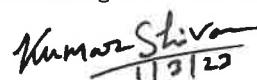


Proceeding of the pre-bid meeting held at 11:30 AM on 01-Mar-2023 for Tender Ref. No.: BVM/2022-23/Proc/03
Dated 20-Feb-2023

Agenda	Pre-Bid Meeting with prospective bidders
Time and Date	11:30 AM on 01-Mar-2023
Venue	Bihar Vikas Mission Office, Rajvanshi Nagar, Patna
Tender Reference	NIT Ref. No.: BVM/2022-23/Proc/03 dated 20-Feb-2023 SELECTION OF AN AGENCY FOR PROVIDING SECURITY SERVICES (SECURITY GUARDS AND CARETAKERS) FOR BVM OFFICES LOCATED IN PATNA
Attendance	As enclosed.

- RFP for "Selection of an agency for providing Security Services (Security guards and Caretakers) for BVM offices located in Patna" was published vide NIT Ref. No.: BVM/2022-23/Proc/03 dated 20-Feb-2023.
- As per schedule, pre-bid meeting was held at 11:30 AM on 01-Mar-2023 at Bihar Vikas Mission Office, Rajvanshi Nagar, Patna under Chairmanship of Chief General Manager, Bihar Vikas Mission.
- Representatives of four agencies – (i) Om Prakash Security Agency, (ii) Ex-Bureau, (iii) Aparna Detective & Security Services Pvt. Ltd. and (iv) R.R. Enterprises participated in the pre-bid meeting.
- Pre-bid queries were received over email from two agencies – (i) Ravi Maintenance Works and (ii) Jitendra Kumar whereas two other agencies (i) Aparna Detective & Security Services and (ii) Om Prakash Security Agency submitted their queries in the meeting.
- Representatives of the agencies present in the meeting raised query regarding criteria for selection of L1 agency in case of same lowest rate being offered by multiple agencies. After discussions, it was unanimously decided by that in such cases L1 agency shall be selected through lottery in presence of representative of all the agencies who have offered the same rate. Entire process will be videographed and kept for record for transparency.
- Empanelment of Agencies:** All bidders who are qualified in the technical evaluation shall be empanelled with BVM, subject to condition that they provide their consent to provide security services at L1 rate as decided in financial evaluation through this tender.
 - BVM reserves the right to avail security services from empanelled vendors at L1 rate, if the selected L1 agency fails to provide services as per BVM's requirement or the services of the selected L1 agency are found unsatisfactory.
- Tender Evaluation committee has reviewed the queries and response to the queries is enclosed with the proceeding. **Accordingly Financial Bid format has been revised and is enclosed with the proceeding. Bidders are requested to submit Financial Bid in revised format only.**

The meeting concluded with a note of thanks to all participants.


11/3/23

(Kumar Shivam)
IT Manager
Member


11/3/23

(Satish Kumar)
IT Manager
Member


01/03/2023

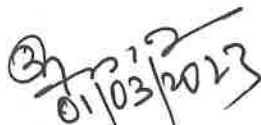
(Dharam Kumar)
Finance Manager
Member


01/03/23

(Ajay Kumar Singh)
Internal Audit Manager
Member


11/3/23

(Anant Bibhore)
Management Associate
Member


01/03/2023

(Anand Prakash)
Section Officer - HR
(Rec.), Procurement
and Legal
Member


01/03/23

(Shashi Shekhar Singh)
GM – Finance &
Accounts


11/3

(Rajeev Ranjan Sinha)
GM – HR (Rec.),
Procurement & Legal
GM – HR
(Management) & IT
Member


01/03/23

(Dhananjay Mishra)
Internal Financial
Advisor,
Cabinet Secretariat
Department
Member


01/03/2023

(Mithilesh Mishra)
Chief General
Manager
Chairperson

Memo No.: BVM/Proc(Security Services Tender)-03/2023 - ...120... / Patna,

Copy to: All Members of Tender Evaluation Committee – For your information please.

Date: 03.03.2023


01.03.2023

(Mithilesh Mishra)
Chief General Manager

Km

Mishra

Response to Pre-bid queries received for RFP Ref. No. BVM/2022-23/Proc/03
SELECTION OF AN AGENCY FOR PROVIDING SECURITY SERVICES (SECURITY GUARDS AND CARETAKERS) FOR BVM OFFICES LOCATED IN PATNA

Sl. No.	Name of Agency	Relevant Section of RFP	Pre-Bid Query	BVM Response
1	Ravi Maintenance Works	Financial Bid	Changes in terms and conditions of tender like security guard to be considered as semi-skilled worker.	As per gazette notification no. 288 dated 27-02-2019 of the Labour Department, Government of Bihar, Security Guard (Unarmed) have been considered as Semi-Skilled worker. Therefore Security Guard shall be considered as a semi-skilled worker. Financial bid format has been revised accordingly and is enclosed with this response.
2	Ravi Maintenance Works	Financial Bid	Changes in terms and conditions of tender like inclusion of bonus in rate for workers	It is mentioned under section 6(4) that - "EPFO / ESIC / Any other mandatory requirement are to be deposited with respective departments directly by the agency". Bonus payment, if applicable, is to be paid by agency and same may be considered under administrative cost under agency charges in the financial bid.
3	Jitendra Maintenance Works	Financial Bid	In the tender of security services rate of security guards are indicate in unskilled but the rate of security guards in semi-skilled as per bihar labour law. So I request to you will change its category in the tender document.	Refer response at Sl. No. 1 above.
4	Aparna Detective & Security Services Pvt. Ltd.	Financial Bid	Regarding Service Charges	No Minimum limit has been prescribed for agency charges/service charges in this tender. Bidder are requested to refer section 6 - Submission of financial bid for guidelines. Financial bid format has been revised accordingly and is enclosed with this response.
5	Aparna Detective & Security Services Pvt. Ltd.	Financial Bid	Regarding Submission of Labour License.	Refer Section 4(1) of the tender document: "The selected agency upon award of work shall be required to obtain and submit license under Contract Labour (Regulation and Abolition) Act 1970, if applicable."
6	Aparna Detective & Security Services Pvt. Ltd.	Financial Bid	30 days / 31 Days / 28 Days - No. of days to be considered for billing	30 days mentioned in the financial bid is for purpose of selection of L1 agency based on lowest cost. Invoices shall be raised by selected agency as per actual number of days in month for which bill has been raised.

Kr. 2
Satisfactory
1/3/23
07/3/2023
04/03/23
07/3/23
1-3-23

Response to Pre-bid queries received for RFP Ref. No. BVM/2022-23/Proc/03
SELECTION OF AN AGENCY FOR PROVIDING SECURITY SERVICES (SECURITY GUARDS AND CARETAKERS) FOR BVM OFFICES LOCATED IN PATNA

Sl. No.	Name of Agency	Relevant Section of RFP	Pre-Bid Query	BVM Response
7	Om Prakash Security Agency	Para 3(1) & Annexure - I	It was found in Para 3(1) that number of security guards required is 6 & Care taker 8, but in Annexure 1 it is showing security guards required is 8 & care taker is 6. Please clarify the exact composition of workmen.	Estimated requirement of manpower as mentioned under section 3(1) of the RFP shall be applicable i.e. 6 security guard and 8 care takers. Financial bid format has been revised accordingly and is enclosed with this response.
8	Om Prakash Security Agency	Annexure - I	It was also found in Annexure 1 regarding rate for providing security services (Security Guard and Caretaker) Monthly Wages for 30 days but how will the calculation be made for 31 days & 28 days. Please clarify	Refer response at Sl. No. 6 above.
9	Om Prakash Security Agency	Para 11	As per Para 11 of your Tender Notice once (MSME), Ministry of Micro, Small and Medium Enterprises, Govt. of India registration has been obtained by a vendor their turnover & experience criteria's are waived off. (Photocopy Enclosed).	Attachment enclosed with query is for exemption from submission of Bid Security. There is no relaxation in turnover and experience criteria. Refer Section 5 of the tender document for Eligibility Criteria and Documents to be submitted with technical bid.
10	Om Prakash Security Agency	Financial Bid	Outfit Allowance - 5% of Basic Pay Dress Washing Allowance - 3% of Basic Pay Over & above basic pay per month	Such guidelines have been prescribed for DGR empanelled Ex-Servicemen (ESM) Security services. There is no such mandatory requirement under this tender. Bidders shall be required to follow relevant rules and provision under PSARA and expenses towards such compliance shall be part of agency charges in the Financial Bid.
11	Om Prakash Security Agency	Financial Bid	Minimum Service Charges be fixed to 8.5%	Refer response at Sl. No. 4 above.



Kr. S.

Satish K.
1/3/23

Thakur
01/3/2023

Prakash
01/03/23

Amr

S

Inc

Annexure – I

Revised Format for Submission of Financial Bid Proposal (To be submitted on Letterhead of the tender)

Name of the Firm / Agency:
Registered Address:
Local Address, if any:
Contact No.:
Email Id:
PAN No.:
GST No.:

Financial Bid Proposal (RFP Ref. No.: BVM/2022-23/Proc/03 dated 20-02-2023) for "Selection of an agency for providing security services (security guards and caretakers) for BVM offices located in Patna".

Dear Sir,

We, the undersigned, offer to provide above services in accordance with your RFP. Our Financial proposal is given below:

Rate for providing Security Services (Security Guard and Caretaker)

Sl. No.	Particulars	Type of Manpower	
		Security Guard	Caretaker
1	Skill Category of Manpower (Unskilled / Semi-skilled / Skilled)	Semi-skilled	Semi-skilled
2	Minimum Wages (per Day) (As fixed / revised by Govt. of Bihar)	388	388
3	Monthly Wages for 30 Days		
4	EPF (@13%)		
5	ESI (@3.25%)		
6	Agency Charges Per Manpower Per Month		
7	Grand Total Rate (Per Manpower Per Month) (3+4+5+6)		
8	No. of Manpower	6	8
9	Total Amount (per month) (7*8)		
Grand Total Amount Per Month (In Figures)			
Grand Total Amount Per Month (In Words)			

Kr. 2
Sd/-
1/2/23
13/03/2023
1
Sd/-
04/03/23
Sd/-
Sd/-

Our financial proposal shall be binding upon us subject to any modifications resulting from contract negotiations, up to the expiration of the validity period of the proposal.

Sign of Authorise Signatory of Bidder
Seal of the Bidder

Km

Satish K
1/5/22

Abhishek
01/03/22

Manish
01/03/2023

R

D

Sr

37m2

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