



Reserve Bank of India/ भारतीय रिज़र्व बैंक
Estate Department / संपदा विभाग
Guwahati / गुवाहाटी

Empanelment of Firms/ Contractors for Civil, Electrical Works and Supply of Deadstock Articles for FY 2027-30 (April 01, 2027 - March 31, 2030) at RBI, Guwahati

Minutes of Pre-Bid Meeting

In reference to the [subject](#) mentioned above, a pre-bid meeting was held on October 06, 2026 at 11:00 AM at 4th Floor, VC Room, Bank's Main Office Building, Guwahati.

2. (a) List of bank officials present in the meeting:

Serial No.	Name	Designation
1	Shri Nabin Khaklary	Deputy General Manager (DGM)
2	Shri Ramanand Hawelkar	Assistant Manager (AM)
3	Shri Sk Azahar Ali	Assistant

(b) List of representatives of companies/individuals/firms/contractors present in the meeting:

Serial No.	Company/Firm Name	Representative Name
1	M/s AP Enterprise	Shri Utpal Paul
2	M/s Mrinmoy Kalita	Shri Mrinmoy Kalita
3	M/s Monjit Hazarika	Shri Monjit Hazarika

3. A detailed table below presents the questions raised by representatives of various firms and clarifications provided by the bank:

Sr No	Questions asked by firms	Explanation / Remarks
1.	Clarify the process of firm registration/enlistment with the bank.	Vendors have been clearly informed about the registration/enlistment process with the bank. No registration fee is payable to the bank.



2.	Is a client certificate required for all the works mentioned?	Yes, it is mandatory for all the works mentioned for prequalification. For Government/PSU/Legal/Institutional clients — Certificate must be in prescribed format signed by an officer. For private party works — Instead, a copy of the TDS certificate for that work should be attached.
3.	Will the minimum 5 years of experience be calculated from the date of work order or completion date?	As of August 31, 2026, the applicant must have at least 5 years of experience working in the relevant trade (i.e., the first work order must be dated August 31, 2021 or before).
4.	Can a startup firm without any prior experience apply for empanelment?	Firms without experience will be considered ineligible and will not be empaneled.
5.	Can a single firm apply for more than one trade?	Since empanelment is trade-wise, any firm can apply for more than one trade. For this, the firm must independently meet the pre-qualification criteria (similar work, turnover, licenses/legal permissions) for each trade and submit required documents and solvency amount as per the relevant trade and slab.

4. It is to mention that one phone number was incorrect in the original document. Updated contact details are as follows:

S/N	Name of the Person	Phone Number	e-mail ID
1.	Shri Sk Azahar Ali	+91 9088164961	skazaharali@rbi.org.in

**Regional Director
Reserve Bank of India
North Eastern States**