



**OWNER:
THE TATA POWER COMPANY LIMITED**

**TITLE OF WORK TO BE AWARDED:
Providing services for carrying out garden maintenance work at Trombay Power
House and Housing Colony for 2 years**

ENQUIRY REFERENCE NO.: CC24JG133

NOTICE INVITING EXPRESSION OF INTEREST (EOI) FOR-

Providing services for carrying out garden maintenance work at Trombay Power House and Housing Colony for 2 years

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| Enquiry reference no.: CC24JG133 |
| Title of Work: Providing services for carrying out garden maintenance work at Trombay Power House and Housing Colony 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: Ms. Juhi Gaur Email: juhigaur@tatapower.com Copy of all communications shall be marked to (Cc): Mr. Kailas Surve Email: ksurve@tatapower.com |

The Tata Power Company Limited (“Project Manager”) on behalf of M/s Tata Power Company Limited (“Owner”) invites Expression of Interest (EOI) from interested parties for the Two-Part e-Tendering Process of following Relevant Work Package:

| Plant Details | Tender Fee | Bid Security | Estimated package value for Two years. |
|--|---|--|---|
| The Tata Power Company Limited, Trombay Thermal Power plant Chembur | INR 1000/- (INR One Thousand Only) To be submitted along with EOI. | INR 2,00,000/- (INR Two Lakhs only). Bid Security to be submitted as a Bank Guarantee at the BID stage (and not with EOI) | Approx. 2.3 Crores |

Table 1

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.

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

The Tata Power Company Limited,
Trombay Thermal Power Station,
Corporate Contracts,
5th Floor, Station B, Chembur-Mahul,
Mumbai 400074, Maharashtra, India.

2. BRIEF SCOPE OF WORK:

This Notice is for inviting Expression of Interest for regular upkeep and maintenance of Gardens on daily basis in Trombay plant and housing colony.

Detailed Scope of Work for this Contract shall be provided in the Tender / RFQ document to all potential buyers submitting the valid EOI with due tender fees.

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 be 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): juhigaur@tatapower.com
- Must Mark a copy to (Cc): ksurve@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 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: | 21st October 2023 |

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:

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:

1. Bidder should have minimum 3 years of experience in the field of Garden Maintenance works preference will be given to agencies having experience of working in Power Plant area Garden Maintenance works including equipment's. **(Attach Certificates / related supporting documents).**
2. The bidder should have experience of satisfactory execution of Garden Maintenance contracts with leading companies in India. The bidder should have a designated office or an agent in Mumbai.
3. Bidder should provide minimum two references one having contract value of Rs. 25 lakhs (Indian Rupees Fifty Lakhs.) for successfully rendered Garden Maintenance works in last 2 years. **(Attach Certificate of Experience and Satisfactory Completion of work awarded from concerned Establishments / Companies)**
4. Bidder should furnish List of Clients for whom they have done similar works during the last two financial years i.e. FY 2021 -22, and FY 2022-23 as per nature of contract. **(Attach Certificates from concerned).**

5. 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. **(Attach Certificates from concerned)**.

4.3 FINANCIAL REQUIREMENT:

1. Bidder / Tenderer should have minimum Average Annual Turn-over of Rs. 30 lakhs (Indian Rupees Thirty Lakhs) during the last three financial years. **(Attach Certificate from Chartered Accountant in this regard)**

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 EMD**, 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.