

## Minutes of Pre-bid Meeting.

Name of Works:- Operation & Maintenance services at Manikanchan SEZ (MK SEZ) – The Gems & Jewellery Park.

Date of Prebid Meeting Held on 09/12/2014 at 3.00 pm in the second floor meeting room of WBIDC with the intending bidders for the aforesaid jobs.

Tender Reference No:- WBIDC/IP/MK/O&M/2014

E-Tender Id no. 2014\_WBIDC\_29504\_1

### Reply of Pre Bid Queries

Re: O&M Services at Manikanchan SEZ.

S.L No	Clause No/Section /Page no	Item/Clause/ Name	Queries raised in the meeting	WBIDC's Reply	Remarks
1	4-General Terms & Conditions	AnnexureB, General Terms and Condition	Consumable materials	Cost of Consumable & housekeeping materials will be reimbursed on actual basis.	Not to be included in BOQ.
2	Man Power Schedule	Annexure-C Scope of work.	Reliever	Appropriate personnel of different categories to be utilized as per MAN POWER SCHEDULE as mentioned in tender document.	-
3	4	AnnexureB, General Terms and Condition	Calculation for 82 days leave.	One weekly off (52 days / year) plus 30 days leave in a year. The payment for the leave days to be paid for extra duties only.	-
4	Man Power Schedule	Annexure-C Scope of work.	Duty of Facility Manager/Site In-charge	Site In charge will perform duty during general shift and as and when necessary.	-
5	Man Power Schedule	Annexure-C Scope of work.	Deployment of Supervisor & Fire-fighting operators.	One supervisor & two firefighting operators to be deployed out of 12 personnel of Electro Mechanical Dept.	
6	Man Power Schedule	Annexure-C Scope of work.	Requirement of Manpower	Relievers' need to be deployed as indicated both for Electro Mechanical and House Keeping Dept.	