



Reserve Bank of India/ भारतीय रिजर्व बैंक
Human Resource Management Department/ मानव संसाधन प्रबांध विभाग
Patna/ पटना

Minutes of Pre-Bid Meeting: e-Tender for Deployment of Fire Fighting Personnel (Firemen, Supervisors & Fire Officer) at Office Premises of Reserve Bank of India, Patna

The Pre-Bid meeting for the captioned e-Tender having e-Tender No: [RBI/Patna Regional Office/HRMD/4/25-26/ET/907 \[Fire Fighting Personnel\]](#) was conducted on February 04, 2026, at 04:00 PM in Conference Room, First Floor at Banks' Main Office Building, RBI Patna. The following officials of RBI and intending bidders were present during the meeting:

Sl. No.	Name & Designation of RBI Officials
1.	Shri Sandipan Chatterjee, Assistant General Manager
2.	Shri Rajit Mehan, Manager
3.	Shri Gajendra Pratap Singh, Assistant Manager
4.	Shri Shashi Bhushan Jha, Assistant

Sl. No	Name of the intending bidder	Name of the representative of the intending bidder
1.	SIS Limited	Shri Amit Kumar & Shri Raju Kumar

2. The queries from the prospective bidders regarding the captioned tender and clarifications for the same are as follows:

Sr. No.	Query/ Proposals	Clarifications
1.	Whether service charge component in the price bid (as per the excel sheet) can be zero?	As outlined on Page 55 of the tender document, quotations with service charge of less than 3.85% in price bid will be summarily rejected.
2.	Whether the experience or client certificate should be from public institutions only?	Bidders may please refer to Section B – Pre-Qualification Criteria on Page 27 of the tender document. As outlined therein, bidders should have a minimum

		5 years of experience of providing similar services, as on December 31, 2025, in any of the following segments: (i) Reputed Hotels, (ii) International / Domestic Airports, (iii) Metro/ Railway Stations, (iv) Shopping Malls, (v) Reputed Public / Private Sector banks, (vi) Public Enterprises, (vii) Central/ State Government Agencies
3.	Whether the quoted service charge is inclusive of GST?	No, the quoted service charge must be exclusive of GST.

Please note:

1	This document (Minutes of the Pre-bid meeting) shall form a part of the tender/ agreement. Hence, it shall be signed and submitted along with the tender by the tenderers.
2	Rest of the terms and conditions and specifications as mentioned in the tender documents shall continue to remain the same.
3	The above clarifications are issued for the information of all the intending bidders.
4	The submission of bid by the firm shall be construed to be in conformity to the bid document and clarifications given above.
5	In case any vendors have already uploaded their bids to the MSTC portal before issuance of this Minutes of the Pre-bid meeting, they are advised to revise their bids and re upload their bids to the MSTC portal.

Regional Director
 Reserve Bank of India, Patna