

Tender for Annual Maintenance Contract for Maintenance and Upkeep of Office premises, Hostel Blocks and residence (common areas) at National Bank Staff College, Sector-H, LDA Colony, Kanpur Road, Lucknow - 226 012

Minutes of the Pre-bid meeting held on 14 July 2010

A pre-bid meeting for the captioned tender was organised at NBSC at 1000 hrs. on 14 July 2010 in the presence of the following officials of NBSC and representatives of the contractors :

From NBSC

Shri V. Sreenarayanan, Principal/CGM
Shri Mukesh Vats, AGM
Shri Sandeep Dharkar, Manager

Contractor's representatives

- i. Shri Sanjeev Rai, M/s Nishant Enterprises, 116, Lakshmanpuri, Faizabad Road, Lucknow
- ii. Shri K.C. Pandey & Shri Prem Sharma, M/s S.P. Enterprises, HIG-11, Sector-E, Aliganj, Lucknow
- iii. Shri Ashish Gupta, M/s Trishul Enterprises, 239, Razman Bazar, Cantt, Lucknow
- iv. Shri Dilipchandra, M/s R.K. Enterprises, C-14, Defence Colony, Telibagh, Lucknow
- v. Shri Gautam Yadav, M/s Gautam Traders, 563/K80, Shyam Nagar, Alambagh, Lucknow

At the outset, the important terms & conditions of the tender were explained to the contractors by NBSC officials. The issues raised by the contractors and clarifications thereon are indicated below:

S.No.	Issues	Clarifications/Modifications
1	Whether the agencies who have already been pre-qualified need to submit the supporting documents for pre-qualification again.	The agencies who have already been pre-qualified, as already informed through our letters to respective bidders, need not submit the supporting documents for pre-qualification again. However, they are required to submit the pre-qualification tender (PART-I) duly signed & stamped on each paper in a separate sealed envelope. Financial Bid should be submitted in a SEPARATE SEALED COVER. Agencies may also submit any extra documents, apart from the documents already submitted, if they so desire.

S.No.	Issues	Clarifications/Modifications
2	It was enquired that how the cost towards uniforms & shoes would be ascertained and compared. Is there any specified quality of uniform & shoes?	The uniforms should be made of cloth of reasonable quality. Shoes should be PVC Gum boots of reasonable quality.
3	If a contractor already has uniforms and shoes in their stock, do they need to include the cost in the rates quoted.	The rates for uniforms and shoes shall have to necessarily form a part of the management expenses quoted by the contractor.
4	What if Third Party Insurance, as stipulated in the tender, is not available or any Insurance company is not providing the same	In that case, Contractor's All Risk Policy should be taken, which also includes Third party insurance component.
5	Whether NBSC shall insist that the payment to the workers engaged by the contractor should be made by cheque and bank accounts of their employees should be opened?	In order to ensure and enforce the provisions of Minimum Wages Act and Contract Labour & Abolition (Regulation Act), NBSC reserves the right to insist upon the contractor that they should open accounts of the respective workers engaged by them and make payment of wages due to them under the contract by cheques/credit the payment in their respective bank accounts.
6	Whether Bonus Act, Ex-gratia etc. are applicable on the contract?	Any statutory liability, whether mentioned in the tender or not, arising out of this contract shall be on the contractor's account and any financial implication for meeting any such statutory obligation shall be met by the contractor.
7	Whether any deductions would be made from the contractor's bill?	TDS towards Income Tax, at the rate notified by the Government from time to time, would be done from the monthly bills. The prevailing rate of Income Tax to be deducted is 2%. The tax shall be calculated on the total value of bill inclusive of Service Tax. The rates quoted should also take this into consideration.

S.No.	Issues	Clarifications/Modifications
8	Whether the cost towards items indicated in Annexure I i.e. Vacuum Cleaner, Trolley etc. should be included in the quoted rates in the Schedule of Quantity ?	The cost towards the items indicated in Annexure I i.e. Vacuum Cleaner, Trolley etc. should NOT be included in the quoted rates in the Schedule of Quantity. However, the contractor should provide these equipment at site for fulfilment of the contract obligations.

The above amendments/clarifications shall form part of the tender document. All other terms and conditions of the tender will remain unchanged. The contractors should quote the rates in price bid after taking into account the above changes/clarifications.