भारतीय रिज़र्व बैंक
सम्पदा विभाग
कोलकाता

Reserve Bank of India
Estate Department
Kolkata

Minutes of Pre-bid meeting dated October 22, 2026 - Design Supply Installation Testing & Commissioning (DSITC) of 6 nos of passenger lifts at Bank's Main Office Building, Kolkata

E-Tender No: 2026_RBI_293014

The Pre-bid meeting of the captioned tender was held at 11:00 AM on October 22, 2026 through offline mode.

2. The following officials of the Bank and intending bidders were present during the pre-bid meeting:

a) List of Bank's official who have attended the Pre-bid meeting:

Sr. No.	Bank's official name	Designation
1.	Shri Pramod Kumar Gupta	GM
2.	Shri Rabindra Nath Kisku	Manager (T-E)
3.	Shri Subash Luyagun	Manager
4.	Shri Shashi Sankar Sinha	AM (T-E)
5.	Shri Ankit Roy	AM
6.	Shri Nishant Charan	JE (Electric)

b) List of representatives of participating vendors:

Sr. No.	Vendor Name	Vendor Representative name
1.	Schindler India Private Limited	Shri Sanjay Agarwal
2.	Omega Elevators	MD. Safi Ahmed
3.	Fujitec India	Sunirmal Singha
4.	Johnson Lifts Private Limited	Shri Aurijit Biswas
5.	Otis Elevator CO. (India) Limited	Shri Rahul Dasgupta
6.	KONE Elevator	Shri Dipjyoti Roy Choudhury

3. The queries raised during the meeting and Bank's reply on the same are tabulated below:

Sl. No.	Query raised by the firm at the time of Prebid meeting	Bank's Reply
1	Power of Attorney (PoA)	PoA in the standard formats from the competent authority is acceptable.
2	Consideration of variation in GST, if occurs.	As per existing applicable GST, Bank has considered GST @18%. However, if any

		variation in GST occurs, the Bank will consider the same on submission of relevant documents (tax invoice) by the vendor.
3	Section III: Para 14(V): Performance Bank Guarantee for Comprehensive Annual Maintenance Contract (CAMC- PBG):	The PBG amount shall be equal to 50% of 1st year of total quoted CAMC rates (all 6 lifts) thereafter, the amount of this BG shall reduce every year by 1/19th of the 1st year PBG amount till the completion of CAMC period of 19 years. The renewed BG shall be submitted at least 15 days before the due date of the expiry of previous BG. The Bank reserve the right to enforce the Bank Guarantee in case of unsatisfactory performance during the Contract Period or delay in submission of BG of revised amount for CAMC.
4	Section III: Para 14(I) Vendor requested to allow submission of Bank Guarantee in place of deduction of Retention Money	Vendor may submit Bank Guarantee @ 5% of contract amount along with/or before 1st RA bill in lieu of Retention Money. The Validity of the said Bank Guarantee shall be till 60 days after DLP.
5	Annexure XI (b): Time Schedule	The vendor is expected to submit the layout drawings for approval complying with all the technical specifications and statutory requirements. The bank will approve such layout / drawing within 10 days from submission by bidder.
6	Section I:9(IV): Extension in time period for completion of the work	The Time period for completion of the work will be 50 weeks from 14th day of issue of work order. The last milestone will be for 50th week. Other milestones will remain unchanged.
7	Section III (A): 2 (II) Comprehensive Annual Maintenance of new lifts	As and when a lift or a group of lifts is handed over to the Bank along with lift license(s), the Defects Liability Period (DLP) for those specific lifts will commence from their respective handover dates. Consequently, the Comprehensive Annual Maintenance Contract

		(CAMC) for each lift will begin upon the expiration of its 12-month DLP. For administrative convenience, the CAMC for all the six lifts will commence collectively after completion of DLP of last lift. Broken period CAMC (CAMC from the expiration of DLP of individual lift to the expiration of DLP of last lift) for the lifts which were handed over before handing over the last lift shall be paid pro rata at the rate quoted by the bidder for CAMC. However, the obligation of 20 years maintenance will commence from the date of handing over of the last lift.
8	Section VIII: Para 4.4(Brake): Clarification on dual redundancy	As per the IS 17900.
9	Section VIII: Para 5.3 (Energy Efficiency): Fixing of Auto Fan / Car light Cutoff	Auto switch off feature to be provided for switching of the ventilation fan & car lights after 5 minutes of lift being idle.
10	Section VIII: Para 5.3 (Energy Efficiency): Indicators illumination:	As per the IS 17900
11	Section VIII: Para 5.3 (Energy Efficiency): Alarm Bell/Buzzer	The audible distance shall cover lift lobby and as per the IS 17900
12	Section VIII: Para 7.0 Car Enclosure: Sheet steel thickness for Car shall be 1.5 mm	Minimum 1.2 mm thickness of car and landing door.
13	Section VIII: Para 10.1 Hall Lanterns & Gongs: Review in the angle of view of indicators.	It shall be clearly visible from the lift lobby and as per the IS 17900.
14	All Cables – please specify type	Flame Retardant Low Smoke Halogen-Free (FRLSH) is required.

15	Section VIII: Para 14.0 BMS Compatibility	Port should be provided for integration with Fire Alarm.
16	Section VIII: Para 11.1 Landing Fascia: Each fascia should be full width of entrance plus 150mm at least on either side and only counter sunk screws will be accepted on the surface.	As per the IS 17900.
17	Section VIII: Para 10.1 Car arrival Chime	As per OEM standard
18	Section VIII: Para 8.5 Voice Synthesizer: Review on the requirement "Providing messages in at least three languages as per choice of Bank:"	The vendor shall program to provide message in the language selected by Bank
19	Section IX:1.24 :16 segment / Dot Matrix Car position and direction of travel display and Lift under maintenance display.	The para may be read as 16 segment / Dot Matrix/LCD Car position and direction of travel display and Lift under maintenance display.

4. These minutes of pre-bid meeting shall form the part of bid document. All other terms and conditions of the tender remain unchanged.

Regional Director
Reserve Bank of India
West Bengal & Andaman and Nicobar

Date: October 27, 2026
Place: Kolkata