

MAULANA ABUL KALAM AZAD INSTITUTE OF ASIAN STUDIES
Minutes of the Tender/Purchase Committee Meeting, held in the Director's Chamber
at Azad Bhavan, Salt Lake, on 15.11.2021 at 4.00 p.m.

Members present:

- | | |
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| 1. Dr. Sarup Prasad Ghosh
Director, MAKAIAS | - Chairman of the Committee |
| 2. Dr. Bhupendra Goswami
Regional Officer, AICTE, Kolkata | - Virtually present |
| 3. Dr. Santanu Mukherji
IGNOU Regional Centre, Kolkata
Former RD, RC, Raghunathgangj | - |
| 4. Sri Alope Kumar Das
Consultant (F & A), MAKAIAS | - |
| 5. Sri Dhiman Dutta
U.D.C.-cum-Cashier, MAKAIAS | - |

- All the members who have participated in the tendering process namely (1) Dr. Sarup Prasad Ghosh, Director, MAKAIAS (Chairman of the Committee); (2) Dr. Bhupendra Goswami, Regional Officer, AICTE, Kolkata (Member, MAKAIAS Tender/Purchase Committee); (3) Dr. Santanu Mukherji, IGNOU Regional Centre, Kolkata, Former RD, RC, Raghunathgangj (Member, MAKAIAS Tender/Purchase Committee); (4) Sri Alope Kumar Das, Consultant (F & A), MAKAIAS & (5) Sri Dhiman Dutta, U.D.C.-cum-Cashier, MAKAIAS have duly signed the papers after the process of opening of Tender bids got completed.
- The points and the papers have been shown to the representatives of the bidders and all the clarifications from the representatives present in the tendering process was accepted and they were shown necessary papers and their clarifications have been announced (if any) inside the room.
- Consequently they have accepted the decision of the committee unanimously.

Agenda of the Meeting :

Agenda Item No.1: Opening of Tender Documents related to the following Tender bids of MAKAIAS as notified in the National Dailies.

1	Repairing and comprehensive annual maintenance of the elevator system of MAKAIAS
2	Repairing and comprehensive annual maintenance of the air conditioners of MAKAIAS.
3	Annual maintenance contract for providing daily housekeeping work at MAKAIAS.

As scheduled, Tender Documents related to the above three tender bids were opened in front of the members and representatives present.

Findings :

1. Repairing and comprehensive annual maintenance of the elevator system of MAKAIAS

The Tender/Purchase Committee found that no tender bid/quotation received at MAKAIAS in this regard.

2. Repairing and comprehensive annual maintenance of the air conditioners of MAKAIAS.

The Tender/Purchase Committee found that only two tender bid/quotations received at MAKAIAS from the following bidders.

(i) **M/s. G. Mechatron Infra LLP** (D/64, Sector-7, CDA, Cuttak, Odisha-753014; Kolkata
Address : 3A, Nager Bazar, Jessore Road, 1st Floor, Nayapatty, South Dumdum, Kolkata –
700 055); Representative : ABSENT

(ii) **M/s. Cold Star Co.** (27, Mcleod Street, Kolkata – 700 017); Representative : PRESENT

[Handwritten signatures and initials]

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3. Annual maintenance contract for providing daily housekeeping work at MAKAIAS

The Tender/Purchase Committee found that only ^{five} tender bid/quotations received at MAKAIAS from the following bidders.

- (i) M/s. CCF Security and Facility Management India Pvt. Ltd. (94/60, Karunamoyee, Devi Road, Talpukur, Barrackpore, Kolkata – 700 123);
Representative : PRESENT
- (ii) M/s. Zebra Security (89/D, Shakespeare Sarani, Kolkata – 700 017);
Representative : ABSENT
- (iii) M/s. Ideal Security Enterprise (7B, Ramkamal Street, Khiddirepore, Kolkata – 700 023);
Representative : PRESENT
- (iv) M/s. Security Internal Service (JMT Aptment, Palbari More, GT Road, Bandel, Hoogly-712123);
Representative : PRESENT
- (v) M/s. G.C. Enterprise (52/1, Chawk Goala Para, Baidyabati, Hoogly-712 222);
Representative : PRESENT

Resolutions :

The Tender Committee unanimously resolved the following :

- 1. : Since no bid/quotation received ^{for maintenance of the elevator systems} in this regard this tender be treated as cancelled and retender process may be initiated at the earliest of action be taken in search of a suitable lowest bidder through GeM portal.
- 2. : Since only two bid/quotations received ^{for the maintenance of the air conditioners,} in this regard this tender be treated as cancelled and retender process be initiated at the earliest or action be taken in search of a suitable lowest bidder through GeM portal as at least three quotations are required for any tender/contract/purchase to compare their rates for selection of the lowest tender to be accepted for the purpose.
- 3. : On scrutiny of the quotations received ^{for the daily housekeeping work at} by MAKAIAS from the above five vendors in this regard, the committee resolved the follow :
 - 3.1. : Tender bid/quotation submitted by M/s. G.C. Enterprise (52/1, Chawk Goala Para, Baidyabati, Hoogly-712 222) [at sl. no. (v) above] be disqualified and rejected as they have failed to qualify in the Technical bid as they have not submitted proper Trade License for supply of Manpower Services. The other four bidders at sl. no. (i) to (iv) above have duly qualified in the Technical bid.
 - 3.2. : The Tender bid/quotation submitted by M/s. Security Internal Service (JMT Aptment, Palbari More, GT Road, Bandel, Hoogly-712123) [at sl. no. (iv) above] be the lowest tenderer/bidder as per the comparative statement of rates furnished below. The Tender/Purchase Committee unanimously recommended that the lowest bid of Rs. 147/- (Rupees One hundred and forty seven only) per manpower person/per month furnished by M/s. Security Internal Service be accepted and the contract be awarded to them by placement of confirmed work order accordingly for this purpose .

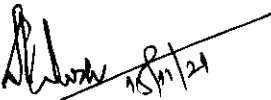









Sl. No.	Bidder/Tenderer	Rate of Service Charges Per Manpower Person/Per Month	Standing
1.	M/s. CCF Security and Facility Management India Pvt. Ltd. (94/60, Karunamoyee, Devi Road, Talpukur, Barrackpore, Kolkata - 700 123)	Rs. 401.65	L - 3
2.	M/s. Zebra Security (89/D, Shakespeare Sarani, Kolkata - 700 017)	Rs. 200.00	L - 2
3.	M/s. Ideal Security Enterprise (7B, Ramkamal Street, Khiddirepore, Kolkata - 700 023)	Rs. 850.00	L - 4
4.	M/s. Security Internal Service (JMT Aptment, Palbari More, GT Road, Bandel, Hoogly-712123)	Rs. 147.00	L-1

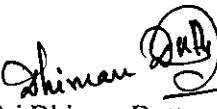
The meeting ended in thanks to the Chair.


15/11/21
Dr. Sarup Prasad Ghosh
Director, MAKAIAS


15/11/21
D.S.
Sri Shantanu Mukherjee
IGNOU Regional Centre, Kolkata
Former RD, RC, Raghunathganj


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