

Office Note

7<sup>th</sup> July,, 2017

**Re: - Tender for Conservancy Services for MDP/PGDM Hostel**

**(MINUTES OF PRE-BID MEETING WITH THE PROSPECTIVE BIDDERS HELD ON 07/07/2017)**

The Pre-bid meeting of Conservancy Services was held on 07/07/2017 in Reflection Park at NIA at 03.00 pm.

The following members were present.

- 1} **Mr. Pramod Veer** – Member Tender Committee
- 2} **Mr. U.R. Tamhane** – Admin Officer
- 3) **Mr. A.G.Kolwalkar**- AAGr.III
- 3} **Mr. Yogesh Dharmadhikari** - Academic Assistant Gr –I

The three bidders were present in the meeting.

- 1} **M/s. Ranjeet Services**
- 2} **M/s Tirumala Facility Management Pvt. Ltd.**
- 3) **M/s BSA Corporation Ltd.**

The following queries were raised by the above bidders.

<b>Q1) Service Tax is now replaced by GST so the GST rates need to be applied instead of Service Tax?</b>
A1: Yes applicable GST will be applied for this service contract. The bidders are therefore requested to submit GSTIN No. with required details while submitting tender.
<b>Q2) Reliever Payment needs to be added in given rate format?</b>
A2: The manpower required for MDP and PGDM Hostels is considered including relievers and need not be added in the given rates.
<b>Q3) In tender PF calculation is shown as 13.26% but it should be 13.15%?</b>
A3: It is typographical error. The prevailing applicable rate will only be paid.
<b>Q4). As mentioned in tender document kindly clarify whether LWW &amp; National holiday payment will be reimbursed to us as it is included in BOQ?</b>
A4: Academy has considered Basic, D.A, H.R.A, P.F., ESIC, Leave with Wages and National Holidays payment for Supervisors and Room Boys. It is mandatory for the successful agency to pay all these statutory payment like LWW and National Holidays to its employees every month. The documentary proof of this payment is required to be submitted along with the monthly bill for verification. Applicable bonus for the employees will be paid once in a year on submission of necessary proof of payment.
<b>Q5) Can we Submit balance sheet up to 31<sup>st</sup> March, 2017?</b>
A5: The bidders are requested to submit balance sheet for the FY 2014-15, 2015-16 and 2016-17. Some of the bidders have informed that balance sheet for the FY 2016-17 will be available only in September 2017. Hence the same cannot be produced during tender submission. Bidders are therefore requested to submit IT Returns and balance sheets for the FY 2013-14, 2014-15 and 2015-16. Provisional details may be submitted for the year 2016-17.

Put up for the consideration of the management committee. The above questions and answers will be uploaded on the NIA website for the information of the bidders and also e-mailed to the bidders after approval.

## **TENDER COMMITTEE MEMBERS**