

HOMI BHABHA CENTRE FOR SCIENCE EDUCATION
Tata Institute of Fundamental Research

June 15, 2026

Minutes of Pre-bid meeting for the 'Annual Maintenance Contract for Civil, Carpentry, Plumbing and Misc. Works at HBCSE for year 2026-27'

A pre-bid meeting for the Annual Maintenance Contract (AMC) for Civil, Carpentry, Plumbing and Misc. Works at HBCSE for year 2026-27 was held on 12th June, 2026 at 11:00am in Room no. G1, Main building, HBCSE.

Following HBCSE members were present for the pre-bid meeting:

1. Mr. Manish Thakur – Purchase Section
2. Mr. Prasad Mhatre – Indentor

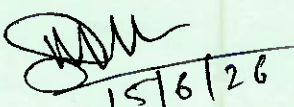
Following vendors/ vendor representatives attended the meeting:


1. M/s. Sai Enterprises
2. M/s. R.S. Enterprises
3. M/s. Balaji Construction
4. M/s. A. K. Enterprises
5. M/s. Arya IBMS Enterprises

The EIC briefly explained the scope of work along with special terms and conditions mentioned in the tender document. Post explanation the following queries raised by some vendors and the corresponding response given by the HBCSE representatives-

Sr. No.	Query Raised	Response
1	Request to increase the timeline for submission of additional supporting documents after technical bid opening from 2 days to 7 days.	The 2-day timeline is considered adequate for submission of additional documents and is necessary for expeditious bid evaluation and timely decision-making.
2	Obtaining Performance Certificates from past clients is difficult as clients often do not respond after issuing Work Completion Certificates.	Bidders may submit a copy of the request made to the client along with proof of acknowledgement. The same will be considered if no response is received before bid submission.
3	Possibility of errors in BOQ calculations or omission of rates due to the large number of items involved.	Bidders are advised to verify all calculations thoroughly and may use spreadsheet software to minimize errors. Any item left unpriced by the successful bidder shall be deemed included in the quoted rates. Withdrawal of bids after being declared L1 may attract debarment as per tender conditions.
4	Most of times vendors do not submit details of work carried out with any litigation/ penalties attracted, so will HBCSE scrutiny committee take into consideration those works if they got information about it from anywhere else.	This will be treated with reference to point no.5 in notes mentioned in Section 2: Pre-Qualification/Eligibility Criteria in the tender document.

No further queries were raised by the vendors. The meeting concluded at 12:30PM post site visit of the campus.


15/6/26
(Mr. Manish Thakur)


15/06/2026
(Mr. Prasad Mhatre)