



Request for proposal (RFP) for Custodial, Document Management (Physical and Digital) and other Related Services

Corrigendum – 2

18th March 2019

Extension: 26th August 2019

SI NO	RFP Page No	RFP Clause no.	Old Clause	Revised Clause
1	Pgno:3	Under section I Clause no:3	<p>The invitation for Bid/RFP is Custodial, Document Management (Physical and Digital) and other related services. Sealed bids prepared in accordance with this RFP should be submitted on or before 5.00 p.m. IST on March 22 2019 (Technical and Commercial) to:- The General Manager (Admin), Repco Home Finance Ltd., Third Floor, Alexander Square, New No: 2, Sardar Patel Road, Guindy, Chennai - 600 032 Tel No.044-42106650, Email: admin@repcohome.com</p> <p>Last of receipt of Bids - March 22, 2019 before 5 pm IST Schedule of opening of technical bid - March 25, 2019. Time : 2.30 pm IST Schedule of opening of commercial bid - Date & Time will be intimated to the shortlisted bidders as per bid evaluation criteria. Pre-bid queries / queries related to RFP - Addressed to General Manager (Admin), admin@repcohome.com Last date for receipt of pre-bid queries - 19th March 2019, Time : 3.00 pm IST.</p>	<p>The invitation for Bid/RFP is Custodial, Document Management (Physical and Digital) and other related services. Sealed bids prepared in accordance with this RFP should be submitted on or before 5.00 p.m. IST on August 26 2019 (Technical and Commercial) to:-</p> <p>The General Manager (Admin), Repco Home Finance Ltd., Third Floor, Alexander Square, New No: 2, Sardar Patel Road, Guindy, Chennai - 600 032 Tel No.044-42106650, Email: admin@repcohome.com</p> <p>Last of receipt of Bids - August 26, 2019 before 5 pm IST Pre-bid queries / queries related to RFP - Addressed to General Manager (Admin), admin@repcohome.com Last date for receipt of pre-bid queries - 26th August 2019, Time : 3.00 pm IST.</p>
2	Pgno:8	Under section I Clause no:8 (Sub point 8.1)	The Company shall open the technical bids, in the presence of authorised representative's bidders who choose to attend the technical bid opening at the time and location mentioned in the clause no "3. Invitation of bids" of this document".	Deleted
3	Pgno:8	Under section I Clause no:8 (Sub point 8.2)	The authorised representative's bidders who are present in opening of technical bid shall sign register evidencing their attendance. In the event of the specified date of bid opening being declared a holiday for company, the bids shall be opened at the appointed time and place on next working day.	Deleted



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4	Pgno:8	Under section I Clause no:8 (Sub point 8.3)	The Bidders who do not qualify under technical Bid, as per the evaluation / selection done by the company on the criteria specified, will not be considered for opening of commercial bid. Date of opening commercial bid shall be indicated after finalizing the technical eligibility	The Bidders who do not qualify under technical Bid, as per the evaluation /selection done by the company on the criteria specified, will not be considered for opening of commercial bid.
5	Pgno:9	Under section I Clause no:9 (Sub point 9.3)	The company may waive any minor non-conformity or irregularity in a bid, which does not constitute a material deviation, provided such waiver does not prejudice to affect the relative ranking of any bidder.	The company at its sole discretion may waive, relax any non-conformity or irregularity in a bid.
6	Pgno:45	Under Section IV Annexure I Clause no.7 (Sub point 1)	EMD Amount - Rs.5000/- plus application 18% GST	EMD Amount - Rs.5000/-