted under serial number '1' of the financial bid and the revision will be done only proportionally to the increase in basic rates and variable dearness allowance (VDA) parts of the wages. The decision of the Bank in the matter will be final."
5.	How many years of experience if mandated for the bidder	Reputed Applicants having minimum 5 years of experience in the field of Engagement of Firefighting Staff are eligible to apply. Accordingly, para "1.2." in page number 10 of 37, stands corrected / amended as given below: "The company/agency/firm shall be providing fire safety of the building, manning fire control rooms round the clock, holding and maintaining fire safety equipment like fire alarm system, fire extinguishers, assisting physically challenged employees/visitors, training of general staff, liaison with local fire brigade. Only company / agency/firm having minimum five years' experience in undertaking work of similar nature and have provided similar services to Government / Semi Government/Local administrative and Municipal bodies or any other major institutions are eligible to apply for the work. The Contractor shall submit the documentary proof of the same." Accordingly, para "1.5." in page number 10 of 37, stands corrected / amended as given below: "Reputed Applicants having minimum 5 years of experience in the field of Engagement of Firefighting Staff are eligible to apply. Applicants intending to apply will have to satisfy the Bank by furnishing documentary evidence in support of their possessing required eligibility and in the event of their failure to do so, the Bank reserves the right to reject their candidature." Accordingly, para "2.2." in page number 11 of 37, stands

		corrected / amended as given below: “The bidder shall have a minimum experience of five years. The bidder shall submit a list along with documentary proofs of works carried out by them during the last five years. The documentary proof shall contain Work Orders, Agreements, Completion Certificates / Performance certificates (as per Annexure – C), etc. from clients, the authenticity of which shall be verified by the Bank through various modes.”
6.	Whether mobile phone to be provided to the fire staff.	One mobile phone (preferably phone with camera facility) with active connection must be provided to the Fire staff at the post at the contractors own cost. The maintenance, charging, etc. of the phone will be the responsibility of the contractor. The phone has to be active 24x7 with sufficient talk-time, SMS balance etc. The cost for the same may be included under serial number 2 of the financial bid.
7.	Whether any relaxation in EMD available for NSIC / MSME / MSE registered agencies	No.

The meeting concluded by 16:00 hrs.

Pre-bid meeting for the E-tender for Engagement of Firefighting Staff in Reserve Bank of India, Ernakulam North, Kochi - 682018.

List of Participants

Sl. No.	Name of the Participant	Name of Company / Firm / Agency	Mobile No.	Signature
1.	Ajit-Dankay	UDS Services - PVT. LTD	9895763302	
2.	Ratheesh . S	Vag India Pvt LTD	9446422022	
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