



**Human Resource Management Department, Lucknow**

**Minutes of Pre bid meeting - E-tender for installation and Operation of Tea/Coffee Vending Machines at RBI, Lucknow**

**(E-Tender Ref No: [RBI/Lucknow Regional Office/HRMD/2/25-26/ET/127](#)  
[\[Installation Tea Vending\]](#) )**

A pre-bid meeting was organized for the above E- tender on May 30, 2025 at 11.00 A.M. at Reserve Bank of India, Lucknow RO.

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

Sl. No.	Name	Designation
1	Sh. Ankit Singh Negi	Assistant Manager, HRMD
2	Sh. Anusuya Nand Verma	Assistant Manager, HRMD

(b) List of company's representatives who attended the meeting :

Sl. No.	Name of Representative	Firms Name
1	Sh. Trilok Nath Dixit	Swati Sales Corporation
2	Sh. Raghvendra Pratap Singh	Yashvi Enterprises

2. Following points were discussed during the meeting :

Sl. No.	Query Raised	Clarification Provided
a)	Which type of organisations may submit bids?	Bidders may refer Point No. 02 'Qualification Criteria for Bidders' of Part -1 of the Tender Document.
b)	When will be the EMD returned?	The EMD of the successful bidder shall be refunded by the Bank once the successful bidder submits Performance Bank Guarantee and executes contract agreement with Bank. The Bank shall not pay any interest on the EMD. The EMD of the unsuccessful



		bidders will be returned within 30 days of the award of the contract without any interest. EMD shall be forfeited if the bidder withdraws his bid during the validity of tender.
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3. The meeting ended with thanks to the participants present in the pre-bid meeting.

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