



**केन्द्रीय स्थापना अनुभाग  
मानव संसाधन प्रबंध विभाग  
देहरादून**

**Minutes of Pre-bid meeting - Supply of Drugs and Medicines to Bank Dispensary and doorstep delivery to the Retired/Serving employees/ eligible dependents against credit slips issued by the Dispensary of Reserve Bank of India, Dehradun.**

**Tender No. - [RBI/Dehradun Regional Office/HRMD/1/25-26/ET/207](#)**

The pre-bid meeting for the captioned tender was held on July 17, 2025, at 1200 hrs. at Multi-purpose Hall, Reserve Bank of India, Dehradun. The list of officials from RBI, Dehradun and participants is given in the [Annex](#).

2. Following a brief introduction about the tender, the queries raised by the intending bidders/ interested firms were answered, details of which are tabulated below:

S. No.	Query	Clarification
1.	Who will cover the delivery costs?	In terms of para 2 (c) of Section V – Scope of work, the delivery costs shall be borne by the bidder.
2.	In case when delivery of medicine is attempted and the employee is not available at his residence, how delivery/receiving will be ensured?	In terms of para 1 (f) (vi) of Section V – Scope of Work, the medicines can be handed over to family members also and receiving may be taken from them.
3.	How the work will be split in case of multiple vendors?	Please refer to para 7 of Section V – Scope of Work.
4.	What is the process for returning medicines that need to be refrigerated (temperature sensitive medicines) and those that cannot be sold loose?	It is clarified that no refrigerated medicine will be returned. Further, medicines will be returned in original packing and no loose medicines will be returned.
5.	Whether separate discounts are to be quoted for different category of medical products (Generic, OTC, Surgical etc.)?	Please refer to para 2 (a) of Section V – Scope of Work. Uniform discount is to be quoted in respect of all items of supplies.
6.	What if any medicine(s) is banned or not available with the supplier, whether substitute medicine(s) can be supplied?	Please refer to para 1 (f) (x) of Section V – Scope of Work.
7.	Whether the medicines to be supplied can be delivered loose or in original manufactured packaging.	Supplies are required to be made in original packing of manufacturer. The supply should approximately be nearest to the total quantity indented of any medicine/drug.

8.	What should be the value of Solvency Certificate?	Please refer to the para 6 (c) of Section V – Scope of Work. The value of Solvency Certificate should be equal to or more than contract value.
9.	What will be the validity of contract and whether the contract will be extended further?	Please refer to the para 5 (a) and (b) of Section V – Scope of Work.
10.	What will be the Notice period that to be given by the bidder before stopping the supplies of medicines/drugs due to any reasons.	It is clarified that the bidder(s) should mandatorily give 60 days' notice before stopping the supplies of the medicines/drugs.
11.	What is the current footfall (Daily or Monthly) of patients (employees/ retirees/ dependents) across all the dispensaries where BMC/ BMO provide the consultation?	The current footfall of patients in the dispensary is approximately between 100-110 in a month.

3. The above clarifications are issued for the information of intending bidders. Minutes of the pre-bid meeting shall form part of the tender document / agreement. All the terms and conditions and specifications of the tender document and corrigendum issued, if any, shall continue to remain the same. Submission of bids shall be construed to be in conformity with the bid document and the above clarifications.

Regional Director  
Reserve Bank of India  
Dehradun

**List of Participants**

<b>Name &amp; Designation of RBI Officials</b>		
<b>S. No.</b>	<b>Name</b>	<b>Designation</b>
1.	Shri Ramakant Maithani	Manager
2.	Shri Ashish Kesharwani	Assistant Manager
3.	Shri Shrey Gupta	Assistant
4.	Ms. Anshika Tomar	Assistant

<b>Name of Intending Bidders &amp; Representatives</b>		
<b>S. No.</b>	<b>Name of the Firm</b>	<b>Representative of the firm</b>
1.	M/s Mahendra Healthcare	Shri Tejus Chaudhary
2.	M/s Apollo Pharmacy	Shri Subash Chamola Shri Amit Bartwal
3.	M/s Fair Price	Shri Lokesh Sharma Shri Akshansh Sharma
4.	M/s Med at Door	Shri Mayank Kapoor