**OWNER:**

**THE TATA POWER COMPANY LIMITED**

**TITLE OF WORK TO BE AWARDED:**

# GARDEN MAINTENANCE SERVICES AT VARIOUS T&D AND CORPORATE LOCATIONS OF TATA POWER IN AND AROUND MUMBAI FOR A PERIOD OF TWO YEARS.

**ENQUIRY REFERENCE NO.: CC27KY048**

**NOTICE INVITING EXPRESSION OF INTEREST (EOI) FOR**

**GARDEN MAINTENANCE SERVICES AT VARIOUS T&D AND CORPORATE LOCATIONS OF TATA POWER IN AND AROUND MUMBAI FOR A PERIOD OF TWO YEARS.**

| **Enquiry reference no.: CC27KY048** |
|---|
| **Title of Work:** Garden Maintenance Services at various T&D and Corporate locations of Tata Power in and around Mumbai for a period of two 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:<br>Mr. Kunal Yenpure<br>Email: Kunal.yenpure@tatapower.com<br>Copy of all communications shall be marked to (Cc):<br>Ms. Yogita Waman / Mr. P Ramrayka<br>Email: yogita.waman@tatapower.com / p.ramrayka@tatapower.com |

The 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:

Table 1

| **Package Description** | **Tender Fee** | **Bid Security** |
|---|---|---|
| Garden Maintenance Services at various T&D and Corporate locations of Tata Power in and around Mumbai for a period of two years. | INR 2000/- (INR Two Thousand Only)<br><br>*To be submitted along with EOI.* | INR 2,00,000/- (INR Two Lakhs only).<br><br>*Bid Security to be submitted as a Guarantee/ DD/ NEFT at the BID stage (and not with EOI)* |

## 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 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:

The Scope of Work includes providing Canteen Services for T&D Division at various Tata Power locations across Mumbai for two years contract period.

Detailed Scope of Work 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 entertained.

**AND**

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

- Mails shall be addressed to (To): Kunal.yenpure@tatapower.com
- Must mark copy to (cc): yogita.waman@tatapower.com / p.ramrayka@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/RTGS** 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<br>Bank Name: HDFC Bank<br>A/c no: 00600110000763<br>IFS Code: HDFC0000060<br>A/c type: CC<br>Branch Name & Address: HDFC Bank, Maneckji Wadia Building, Nanik Motwani Marg, Fort, Mumbai 400023 |
| Deadline for tender fee payment and submission of EOI: | **12th Nov 2026, CoB.** |

**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 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:

1. The Bidder / Tenderer should have on their direct payroll minimum 75 workmen / manpower located in Mumbai as on 06/11/2026. **(Attach Certificate from Chartered Account in this regard)**

2. The Bidder / Tenderer should furnish List of Clients to whom Skilled housekeeping/ garden services on Contract Basis are given during the last three financial years along with the numbers of workmen deputed as per nature of contract. **(Attach Certificates from concerned)**

3. The Bidder / Tenderer should provide minimum three references for having successfully rendered garden services at industrial premises having annual contract value of Rs. 50 lakhs or above. **(Attach Certificate of Experience and Satisfactory Completion of work awarded from concerned Establishments / Companies)**

4. 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.

5. 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.

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.

**FINANCIAL REQUIREMENT:**

Bidder / Tenderer should have minimum Average Annual Turn-over of Rs. 100 Lakhs (Indian Rupees One Hundred Lakhs) during the last three financial years **(Attach CA Certified P&L statement consisting 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. The tender may be split in more than one parties at the discretion of Owner. Consortiums are not permitted and bidder shall have to meet the PQR in individual entity basis only.

**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 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.

**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.