

MUMBAI PORT TRUST
DOCK DEPARTMENT

**TENDER FOR CONTRACTUAL ARRANGEMENT FOR RUNNING
AN AMBULANCE SERVICE ON HIRE BASIS FOR STANDBY DUTY
ROUND THE CLOCK IN DOCKS FOR A PERIOD OF FIVE YEARS.**

**MINUTES OF PREBID MEETING HELD AT
1500 HRS. ON 13.08.2010 AT AUCTION HALL, OSC**

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- PRESENT -

Shri S.S. Shiralkar, Deputy Manager, Hamallage.
Dr. J.P. Tamaskar, Asstt. Chief Medical Officer
Shri AS. Sengar, Asstt. Manager, Staff I/C.
Shri P.A. Singh, Asstt. Manager, Hamallage.
Smt. A.R. Karandikar, Jr. Accounts Officer (Tender).
Shri R.R. Paradkar, prospective bidder.

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Following issues were discussed.

- Shri R.R. Paradkar desired clarification whether medicines and filling up of Oxygen Cylinder required in the ambulance would be arranged by the MbPT Hospital or contractor.
- Dr. Tamaskar, Asstt. Chief Medical Officer clarified that only emergency medicines would be provided by MbPT Hospital. He further clarified that the contractor will have to make their own arrangement of First Aid, Medicines and filling up of Oxygen Cylinder.

- Shri R.R. Paradkar enquired regarding the availability room for doctor and staff in the docks where ambulance with staff would be stationed.
- Dr. Tamaskar made it clear that the MbPT would make arrangement of room for doctor and staff and arrangement of examination table to examine the patients would also be made therein.
- Shri R.R. Paradkar enquired whether contractor will be allowed to deploy more than one doctor.
- In this regard Dr. Tamaskar clarified that they may deploy more than one doctor but doctor should be a qualified MBBS doctor.
- Shri R.R. Paradkar enquired whether Security deposit could be deposited in the form of Bank Guarantee. He further desired to know whether EMD could be converted into Security Deposit.
- Dy. Manager, Hamallage and Jr. Accounts Officer (Tender Br.) clarified that as per tender document condition, the Earnest Money Deposit of Rs. 84,000/- is to be deposited at the time of submission of offer in the form of Demand Draft / Pay Order drawn in favour of “The Board of Trustees of the Port of Mumbai” drawn on any Nationalised/Scheduled Bank payable at Mumbai and valid for six months from the date of issuance of tender. He further clarified that the EMD received along with the tender can be converted into Security deposit in the event of award of contract to the successful tenderer. It was also clarified that the successful tenderer will be required to deposit 10% of contract value towards security deposit within 15 days from the date of issue of letter of acceptance for hiring the ambulance vehicle in the form of an irrevocable & unconditional Bank Guarantee from a Nationalised Bank or Scheduled Bank from its Mumbai Branch alongwith an Authorisation Letter from the bank for a sum equivalent to 10 % of the contract value as Security Deposit. The successful contractor may also lodge Security deposit by way of Pay Order / Demand Draft in favour of “The Board of Trustees of the Port of Mumbai” drawn on any Nationalised /

Scheduled Bank payable in Mumbai or by way of National Saving Certificates / Fixed Deposit Receipts from Mumbai branch of a Nationalised/Scheduled Bank .

- Shri R.R. Paradkar enquired whether the service tax will be payable @ 12%.
 - Jr. Accounts Officer (T.) clarified that Service tax will be payable at prevailing rate at the time making payment.

- Shri R.R. Paradkar enquired whether the RC Book should be deposited at the time of submitting quotation.
 - Dr. Tamaskar clarified that Certified copy of RC Book should be submitted at the time of submission of tender as per condition of the tender. He further clarified that Registration is necessary for vehicle as per condition No.6.

- Shri R.R. Paradkar wanted clarification regarding the terms & conditions for the absenteeism of staff.
 - Dy. Manager, Hamallage clarified that the penalty as per penalty clause No. 17 of the Terms & conditions of the contract will be imposed on the contractor in the event contractor's staff remains absent.

The meeting concluded with vote of Thanks at 4.00 p.m.

sd/-

**DY. DOCKS MANAGER
HAMALLAGE**