



**Issue Department/ निर्गम विभाग**  
**Reserve Bank of India/ भारतीय रिजर्व बैंक**  
**Chennai/ चेन्नै**

**Minutes of Pre-Bid Meeting related to E-Tender for supply of sufficient number of adult and able-bodied labourers for handling of coin bags and note boxes**  
**(NIT Ref No: [RBI/Chennai Regional office/Issue/1/23-24/ET/84](#))**

The Pre-bid meeting for e-tendering for supply of sufficient number of adult and able-bodied labourers for handling of coin bags and note boxes was held on July 16, 2024, in Issue Department, RBI Chennai. List of officials from Issue Department, Chennai, and representatives from interested contractors who participated in the meeting are as below.

Representatives of the Bank	Representatives of the Contractors
i. Shri. N Shanmugaram, DGM	i. Shri. Asif Hussain, M/s. Om Sawari
ii. Shri. Mahesh Badri, DGM	ii. Shri. Subhojit Das, M/s. Om Sawari
iii. Shri. Rinkesh Dadmal, AM	iii. Shri. Karpaga S Vignesh, M/s. APP Transport and Travels
iv. Shri. Ganesh S, Sr. Assistant	iv. Smt. Tamilselvi, M/s. Senguttuvan Transport and Travels
	v. Shri. Saravanan , M/s. Saravanan Transport and Travels.

2. Queries raised by the participants and clarifications provided are mentioned hereunder:

Sl. No	Questions raised by participants	Clarification given by the Bank
1	Number of labourers required for handling of note boxes and coin bags	<p>The Contractor shall arrange for labourers as per the below requirements:</p> <ol style="list-style-type: none"><li>1. At least ten labourers for the first seventy-five wooden boxes and one additional labourer for every subsequent thirty-five wooden boxes.</li><li>2. At least five labourers for the first thousand-coin bags and one additional labourer for every subsequent three-hundred-coin bags.</li></ol> <p>In some cases, for miscellaneous works like stacking of bags and boxes, 4 to 5 labourers would be called.</p>

2	Split of work between L1 and L2	Details are mentioned in 18 (i) (vi) of section III of the tender notice.
3	Labour License Requirement	Yes.
4	Whether PSARA license is required?	License under the Private Security Agencies (Regulation) Act, 2005 (PSARA) is not required as the work will not involve provision of security services.
5	Whether the Principal Employer (RBI) will be compensating the contractor for revision in minimum wages?	No, the bidders are advised to take account of all future revision in minimum wages and quote accordingly.
6	Experience in similar works (type of works acceptable)	Any loading and unloading related works will be acceptable.

**Note:**

- **The above minutes of pre-bid meeting shall form the part of bid document/ Agreement.**
- The minutes are also uploaded on MSTC portal.
- Rest of the Terms and Conditions and specifications of the tender document shall continue to remain same.
- The above amendments/ clarifications are issued for the information of all the intending bidders.
- The submission of bid by the firm shall be construed to be in conformity to the tender document and amendments/clarifications given above.

**Regional Director  
RBI, Chennai**