

Metro Express Limited

Richelieu Branch Road, Richelieu



Meeting/subject	Pre-Bid Meeting Transport Services	Date	7 August 2026
		Time	10.30-11.15
Meeting No.	1.	Recorded by	Narvesh Kissoondhery
Venue	Metro Express Ltd, OCC Admin Building.		

Name	Organisation	Designation
Mr. Kissoondhery	MEL	Ag Logistics Coordinator
Mr. Bulato	MEL	Procurement Executive
Mr. Ramduny	Alouette Tours	Director
Mr. Ramchurn	FMSL	General Manager
Mr. Atawoo	FMSL	Operation Officer
Ms. Pullut	FMSL	Sales Lead
Mr. Seechurn	RMT	Operation Manager
Mr. Subron	RMT	Manager

Management Meeting

Item	Discussion
1.0	Note: • MEL welcome all prospective bidders for the Provision of Transport Services. • A fully explanation of the Request for quotation was explained to all bidders present. • Details about deadline, contract duration, technical criteria were explained in-depth. • The meeting will also allow prospective bidders to raise any questions or seek clarification on matters that may require further explanation
2.0	Queries from Bidder- Alouette Tours
	<u>Question:</u> 1. Has new routes been added with regards to last tender. 2. Is there any possibility to review the change in price for diesel in the near future. <u>Answer:</u> 1. All routes designed are in the Request for quotation and same must be quoted. 2. MEL is agreeable that supplier must maintain the price quoted during the contract period. No change in price shall be entertained by MEL.
3.0	Queries from Bidder- Flo Mobility
	<u>Question:</u> 1. Flo Mobility requested to have if an extension of deadline can be provided. 2. Can MEL review the clause of maintain same quoted price for two years 3. How many trips per day will a contractor have. 4. How will the penalty clause of 10% be applied and will it be applicable if staff is responsible for lateness. 5. When bidder to provide security bond? <u>Answer:</u> 1. No extension to be provided. All bidders are requested to submit before deadline 26th August 2026 @ 13.30 hr 2. MEL is agreeable that supplier must maintain the price quoted during the contract period. No change in price shall be entertained by MEL. 3. An average of 20-24 trips per day will be applicable. 4. No penalty will be applied if lateness is caused by traffic jam and staff leaving home late for pick up. All penalty will be applied upon agreed conditions between supplier and MEL. 5. Upon award of contract, bidder must present security bond as per agreed timeline under the request of quotation.
3.0	Queries from Bidder- RMT
	<u>Question:</u> 1. Can MEL review the price if there is any increase in Fuel cost. 2. How many vehicles will be needed to travel staff over one day. <u>Answer:</u> 1. MEL is agreeable that supplier must maintain the price quoted during the contract period. No change in price shall be entertained by MEL.

Management Meeting

Item	Discussion
	2. An approximate of 15 vehicles will be used to travel MEL staff and no private vehicle will be allowed to travel staff.
4.0	<i>A.O.B</i>
	• MEL informed all bidders present to quote for shuttle services from Coromandel to Depot. An amendment in the RFQ will be provided and same will be communicated via email to bidders. • All queries pertaining the bidding must be sent to the following email address procurement@metroexpressltd.org by latest 5 days before the closing date.