

EXPRESSION OF INTEREST (EOI) FOR PROVISION OF CATERING SERVICES AT CORPORATE OFFICE, GURGAON

Cairn Oil & Gas, Vedanta Ltd., is an active explorer, developer, and operator of oil and gas fields across India. Cairn has an ambitious vision to produce 50% of India's domestic crude oil production. To realize this vision, Cairn has expanded its footprint across India and currently holds a diverse portfolio of total 58 blocks. The Scope broadly is to provide, Provision of Catering Services at Corporate Office in Gurgaon

Cairn Oil & Gas, Vedanta Ltd., invites interested contractors with proven capabilities and demonstrated performance in similar requirement to express their interest in pre-qualification to participate in the Competitive Bidding Process for the "**PROVISION OF CATERING SERVICES AT THE CORPORATE OFFICE AT ASF CENTER TOWER A, 362-363, JWALA MILL ROAD, PHASE IV, UDYOG VIHAR, SECTOR 18, GURUGRAM, HARYANA 122016** on long term basis.

Scope of Work broadly includes:

1. Provision of Catering Service at Corporate Office, **ASF CENTER TOWER A, 362-363, JWALA MILL ROAD, PHASE IV, UDYOG VIHAR, SECTOR 18, GURUGRAM, HARYANA 122016**
 - a. **Type of Menu**
 - **Fixed-** Provision of a fixed menu Buffet with minimum 5 course, plus accompaniments, Veg and Non-Veg options compulsory every day.
 - **A la Carte-** Provision of a separate A la Carte counter
 - b. **Cuisines-** Contractor shall provision for the following cuisines on the fixed menu buffet counter during the different days of a week:
 - i. Indian- (Papad, pickle, salad, Raita must be standard accompaniments)
 - ii. Italian
 - iii. Chinese
 - iv. Burmese
 - v. Continental

Interested companies meeting following criteria should respond to this Eoi:

1. Contractor shall have a minimum of three (03) years' experience (in preceding Five (05) years) in providing Integrated Catering, facility management and Housekeeping services at industries/ plants/work site locations.
2. Turnover in each of the immediately preceding two financial years should be equal to or more than the estimated annual contract value.
3. Positive net worth in each of the immediately preceding two financial years.
4. Liquidity ratio in each of the preceding Two (02) financial years shall not be less than 0.60.

Bidders are requested to submit the following pre-qualification documents as a minimum:

- Letter of interest clearly indicating the project reference
- Detailed Company Information with Organization structure, CVs of key personnel proposed for managing the contract. Details of Support agencies and other facilities & resources.
- Details of completion of similar type of services undertaken in the last Three years under headings:
 - a) Brief scope of work b) Value of work in INR c) Contractual Duration d) Clients names f) Contact details of the Client (CIL may approach the client directly for the feedback) g) Safety Certification.
- Bidder shall provide contract copies of major contracts executed (in each of the preceding five years.
- HSE policy & manual.
- HSE statistics for last Three years indicating Lost Time Incidents (if any).
- Quality assurance & Quality control practices currently in place for the execution of similar work [services.
- Quality Manual and Food Testing Procedures.
- In house training and development capability for catering staff.
Details of current commitments - List of all jobs under execution with the value of the Job and percentage completion. # Service Completion Certificates, Client Feedback etc of similar contracts executed in the last five years.
- Quality assurance & quality control practices currently in place for the execution of similar work.
- Copies of ISO 9001, 14001, OHSAS 18001 or any other certification as applicable.

- Company's financial performance documents (Audited Balance sheets and Profit and Loss statements, Auditors Report and Notes to Accounts etc.) for last 2 (two) years. Latest financial statement should not be older than 18 months on the date of submission of response to Expression of interest
- Documents in support of Health & Safety
- Environment & Quality [HSEQ] performance.

Also, note -

- i. Normally standalone financials of the bidding entity only will be considered. However, consolidated financials at the bidding entity level, if available, can also be submitted. Parent company or Affiliate's financials can be submitted and considered, subject to submission of Parent/ Affiliate company guarantee. This should be clearly mentioned in the EOI response.
- ii. Evaluation will be done only on the basis of the published annual reports / audited financials containing Auditor's report, Balance sheet, Profit & Loss a/c, and Notes to Accounts.
- iii. In case of unaudited statements (if there are no audit requirements for auditing of financials as per the local law), the financials shall be accompanied by a certificate from a Certified Accountant. Certificate should also mention the fact that there is no requirement of audit of the financials as per the local law.

All qualifications and exceptions brought out in Auditor's report and Notes to Accounts would be factored in while undertaking financial evaluation

The interested contractors should evince interest to participate in the Expression of Interest by clicking on the "Evince Interest" link for the corresponding Eol listing on the Cairn Website i.e. <http://www.cairnindia.com> and submit their contact details online. Further to this, interested contractors would be invited to submit their response via Smart Source (Cairn's e Sourcing Platform). The contractors would be requested, as a minimum, to submit the above documents and details for prequalification via Smart Source within Ten (10) days of publication of this Eol.

Website Media