



भारतीय रिजर्व बैंक / Reserve Bank of India
शिष्टाचार एवं सुरक्षा स्थापना / Protocol & Security Establishment

Minutes of Pre-Bid meeting and Corrigendum – Service Contract for Providing Services of Fire Guards at Reserve Bank of India, Anna Nagar Staff Quarters

(RBI/Chennai Regional office/Others/2/25-26/ET/787)

The Pre-Bid meeting for the captioned work was conducted as mandated in the tender document on January 22, 2026 - at 11:30 hrs. at Conference Room-1, 2nd floor, Reserve Bank of India, Chennai. At the outset, Capt. A. Sudhakar, DGM (P&S), welcomed all the participants of the pre-bid meeting and advised the vendors to freely seek clarification on various statutory and non-statutory facets of the tenders. The following staff members of RBI and representatives of firms / prospective tenderers were present during the pre-bid meeting:

Sl. No.	Name and Designation of the RBI Officials
1	Capt. A. Sudhakar, DGM (P&S)
2	Lt. Cdr. Praveenkumar Y Goraguddi, AGM (P&S)
3	Shri Rijesh R N, AGM (Estate)
4	Maj. Rakesh K P, Manager (P&S)
5	Shri Saravanan M, Assistant(P&SE)
6	Shri Vignesh J, Assistant (P&SE)

SI No.	Name of the Firm/Company	Name of the Representative
1	Aalfa Tango Management Services Pvt Ltd	Shri A Ashokkumar
2	ISI India (P) Ltd Chennai	Shri D Manikandan
3	Firstman Management Services (P) Ltd	Shri Sakthivel V
4	Bavani Security & Night Patrol Pvt Ltd	Shri S Venkatesh
5	SIS limited	Shri Chandra Sekar Gupta
6	SIS limited	Shri Dhanoj Singh
7	MSS Pvt Ltd	Shri M Subramanian A M

Queries raised by the above companies / firms vis-à-vis clarifications are as follows:

Sl. No.	Queries / Proposals	Clarification furnished by RBI Officials
1	Whether the provisions of the Tamil Nadu Industrial Establishments (National, Festival and Special Holidays) Act, 1958 are applicable?	4 national Holidays such as Republic Day, Independence Day, May Day and Gandhi Jayanti will be applicable.
2	Whether a Diploma in Fire Safety obtained from a recognized university is sufficient to be considered eligible for the post of Fire Guard?	One of the essential pre-qualification criteria for appointment as a Fire Guard is the possession of a one-year certified course in fire safety from a government recognized institute.
3	Whether any specified guidelines exist regarding initial training and refresher training for Fire Guards posted at the Anna Nagar Quarters?	<p>Apart from the essential qualification mentioned above, if the Fire Guards fail to perform their duties satisfactorily, the Bank reserves the right to instruct the Fire Safety Agency to:</p> <ul style="list-style-type: none"> (i) Educate and counsel the concerned Fire Guards on their responsibilities and expected standards of performance. (ii) Provide additional training to enhance their skills and competencies in fire safety, emergency response, and related duties. <p>This measure is intended to ensure that all Fire Guards are adequately equipped to perform their roles effectively, thereby maintaining the safety and security of the premises.</p>

4	What is the Minimum Wage for a Fire Guard?	The minimum wages i.e. (Basic + VDA) as specified by Chief Labour Commissioner, Government of India, vide its order File No.1/6(1)/2025-LS-II dated September 25, 2025, under Category Industrial workers – watch and ward (without arms – Fire Guard) - Area A.
5	Clarification on whether the duty schedule of the Fire Guard at Anna Nagar Quarters, including pressure checking and other related responsibilities, will be provided by the Fire Safety Agency or the Principal Employer.	The duty schedule for Fire Guards posted at Anna Nagar Quarters shall be provided by the Principal Employer in coordination with the Fire Safety Agency.

2. Above clarifications are issued for the information for intending bidders. Minutes of pre-bid meeting shall form the part of bid document / Agreement. All the terms and conditions and specifications of the bid document shall continue to remain same. Hence, it shall be signed and submitted along with the tender by the tenderers. Submission of Bids shall be construed to be in conformity with the bid document and above clarifications.

3. Corrigendum:

Existing paras	Revised Paras
(With reference to part I on page no.5) Due Date and time of Submission of e-Tender: up to 1600hrs. on February 02, 2025	Due Date and time of Submission of e-Tender: up to 1600hrs. on February 02, 2026
(With reference to para 11 under SECTION VIII - on page no.49) Signing of Agreement: The successful bidder shall be awarded the work. On award of work, the successful bidder shall commence the work from April 01,2026,	Signing of Agreement: The successful bidder shall be awarded the work. On award of work, the successful bidder shall commence the work from April 01,2026,

intimating award of work, and shall execute an agreement on a non-judicial stamp paper of requisite value for due performance of the Contract and to the effect of the following conditions within 07 days from the date of the award of work or on or before March 28, 2025 , whichever is earlier	intimating award of work, and shall execute an agreement on a non-judicial stamp paper of requisite value for due performance of the Contract and to the effect of the following conditions within 07 days from the date of the award of work or on or before March 30 ,2026 , whichever is earlier.
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**The Regional Director
Reserve Bank of India
Fort Glacis, No. 16,
Rajaji Salai,
Chennai – 600 001**