

Minutes of Pre-Bid Meeting for Annual job contract for Outsourcing staff of Electrician, Housekeeping, Security and General duty workers (MTS) and drivers at NHSRC

Venue : NHSRC, NDC Conference Room,
NIHFW Campus, Baba Gang Nath
Marg, Munirka New Delhi-110067

Date of Pre-Bid Meeting : 15th May 2024
Time : 16.00 hrs

The following Agencies were present during the Pre-Bid meeting:

1. Stallion Agency
2. SpaceX Manpower and Services Pvt Ltd
3. ANY TIME Security Services
4. Corc Security Pvt Ltd
5. CISB Services Pvt Ltd
6. Diamond Security
7. Ravi Raj Singh Security Agency

Members from NHSRC:

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|-------------------------|-----------------------------|
| 1. Brig Sanjay Baweja | PAO & Chair |
| 2. Dr Ananth Kumar SR | Sr Consultant (CP-CPHC) |
| 3. Capt T S Negi | Sr Consultant (Admin) |
| 4. Dr Kanchan | Consultant (Admin) |
| 5. Sh Gautam Chatterjee | Consultant (Admin) |
| 6. Ms Indu Suryawanshi | Secretarial Executive (QPS) |

The queries raised by the bidders during the pre-bid meeting of 15.05.2024 and clarifications with regard to Bid documents for the Annual job contract for Outsourcing staff of Electrician, Housekeeping, Security and General duty workers (MTS) and drivers at NHSRC are given as under:-

S.no.	Query Raised	Reply/Clarification
1	Duration of the contract	It was intimated that the 1 st contract may be awarded up to 31 st March 2025 with possibility of 2 more extensions subject to the performance of the agency and approval of the competent authority at NHSRC.
2	The quote required for Car driver is for 1 day or 26 days.	In response, it was intimated that the bidders may quote on per-day basis.
3	The Rule for exemption for MSME and startups. Pre-Bid Meeting regarding the 'Annual job contract for Outsourcing staff of Electrician, Housekeeping, Security and General duty workers (MTS) and drivers at NHSRC'.	In response, it was intimated that the exemption shall be given as per O.M No F.20/2/2014-PPD(pt.) dated 20 th September, 2016 issued by Ministry of Finance, Department of Expenditure (Procurement Policy Division).
4	Requirement of Security Guard is for 26 days or 30 days	In response, it was intimated that the requirement is for 30 days, but the payment will be made for 26 days with additional duties (if required).

5	Payment of Gratuity	In response, it was intimated that if the agency will continue beyond 5 years with the same manpower, in that case the same shall apply as per norms of Govt. of NCT, Delhi.
6	Bonus is payable or not	It was intimated to quote the rate with the bonus.

S/d
Brig. Sanjay Baweja (Retd)
Principal Administrative Office, NHSRC, New Delhi