



**Reserve Bank of India  
Human Resource Management Department  
Hyderabad**

**Contract for Maintenance, Housekeeping and Catering Services at Visiting Officers' Flats (VOFs), Transit Holiday Homes (THH), Medical Flats & vacant Single Room Accommodation (SRA) at Bank's Quarters at Hyderabad**

**Minutes of pre-bid meeting**

**E-Tender No.:** [RBI/Hyderabad/HRMD/4/25-26/ET/925](#)

As per the schedule, pre-bid meeting for the captioned tender was held on February 23, 2026, at 11:30 AM at 3<sup>rd</sup> floor Conference Hall, MOB, RBI Hyderabad.

2. At the outset, the [participants](#) were apprised about the tendering process and the major terms and conditions. The query raised by the intending bidders vis-à-vis the clarifications given by the Bank are tabulated below:

S. No.	Query raised	Clarifications
1.	Whether financial bid is to be quoted for 30 days or on a monthly basis.	It was clarified that the prospective tenderers may quote the <b>total amount for a month</b> (irrespective of number of days in the month) which may be arrived as the average monthly amount over the contractual year.

**Please note:**

- i. *This document (minutes of the Pre-Bid Meeting) shall form a part of the tender.*
- ii. *Rest of the terms and conditions and specifications of the bid document shall continue to remain unchanged.*
- iii. *The above amendments / clarifications are issued for the information of all the intending bidders.*
- iv. *The submission of bid by the firm shall be construed to be in conformity to the bid document and amendments / clarifications given above.*

**Annexure-I**

**List of participants:**

<b>S. No.</b>	<b>Name</b>	<b>Name of the Organisation</b>
1.	Smt. Samruddhi Abhishek Chaudhary, AGM	RBI
2.	Shri Lalith Vignesh E, AM	RBI
3.	Shri Vijaysinh Parmar, AM	RBI
4.	Shri R K Mastansha Goud, Assistant	RBI
5.	Shri Ratnakar B Shri Chandan Kumar Sahoo	M/s Cherish Hospitality Services Pvt. Ltd.
6.	Shri S Mahesh	M/s YCM Housekeeping Services
7.	Shri P Prasad	M/s Saroja Caterers & Hospitality
8.	Shri M Srinivas	M/s Firstman Management Services Pvt. Ltd.