



Reserve Bank of India
Department of Information Technology
Bhubaneswar

Minutes of the Pre-Bid Meeting held on November 14, 2025

Name of the Tender: *Laying of LAN cables along with I/O Port from Switch Room to Workstations in Ground floor, Bank's Main Office Building, Bhubaneswar.*

Pre-bid meeting for the [captioned](#) was held on November 14, 2025, at 11:00 Hrs in the Spark Space Conference Room, 3rd floor, Main Office Premises, RBI, Bhubaneswar, to discuss some clauses of the tender and to clarify queries, if any, raised by the interested vendors/ bidders. The meeting was attended by the following persons:

Sl. No.	Representatives of the Bank	Sl. No.	Representative of the Vendors
1.	Ms. Prajnasmitha Rout, AGM, DIT	1.	Shri Sarada Satapathy, M/s. Continental Tele Service
2.	Smt. Banhisekha Basu, Manager, DIT	2.	Shri Prasanta Kumar Sahu, AB Info ways
3.	Shri Dillip Kumar Sahu, AM, DIT	3.	Shri Ashok Samal, Genesys Infotech

2. Discussion was held among the representatives of the Bank and Vendors, who raised the queries below and clarifications arrived thereof are tabulated below:

Sr. No.	Queries/ Statements from the Vendors	Answers/ Clarifications from the Bank's side if any
1	Referring to section 14 of the tender, the participants wanted to visit the site to ascertain the quantity of Cat 6 Cable to be required for the work.	Site visit of all the vendors was facilitated immediately after the pre-bid meeting.
2	Whether turnover details for FY 2024-25 needs to be submitted	It was clarified that copies of the Income Tax Clearance Certificates/Income Tax Assessment Orders along with the latest final accounts of the business of the contractor duly certified by a Chartered Accountant should be uploaded in proof of their creditworthiness and turnover for last three years.
3	Whether it is mandatory to submit Banker's Certificate	It was informed that Banker's Certificate is mandatory and to be submitted as per format at Annexure - VII from their banker/bankers. Bankers' certificates should be on letter head of the Bank, sealed in

		cover addressed to DIT, RBI, Bhubaneswar. In case of partnership firm, certificate should include names of all partners as recorded with the Bank.
4	Whether Insurance policy is mandatory	It was clarified that the contractor should obtain insurance to insure the works at his cost and keep them insured until the virtual completion of works, against loss or damage of any kind in the joint names of the employer and the contractor (the name of the former i.e. RBI being placed first in the policy) for the full amount of the contract and submit the copy of such insurance within 5 days from the award of work order. It was clarified to refer to clause 14 of Section iv on "The conditions herein before referred to".
5	Whether the cost of connecting the patch panel with the switch will be included in the quotation price	It was clarified that the patch cord connecting the patch panel with the switch is included in the SI no 3 of Section VII: Unpriced Schedule of Quantity. The tenderer has to incorporate the same in the quotation price.

**Regional Director
Reserve Bank of India
Bhubaneswar**