



**OFFICE OF THE MISSION DIRECTOR  
NATIONAL HEALTH MISSION, ASSAM**  
Saikia Commercial Complex, Srinagar Path, Christianbasti, G.S. Road, Guwahati-05  
Website: [www.nrhmassam.in](http://www.nrhmassam.in), E-mail: [misnrhm.assam@gmail.com](mailto:misnrhm.assam@gmail.com)

**Minutes of the Pre Bid Meeting for “Outsourcing of Housekeeping Service in District Hospitals”**

A Pre bid meeting was held on 16.09.2017 at 3:30PM in the Conference Hall of NHM, Assam in connection with the tender for Outsourcing of Housekeeping Service in 25(Twenty five) District Hospitals of Assam issued vide Tender no.: NHM/DH/Housekeeping/60/2008-09/15558 Dated: 08.09.2017

Members present as at ANNEXURE-1.

The following prospective bidders were also present:

1. Sri Anupam Kakati, M/S Mapuna Groups
2. Sri.Prince Faizul Hoque ,M/S Best Tech Security Service

The prospective bidders raised certain queries which were discussed and decision taken as follows.

Sl. No	Query From	Clause No	Contents in the Clause	Request/Suggestion	Decision
1	Mapuna Groups & Best Tech Security Service	3.A	The bidder must be an established, reputed and reliable Service provider Agencies/ Firms having valid Registration Certificate under Company' Act 2013 , including registration with the Regional Labour Commissioner, EPF Registration, ESI Registration, in the field of Facilities Management Services and should have at least five years of experience in this field.	Bidders requested that the Clause to be modified so that participation maybe widened for Firms also having valid Registration Certificate under Societies Registration Act/PWD or any other Govt.Authority .	Therefore,modification to be read as, “ <b>The bidder must be an established, reputed and reliable Service provider Agencies/ Firms having valid Registration Certificate under Company' Act 2013/Societies Registration Act in the field of Facilities Management Services and should have at least five years of experience in this field</b> ”
2	Mapuna Groups	II.2(3)	1 Sanitary Attendant per 15 Hospital Beds	Bidder requested that the Clause to be modified into 1 Sanitary Attendant per 15 Hospital Beds per shift	Therefore,modification to be read as, “ <b>1 Sanitary Attendant per 15 Hospital Beds per shift</b> ”

3	Mapuna Groups	Annexure IX(Price Schedule)	For Category- I for (50 to 99 bedded Hospital) (Total Monthly rate for sanitary attendant x 10 ) + ( Total Monthly rate for Sanitary Supervisor x1 ) + (Plumber x1)...	Bidder suggested the number of Manpower quoted by NHM in the Price Schedule at Annexure IX is much lesser than practically required.	Therefore, modification, <b>for financial rate calculation criteria for all Category of District Hospitals</b> to be read as <b>“ (Total Monthly rate for sanitary attendant x ‘X’ ) + ( Total Monthly rate for Sanitary Supervisor x ‘X’ ) + (Plumber x‘X’)</b> <b>Note: ‘X’=Depends on the requirement of Services and Facility type. May be determined by the Hospital Authority.</b>
---	---------------	-----------------------------	--	--	---

After approval of minutes from authority incorporating needful changes a Corrigendum may be published for information to all prospective bidders.

Sd/-  
Mission Director  
National Health mission