

Ref.No. 305/Tam/Manpower/17,
and Ref.No. A/2613/Tam/Estt/OT/17

Ref.No. A/2562/Tam/Manpower/OT/17

MINUTES OF THE PRE-BID MEETING HELD ON 07.11.2017 AT 11.00 A.M IN THE TAMPCOL, HEAD OFFICE CHENNAI-106 FOR THE PROVISION OF MANPOWER AND SECURITY SERVICES TO ALATHUR FACTORY & CHENNAI HEAD OFFICE, AND FOR PROVISION OF SECURITY SERVICE AND MANPOWER TO AAGHIM, ANNA HOSPITAL CAMPUS, ARUMBAKKAM, CHENNAI & GOVERNMENT SIDDHA MEDICAL COLLEGE, PALAYAMKOTTAI FOR A PERIOD OF ONE YEAR FROM 01.12.17 TO 30.11.18, BY THE TENDER SCRUTINY COMMITTEE.

Tender Scrutiny Committee Members Present:

1. Tmt.V.SHAKILA, General Manager, Tampcol.
2. Tmt.M.BALAMURUGAN Chief Accounts Officer, Tampcol.
3. Thiru.J.Sundararajan, Administrative Officer (Consultant), Tampcol.

Tenderer Participated:

1. M/s.3 Star Detective and Securitas Bureau,Chennai-30(Thiru.Arungopal).
2. M/s. Firstman Management Service P Ltd,(Thiru.S.Swaminathan)
3. M/s.Ex.Serviceman Security Services, Chennai-15.(Thiru.Kannayiram)
4. M/s.Sincere Group(Thiru.R.Venkadaraman)
5. M/s.First & Best Services (I) Pvt. Ltd (Thiru.D.Sanmugam)
6. M/s. ' V ' General Service (Thiru.P.Chellappa)
7. M/s.Pengal Membadu & Vizhi Punarvu Sangam, Alathur.(Tmt.K.Manjula).
8. M/s.Ramani Screen P Ltd (Thiru.V.Sundar Rajan)
9. M/s.Solar Out Sourcing Services, Trichy.(Thiru.R.Krishna Chandran).
- 10.M/s.Guardian Management Service Pvt Ltd.(Thiru.Rajendran)
- 11.M/s.Golden Detective & Security Agency,(Tmt.Ramiya)
- 12.M/s.Carewell Services, Chennai-28 (Tmt.Amirthamorvell)
- 13.M/s.Vel Security Services, Chennai-77(Thiru.Nagarajan)
- 14.M/s.New Security Force, Trichy (Thiru.T.Muthukumaran)

As per the Tender Document Pre-Bid Meeting conducted on 07.11.2017 at 11.00 a.m in the presence of the Tenderers.

The following Queries are raised by the tenderer.

Sl. No	Query Raised by the Agency	Queries	Replies by the Pre-Bid Committee Member
1	M/s. Firstman Management Service P Ltd	In the Tender document it is mentioned that the EPF percentage at 12% But the administrative charges i.e @ 1.36% has not been included. This has to be clarified.	The Administrative charges has to be borne by the successful tenderer, who is the actual employer providing manpower.
2	M/s. Carewell Services, Chennai	On which amount 1% EMD has to be calculated including GST or not.	The calculation of 1% EMD will be on the total tender value for one year including GST.
3	M/s. Firstman Management Service P Ltd Solutions P Ltd, Chennai.	In the Schedule B for the provision of Staff & Workers at Palayamkottai is 47 persons or 36 persons. Kindly clarify.	The details of staff requirement shift wise can be verified at Page No.17 of Tender Document and it is 36.

4	(a) M/s.Ex. Service Man Security Services, Chennai.	Whether the quoted rate is to be in interms of Rate/Head/Day (or) Rate/Head/Month. ?	In the Service Charges Column quote is to be mentioned at Rate/Head/Month only.
	(b) M/s.3 Star Security Services, Chennai-30		
5	M/s. Firstman Management Service P Ltd	Whether the tenderer shall submit the attested copy of Income Tax assessment order for the previous three years.	The Xerox copy of the attested Income Tax assessment order (or) Saral copy for the previous three years may be produced.
6.	M/s. Firstman Management Service P Ltd	Whether the rate quoted and accepted will be revised within the tender period, if any revision of price is made in future.	The rate quoted and accepted will be binding on the tenderer for the stipulated period and any increase in the price will not be entertained till the completion of the tender period.
7.	M/s. Pengal Membadu & Vizhi Punarvu Sangam, Alathur	If the police license is not available, whether we may quote for the House Keeping and Supervisor only.	Yes, you can quote for the House Keeping and Supervisor categories only.
8.	M/s.Solar Out Sourcing Services, Trichy	If the Rate quoted at Service Charge Coloum is less than the TDS will it be accepted or not.	TDS @ 2% will be deducted on total billed value. Hence, Service Charge is different and has no relevance with TDS.
9.	M/s.New Security Force, Trichy	Whether the claim for Bonus payment may be specified separately.	The Service Charges Coloum is meant for all statutory claims like Bonus, Personal Accident Policy charges and service charges shall be mentioned in that Coloum. No separate Coloum will be provided.
10.	M/s. Firstman Management Service P Ltd	Whether the tenderer should take the Personal Accidental Insurance. Is it mandatory ?.	yes, it is mandatory to take the Personal Accidental Insurance policy to the employees provided by the successful tenderer.
11	M/s.Golden Detective & Security Agency, Chennai	The Reliever Charges for Security Guard, House Keeping staff at Hospital services may be specified separately in a column.	The Service Charges Coloum is meant for all charges like Reliever Charges and should be mentioned in that Coloum. No separate Coloum will be provided.

Sd/-
Chairman & Managing Director