



भारतीय रिज़र्व बैंक / Reserve Bank of India

संपदा विभाग/Estate Department

तिरुवनंतपुरम/Thiruvananthapuram

Minutes of Pre-Bid Meeting –Tender for Renovation of washrooms near banking hall of Bank’s Main Office Building, Thiruvananthapuram

A pre-bid meeting for the [aforementioned work](#) was held as scheduled, in accordance with the Notice Inviting Tender (NIT), on August 08, 2025, at 11:00 AM in the Estate Department conference room located on the 2nd floor of the Main Office Building. The list of participants is provided below:

(a) List of Bank’s Officials who attended the meeting

| | | |
|---|----------------------------|----------------------|
| 1 | Shri Santhoshkumar P S | Manager (Tech-Civil) |
| 2 | Shri D Bharath Kumar | Assistant Manager |
| 3 | Shri Vaishnav Unnikrishnan | Assistant |

(b) List of Contractors’ representatives who attended the meeting

| SI No | Name of the Representative | Name of the firm |
|-------|----------------------------|------------------------|
| 1 | Sreejith J | Drishti Infrastructure |

2. Shri Santhoshkumar P S, Manager (Tech-Civil), welcomed the participants to the meeting and invited any queries they may have regarding the aforementioned tender. The queries raised by the contractors and the corresponding clarifications or comments from the Bank are summarized in the table below:

| Sl. No. | Points of discussion | Bank’s Clarifications |
|---------|---|--|
| a | Time of completion of work | It was communicated that the work is expected to be completed within 8 weeks from the 10th day of issuance of the work order, with a provision for extension available at the Bank's discretion. |
| b | Specifications for false Ceiling work, fixing of wash basin etc | It was clarified by the Bank that the false ceiling work as per item no. 18 is with approved make Moisture Resistant (MR) Boards. Item no. 26, supplying and fixing washbasins, basic rates for wash basin and pedestal has been provided in tender. |



| | | |
|---|-----------------------------------|--|
| c | Last date of submission of tender | The Bank has clarified that the last date for submitting the e-tender on the MSTC portal is August 18, 2025. Vendors are advised to submit their tenders well ahead of time to avoid any last-minute issues. |
|---|-----------------------------------|--|

3. Bidders are advised to note that all clarifications provided by the Bank during the pre-bid meeting, as well as the details specified in the Tender document, will constitute an integral part of the Tender/Contract.

4. The meeting concluded at 11:30 am.

**Regional Director
(Kerala and Lakshadweep)**