

महिला अभियांत्रिकी महाविद्यालय, अजमेर

WOMEN ENGINEERING COLLEGE, AJMER

Tender for Supply of Manpower Services (College and Hostels)

NIB No.: WEA2526A0025 UBN No.: WEA2526SLOB00023 Tender Id 2026_GWEC_548774_1

MINUTES OF MEETING OF THE PRE-BID MEETING- Date: 08/04/2026

WEA/ManPower/20

Dated: 16.04.2026

- A pre-bid meeting for the above-mentioned tender was organized to explain to the prospective bidders the process of bidding and expectations from the bidders. The meeting also had the objective to understand the difficulties being faced by the prospective bidders.
- The bid document was thoroughly explained and presented to the bidders as per their requirements. The attendance of the bidders and representation from the college are enclosed herewith.
- The following representations were received from the prospective bidders. The same were deliberated upon by the committee in consultation with the Procurement Committee of the college. The agenda items along with the proposed resolutions are placed below for consideration and approval.

Sr. No.	Agenda	Resolution
1	Turnover Requirement Representations were received from prospective bidders stating that the condition requiring a minimum average turnover of Rs. 10 Crore over the last three financial years (2022-23, 2023-24, 2024-25) is significantly higher and may restrict participation of	The committee noted that the existing requirement of minimum average turnover was initially prescribed to ensure that selected bidders possess adequate financial capacity and experience to supply skilled and semi-skilled manpower, including technicians, computer operators, accountants, and similar personnel, to large organizations. However , after considering the representations received from bidders, the practical difficulties expressed by them, and with the objective of promoting wider participation and ensuring competitive bidding, the committee resolved that: <ol style="list-style-type: none">1. The minimum average turnover requirement shall be revised from Rs. 10 Crore to Rs. 2 Crore for the last three financial years, namely 2022-23, 2023-24, and 2024-25.

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[Signatures]

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	capable MSME firms. The bidders requested that the turnover requirement may be revised to enable wider participation and promote competitive bidding.	<ol style="list-style-type: none">2. This revision is also made in alignment with similar eligibility criteria adopted in recent tenders issued by Bikaner Technical University, ensuring parity with prevailing institutional practices.3. It shall be mandatory for bidders to have been operational during all the three financial years (2022-23, 2023-24, 2024-25) and also in the current financial year (2025-26).4. However, the turnover of the current financial year (2025-26) shall not be considered for the purpose of calculating the required average turnover.
2	<p>EPF/ESI Employee Strength Requirement</p> <p>Prospective bidders represented that the condition requiring minimum 200 EPF/ESI registered employees per month is higher than the manpower requirement under the present tender. It was submitted that this</p>	<p>The committee noted that the existing requirement of minimum 200 EPF/ESI monthly submission was initially prescribed to ensure that bidders possess adequate operational capacity to supply sufficient skilled and semi-skilled manpower within the stipulated timelines as per institutional requirements.</p> <p>However, after considering the representations received from prospective bidders and the practical difficulties expressed by them, and with the objective of encouraging wider participation and competitive bidding, the committee resolved the following:</p> <ol style="list-style-type: none">1. The bidder must possess a valid labour license for minimum 200 labourers, which shall remain a mandatory eligibility condition.

[Handwritten signatures and initials]

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	<p>condition may limit participation of smaller but capable firms and reduce competitive participation. The bidders requested that flexibility be provided in the eligibility criteria to enable participation of MSME firms and ensure competitive rates.</p>	<ol style="list-style-type: none">2. The requirement of EPF/ESI employer contribution submission proof is hereby revised from 200 labourers to minimum 100 labourers, calculated as average monthly EPF/ESI contribution for:<ol style="list-style-type: none">a. the Financial Year 2024-25, andb. the period from April 2025 to December 2025, in place of the earlier requirement of 200 labourers.3. For experience eligibility, only experience certificates issued by a competent senior-level officer certifying satisfactory execution of similar nature of work in Government / Semi-Government / Autonomous Institutions / Universities / Colleges shall be considered valid.4. The bidder must have experience of supplying minimum 100 labourers per year, in aggregate, to the above-mentioned organizations for at least three years, as to be declared in Annexure-F.5. The bidder shall submit:6. Satisfactory experience certificates from at least two organizations, and7. Copies of work orders / experience certificates from all organizations being claimed for experience qualification.

Sanjay

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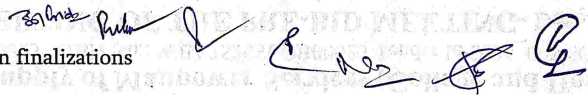
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Sr. No.	Agenda	Resolution
3	<p>Regarding compulsory presence of local/ regional office within 50KM of MECA</p> <p>Bidders expressed concern that this requirement may restrict participation of firms that do not currently have a local office in the specified area.</p>	<p>The committee deliberated upon the representation and clarified that the requirement of a local office within 50 KM of MECA is intended to ensure timely coordination, effective supervision, and prompt resolution of operational issues.</p> <p>After discussion, the committee resolved that:</p> <ol style="list-style-type: none">1. The condition regarding presence of a local office within 50 KM of MECA shall remain mandatory for the successful bidder.2. However, the existence of a local office at the time of submission of bid shall not be mandatory. Firms not currently having a local office within the specified radius shall be eligible to participate in the bidding process.3. In case a bidder without an existing local office is declared successful, such bidder shall be required to establish a functional local office within 50 KM of MECA within a specified period after award of contract, as mentioned in the tender document.4. In the event of tie in quoted rates and fulfillment of all other eligibility criteria, preference may be given to bidders already having an operational local office within 50 KM of MECA.

Enclosed:

1. Attendance of prebid-meeting
2. Attendance of meeting for and resolution finalizations

30/04/26 

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