

Minutes of the Pre-Bid Meeting

Tender No. GEM/2026/B/7667403

Description of the service: Facility Management Services with Modern Canteen service facility on the land / site identified and provided by Oil India Limited (OIL).

Date & Time: 24.06.2026 at 1:30 P.M.

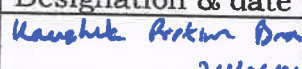
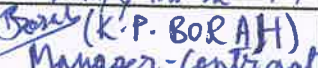
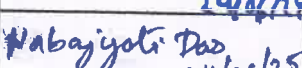
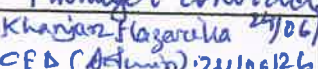
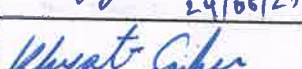
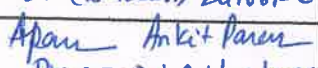
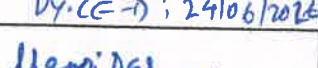
Venue: Business Conference Room, RCEs Office, FHQ OIL, Duliajan, Assam - 786602.

The pre-bid meeting was organized to address the queries raised by the bidders for the said tender within the pre-bid query submission deadline. OIL discussed and clarified the queries pointwise. The queries received & clarifications given, if any during the meeting are enclosed as **Annexure -I**. It was mentioned in the meeting that the final reply against each pre-bid query shall be published in the GeM portal and the same will be treated as part of the tender conditions and shall be binding to both OIL and Bidders.

The meeting ended with a vote of thanks to the chair.

Bidders from the following firms joined the pre-bid meeting offline/online through VC:

1. M/s. Purnajyoti Phukan
2. M/s. J.P Singhal & Company
3. M/s. MRD Enterprises

OIL's Representative		Bidder's Representative		
Sr. No.	Signature, Name, Designation & date	Sr. No.	Signature, Name, Designation & date	Firm's Name
1	 Anirban Baruah 24/06/26	1	 Kaushik Arkan Das 24/06/25	MRD Enterprises
2	 (K.P. BORAH) Manager-Contract	2	 Purnajyoti Das 24/06/25	J.P Singhal & Co.
3	 Kharijor Hazarika 24/06/26 CEB (Admin) 24/06/26	3	 Jyoti Singh	J.P. Singhal & Co.
4	 Ankit Parua Dy. CG-1; 24/06/2026	4	 Purnajyoti Phukan 24/06/26	M/s Purnajyoti Phukan
5	 Manoj Das 24/06/2026	5		

	<u>Bidder A</u>	
Sl. No.	Query	OIL's Response
1	If possible kindly extend the mobilization period till 90 days.	Shall be reviewed
2	In Price bid item no. 40 & 50 , both are mentioned Non Veg meal	Please note that the Line Item Nos. 40 and 50 of the SoQ/Price are for Non-Veg Meal and Veg Meal, respectively. Accordingly, amendment shall be issued with the necessary correction.
3	Clause number 3.1 of SOW, its mentioned Dinning Bunk house 3 nos. & Kitchen Bunk House 2 nos , total requirement.	Please note that bidders are required to supply 01 No. of Bunk location, each for Dining Hall and Kitchen. Accordingly, amendment shall be issued with the necessary correction.
4	Clause number 4.5 of SOW, Kitchen Freeze 500 ltr & deep freeze 300 ltr may be too big to transport to different locations . I feel Freeze of 350 ltr & deep freeze of 200 ltr will be easy to carry and also it will solve the required purpose of the Catering service.	Shall be reviewed
5	If you allow to make a small cabin of 1.8 mtr by 2.7 mtr in the Kitchen Bunk house for Catering staff rest room/ changing room etc.	Shall be reviewed
6	4 nos. of LPG burners are mentioned Clause number 4.5 of SOW, Is it possible to alter with 3 nos. LPG burner & 1 nos. Electrical Hot Plate for the cooking purpose	Shall be reviewed