

**Minutes of the Pre-bid meeting held on 27.06.2018 and
quaries raised by vendors through email**

Sl. No.	Queries	IMU's reply
1	3.2 Security Deposit mod? BG is eligible or not?	Tender condition prevails.
2	5.23 Mentioned that the bonus should be payable to all employed from contractor profit same will not be reimburse by IMU, Usual practice is Bonus should be remitted to deputed person and claim from principle employer. Confirm the same please?/ 5.23 Bonus ceiling?/ Tender Document says that IMU will not reimburse Bonus. Hence we need clarity that how the bonus amount will be paid to the employee	Refer corrigendum
3	5.19 Wages CLC Minimum or Consolidated pay?/ (5.19 under Scope of Work).The Wages paid shll be in accordance with that recommended by IMU - as per Central Minimum Wages. - This shall be kindly be provided to us by IMU/ Please do share the Current salary structure - to know whether the employees are getting Leave wages, Holiday Wages, Bonus, Gratuity, etc.	Tender condition prevails.
4	5.3 Category of each position?/ Kindly confirm Job specification	As per tender document
5	5.13 Biometric machine qty?	One number biometric machine required and the same should be provided by successful bidder
6	Tender document says that we need to take CAR Policy. Please confirm value of the CR Policy/ (5.26 under Scope of Work).Contract All Risk Policy (CAR) - we normally provide ESI & EPF to all our outsourced staff.Is CAR mandatory?.	Refer corrigendum
7	Please confirm whether we can absorb the existing manpower or new recruitment to be done/ Existing labours avl. Or not?	Tender condition prevails.
8	Please confirm that price bid to be filled only by service charge per person per month without GST and GST will be paid extra on total billing cost	Refer corrigendum
9	(5.24 under Scope of Work) .Labour License from Regional Labour Commissioner RLC (Central) - We do not have this on date.Can we still apply as our other clients in the TamilNadu Government do not insist on this.Is it mandatory? Kindly Confirm./ Kindly confirm with Licence holder or WO licence holder	An undertaking may be submitted as follows: "In case work is awarded to our firm, we will obtain the Labour License from RLC within 30 days. In this regard, IMU's decision will be final"
10	Attendance calculation method	Calendar month