

SATYAJIT RAY FILM & TELEVISION INSTITUTE

AN ACADEMIC INSTITUTION OF MINISTRY OF I&B OF GOVT. OF INDIA
E. M. BYPASS ROAD, P.O. PANCHASAYAR, KOLKATA – 700 094

TENDER NOTIFICATION

TENDER NO. : 32029/04/2012-Admn./1369 dated 22.08.2013

NOTICE INVITING TENDER FOR ENGAGEMENT OF AGENCY FOR PROVIDING SWEEPING & OTHER PERSONNEL AT S.R.F.T.I.

RECORD NOTE OF DISCUSSION

Record note of discussion of the Pre-bid meeting held at 11.00 hrs. on 05.09.2013 at the Committee Room of the Institute in connection with the notice inviting sealed quotations from reputed, resourceful, financially sound agencies capable of providing sweeping & other personnel to the campus located at E. M. Bypass Road, P.O. Panchasayar, Kolkata – 700 094, **for 02 (two) years.**

2. The following officials of SRFTI and the prospective Tenderers attended the Pre-Bid Meeting:-

Officers of SRFTI

Shri Santanu Basu Mullick Sr. Manager (M&R)	Shri Sandip Banerjee, Sr. A.O.
Shri Sudhin Banerjee, Admn. Officer	Shri Somdev Chatterjee, Asst. Prof.
Shri Kalyan Kumar Pal, Superintendent	

Prospective Tenderers

Officials of SRFTI	Name of the prospective Tenderers
M/s. I.B. Security & Maintenance Services	M/s. Piku Enterprise
M/s. VIS Management Pvt. Ltd.	M/s. G.D.S. Security
M/s. Paradise Enterprise	M/s. Inter State Security Agency
M/s. The Jana Enterprise	M/s. Star Security & Detective Agency
M/s. E.G.C. Group	M/s. Jabneed Security Service
M/s. Biswas Security Agency	N/s. M.B. Security & Investigate Bureau
M/s. Venus Guards & Allied Service Pvt. Ltd.	M/s. S&IB Services Pvt. Ltd.

3. After detailed discussions with the representative of prospective Tenderers, it has been observed that there was a printing mistake in the Format 'A' of the Price Bid (Appendix –II). Accordingly, it was decided that all the prospective Tenderers should quote in the **Format – 'A' (amended)** as enclosed herewith. Other terms & conditions shall remain unchanged.

4. The tenderers are requested to note the above and quote accordingly within the due date. A copy of these minutes of the Pre-bid meeting duly signed by the tenderer under his/her office seal should be submitted along with Techno-Commercial part of the tender to communicate his acceptance of the decisions taken in the Pre-bid meeting.

Convener of the tender committee
SRFTI

Format 'A' (Amended)**DETAILED BREAK-UP OF WAGES OF SWEEPING SUPERVISOR, SWEEPER & ATTENDANT**

Tender No.32029/04/2012-Admn./1369 dated 22.08.2013

Sweeping Supervisor (Per Day)

S/N	Consisting of Statutory Obligations	Amount
01.	Minimum Wages (Semi-skilled rate as per Govt. of India)	
02.	E.P.F. @ 13.61%	
03.	E.S.I.@ 4.75%	
04.	Bonus @ 8.33% (Maximum ceiling Rs.3500/-)	
05.	National Holiday (03 Nos.)	
06.	Others Charges/Allowance, if any	
07.	Service Charges	
08.	Total Value Per Head Per Day	
09.	Total Value for 02 years (01 Supervisor x Rate per day x 626 days)	

Sweeper & Attendant (Per Day)

S/N	Consisting of Statutory Obligations	Amount
01.	Minimum Wages (Un-skilled rate as per Govt. of India)	
02.	E.P.F. @ 13.61%	
03.	E.S.I.@ 4.75%	
04.	Bonus @ 8.33% (Maximum ceiling Rs.3500/-)	
05.	National Holiday (03 Nos.)	
06.	Others Charges/Allowance, if any	
07.	Service Charges	
08.	Total Value Per Head Per Day	
09.	Total Value for 21 Sweeper + 4 Attendant for 02 years [21 sweeper x Rate of per day x 578 days (working days)] [11 sweeper x Rate of per day x 76 days (holidays)] [10 sweeper x Rate of per day x 76 days (holidays)] [4 attendant x Rate of per day x 730 days]	

Date:

Signature of the Authorized Signatory with Seal