

### Minutes of the Pre-Bid Meeting

Sub : Tender No. **TNHSP/TN-EMRI/TN/07/SCM/2019-20 & TNHSP/TN-EMRI/TN/08/SCM/2019-20 – Pre-Bid Meeting** for Housekeeping & Security Services

Venue: GVK EMRI, 1<sup>st</sup>Floor, Conference Hall, DMS Campus, Chennai-06.

Date: 03<sup>rd</sup> October 2019 @ 10.00 A.M

#### Participants from TNHSP & GVK EMRI

1. Dr. B. Vivek – Medical Officer - TNHSP
2. Mr. K. Krishna Kumar – Finance Head – GVK EMRI
3. Mr. R. Ashok Kumar – HR Head – GVK EMRI
4. Mr. P.Vetrivel – SCM Head – GVK EMRI

#### Participants – Vendors / Representatives of Vendor:

Sl. No.	Name of the Company	Name of the representative from the company
1	M/s. E-Reliable Facility Services	Mr. Veerapandian
2	M/s. Tentacle Secure Squads Pvt ltd	Mr. p.Parthiban
3	M/s. First Choice Outsourcing Services Pvt Ltd	Mr. S.Parthiban
4	M/s. Alert Security Services	Mr.P.Saminathan
5	M/s. U.K Facility Services Pvt Ltd	Mr. M.Gunasekaran
6	M/s. Bright Staffing Solution	Mr. N. Naveen Kumar
7	M/s. Secured Security Services Pvt Ltd	Mr. Manikandan
8	M/s. Sathiyendran PRR Associates	Mr. Sathiyendran
9	M/s. Monisha Security Agency	Mr.S.Mohan Raj
10	M/s. Raaga Trailor & Engg Works	Mr. Vijayabaskar
11	M/s. Firstman Management Services	Mr. Kailasanathan
12	M/s. Global Industrial Force	Mr. S.Baskar
13	M/s. Dynamic Security Services	Mr. R.Ramachandran
14	M/s. Ruby Global Redeemer	Mr. P. Lawrence
15	M/s. Day N Day Services Pvt Ltd	Mr. Nagarajan
16	M/s. Everwin Security Services	Mr. M.Saravanan
17	M/s. Trust Security Force	Mr. K.R.Prakash
18	M/s. Vanguard Force	Mr. R.Ashok

**The Following Points discussed / informed during the meeting:**

**For Housekeeping**


1. It has been clearly informed that 1% EMD to be provided by the bidder for the total quoted of One Year including GST.
2. MSME Exemption is not acceptable.
3. EMD will be return for unsuccessful bidder after the contract awarded to the successful bidder.
4. Reliever cost should be considered for Housekeeping, Office Boy and Electrician. Revised Price format is furnished below.

	Contribution	House keeper	Store Boy	Office Boy	Supervisor	Data Entry		Plumber cum Electrician
						Skilled	Semi Skilled	
Basic								
DA								
Other allowance								
Salary								
PF-Employee								
ESI - Employee								
Take home Salary								
PF -Employer								
ESI – Employer								
Sub Total								
Reliever Cost								
Service Charges								
Materials & Consumables								
Service Tax								
<b>Grand Total</b>								

5. Working hours should be considered has 9 hours (8 hours + 1 Hour break).
6. Cost should be considered for 8 hours only.



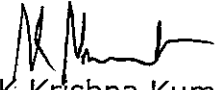
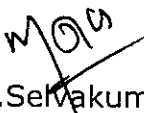
7. It has been informed that Tamil Nadu Minimum wages act under Shop & Establishment act is applicable (Zone A).
8. Cost excluding GST only considered for comparing and selecting the L1.
9. Page no 8, Point no 6 – Should be read as “Contract Labor” instead of “Casual Labor”
10. Find the below Cleaning consumable items are

<b>S:No</b>	<b>Description Of Items</b>
1	HARPIC (TOILET CLEANER )
2	LIZOL ( FLOOR CLEANER)
3	NEROFOAM ( BATH ROOM CLEANER )
4	YELLOW CLOTH
5	CHECKED CLOTH
6	MOP
7	GODREJ AIR PACKET ( LEMON )
8	URINAL SCREEN ( LEMON )
9	GARBAGE COVER (EL)
10	AIR FRESHENER ( BRITISH LEMON )
11	TOILET BRUSH
13	AIR FRESHENER REFILL TIN ( LEMON )
14	HAND WASH
15	DISH WASH
16	FLOOR BRUSH
17	FLOOR WIBER
18	M FOLD TISSUE PAPER
19	GLASS CLEANER
20	GARBAGE COVER (M)
21	ALA
22	SCARTCH BRIGHT
23	TOILET BRUSH
24	WINNOW( MORAM )
25	SOFT BROOM
26	HARD BROOM
27	FLOOR MAT
28	BUCKT 25 LTR
29	MUG



**For Security Services**

1. Consider only 12 hours duty for Security Services.
2. Page no 16 – Should be read as “Government of Tamilnadu” instead of “Government of Maharashtra - Mumbai”
3. As per Tamilnadu Minimum Wages Act, should be considered. Securities / ASO cost irrespective location.
4. Page no 15, Point no 38 – Should be read as “The Security Guards should be physically fit & strong, mentally alert and preferably in the age group of 30-50 years. Minimum 10th Standard education is a must for the guards”.

  
Mr. R. Ashok Kumar  
HR Head – GVK EMRI  
Mr. P. Vetrivel  
SCM Head – GVK EMRI  
Mr. K. Krishna Kumar  
Finance Head – GVK EMRI  
Dr. B. Vivek  
Medical Officer – TNHSP  
Mr. M. Selvakumar  
State Head of Operations, GVK EMRI