

Date: 25 November 2018

To: All Bidders

Reference: Request for Proposal (RFP) for Hiring of Security Services for a Period of 24 Months
Tender Reference No. icddr,b/SCM/OTM/2018/40 Date: November 15, 2018

Subject: Minutes of Pre-Bid Meeting Held on 22 November 2018 at 11:30am

Dear All,

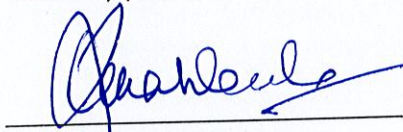
Reference to the pre-bid meeting held on 22 November 2018 on subject mentioned proposal, the following decisions were made in the meeting.

Please read:

- a. Clause # 1.11 of RFP (Technical Evaluation Criteria – Sl. No. 2.3): List of major 20 Current Contracts with value and company details.
- b. Financial Proposal : Leave Payment – 21 days with breakdown of type of leave
- c. Financial Proposal : Service charge break down shall be submitted with the proposal
- d. Clause # 3.1.5 of RFP Qualification and Experience of the SECURITY Staff – Minimum 1 (one) year experience with a reputable organization and a good performance history. Educational qualification will remain unchanged i.e. Supervisor-HSC pass, Security Guard-SSC pass.
- e. Security Surveillance Equipment/apparatuses and Unit: **Also submit separate quote for Archway Metal Detector per day rent.**

This addendum is integrated part of the tender document. All other terms and conditions in tender document will remain unchanged.

Sincerely yours,



Qayyum Khan Mahbub
Senior Manager, Procurement