

Minutes of the pre-bid meeting for Engagement of Accounts personnel at Federation Office and Security & Maintenance personnel at the premises of Federation Office at LB-2, Sector – III, Salt Lake City, Kolkata – 700 106 on contract basis was held on 06.02.2025 at 3:00 PM at the Office of West Bengal Cooperative Milk Producers' Federation Ltd. in connection with NIT No. WBARD/WBMF/ACCT SECU MAINT PERSONNEL/NIT-01(2nd call)/10/10(QA)/2024-25 dated 29.01.2025 (Tender ID: 2025_ARD_807839_1).

The pre-bid meeting in connection with NIT No. WBARD/WBMF/ACCT SECU MAINT PERSONNEL/NIT-01(2nd call)/10/10(QA)/2024-25 dated 29.01.2025 (Tender ID: 2025_ARD_807839_1) for Engagement of Accounts personnel at Federation Office and Security & Maintenance personnel at the premises of Federation Office at LB-2, Sector – III, Salt Lake City, Kolkata – 700 106 on contract basis was held on 06.02.2025 at 3:00 PM at the Office of West Bengal Cooperative Milk Producers' Federation Ltd.

Officials Present:

Sl No.	Name	Designation	Name of Organization
1	Dr Tapas Kar	Manager (QA) & Secretary	WBCMPFL
2	Dr Swapnendu Mondal	Assistant Director, ARD	WBCMPFL
3	Sri Falguni Ghosal	Assistant Manager (Accounts)	WBCMPFL
4	Smt. Juthika Kundu	MIS Officer	WBCMPFL
5	Sri Siddharta Mukherjee	Asst. Project	WBCMPFL

Representatives present from prospective bidders:

Sl No.	Name of the Firm/ Agency with Name of Representative	Contact No.
1	Ideal Security Enterprise Representative: Shri Sujan Kumar Ghosh, Field Officer,	9433098432
2	Star Security & Detective Agency Representative: Tapas Bhattacharya, Field Officer,	8334021661

The Assistant Director, ARD, WBCMPFL presided over the pre-bid meeting.

Two representatives from Two prospective bidders attended the pre-bid meeting. Their queries were noted and explained to their satisfaction. No suggestion for any change in the bid document was proposed by the representatives.

Hence, no modification in the bid document is required to be made for Engagement of Accounts personnel at Federation Office and Security & Maintenance personnel at the premises of Federation Office at LB-2, Sector – III, Salt Lake City, Kolkata – 700 106 on contract basis and no Corrigendum is required to be uploaded.

It was resolved to upload the resolution in the website of WBCMPFL and e-tender portal.


There being no other issue for discussion, the meeting ended with vote of thanks to & from the Chair.


Assistant (P)
WBCMPFL


MIS Officer
WBCMPFL


Assistant
Manager
(Accounts)
WBCMPFL


Assistant
Director, ARD
WBCMPFL


Addl. R.C.S
WBCMPFL


Manager (QA)
& Secretary
WBCMPFL

Declaration by the Bidder at the pre-bid meeting held on 06.02.2025 at 03:00 PM at the Office of the WBCMPFL for Engagement of Accounts personnel at Federation Office and Security and Maintenance personnel at the premises of Federation Office at LB-2, Sector – III, Salt Lake City, Kolkata – 700106

e-Tender Ref. No: NIT NO. WBARD/WBMF/ACCT SECU MAINT PERSONNEL/NIT-01(2nd call)/10/10(QA)/2024-25 dated 29.01.2025 (Tender ID: 2025_ARD_807839_1)

I, the under-signed from M/s. IDEAL SECURITY ENTERPRISE hereby declare that I have participated in the pre-bid meeting held on 06.02.2025 at 3:00 PM at the Office of West Bengal Cooperative Milk Producers' Federation Ltd. I also declare that I have read the NIT document (NIT NO. WBARD/WBMF/ACCT SECU MAINT PERSONNEL/NIT-01(2nd call)/10/10(QA)/2024-25 dated 29.01.2025 and Tender ID: 2025_ARD_807839_1 for "Engagement of Accounts personnel at Federation Office and Security and Maintenance personnel at the premises of Federation Office at LB-2, Sector – III, Salt Lake City, Kolkata - 700106" and

(i) I have no objection with the NIT.

Hence no modification i.e addition or deletion in the bid document is required to be made as per my opinion.

(ii) As mentioned in the NIT vide Clause No. 5.15 of "TERMS & CONDITION OF THE CONTRACT" (Page No. 15), the Agency shall be responsible for providing the security personnel all necessary facilities in the form of uniform (2 sets in a year), torches, umbrella, batons, shoes & 2 pairs of socks (one set in a year), raincoat, sweater [once in a contract period), stationeries items and allied articles etc., transportation and other statutory requirement under the various Acts/Govt. Regulations and the cost shall be borne by the Agency from its own exchequer. The Agency shall neither deduct the required amount from the salary of the employee nor demand any deposit from the concerned employee in this regard.

(iii) As mentioned in the NIT "Abnormally LOW RATE of service charge quoted by the Bidder which prima facie appears to have malafide in tender space will not be accepted" vide Clause No. 5.3 (Page No. 7) and Clause No. 8 (Page No.9), the Agency will not quote any abnormally LOW RATE of service charge.

Signature of Authorized Representative

For M/S IDEAL SECURITY ENTERPRISE

.....Debasmita Das.....



Declaration by the Bidder at the pre-bid meeting held on 06.02.2025 at 03:00 PM at the Office of the WBCMPFL for Engagement of Accounts personnel at Federation Office and Security and Maintenance personnel at the premises of Federation Office at LB-2, Sector – III, Salt Lake City, Kolkata – 700106

e-Tender Ref. No: NIT NO. WBARD/WBMF/ACCT SECU MAINT PERSONNEL/NIT-01(2nd call)/10/10(QA)/2024-25 dated 29.01.2025 (Tender ID: 2025_ARD_807839_1)

I, the under-signed from M/s. Star Security & Detective Agency hereby declare that I have participated in the pre-bid meeting held on 06.02.2025 at 3:00 PM at the Office of West Bengal Cooperative Milk Producers' Federation Ltd. I also declare that I have read the NIT document (**NIT NO. WBARD/WBMF/ACCT SECU MAINT PERSONNEL/NIT-01(2nd call)/10/10(QA)/2024-25 dated 29.01.2025** and Tender ID: **2025_ARD_807839_1** for "Engagement of Accounts personnel at Federation Office and Security and Maintenance personnel at the premises of Federation Office at LB-2, Sector – III, Salt Lake City, Kolkata - 700106" and

(i) I have no objection with the NIT.

Hence no modification i.e addition or deletion in the bid document is required to be made as per my opinion.

(ii) As mentioned in the NIT vide Clause No. 5.15 of "TERMS & CONDITION OF THE CONTRACT" (Page No. 15), the Agency shall be responsible for providing the security personnel all necessary facilities in the form of uniform (2 sets in a year), torches, umbrella, batons, shoes & 2 pairs of socks (one set in a year), raincoat, sweater [once in a contract period), stationeries items and allied articles etc., transportation and other statutory requirement under the various Acts/Govt. Regulations and the cost shall be borne by the Agency from its own exchequer. The Agency shall neither deduct the required amount from the salary of the employee nor demand any deposit from the concerned employee in this regard.

(iii) As mentioned in the NIT "**Abnormally LOW RATE of service charge quoted by the Bidder which prima facie appears to have malafide in tender space will not be accepted**" vide Clause No. 5.3 (Page No. 7) and Clause No. 8 (Page No.9), the Agency will not quote any abnormally LOW RATE of service charge.

Signature of Authorized Representative
For M/S

..... Tapas Halder

