



**OWNER:  
THE TATA POWER COMPANY LIMITED**

**TITLE OF WORK TO BE AWARDED:  
SERVICES FOR CAFETERIA, HOUSEKEEPING AND GUEST HOUSE MANAGEMENT FOR  
TOWNSHIP AT TATA POWER, MUNDRA FOR THREE YEARS**

**ENQUIRY REFERENCE NO.: MTPS/AD/2023-24/706**

## NOTICE INVITING EXPRESSION OF INTEREST (EOI)

<b>Enquiry reference no.:</b> MTPS/AD/2023-24/706
<b>Title of Work:</b> Services for Cafeteria, Housekeeping and Guest House Management for Township at Tata Power, Mundra for Three Years.
<b>Type of Bidding:</b> E-tendering (through Ariba online portal) / Two Part (Technical and Price bids under separate envelopes)
<b>Contact Details:</b> All communication including EOI submission shall be addressed to following officer/s: Mr. Ashish Desai Email: <a href="mailto:ashish.desai@tatapower.com">ashish.desai@tatapower.com</a>  Copy of all communications shall be marked to (Cc): Mr. Anil Agarwal Email: <a href="mailto:anil.agarwal@tatapower.com">anil.agarwal@tatapower.com</a>

The Tata Power Company Limited Invites Expression of Interest (EOI) from interested parties for the Two-Part e-Tendering Process of following Relevant Work Package:

**Table1 – Tender Summary**

<b>Package Details</b>	<b>Tender Fee</b>	<b>Bid Security</b>
Services for Cafeteria, Housekeeping and Guest House Management for Township at Tata Power, Mundra for Three Years.	INR 2000/- (INR Two Thousand Only). <i>To be submitted along with EOI.</i>	INR 2,50,000/- (INR Two Lakh Fifty Thousand only). <i>Bid Security to be submitted as a Bank Guarantee or through RTGS or Demand Draft at the BID stage and not with EOI</i>

### **1. INTRODUCTION:**

The Tata Power Company Limited (TPCL) is among the largest private sector Power Utility companies in India with presence in Generation, Transmission and Distribution of Power through conventional and renewable sources.

Mundra Thermal Power Station (A Tata Power Division) has implemented the 4150 MW UMPP near the port city of Mundra in the state of Gujarat in India. This UMPP is India's first 830 MW unit thermal power plant using supercritical technology. MTPS operates on imported coal on pulverized coal-based boiler technology. The generating plant is in Tunda village of Mundra district in the state of Gujarat, India.

The tendering/ procurement activities for this Project are being managed from Tata Power's following Office:

The Tata Power Company Limited,  
Mundra Thermal Power Station - Ultra Mega Power Plant,  
(formerly a Unit of Coastal Gujarat Power Limited),  
Tunda-Vandh Road, Tunda Village,  
Mundra, Kutch 370 435,  
Gujarat.

**2. SCOPE OF WORK:**

The brief scope of work includes providing Services for Cafeteria, Housekeeping and Guest House Management for Ashiyana Township at Tata Power, Mundra for period of three years.

Detailed Scope of work for this Contract shall be provided in the Tender / RFQ document to all potential bidders submitting the valid EOI with tender fees within deadline of submission.

**3. TENDER FEE & TIMELINES:**

a) Interested parties meeting the "Bidder Pre-Qualification Requirements" specified under point no. 4 in this document can request tender document and participate in the bidding process by submitting the Expression of Interest (EOI) Letter along with the Tender Fee Payment Details to the contact details mentioned below not later than deadline specified below. Request for extension of EOI submission date will not be entertained.

b) **Interested bidders should submit the Expression of Interest (EOI) letter and tender fee payment details to below mentioned email addresses:**

- Mails shall be addressed to (To): [ashish.desai@tatapower.com](mailto:ashish.desai@tatapower.com)
- Must Mark a copy to (Cc): [anil.agarwal@tatapower.com](mailto:anil.agarwal@tatapower.com)

EOI/ requests without complete information and communication as above within deadline shall be liable to be rejected and will not be considered further.

c) Tender Fee, as indicated in the Table1 above may be paid through **NEFT** as per details for payment of Tender Fee given in Table 2 below:

Table 2

Details for payment of Tender Fee:	
Bank details for submitting Tender fees through bank transfer / NEFT:	Beneficiary Name: The Tata Power Company Limited Bank Name: HDFC Bank A/c no: 00600110000763 IFS Code: HDFC0000060 A/c type: CC Branch Name & Address: HDFC Bank, Maneckji Wadia Building, Nanik Motwani Marg, Fort, Mumbai 400023
Deadline for tender fee payment and submission of EOI:	<b>28<sup>th</sup> January 2024, COB</b>

d) **Expression of Interest letter to be submitted along with tender fee payment details should include the following details:**

- A covering letter duly stamped and signed by an authorized signatory clearly indicating the Tender Reference number and your EOI to participate in the tendering process.
- Tender fee payment details / reference no (ensure that tender fee is received by us within specified deadline)
- Bidder to indicate authorized person name, contact number and e-mail id (mandatory) of the person to whom RFQ / tender and all other communications to be addressed for this tender.

e) Detailed Bid Document (also referred as RFQ) shall be issued through Tata Power e-tender portal (Ariba System) only to the parties submitting a valid EOI as per terms mentioned in this document.

#### **4. BIDDER PRE-QUALIFICATION REQUIREMENTS:**

Interested parties to note that Bidder shall be required to fulfill the following bidder pre-qualification requirement / criteria in order to qualify for the subject work. Bidder will be required to submit relevant supporting documents to demonstrate their qualification during the bid submission stage against Tender document / RFQ and bidders not found meeting the pre-qualification requirements given below will be disqualified from the tender.

##### **4.1 TECHNICAL REQUIREMENT:**

- a) Bidder / Tenderer should have successfully rendered canteen and Facility management services at large industrial / township establishments. Bidder should have executed similar services having annual contract value of Rs. 50 lakhs or above in last three years.
- b) Bidder shall submit the documents in support of the qualification criteria specified above along with the Bid Document including Certificate of Completion of work, reference list with contact details, list of clients and orders executed in last three years.

It may be noted that the above requirements are minimum qualification criteria. However, Tata Power reserves its right to further assess the capabilities of the parties and reserves its rights to further shortlist, accept or reject any party without assigning any reason.

##### **4.2 FINANCIAL REQUIREMENT:**

Bidder shall have an Average Annual Turn Over of not less than **INR 200 Lakhs (Indian Rupees Two Hundred Lakhs)** during the last three financial years. **(Attach CA Certified P&L statement consisting of UDIN Number)**.

It may be noted that the above requirements are minimum qualification criteria. However, Tata Power reserves its right to further assess the capabilities of the parties and reserves its rights to further shortlist, accept or reject any party without assigning any reason.

## 5. BID SECURITY / EMD:

Interested parties to note that Bidder will be required to furnish a Bid Security **along with their Bid**, in the format prescribed in Bid Document **in the form of Bank Guarantee/ Demand Draft/ RTGS**, for an amount as defined in the covering page of this notice document. Bids not accompanied by an acceptable Bid Security shall be rejected by the Owner as being non-responsive and returned to the bidder without being opened.

**Interested parties to note that Bid Security is not required with the EOI and it is required to be submitted with the Bid only during Bid Submission stage**, once RFQ is released to the interested parties that have submitted a valid EOI.

## 6. BIDDING PROCESS:

Detailed Bid Document (also referred as RFQ) shall be issued through Tata Power e-tender portal (Ariba System) only to the parties that submitted a valid EOI as per terms mentioned in this document.

Bidder to note that commercials for subject tender may be conducted through e-auction. Detailed bidding and auction process shall be detailed in the RFQ / tender document.