



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

E-TENDER FOR PROVIDING FACILITIES MANAGEMENT SERVICES (WASHROOM CLEANING) AT OFFICE BUILDINGS OF RESERVE BANK OF INDIA, MUMBAI - Minutes of the Pre-bid meeting

[\(RBI/Mumbai/Others/1/21-22/ET/21 Dated July 09, 2021\)](#)

An open tender for the captioned work was floated on July 09, 2021. As per the tender time lines and Schedule of Tender the Pre-qualification documents of the above work was received on July 29, 2021 and total twelve bidders had applied for the above work. After examination of Pre-qualification documents submitted by bidders, all bidders namely M/s Alert care & Construction Services, M/s A P Securitas Pvt Ltd, M/s Shree Ram Enterprises, M/s Sarvahsetu Pvt Ltd, M/s S. V. Enterprises, M/s B V G India Pvt Ltd, M/s CLR Facility Services Pvt Ltd, M/s Anand Consultant Services, M/s D M Enterprises, M/s V N Caterers, M/s Kleentech Network Pvt Ltd, M/s Cleanex Hospitality have been found qualified for the further tendering process.

In this connection, as per the tender time lines the Pre-bid meeting was held on August 06, 2021 at 11.00 AM in New Conference Room of Mumbai Regional Office, Fort, Mumbai.

Further, written queries for Pre-bid meeting was received from the vendor M/s B V G India Pvt Ltd on e-mail on dated August 05, 2021.

On August 06, 2021, representatives of ten bidders were participated and raised queries w.r.t. to the tender document in the pre-bid meeting.

The following Bank's officials and representatives participated in the Pre-bid meeting:

Sr No.	Name (Mr./Ms.)
	Reserve Bank of India
1	Capt.P.C.Joshi (Retd.) CPP, DGM, P&SE
2	Flt.Lt. Vijay Prakash, AGM, P&SE
3	Shri. Sheetal Dhongade, Assistant Manager
4	Shri. Sumit Andure, Assistant
5	Shri. Nitesh Taksande, Assistant

	Vendors
1	M/s Alert care & Construction Services – Shree. Azhar Shaikh
2	M/s Shree Ram Enterprises – Shree. Sanjay Chavan
3	M/s S. V. Enterprises - Shree. Ravi Shetty
4	M/s B V G India Pvt Ltd - Shree. Sudarshan Magar
5	M/s CLR Facility Services Pvt Ltd.- Shree Paresh Bhagwat
6	M/s Anand Consultant Services – Shree Kishor Pacharkar
7	M/s D M Enterprises – Shree Yatish Wayangavkar
8	M/s V N Caterers – Shree V N Shetty
9	M/s Kleentech Network Pvt Ltd – Shree Rajiv Khera
10	M/s Cleanex Hospitality – Shree Subhash Grag

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 August 06, 2021 - Clarification of queries

Annexure - A

Sr. No.	Clause/Page No/ Particulars	Query Raised by the Vendor	Comments
a.	Section V, (11), Page no 62.	M/s. CLR Facility Services Pvt Ltd raised the query whether the quotation rates are for one year.	The contract will be for a period of 7 months (i.e up to March 31, 2022) and can be extended for a further period of two years (one year at a time), at the Bank's discretion. (Elaborated on page no. 62 of Section V, (11))
b.	Section VII, (e), Page no 78.	M/s. CLR Facility Services Pvt Ltd raised the query whether the make of Washroom Amenities Items mentioned in the tender document.	Yes, it is mentioned in the tender document on Page no 78. (Elaborated on page no. 78 of Section VII (e))
c.	Section V, (11), Page no 62.	M/s. CLR Facility Services Pvt Ltd raised the query whether the Washroom Amenities Items will be provided for 7 month OR Is further extension possible?	Initial contract period of contract as planned is from September 01, 2021 to March 31, 2022 (i.e. for 7 months). After that the contract would be considered for further renewal for a further period of two years (one year at a time) on the same terms and conditions at the Bank's discretion (Elaborated on page no. 62 of Section V (11))

d	Section II, 1, (1.19) Page no.20	M/s Shree Ram Enterprises raised the query whether the EMD amount is exempted for MSME.	It is not applicable for this tender. (Elaborated on page no. 20 of Section II, 1, (1.19))
e	Schedule of tender (D), Page no.5	M/s Shree Ram Enterprises is Transaction fee of Rs. 9,700 + GST to be paid to RBI or MSTC.	A Vendor does not have the access to online e-tender without making the payment to MSTC towards transaction fee. Accordingly, transaction fee of Rs. 9,700/- + GST is payable to MSTC for the captioned tender. (Elaborated on page no. 5 of SOT (D))
f	Section II, 1, 1.17 (7) Page no 19.	M/s BVG India Pvt raised the query that which staff's required the experience certificate and proof of qualifications.	Experience certificates and proof of qualifications to be submitted by vendor of site supervisor deployed at current similar contracts. (Elaborated on page no. 19 of Section II, 1, 1.17 (7))
g	Section II, 1, (1.1) Page no 13.	M/s BVG India Pvt raised the query whether the rates are inclusive OR exclusive of GST.	The work is estimated to cost Rs. 1,94,00,000/- (Rupees One Crore Ninety-Four Lakh only) inclusive of all applicable taxes, cess and any other charges or levy (excluding GST). (Elaborated on page no. 13 of Section II, 1, (1.1))
h	Section II, 2, (2.3) Page no 21.	M/s BVG India Pvt raised the query about escalation during the contract that as wages are revised twice every year. Thus, we request the department to at least reimburse the service provider with actual rise in the wages, as it is the major component of the contract	The escalation/increase will be given only for item no. 1 & 2 (Deployment of Housekeeping Staff) at the time of annual renewal of contract. During the period of contract if there is any valid (Government instructions) changes in Central minimum wages and bidder provides valid notification of (Central Government) Bank may consider the same at the time of further renewal of Contract, the maximum permissible increase in wage revision would be given to the successful Bidder based on CPI index and notification issued by Chief Labour Commissioner (Central Government of India) under the provision of Minimum Wages Act. 1948.

			(Elaborated on page no. 21 of Section II, 2, (2.3))
i	Section IV, A, (2.6) Page no 30.	M/s BVG India Pvt raised the query about reimburse of new tax levied by the government. A service provider cannot anticipate in case the government levies any new tax. Thus, requesting you to kindly reimburse such new tax is levied by the government.)	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
j	Section IV, G, (1) Page no.41.	M/s BVG India Pvt raised the query about Penalty clause and it is too harsh. Can some relaxation be done?	Proposed penalties are to ensure discipline & quality of work for discharge of the contractual obligations. (Elaborated on page no. 41 of Section IV, G, (1))
k	Section VI, b) Page no 66.	M/s BVG India Pvt requesting to make the Evaluation of Financial Bid as per the QCBS (Quality cum cost criteria) method.	It is elaborated on page no. 66 of Section VI (b). (Elaborated on page no. 66 of Section VI (b))
l	Section II, 2 (2.2) & (2.4) Page no.20	M/s SV Enterprises Bonus to be consider at 8.33 %	Yes, it is consider 8.33% (Elaborated on page no.20 of Section II, (2.2) & (2.4))
m	Section II, 2 (2.2) & (2.4) Page no.20	M/s Alert care & Construction Services raised the query about Bonus whether the rates are quoted including Bonus.	The tendered rates shall be inclusive of all the applicable taxes, cess and any other charges or levy and inclusive of all liabilities of the company/agency/firm viz., Statutory Liabilities/obligations such as Minimum Wages, ESI, EPF contributions, Bonus etc. (Elaborated on page no.20 of Section II, (2.2) & (2.4))