



**Estate Department**  
**Reserve Bank of India, Thiruvananthapuram**

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**Minutes of the Pre-Bid Meeting – Design, Supply, Installation, Testing and Commissioning of 320 KVA DG set with acoustic enclosure, AMF panel and associated electrical works in Bank's Main Office Building at Thiruvananthapuram**

Pre-bid meeting for the [captioned tender](#) was conducted as per the schedule on July 15, 2025 at 11:00 AM in the Conference room at Estate Department. List of participants are as indicated below:

**(a) List of Bank's Officials who attended the meeting**

1	Shri. Shaji Krishnan K	Assistant General Manager
2	Shri. Suresh Kumar K	Assistant Manager (Tech-Electrical)
3	Shri. Rajeev S J	Junior Engineer (Electrical)
4	Shri. Koshy Thomas	Assistant

**(b) List of Contractors' representatives who attended the meeting**

SI No	Name of the Representative	Name of the firm
1	Shri Ramesh	Madras Power Corporation
2	Shri Rahul G	Powermech Diesels

2. The meeting was chaired by Shri. Shaji Krishnan K, Assistant General Manager, Estate Department, and he welcomed the participants to the meeting.

3. Shri. Suresh Kumar K, Assistant Manager (Tech-Electrical), explained in detail the technicalities involved in the work and the item wise clarification of the schedule of quantity.

4. Subsequently, queries, were invited from the participants regarding the tender. The details of the queries raised by the contractor and the clarifications of the Bank are tabulated below:

Sl. No.	Query	Bank's Clarification
a.	Clarification regarding who will provide the structure for installation of exhaust pipe	It was informed that the construction of structure for Installation of exhaust pipe is under the scope of work of contractor and the cost is included in the tender. The mast height of pipe shall be 15m from ground.



b.	Clarification regarding buy back of old DG set along with diesel tank	It was informed that the vendor may be permitted for buy back of old DG set along with diesel tank.
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5. Contractors were advised that the tender documents should be uploaded in e-Tendering portal well before the last date of bidding to avoid any last-minute errors/rush and also informed that the EMD for the work should preferably be transferred in the form of NEFT to the account provided in the Tender Document. The vendor was also advised that the bidding shall be entered by downloading the excel sheet uploaded by Reserve Bank of India in the MSTC portal.

6. Bidders shall note that, all the above clarifications provided by the Bank during the pre-bid meeting, along with details indicated in the Tender document shall form part of the Tender/Contract.

7. The meeting concluded at 12:30 PM.

**Regional Director  
(Kerala and Lakshadweep)**