



**OWNER:
THE TATA POWER COMPANY LIMITED**

**TITLE OF WORK TO BE AWARDED:
CAFETERIA AND HOUSEKEEPING SERVICE CONTRACT FOR 2 YEARS**

4000 MW ULTRA MEGA POWER PLANT, MUNDRA

ENQUIRY REFERENCE NO.: CC22VGC026

NOTICE INVITING EXPRESSION OF INTEREST (EOI) FOR

SERVICES REQUIRED FOR PERIOD OF THREE YEARS FOR HOUSEKEEPING AND CAFETERIA SERVICE CONTRACT

Enquiry reference no.: CC22VGC026
Title of Work: Housekeeping service and cafeteria service contract for 2 years
Type of Bidding: E-tendering (through Ariba online portal) / Two Part (Technical and Price bids under separate envelopes)
Contact Details: All communication including EOI submission shall be addressed to following officer/s: Mr. V.G. Chavan Email: vgchavan@tatapower.com Copy of all communications shall be marked to (Cc): Mr. P Ramrayka / Mr. Aseemkumar Joshi Email: p.ramrayka@tatapower.com / aseemkumar.joshi@tatapower.com

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:

Table 1

Details	Tender Fee	Bid Security	Estimated package value for two years.
Housekeeping and cafeteria service contract for 2 years at Mundra power plant	INR 1000/- (INR One Thousand Only) <i>To be submitted along with EOI.</i>	INR 5,00,000/- (INR Five Lakhs only). <i>Bid Security to be submitted as a Bank Guarantee at the BID stage (and not with EOI)</i>	Approx. 5 Crores

1. INTRODUCTION:

The Tata Power Company Limited (TPC) 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.

Tata Power has implemented the 4000 MW (800 x 5 units) UMPP near the port city of Mundra in the state of Gujarat in India. This UMPP is India's first 800 MW unit thermal power plant using supercritical technology. Mundra plant 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 Package are being managed from Tata Power's following office:

Smart Center of Procurement Excellence (SCOPE),
Corporate Contracts,
The Tata Power Company Limited,
2nd Floor, Sahar Receiving Station, Near Hotel Leela,
Sahar Airport Road, Andheri East, Mumbai – 400 059.
Maharashtra, India.

2. SCOPE OF WORK:

- 2.1 Housekeeping in power plant project offices and technical building locations
- 2.2 Pantry & Cafeteria management in power plant project offices and technical building locations
- 2.3 Annapurna Business Associates Canteen
- 2.4 Housekeeping and cafeteria services at Field Hostel at TSPDI location in power plant

TENDER FEE & TIMELINES:

Interested parties meeting the pre-qualification criteria specified in this document can request for Bid Document and participate in the bidding process by submitting their Expression of Interest (EOI) and credentials along with the tender fee not later than 22.08.2022. Request for Bid Document will not be entertained beyond this deadline.

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): vgchavan@tatapower.com
- Must mark copy to (cc): p.ramrayka@tatapower.com / aseemkumar.joshi@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.

- a) Tender Fee, as indicated in the Table1 above may be paid through **NEFT** as per details for payment of Tender Fee given in Table2 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:	22nd August 2022, CoB.

b) 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.

c) 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.

3. 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.

TECHNICAL REQUIREMENT:

- The Bidder / Tenderer should have on their direct payroll minimum 100 workmen / manpower as on 31/03/2022. **(Attach Certificate from Chartered Account in this regard)**
- The Bidder / Tenderer should furnish list of client to whom cafeteria / Facility management services are given during the last three financial years i.e. FY 2019 -20, FY 2020 -21 and **FY**

2021 22 along with the numbers of workmen deputed as per nature of contract. (Attach Certificates from concerned)

- The Bidder / Tenderer should provide minimum three references for having successfully rendered cafeteria /Facility management services at industrial premises having annual contract value of Rs. 100 lakhs or above. (Attach Certificate of Experience and Satisfactory Completion of work awarded from concerned Establishments / Companies)
- Bidder / Tenderer should necessarily have their full-fledged back-office setup in Mumbai and a digital platform for monthly MIS reports to capture feedback, daily checklists etc., share monthly reports, handle statutory compliance requirements etc. (Attach details of digital platform / team having bandwidth to operate the same along with sample reports)
- Bidder / Tenderer should preferably have ISO 9001 / ISO 14001 / ISO 45001 certification or must give an undertaking for its willingness to obtain the same within 2 months of qualification for the work.
- Bidder / Tenderer must be registered with PF & ESI Authorities and should have a valid PF & ESI Registration Number issued by respective authorities. (Attach self-attested photocopy of Registration). Bidder / Tenderer must have all applicable statutory registrations / certificates for carrying out cafeteria / canteen services and other allied works.

FINANCIAL REQUIREMENT:

- a) Bidder / Tenderer should have minimum Average Annual Turn-over of Rs. 2 Crores (Indian Rupees Two Crores) during the last three financial years i.e., FY 2019 -20, FY 2020 -21, **FY 2021 -22**. (Attach Certificate from Chartered Accountant in this regard)

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. The tender may be split in more than one parties at the discretion of Owner.

4. 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 or through RTGS or Demand Draft**, 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.

5. 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.