

**Pre Bid Clarifications for Tender for Annual Maintenance Contract for Electrical and Fire Fighting Systems**

**Ref: ICTS/TIFR/SER/W-18/2017**  
**Public Tender Notice No. 021/NOV/2017**

**Meeting held on 13 December 2017**

**Attended by:**

M/s. Vijayachandra Electricals  
 M/s. Vedaprakash Electricals  
 M/s. S S Electricals  
 M/s. Sri Mahalakshmi Electricals  
 M/s. ESEPL Services

**ICTS Representatives:**

Mr. Abhijit De  
 Mr. Amresh K Singh  
 Mrs. Rajalakshmi S

Sl No	Query	Clarification
1	Rates for supply of items ( whether to include GST)	GST not to be included. Rates to be quoted per item.
2	Procurement of items not included in the list	For reimbursement of expense on purchase, the bill should be attached and the same amount shall be claimed.
2	Earned Leave - clarification	Earned Leave shall be calculated as 1 days' pay per 20 working day, which will work out to 15 days per annum. IT is mandatory to quote.
3	Bonus - whether to pay monthly or annually?	It is preferred to pay bonus every month.
4	Submission of documents	Provide all the documents alongwith the bid. There should be no loss of time for submission of additional documents.
5	Whether no. of manpower is fixed.	Manpower requirement as envisaged as minimum requirement has been considered for estimate. Bidders are required to quote accordingly considering the miniumum requirement, weekly off, reliever duties etc.

- \* Please note that the pre-bid clarifications is part of the tender document. The same shall be sealed and signed and submitted along with the technical bid.
- \* The bids submitted without the signed and sealed copy of pre-bid clarifications is liable to be rejected.

