



भारतीय रिजर्व बैंक
Reserve Bank of India



कृषि बैंकिंग महाविद्यालय
College of Agricultural Banking

Protocol Security & Logistics Section

Minutes of Pre-Bid Meeting-Outsourced Security Guard Tender

A pre bid meeting for the tender [RBI/CAB Pune//372/21-22/ET/372](#) for “Annual Service Contract for providing Security Services at Staff Quarters of College of Agricultural Banking, RBI and College of Agricultural Banking, RBI, Pune”, issued on MSTC portal and on RBI website on January 05, 2022 was held at 12.00 p.m. on January 12, 2022. The names of firms and their representatives who participated in the meeting are tabulated as under:

Sr. No.	Name of the representative	Name of the organization
1.	Shri. Rajender Kumar	Deputy General Manager, CAB, RBI.
2.	Major Somit Dutta	Assistant General Manager, CAB, RBI.
3.	Shri. Shriniwas Band	Assistant, CAB, RBI.
4.	Shri. D K Singh	M/s Modern Security Force (I) Pvt Ltd.
5.	Shri. Vinod Raina	M/s Modern Security Force (I) Pvt Ltd.
6.	Commander BB Mishra	M/s CIS Bureaus Facility Services Private Limited.
7.	Shri. Manish R V	M/s CIS Bureaus Facility Services Private Limited.
8.	Shri. B S Mahadik	M/s Maharashtra Ex-Servicemen Corp. Ltd.

2. Major Somit Dutta, AGM welcomed the vendors and conducted the discussion while Shri Rajender Kumar, Deputy General Manager, chaired the meeting. The queries raised by the representatives and the clarifications thereto are tabulated as under:

Sr No	Queries	Clarifications
M/s CIS Bureaus Facility Services Private Limited		
1	How many guards are required ?	Total 32- Security Guards & relievers are to be deployed at various locations.

2	Can we submit NISC instead of EMD?	The bidders are required to submit EMD of amount Rs. 3,40,000/- through NEFT. No Exemption is granted for NISC.
M/s Maharashtra Ex-servicemen Corp. Ltd.		
3	In terms of tender document para-1.1.1 (a)-The Bidder should be exempted under Maharashtra Private Security Guard Board Act 1981. The bidder should be registered with Pune District Guard Board (attach documentary evidence). Please clarify, If Bidder is exempted, then why he should be registered again?	The bidder may submit registration with Pune District Guard Board.
4	In terms of tender document para-1.1.1 (i)-The bidder shall submit training certificate on Form 16 issued by licensed training agency in terms of Private Security Agencies Model Regulation 2006 or agency should be authorized to impart training from authorized trainer / training center. Please clarify, as MESCO have its own training centres i.e. it is an authorized trainer, does it require mentioned certificate?	If the bidder is an authorized training trainer & has its own training centers, then certificate for such authorization may be submitted.
5	In terms of tender document para-3.18-Insurance: The successful bidder shall take "all risk policy" for the contract value and workmen compensation policy for the workers engaged in the work. Please clarify, who will bear the costs incurred for the said policies?	The bidder will bear the costs for the insurance policies. No cost will be reimbursed for the expenditure incurred by the bidder for these insurance policies.
6	In terms of tender document para-4.6-Payment Conditions: Payment date to Security Guards has not been mentioned in the document. Please clarify.	The agency shall make payment to Security Guards deployed on or before 10 th of the succeeding month.
7	In terms of tender document para-4.7- Termination of contract on default: There is no clause for termination notice period at the agency's end. There should be a clause regarding one month's notice period, to be served, in case the agency wishes to terminate the contract.	For clarification, separate corrigendum has been issued on MSTC & RBI website.

8	<p>In terms of tender document-Annexure-IX-Wages & Statutory Payments, Please clarify:</p> <p>(i) Gratuity component is not included in the wage structure. Is there any provision regarding Death Gratuity, i.e. it is applicable or not?</p> <p>(ii) In terms of Bombay staff act, the leaves of the workers are to be paid leaves. In terms of the tender document, wages will be paid for 26-days & reliever charges. Please clarify.</p> <p>(iii) How many days' paid leave is authorized in a calendar year for Security Guards?</p> <p>(iv) Is there any lower limit on quoting the service charge?</p>	<p>(i) The contract will be initially valid for one year, post satisfactory services, same can be renewed. There is no provision of Gratuity as per wage structure provided by the Bank. Death Gratuity is not applicable. The bidder has to bear all the costs.</p> <p>(ii) There is no provision of paid leaves in terms of wage structure provided by the Bank. The Bank will pay wages as per actual man days.</p> <p>(iii) The bidder, at his own discretion will authorize its employees to go on paid leaves. Cost towards the same will be incurred by the bidder.</p> <p>(iv) There is no lower limit for quoting the service charge.</p>
9	<p>There is no para in the tender document regarding age of Security Guards to be deployed by the agency. Please clarify.</p>	<p>Medically fit Security Guards are to be deployed who should preferably be below 45-years of age.</p>
10	<p>Is there any preference regarding civilian/ESM persons' deployment? Can we deploy all ESM?</p>	<p>Bank has no preference for deployment of civilians/ESM.</p>