

F-No.-AIIMS/JMU/e-pub/03/2021

Dated. 10<sup>th</sup> September, 2021

**Minutes of Pre-Bid Meeting held on 09 September 2021 at Camp Office  
AIIMS, Vijaypur, Jammu**

**EOI Reference No. AIIMS/JMU/EOI/HOSTEL/2021-22/01**

I, am directed to enclose herewith minutes of the Pre-bid meeting held on 09/09/2021 at 3:00 PM onwards under the Chairmanship of Prof (Dr) Shakti Kumar Gupta, Executive Director & CEO at Yoga Hall, 1<sup>st</sup> floor of AIIMS, Vijaypur, Jammu Camp Office located at GMC, Doctor's Guest House, Maheshpura Chowk, Jammu-180001 to discuss and clarify the queries received from various bidders regarding EOI Ref No: AIIMS/JMU/EOI/HOSTEL/2021-22/01 dated 04<sup>th</sup> September 2021, uploaded on CPP portal, website of AIIMS, Vijaypur, Jammu and AIIMS, New Delhi for Hiring of buildings for Hostel accommodation, Staff quarters and Academic activity.

This issues with the approval of Competent Authority.

Sd/-  
(Lt Col Prabhat Sharma)  
Deputy Director (Admin)

**अखिल भारतीय आयुर्विज्ञान संस्थान, विजयपुर, जम्मू-१८४१२०**  
**ALL INDIA INSTITUTE OF MEDICAL SCIENCES, VIJAYPUR, JAMMU-184120**  
(पीएमएसएसवाई, एमओएच एंड एफडब्ल्यू, भारत सरकार के तहत एक केंद्रीय स्वायत्त निकाय)  
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A Pre-bid meeting with representative of various vendors/bidders/owners providing building for Hostel accommodation, Staff quarters and Academic activity was held on 09/09/2021 at 3:00 PM onwards under the Chairmanship of Prof (Dr) Shakti Kumar Gupta, Executive Director & CEO at Yoga Hall, 1<sup>st</sup> floor of AIIMS, Vijaypur, Jammu Camp Office located at GMC, Doctor's Guest House, Maheshpura Chowk, Jammu-180001 to discuss and clarify the queries on the Expression of Interest (EOI) floated vide EOI No AIIMS/JMU/EOI/HOSTEL/2021-22/01 dated 04<sup>th</sup> September 2021 on CPP Portal, Website of AIIMS, Jammu, AIIMS, New Delhi and Various Newspapers on 04<sup>th</sup> September 2021. The participants of the meeting were as follows: -

Serial No	Name of the Officer	Designation	Remarks
1.	Prof (Dr) Shakti Kumar Gupta	Executive Director & CEO	Physically
2.	Lt Col Prabhat Sharma	Deputy Director (Admin)	Through video conferencing
3.	Dr Khalid Mehmood	Assistant Professor Hospital Administration (Administrative Officer I/C)	Through video conferencing
4.	Narender Singh	Office Superintendent	Physically

In Attendance of Following Participants		
1.	Mr Ravinder Gupta	Owner of Building.
2.	Mr Aman Soni	Hotel Novelty.
3.	Mr Ranjay Bargotia	Hotel Himgiri.

Executive Director & CEO, AIIMS, Jammu at the outset welcome all the participant and brief about the Expression of Interest (EOI) for hiring of building for Hostel accommodation, Staff quarters and Academic activity being hired. Thereafter Executive Director & CEO, AIIMS, Jammu explained purpose and various clauses of the EOI document in brief.

In order to bring the uniformity and clarity among the prospective bidders for the various terms and conditions as mentioned in the EOI document, the queries received from various bidders during the meeting were clarified to all the bidders. The clarification against each query is attached as **Appendix**.

Executive Director & CEO, AIIMS, Jammu, thanked all the bidders for their valuable inputs/suggestions and the meeting ended with vote of thank to the chair.

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**Appendix**

The Pre- Bid Meeting for EOI Reference No. AIIMS/JMU/EOI/HOSTEL/2021-22/01 was organized on 09 September 2021, Thursday at 3: 10 pm onwards at the Yoga Hall of the Camp Office of AIIMS, - GMC Doctor's Guest House, Maheshpura Chowk, Jammu. There were 3 bidders. Only one bidder had the queries to which the following response were recorded.

<b>S. No</b>	<b>Bidder/ Company Name</b>	<b>Section/ Page Reference of EOI</b>	<b>Query Raised by Bidders</b>	<b>Response of ED &amp; CEO</b>
1.	Mr. Savinder Gupta	<b>3.6 Page 4 of 13</b> 3.6 The electricity and water supply lines / connection shall be provided by the owner at his own cost and expenses. The total rent shall be inclusive of all charges like electrical energy, water supply, service charges, maintenance charges and taxes etc. AIIMS, Jammu shall not reimburse any charge or any expense except the accommodation rent.	The electricity bill has been kept under inclusive, it is difficult to estimate on the readings and propose the amount.	After the discussion it was decided that: 1. The electricity bill can be separated from the rent bill and submitted. 2. The electricity meter has to be installed by the owner and readings to be noted and maintained by both the parties.

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	<p><b>3.9 Page 4 of 13</b></p> <p>3.9 Service Maintenance charge shall be inclusive in the rent. AIIMS Jammu will not pay any maintenance charge. The Outside / Inside of the building other Door, fixtures etc should have been painted recently so as to look afresh.</p>	<p>The service was not specified.</p>	<ol style="list-style-type: none"> <li>1. The service in this section refers to the maintenance of the building.</li> <li>2. All the infrastructural changes will be taken care by the owner.</li> <li>3. Major services like water, sewage and electricity should be under the ambit of the owner.</li> <li>4. AIIMS will provide the plumber, sewer man, electrician etc. wherever required for day-to-day Services.</li> <li>5. On Final Handing over of the building everything will be checked (in working condition and up to standards) by AIIMS, Jammu.</li> </ol>
	<p><b>3.18 Page 4 of 13</b></p> <p>3.18 <b>Payment Terms:</b> AIIMS, Jammu shall pay monthly rent all-inclusive of Electrical charges, water charges, service and maintenance charges and taxes. Payment of rent shall be made by cheque/RTGS/NEFT/ month wise on submission of bill after deducting the applicable taxes, etc.</p>	<p>Taxes like GST vary; hence, separate billing will be provided for the same.</p>	<p>After the discussion it was decided that:</p> <ol style="list-style-type: none"> <li>1. As GST is decided as per government Norms, we exclude it and a separate bill could be raised.</li> <li>2. Rent will be submitted as: <b>Total rent= Rent +GST</b></li> </ol>
	<p><b>3.12 &amp; 3.13 Page 4 of 13</b></p> <p>3.12 Clearance Safety certificate from Fire Department, Structure Safety Certificate from Building safety department in case of commercial building is essentially required.</p> <p>3.13 Proper Fire safety arrangements are mandatory in the premises to be installed at the time of agreement.</p>	<p>Since the bidders have applied for the Safety certificate from Fire Department – it may take time</p>	<p>After the query it was decided that:</p> <p>Before Handing over of the building everything should be in place.</p> <p>All the documents are mandatory. Deficiency of any may lead to ineligibility.</p>

	<p><b>3.21 &amp; 3.22 Page 4 of 13</b></p> <p><b>3.21 Termination:</b> The Agreement may be terminated by giving three months' notice by AIIMS, Jammu. However, during such notice period the building/accommodation along with all ongoing facilities shall remain in the possession of AIIMS Jammu. The tenancy of AIIMS, Jammu shall be governed by the prevailing law as applicable to the parties. The owner shall not withheld any facility / necessary amenities provided in the building.</p> <p>3.22 In case of unsatisfactory maintenance of the building by the Agency, AIIMS, Jammu reserves its right to terminate the contract by giving one month's notice or get the repairs done on its own and deduct the amount spent by it from the rent payable. However, if the Agency gets the repairs done to the satisfaction of AIIMS, Jammu within the notice period of one month, AIIMS, Jammu may at its sole discretion withdraw the notice with or without penalty.</p>	<p>Termination Clause apparently looks one way.</p>	<p>It was decided that: It is a two-way process AIIMS will give 3 months' notice period before vacating and the owner also needs to send a 3 months' notice period before asking to vacate the premises.</p>
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	<p><b>2.11 Page 3 of 13</b> In emergency situations power backup / generator facility should be available in the premises.</p>	<p>The query raised was that</p> <ol style="list-style-type: none"><li>1. Taking care of the diesel supply and reading.</li><li>2. The ACs Cannot be put on the Generator line because of the load.</li></ol>	<p>As per discussion:</p> <ol style="list-style-type: none"><li>1. Generator service Equipment, including operation, fuel and maintenance services will be provided by the owner and will be fixed on monthly basis.</li><li>2. The cost of fuel expenditure will be calculated on hourly basis; total hours run in the month and will show separately in the rent.</li><li>3. 100 % power supply Back up of generator should include Tube lights, bulbs, fans, security lights, CCTVs etc.</li><li>4. Back up for ACs may not be considered in this generator back up and shall be carried out separately.</li></ol>
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