

Minutes of meeting in connection to Request for Information (RFI) for preparation of RFP (Request for Proposal) for implementation of an Automated Vacuum Refuse Collection System on Turn-key basis in Eco-Park, New Town, Kolkata held on 20<sup>th</sup> April, 2016 at 4.00 p.m. in the conference room of New Town Kolkata Development Authority at 01, MAR, New Town, Kolkata – 700156.

<b>Sl. No.</b>	<b>Members Present:</b>	<b>Designation:</b>
1.	Sri Debashis Sen,	Chairman, New Town Kolkata Development Authority
2.	Sri Debapriya Biswas	Chief Executive Officer, New Town Kolkata Development Authority
3.	Sri Pradeep Roy	Chief Engineer, New Town Kolkata Development Authority
4.	Sri Uttam Kr. Jana	Superintending Engineer (M/E), New Town Kolkata Development Authority
5.	Sri Abin De	Executive Engineer – I, New Town Kolkata Development Authority.
6.	Sri Pradip Kr. Dutta.	Estimator, New Town Kolkata Development Authority
7.	Sri S. Verma	Iota Labs,
8.	Sri A.R. Shine	Envac India
9.	Sri Subha Pramanik,	Ramky Enviro Engineers Limited

Sri Debashis Sen, Chairman, New Town Kolkata Development Authority took the chair and welcomed all the participants.

1. The representative from Envac India enquired whether L.T. Power will be made available at the collection centre point, Superintending Engineer (M/E), New Town Kolkata Development Authority informed that installation of a transformer is outside the scope of work and will be undertaken by NKDA separately. The successful bidder will have to draw the power from the transformer upto the collection centre.
2. The representative of Envac India also requested whether information regarding underground services along the pipeline alignment may be made available to them.

Chairman, New Town Kolkata Development Authority requested Chief Engineer, New Town Kolkata Development Authority to request WBHIDCO to send New Town Kolkata Development Authority a transverse section of the walkway which will have all information regarding underground utility services, if already available.

3. All the agencies requested that time of completion of work should be 18 months instead of 15. Chairman accorded approval for the same.
4. Representative of Ramky Enviro Engineers Limited requested that Operation & Maintenance bills (i.e. 20% of the quoted amount against the said items to be released each year for five years) may be released bi-annually to enable cash flow.

Chief Engineer & Executive Engineer – I, New Town Kolkata Development Authority stated that the request will be considered.

5. Representative of Envac India also requested that the pipeline alignment needs to be straightened as far as possible and practicable, so that number of bends may be reduced. This will also decrease the total project cost. The same was approved by New Town Kolkata Development Authority subject to

the condition that necessary restoration of the affected green area should be made by the bidder at his own cost.

6. The agencies also requested for granting mobilisation advance which should be 10% of their quoted rate for the project.

Chairman, New Town Kolkata Development Authority stated that the same may be approved subject to submission bank guarantee of equivalent amount. The said mobilisation advance will be recovered from three successive RA Bills, in a manner as decided by New Town Kolkata Development Authority.

7. Representative of Ramky Enviro Engineers Limited requested New Town Kolkata Development Authority whether the minimum quoted rate for 05 years operation & maintenance be reduced to 5% instead of 10%. New Town Kolkata Development Authority officials stated that the matter will be reviewed and informed in due course.
8. Representative of Envac India enquired whether any change in service tax structure during the tenure of the contract will have to be borne by the bidder or not. Chairman, New Town Kolkata Development Authority stated that the agency is supposed to quote on the basis of existing service tax structure for similar nature of project. For any increase in service tax structure during the tenure of contract, the additional amount incurred, will be borne by New Town Kolkata Development Authority. Similarly for any decrease in service tax structure during the tenure of the contract, the additional amount will be recovered from the bill/bills of the agency.

Lastly, Chairman requested all the agencies to participate in the bid process and quote the most competitive rate for a fair competition.

The meeting ended with vote of thanks to and from the chair of Chairman, New Town Kolkata Development Authority.

**Ed/-**

(Pradeep Roy)  
**Chief Engineer**

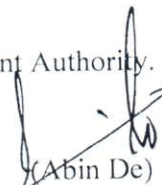
New Town Kolkata Development Authority

Memo No. 2271 /1(9)/NKDA/ Engg - 558/2015.

Date: 02/05/2016.

Copy forwarded for information & necessary action to: -

1. Sri Pradeep Roy, Chief Engineer, New Town Kolkata Development Authority.
2. Sri Uttam Kumar Jana, Superintending Engineer, New Town Kolkata Development Authority.
3. Sri Abin De, Executive Engineer - I, New Town Kolkata Development Authority
4. Sri Sri Pradip Kr. Dutta, Estimator, New Town Kolkata Development Authority.
5. Sri S. Verma, Iota Labs,
6. Sri A.R. Shine, Director, Envac India.
7. Sri Subha Pramanik, Ramky Enviro Engineers Limited.
8. PA to Chairman, New Town Kolkata Development Authority.
9. PA to Chief Executive Officer, New Town Kolkata Development Authority.

  
(Abin De)

**Executive Engineer - I**

New Town Kolkata Development Authority