

MINUTES OF PRE-BID MEETING

**BIHAR HORTICULTURE DEVELOPMENT SOCIETY
2nd Floor, Krishi Bhawan, Mithapur, Patna - 800001**


Tender Title:	Short e-Tender notice for empanelment of Chartered Accountant Firms to provide accountants on contract basis for accounting and related work of Bihar Horticulture Development Society and affiliated offices.
Date & Time of Pre-bid Meeting	11.09.2025, 12:00 PM
Mode	Virtual /Offline
Venue:	Directorate of Horticulture, Department of Agriculture, 2nd Floor, Krishi Bhawan, Mithapur, Patna - 800001

A Pre-Bid meeting for **empanelment of Chartered Accountant Firms to provide accountants on contract basis for accounting and related work of Bihar Horticulture Development Society and affiliated offices** was held on 11th September, 2025 at 12:00 PM, under the chairmanship of Mission Director, Bihar Horticulture Development Society, Patna. 1 agencies participated in Online mode and 3 agencies participated in offline mode, the pre-bid meeting was held whose details are annexed below: -

- I. Vinod Singha and Co LLP
- II. KRA and Co
- III. P.Puneet and Co
- IV. JBC and Co

The pre bid queries submitted and responses are as listed below:


Query/Request for clarification	Section/Part of RFP and page No. clause	Response/Modification
The applicant has inquired about the number of invoices that the agency must submit for the tender?	3. Page no 2 of the RFP-Technical qualifications for the agency. Point no iv. Experience - "Firm should attach bills raised for each of the 3 years and its corresponding payments proof highlighted in the bank statement. Note The above documents should be in linear order and payment proof must be highlighted and should match with Invoice bill/voucher.	Bidder has to submit 3 invoices each year with respect to experience i.e. total 9 bills in 3 years and its corresponding payments proof highlighted in the bank statement.



Query/Request for clarification	Section/Part of RFP and page No. clause	Response/Modification
Applicant has asked whether they have to submit empanelment fee every year or once?	5. Page no 3 of the RFP-Technical qualifications for the agency. Point no vii. Empanelment fee	The successful agency will have to submit an annual empanelment fee Rs. 1 Lakh/-(Rupees One Lakh Only) for one year in the form of demand draft payable to Mission Director, Bihar Horticulture Development Society, Patna.
Applicant has requested to provide time of 30 days to get themselves register in EPF and ESI. They will get registered within 30 days after empanelment with BHDS.	Page no 4 of the RFP-Technical qualifications for the agency. Point no xii. ESI and EPF returns for the last 12 months.	Certificate of Registration under EPF and ESI and last 12 Months EPF and ESI Returns is mandatory. No change as per tender.
Empanelment fee of Rs 1 lakh each year should be properly explained whether it is refundable or payable by the agency each year?	Technical qualification of Agency-Serial no vii- Empanelment fee will be Rs. 1,00,000/- for one year which will be non-refundable. The successful agency will have to submit an annual empanelment fee Rs. 1 Lakh/-(Rupees One Lakh Only) for one year in the form of demand draft payable to Mission Director, Bihar Horticulture Development Society, Patna.	Empanelment fee will be Rs. 50,000/- for one year which will be non-refundable. But due to technical limitations of e-proc2 submission of Rs 1,00,000/- has to be done during bid application. Upon submission of performance security, empanelment fee of Rs 50,000/- will be returned to qualified bidders.
Applicant has asked whether they have to prepare affidavit from the notary on non-judicial stamp of Rs 1000 (Rupees One Thousand Only) that the firm is not blacklisted in service from any office of the Central Government or any State	Page no 3 of the RFP-Technical qualifications for the agency. Clause No X- Affidavit- Affidavit from the notary on non-judicial stamp of Rs 1000 (Rupees One Thousand Only) that the firm is not blacklisted in service from any office of the Central Government or any State	Agency can submit the same affidavit on Rs.1000/- on non-judicial Stamp Paper from Public Notary shall be attached/uploaded by the bidder.

Query/Request for clarification	Section/Part of RFP and page No. clause	Response/Modification
Government again or they can submit the same affidavit prepare for last submit tender published on 02.08.2025.	Government and that the firm has not been punished by any court and no judicial suit is pending.	

Note: The Pre-bid meeting document shall be an integral part of the tender document.


 (Abhishek Kumar I.F.S.)
 Mission Director,
 State Horticulture Mission
 Bihar Horticulture Development Society
 Government of Bihar

Memo No 2435

Dated 11/9/25