



**भारतीय रिज़र्व बैंक
संपदा विभाग, जम्मू**

बेटी बचाओ
बेटी पढ़ाओ

Minutes of Pre-Bid Meeting- E-Tender for Annual Maintenance Contract for deployment of electricians at premises under RBI Jammu office.

E-Tender No: [RBI/Jammu Regional office/Estate/9/25-26/ET/792](#)

A pre-bid meeting for captioned e-tender was held on January 8, 2026 at 11:00 AM at the Third floor, Estate Department, RBI Jammu through offline mode.

2 (a) List of Bank Officials who attended the meeting:

Estate Department, Reserve Bank of India, Jammu		
Sr. No.	Name	Designation
1.	Shri Ankit Gupta	Manager
2.	Ms. Nandita	AM
3.	Shri Harshad Dilip Kelkar	AM (Tech- Electrical)
4.	Shri Maheep Mathur	JE (Tech- Electrical)
5.	Shri Keshav Garg	Assistant

b) List of Representative of Company / Individual / Firm / Contractor-

Sr. No.	Name of the representative	Firm/Contractor
1.	Shri Fayaz Ali Bhat	M/s Global Corporate Services
2.	Shri Zubair Aslam	

3. The queries asked by the participants during the meeting vis-à-vis the clarification given by the Bank are given below

Sr. No	Queries raised by the bidders	Our Comments / Reply
a	The firm sought clarification regarding the responsibility for gratuity payments pertaining to electricians, helpers and supervisor deployed by the firm at the Bank's premises. The firm inquired whether such gratuity obligations would be borne by the Bank or by the firm itself.	It was clarified that Gratuity payment for electricians, helpers and supervisor deployed by the firm at the Bank's premises is solely the firm's responsibility. The firm must factor all the expenses while submitting Bids.

4. Bidders were apprised to ensure uploading the tender well before the last date to avoid any last-minute errors/rush.

5. All the above clarifications provided by the Bank during the pre-bid meeting shall form part of the Tender/Contract.



The meeting concluded at 11:30 AM.

January 8, 2026

Officer-in-Charge (O-I-C)