**Reserve Bank of India**
**Estate Department**
**Patna**

**Pre-bid meeting minutes for constituting a panel of suppliers/contractors for civil/electrical repair/maintenance works and other works for the panel period 2027-2030**

In reference to the subject mentioned above, a pre-bid meeting was held on September 14, 2026 at 3:00 PM at the Estate Department, Reserve Bank of India, Patna.

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

| Serial No. | Name | Designation |
|---|---|---|
| 1 | Shri Shashank Shekhar | Assistant General Manager (AGM) |
| 2 | Shri Sanjay Kumar | Manager |
| 3 | Shri Anshuman Tripathi | Assistant Manager Technical (Electrical) |
| 4 | Shri Shubh Raj | Assistant Manager Technical (Civil) |
| 5 | Shri Siddhant Divakar Paradkar | Assistant Manager |
| 6 | Shri Sugriv Kumar | Assistant Manager |

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

| Serial No. | Company/Firm Name | Representative Name |
|---|---|---|
| 1 | M/s Ranjit Kumar | Shri Ranjit Kumar |
| 2 | M/s Munna Kumar | Shri Munna Kumar |
| 3 | M/s Shri Lakshmi Enterprises | Shri Ravi Kumar |
| 4 | M/s Binod Kumar | Shri Binod Kumar |
| 5 | M/s Vikas Kumar | Shri Vikas Kumar |
| 6 | M/s Arbind Kumar | Shri Arbind Kumar |
| 7 | M/s G D Sharma | Shri Vidya Sagar |
| 8 | M/s Satish Kumar | Shri Satish Kumar |
| 9 | M/s Jitendra Kumar | Shri Jitendra Kumar |
| 10 | M/s Mukesh Kumar | Shri Mukesh Kumar |
| 11 | M/s Sanjeev Kumar | Shri Sanjeev Kumar |
| 12 | M/s Rajkumar Prasad | Shri Rajkumar Prasad |
| 13 | M/s Abhishek Kumar | Shri Abhishek Kumar |
| 14 | M/s Sanjeet Kumar | Shri Sanjeet Kumar |
| 15 | M/s Rohit Kumar | Shri Rohit Kumar |
| 16 | M/s Amit Verma | Shri Amit Verma |

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. | Are both Banker's Certificate and Solvency Certificate required?<br>Various firms have expressed practical difficulties in banks recording turnover details in Banker's Certificates. | In view of the practical difficulties faced by firms, the following amendments are made:<br>• Solvency Certificate — Should be submitted as per the format attached in the application form.<br>• Banker's Certificate — A turnover certificate verified by a Chartered Accountant (CA) on their letterhead will be accepted as an alternative to the Banker's Certificate. |
| 2. | 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. |
| 3. | Is a client certificate required for all the works mentioned? | Yes, it is mandatory for all the works mentioned for pre-qualification.<br>For Government/PSU/Legal/Institutional clients — Certificate must be in prescribed format signed by an officer.<br>For private party works — Instead, a copy of the TDS certificate for that work should be attached. |
| 4. | Will the minimum 5 years of experience be calculated from the date of work order or completion date? | As of August 28, 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 28, 2021 or before). |
| 5. | Is a photocopy of a cancelled cheque acceptable, or is a separate cheque required for each trade application? | A clear photocopy of a cancelled cheque showing the firm's name (as per bank records), account number, and IFSC code is sufficient. The same cancelled cheque can be attached with multiple trade-wise applications. No need for new cheque leaves. |
| 6. | Should AMC work experience be considered for enlistment? | Please refer to Clause 36 on page 23 of the application form regarding this matter. |
| 7. | Can a startup firm without any prior experience apply for empanelment? | Firms without experience will be considered ineligible and will not be empaneled. |
| 8. | Is ESIC / EPFO mandatory for all vendors? | ESIC / EPFO registration is not mandatory for bank empanelment.<br>This rule will automatically apply if made mandatory by the government in the future. |

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| 9. | 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. |
| 10. | Is separate work experience required for different trades? | Pre-qualification will be determined solely based on completed similar works in the relevant trade (e.g., LT electrical work for electrical works, A/C-HVAC work for air-conditioning, etc.). Experience and turnover in one trade will not be combined with another trade unless the work is of composite nature. Final decision on acceptability of composite works will be taken by the bank. |
| 11. | a. Provision for payment of running bills. b. Deductions made at the time of payment. c. Time taken for payment. | The above provisions are as per the stipulated terms of the tender. Therefore, it is mandatory to thoroughly review the instructions mentioned therein before participating in the tender. |
| 12. | Can an empaneled firm work outside the bank as well? | Yes, empanelment does not restrict a firm from working for other parties (Third Parties). However, the firm must deploy adequate resources for bank works and must complete the work within the stipulated time frame. |
| 13. | Is an electrical contractor license issued outside Bihar acceptable? | All firms/companies applying for electrical works must possess a valid 'Class A' electrical contractor license issued by the central or state government. |
| 14. | Can documents missed during registration be submitted later? | Pre-qualification will be determined only based on documents received by the stipulated date and time. Documents received after the final date or incomplete documents will generally not be accepted; however, an opportunity may be given to submit missed documents, subject to the bank's sole discretion. |
| 15. | Can the amount of the previously issued work order be adjusted for inflation (price rise) at a rate of 7% per annum? | No. |
| 16. | Is any composite work (composite trade) available? | Civil and Electrical composite works are not listed in the current application form's list or categories. |
| 17. | Can the category slabs (value bands) be modified? Because some firms are becoming ineligible in the initial category of | Considering the practical difficulties expressed by various stakeholders and firms, the current value band categories have been restructured/modified as follows to make the empanelment process more streamlined and inclusive. All other terms and pre-qualification criteria (PQ Criteria) of the tender application will remain unchanged.<br>**Proposed revised categories (Value Bands):** |

| | | |
|---|---|---|
| | ₹0–2 lakh, or some eligible firms are not getting the opportunity to upgrade to higher categories. | 1. **Category-I: ₹0 to ₹1 lakh**<br>2. **Category-II: ₹1 lakh to ₹2 lakh**<br>3. **Category-III: ₹2 lakh to ₹3 lakh**<br>4. **Category-IV: ₹3 lakh to ₹5 lakh** |

**Regional Director**
**Reserve Bank of India**
**Patna**

Click here to download Revised Tender documents.