

NOTICE INVITING TENDER

TP Ajmer Distribution Limited Invites Tenders (Two-Part Bidding Process), from interested and eligible Vendors for the following Works required for Ajmer Division:

A. Summary of the tendered packages:

Sr. No.	Description	Tender Reference no.	Bid Guarantee Fee / EMD (Rs.)	Tender Fee (Rs.)
<p>TP Ajmer Distribution Limited intends to enter into a "2 Years Outline Agreement" with suitable bidders for Ensuring Guest house, housekeeping, carpentry, plumbing, electrical and mic. Services at TPADL.</p> <p>TPADL intends to enter into a "2 Years Outline Agreement" with suitable bidder for Ensuring Guest house, housekeeping, carpentry, plumbing, electrical and mic. Services at TPADL. The scope of this proposal covers:</p> <ol style="list-style-type: none">1. Guest House Service2. Housekeeping Service3. Food Bill4. Plumbing service5. TPADL Building Electrical equipment's repairing.6. Carpentry Service, Repairing, Replacement7. Pantry expenses8. Gardening & Miscellaneous Services9. Guest house electricity & maintenance				
1.	OLA of 2 Years for Ensuring Guest house, housekeeping, carpentry, plumbing, electrical and mic. Services at TPADL	TPADL/PUR/2000000789	2,00,000/-	2,000 /-

For additional technical details and Pre-qualification criteria for the subject works please refer to section C below.

B. Guidelines for Participating:

Interested and eligible vendors can participate by submitting the following up to 15:00 hours on **Wednesday – 15th May 2024**:

1. Payment of non-refundable Tender Fee, as indicated in the table above to be paid by direct deposit in the following bank account.

Beneficiary Name	– TP Ajmer Distribution Limited
Bank Name	– IndusInd Bank
Branch Name	– Ajmer Branch, Rajasthan
Address	– IndusInd Bank Limited, Ajmer Branch, Near T.B. Hospital Opp. Pehchaan showroom, Jaipur Road, Ajmer - 305001
Branch Code	– 0129
Bank & Branch Code	– AJRA
Account No	– 650014087234
Account type	– Cash Credit Account
IFSC Code	– INDB0000129

- Submission of duly signed and stamped Authorization Letter (Refer Annexure - 1) indicating the name of an authorized person, contact number, and e-mail id (mandatory) on Vendor's letterhead. The letter shall also mandatorily include payment details of the Tender fee and Tender Reference no **TPADL/PUR/2000000789**.

Authorization Letter along with proof of submission of tender fee should be e-mail to **Mr. Shubham Saini** (shubham.saini@tatapower.com) and copy to **Mr. Suresh Saini** (suresh.saini@tatapower.com)

Note: - Once the above-mentioned documents are received, a detailed RFP shall be issued through e-mail.

- It may be noted that all future correspondence will be strictly done only with Interested Vendors who have done the above steps (As mentioned in section "B") in time.
- Interested vendor after receiving the bid document may clarify their queries during pre-bid meeting then only submit their quote in two parts as indicated below :

C. Pre - Qualification Criteria:

Package Name: OLA of 2 Years for Ensuring Guest house, housekeeping, carpentry, plumbing, electrical and mic. Services at TPADL
Tender No.: TPADL/PUR/2000000789
Pre-Qualification Requirement (PQR) - Please note that the PQR is for information only and the documentary evidence to ascertain the meeting of the requirement has to be submitted along with the bid and not along with the tender fee.

a) Technical and Commercial Criteria

Sr No	Parameter	TP Ajmer Distribution Limited Requirement	Documents to be submitted by the vendor to ascertain meeting of Pre-Qualification Requirement
1	Bidder's Technical Capability to handle jobs detailed in the Tender	<p>1) The Bidder shall have minimum 2 year of experience in India, having experience of - Guest house, House Keeping, Food services, Pantry services. Additionally, bidder should capable enough to provide Plumbing services, Building Electrical services & Carpentry Services.</p> <p>2) The Bidder who has worked in Tata Power Distribution Business, in area of Guest house, House Keeping, Food & Pantry services, for 2 Year in last 3 year with satisfactory performance.</p> <p>3) Bidder Should have valid FSSAI License Under FSS Act 2006.</p>	<p>Bidder to submit list of jobs and major orders executed including Order Copies, Customer Reference Documents, and Invoice copy of last recent one year.</p> <p>Bidder to submit valid FSSAI License.</p>

2	Bidder's Financial Capability to handle jobs detailed in the Tender	Average annual turnover of the bidder for last three years shall not be less than Rs. 1.5 Crores.	Profit and Loss Statements, Balance Sheet, Cash Flow Statements for the Three (3) proceeding financial years duly audited and approved by Authorized Audit Firm/ CA.
		Also, bidder shall have successfully completed above listed work (as indicated in point 1 of this table) worth: 1. Single Purchase order of Rs. 150 lakhs Or 2. Two Purchase Order of Rs. 75 Lakhs each Or 3. Three Purchase Order of Rs. 30 Lakhs each	Order copy along with proof of work execution with details of Customer for whom work is done.

b) Safety Evaluation Criteria:

Category	Sub Category	Minimum Requirement	Weight age (%)
Tools & Tackles	Equipment / Machines/ Tools & Tackles(lifting and shifting tools)	The list of Equipment /Machines / Tools and tackles to be used for job to be submitted by the contractor. Evaluation of the list will be carried out based on 1) Suitability as per the relevant job 2) Make and age of the tools from authorized agencies defined by the user. 3) Plumber`s tools wrenches, pliers, pipe cutters, pipe wrenches, tape measure, hacksaw, screwdrivers, hammer, faucet key, grinder machine etc. 4) Electrician tools wire strippers, pliers, screwdrivers, electrical tape, Multimeter, wire cutters, voltage tester, circuit tester, grinder machine etc.	20
Man Power	Qualifications/Experience	12 staff required with having 02 years' experience in housekeeping services at corps. Offices, 1 supervisor with having 5 years' experience in Admin services at corps. Offices, 1 Gardner having experience in gardening for 2 years. 5 staff required in guest house services having experience 03 years & main chef having minimum 5 years' experience in recognized hospitality sector or hotel, restaurants, 3 pantry boy having 03 years' experience in pantry services at recognized corps. Offices, 1 Guesthouse Manager required who have experience of minimum 3 years managing recognized hospitality services OR having certificate of hotel management from recognized college.	15

		<p>Electrician required with having 10 years' experience OR ITI in electrical with having 03 years' experience of electrical works.</p> <p>Plumber required with having 05 years' experience OR ITI in Plumbing with having 02 years' experience.</p>	
Safety Records	Safety Records	Safety Records for last 2 years (as per vendor or as per our knowledge) –Recommendations.	20
5 S/ Waste Disposal	5 S/ Waste Disposal Plan	Vendor must maintain 5 S as per TPC requirements and Waste Disposal Plan as per local govt. body`s norms in view of maintaining the heiygen at work place.	10
Safety Plan	HIRA/Contract Job Safety Plan	Adequacy of HIRA and Job Safety Plan with respect to relevant job. More weight age will be given to vendor for using mechanized work and advanced tools and equipment	10
Accredited Bodies certificate	ISO-9001	ISO-9001	15
	ISO-14001	ISO-14001	5
	OHSAS 18001 ISO 45001	OHSAS 18001/ISO 45001	5
Total			100

Note: The following document are required to be submitted along with bid submission. The Interested Vendors who fulfill the above criteria need to participate in the tender by paying a tender fee and submitting an authorization letter. However, if bidder fail to submit these documents at the time of Bid Submission, then bidder shall be disqualified from tendering process.

Annexure - 1

Note: Submission of duly signed and stamped Authorization Letter on vendor's letter head

Date:

To,
Mr Suresh Saini
Head Contracts and Stores,
TP Ajmer Distribution Limited

Sub: Package reference - **"TPADL/PUR/2000000789" (OLA of 2 Years for Ensuring Guest house, housekeeping, carpentry, plumbing, electrical and mic. Services at TPADL)**

Dear Sir,

This is with reference to above NIT as mentioned in the subject published on dated....., below mentioned are the details required for receipt of RFP of the above-mentioned package.

1. Company Name -
2. Person Authorized -
3. Contact No. of authorized person -
4. E-mail ID of authorized person -
5. Payment details -
6. Company GST No. -

Signature and Stamp