



**भारतीय रिजर्व बैंक
परिसर विभाग**

**Tenders for Non-comprehensive maintenance contract of IP CCTV system of
Bank's west zone offices – Minutes of Pre bid Meeting held on August 08, 2024**

A pre bid meeting was held on August 08, 2024 in the Conference Room at 5th floor in the Bank's central Office Building to clarify the issues raised by the empanelled system Integrators for the [captioned work](#). The meeting was attended by representatives of the empanelled firms and officials of Premises Department Sh. Pramod Kumar Gupta, General Manager, Sh. Ashutosh Singh, DGM(Tech) and Sh. Nishant Kumar Gupta, AGM(Tech).

All the queries received of the system integrators were discussed in the meeting and after discussion the following were accepted.

1. Based on request of bidders for extension of time, it was agreed to revise the dates for submission of tender as under:
 - a) Date for start of Tender submission: August 13, 2024 @ 11:00 hours onwards
 - b) Date and Time for submission of Tender: up to August 21, 2024 @ 14:00 hours
 - c) Date and Time for opening of Tender Part - I: August 21, 2024 @ 15:30 hours
2. Regarding the tentative equipment / spares to be kept at site for providing as an alternate stopgap arrangement till the defective equipment is repaired or replaced, it was advised that bidders may assess the need for the same to keep the system functional.
3. The bidders were advised that to assess the current condition of the existing system they may visit site(s), if they wish so. In this regard, the bidders were advised to send us e-mail indicating the office(s) to be visited, proposed date of visit and name and contact details of the persons visiting the site(s) by August 09, 2024.
4. Regarding the Resident Engineer (RE), responding to a query whether the RE should be on the payroll of the bidder, one of bidder informed that regular recruitment of RE at such a short notice and for short term requirement may not be possible. Considering this, it was informed that this being a short-term requirement, the contractor may hire services of RE from 3rd party, however,

complete responsibility of RE including statutory compliances will be with contractor engaged by the Bank.

5. Based on suggestion from a bidder, it was agreed to modify the clause 7 of Section IV "The Conditions Hereinafter Referred To" as follows:

"The Contractor shall provide Employer and/or persons appointed by Employer copies of the relevant documents relating to the performance of the Contract to enable Employer or persons appointed by Employer to inspect and audit the same."

6. It was also clarified that services of RE and SLA etc. shall be maintained as mention in the tender document.
7. Based on a query of a bidder a typical schematic diagram of existing installation and model numbers of existing camera are [attached](#) herewith.
8. In addition to the above, it was clarified to all the participants that the contract to the lowest bidder will be awarded by the Bank's respective Regional Office.
9. The participants were also requested to register themselves on the MSTC portal for participating in the bidding process.

All other terms and conditions, specifications etc. as mentioned in the tender shall remain the same.

This document will form a part of the tender document (Part I) for the **above work and signed copy of this document shall be submitted alongwith tender Part-I.**