



CHENNAI METRO RAIL LIMITED

Tender No. MSP-01-CMRL Depot Admin Building/2017

Sub:Minutes of pre-bid meeting for engagement of manpower service provider for outsourcing of various category of staff - held on 20/01/2017.

1. Pre-bid meeting for engagement of manpower service provider for outsourcing of Supervisor (Tech/Non Tech/MPW/Security), Typist/Clerk, OAs/Peon and Driver with Tender reference No. **MSP-01-CMRL Depot Admin Building/2017** was held on 20/01/2017 @ 1500 hrs at CMRL Admin Building.
2. The following are the specific doubts raised by the prospective bidders during the pre-bid meeting and its clarifications are as under:-

Sl No	Points Raised in the pre-bid meeting	Clarifications
1	As per the tender condition 5% of performance security is calculated taking in to account of three years work order value which is pretty high. Hence requested to review the same for 5% of Annual value instead of three years work value.	The performance Security value was arrived based on the guidelines of CMRL Tender procedure manual. Hence there is no change in the performance security.
2	Uniform cost has not been mentioned in the tender. Kindly clarify if this has to be paid and factored in.	Uniform charges already mentioned in Para 8 Section-IV (Page-19) of Tender, which includes one pair of shoes to Male staff and Female (ladies shoe) staff.
3	Whether, the experience certificate already available can be submitted along with the tender instead of submitting the same in the prescribed format (Annexure-3) as getting certificate again from the clients is practically not feasible.	After discussion, considering the problems projected by the bidders to get Experience certificate in the prescribed format from the clients, it has been decided that the bidders may also submit the certificate already issued from the clients provided that the Experience certificate contains all the required/mandatory information as mentioned in the Annexure-3 of the tender and duly certified by the authorised signatory.
4	Is payment of Tender Fee and EMD exempted if NSIC registration certificate is provided.	As per the tender condition, the Technical bid should be accompanied by requisite Tender Fee and EMD amount along with the bid documents.

3. This minutes, forms the part of the tender document and is required to be signed and submit along with the bid document.