



प्रतिभूति कागज कारखाना नर्मदापुरम (मध्य प्रदेश)

461005

SECURITY PAPER MILL, NARMADAPURAM (M. P.) 461 005

(आईएसओ : 9001 एवं आईएसओ : 14001 प्रमाणित इकाई)

(ISO 45001 : 2018 Certified Unit)

भारत प्रतिभूति मुद्रण तथा मुद्रा निर्माण निगम लिमिटेड की इकाई

A Unit of Security Printing & Minting Corporation of India Limited

मिनिरत्न श्रेणी- I, सीपीएसई (भारत सरकार के पूर्ण स्वामित्वाधीन)

Miniratna Category - I CPSE (Wholly owned by Government of India)



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NATIONAL INVITATION FOR EXPRESSION OF INTEREST (EOI)

1.	Name of the organization	:	Security Paper Mill, Narmadapuram Madhya Pradesh 461005.
2.	Type of the organization	:	A Miniratna Category-I CPSE and Wholly owned by Government of India
3.	EOI Reference No.	:	EOI/Canteen/1020 Dated 15/10/2022
4.	EOI Title	:	Expression of Interest (EOI) for hiring of an experienced agency for running of canteen, at SPM, Narmadapuram.
5.	Category	:	Non Security
6.	Sub-category	:	Services
7.	Date of Annoucement	:	15/10/2022
8.	Last date for submission	:	15/11/2022 before 11.00 hrs.
9.	Technical Specifications and Scope of Work	:	Placed at Annexure I
10.	Eligibility / Pre-qualification criteria:	:	Placed at Annexure II
11.	Procurement Process	:	Placed at Annexure III
12.	Specimen Response letter to EOI	:	Placed at Annexure IV

Expression of Interest (EOI) for hiring of an experienced agency for running of canteen, at Security Paper Mill, Narmadapuram (M.P.).

EOI/Canteen/1020

Dated: 15/10/2022

Security Paper Mill, Narmadapuram is an industrial unit of Security Printing & Minting Corporation of India limited (SPMCIL), wholly owned by Government of India, Ministry of Finance, Department of Economic Affairs. SPM was established in 1956 to manufacture world class high quality bank notes paper of different denominations.

Interested vendors fulfilling the eligibility criteria as given in Annexure II are requested to submit Expression of Interest as per format given in Annexure IV to this expression of interest. The Expression of Interest must be submitted with the brief profile of the firm, their past performance in similar operation, financial background etc. in support of the eligibility criteria. The Expression of Interest must be sent to the following address:

The Manager (Materials)
For and on the behalf of The Chief General Manager
Security Paper Mill, Narmadapuram (M.P.) 465001 India
Phone No. 07574-286776/286848/286842
Email: spm.purchase@spmCIL.com

Last date and Time for receipt of Expression of Interest : **On 15/11/2022**
At 11:00 Hrs. (IST)

Date and Time of opening of Expression of Interest : **On 15/11/2022**
At 15:00 Hrs. (IST)

Place of opening of Expression of Interest : **Administration Block,**
Security Paper Mill,
Narmadapuram (M.P.) 465001 India

Delay due to postal/courier etc, will not be entertained. Tender received after the due date and time will be rejected.

Details of Annexures:

1. Technical Specifications and Scope of Work – Annexure I
2. Eligibility/Pre-qualification Criteria – Annexure II
3. Procurement Process - Annexure III
4. Specimen Response letter to EOI - Annexure IV

For and behalf of Security Printing and Minting Corporation of India Limited

Vikas Kumar
Manager (Material),
Security Paper Mill, Narmadapuram (M.P.) 461005 India
Phone No. 07574-286776/286842

Note: The Company reserves the right to accept/reject any application at its sole discretion and / or cancel the entire exercise. Mere fulfilling the minimum eligibility criteria will not confer any right on the applicant to be called for discussion/selection.

All Addendum/Corrigendum to this EOI shall be uploaded only on website i.e. www.spmcil.com.

Background of the company

Security Printing and Minting Corporation of India Limited (SPMCIL) is a Mini-Ratna Category-I CPSE and a wholly owned schedule 'A' Company of Government of India and is under the administrative control of Department of Economic Affairs, Ministry of Finance, Government of India. SPMCIL is engaged in the manufacture of currency/security paper, minting of coins, printing of banknotes, non-judicial stamp papers, postage stamps, travel documents, etc. having nine units including four mints (India Government Mint-Kolkata; India Government Mint-Hyderabad; India Government Mint-Mumbai and India Government Mint-Noida), two security presses (India Security Press, Nashik and Security Printing Press-Hyderabad), two currency presses (Currency Note Press, Nashik and Bank Note Press-Dewas) and one paper mill (Security Paper Mill-Narmadapuram) across the country.

(I). EOI/Canteen/1020

Dated: 15/10/2022

A. Technical Specification & Scope of Work:**Expression of Interest (EOI) for hiring of an experienced agency for running of canteen, at Security Paper Mill, Narmadapuram (M.P.).**

- खाना पकाने के लिए आवश्यक सभी कच्चे माल की खरीद ठेकेदार द्वारा की जाएगी। ठेकेदार के लिए आवश्यक होगा कि वह पर्याप्त संख्या में कुशल संविदा श्रमिकों की तैनाती सुनिश्चित करें ताकि चाय एवं नाश्ता वितरण स्थलों पर तैनाती सुनिश्चित करें ताकि वितरण में विलंब न हो। केन्टीन के लिए आवश्यक ईंधन, बर्तन, बिजली, पानी एवं केन्टीन का रखरखाव आदि एसपीएम द्वारा उपलब्ध करवाया जायेगा।
- All Raw Materials required for Cooking will be procured by Contractor. The Contractor is required to do the following activities by deploying skilled manpower of the trade in sufficient strength in any case the timings for serving tea Snacks at given distribution point is not delayed. **Fuel**, Utensils, maintenance and depreciation, electricity and Water required for the kitchen will be provided by SPM.
- कैन्टीन के अंदर भोजन (नाश्ता, चाय, दोपहर का भोजन) तैयार करना और तैयार सामग्री को कर्मचारियों के कार्यस्थल और समय पर एसपीएम द्वारा इस हेतु निर्धारित वितरण बिंदुओं पर वितरित करना। वितरण बिंदुओं की सूची एवं शिफ्ट का समय निविदा प्रपत्र में मौजूद है।
- Preparation of food (Breakfast, Tea, Lunch) inside the canteen and distribute at the distribution points defined by SPMN to the employees at workplace and timings. List of distribution points and shift timings **will be available in the tender**.
- चाय, नाश्ता, दोपहर का भोजन एसपीएमएन द्वारा तय विनिर्देशों के अनुसार तैयार किया जाना है तथा आवश्यकता पड़ने पर नियमित कार्यों के अलावा दोपहर का विशेष भोजन भी तैयार कर परोसा जाना है।
- Tea, Snacks, Lunch are to be prepared as per the specifications decided by SPMN. If required Special Lunch is also to be prepared and served in addition to routine works.
- बर्तन, वितरण ट्रॉली, चाय केटली आदि की साफ-सफाई। कैन्टीन क्षेत्र एवं आसपास एरिया की दैनिक सफाई और किचन, काउंटर, चेंज रूम और वॉश एरिया की नियमित धुलाई।
- Cleaning of Utensils, Distribution trolley, tea kettle etc. Daily cleaning and washing of the Canteen Area i.e Kitchen, Counter, Change room, wash area, and cleaning of Canteen and Surrounding.
- सब्जियों, कच्चे माल और एलपीजी सिलेंडर को उतारना/चढ़ाना।

- Loading Unloading works for the Vegetables, raw materials and LPG cylinders.
- कच्चे माल का रिकॉर्ड रखना ।
- Maintaining record of raw materials.
- दैनिक आधार पर तैयार की गई खाद्य सामग्री और उसकी बिक्री का रिकॉर्ड रखना ।
- Maintaining the record of items prepared and sale on daily basis.
- कैंटीन प्रभारी द्वारा आवश्यकता अनुसार सौंपे गए अन्य कैंटीन संबंधी कार्य ।
- Other canteen related work assigned by canteen in charge as per the requirement.

Special terms and conditions.

- ठेकेदार एसपीएम नर्मदापुरम परिसर में कुशल संविदा श्रमिकों को तैनात करके कैंटीन सेवाएं प्रदान करेगा ।
- The Contractor will provide canteen services to SPM Narmadapuram in the premises by deploying skilled manpower of the trade.
- ठेकेदार कैंटीन के अंदर भोजन (नाश्ता, चाय और दोपहर का भोजन) की तैयारी सुनिश्चित करेगा और कारखाने के शिफ्ट समय के दौरान एसपीएम द्वारा निर्धारित कार्यस्थल पर कर्मचारियों को वितरित करेगा ।
- The contractor will ensure the preparation of the food (Breakfast, Tea and Lunch) inside the canteen and distribute at the distribution points defined by SPMN to the employees at workplace during the factory timing.
- ठेकेदार केन्टीन में भोजन तैयार करने और निर्धारित समय पर निर्धारित स्थानों पर नाश्ता वितरित करने के लिए पर्याप्त संख्या में संविदा श्रमिकों की अग्रिम तैनाती करेगा।
- The Contractor will depute sufficient manpower in advance to prepare food in kitchen and distribute the snacks at given locations at the prescribed timing.
- खाद्य सामग्री, ठेकेदार के अनुसार या कैंटीन प्रबंधक/कैंटीन समिति द्वारा उपलब्ध करवाये गये मेनू चार्ट के अनुसार तैयार की जाएगी ।
- The food items will be prepared by the contractor as per the specification and Quantity given by the canteen manager as per the menu chart or as per the direction of Canteen Manager / Canteen Committee.
- ठेकेदार एसपीएम केन्टीन हेतु अधिकृत अधिकारी के साथ संपर्क में रहेगा और हर हफ्ते उन्हें रिपोर्ट करेगा। एसपीएम के नामित अधिकारी को केन्टीन संचालन में ठेकेदार पूर्ण सहयोग करेगा और समय समय पर केन्टीन सेवाओं/समस्याओं के बारे में आवश्यक जानकारी प्रदान करेगा ।
- The contractor will liaise with the designated officer of SPM and report every week to the designated officers, who are authorized to make checks on activities of the contractor. The contractor shall extend full cooperation and provide necessary information on canteen services / problems to the designated officers of SPM from time to time.
- कैंटीन संविदा श्रमिक और पर्यवेक्षक युवा और ऊर्जावान होना चाहिए, जो लगभग 40 वर्ष से कम उम्र के हो ताकि वे एसपीएम के विविध विभागों में तैनात कार्मिकों को उत्साह के साथ सेवा प्रदान कर सकें।

- The canteen workers and supervisor should be young and energetic preferably below 40 years of age with good physique & enthusiasm to serve the employee, offices and to the contract employee working in the premises of SPM.
- एसपीएम द्वारा प्रदान किए गए सभी फिक्स्चर और फिटिंग को बनाए रखने के लिए ठेकेदार जिम्मेदार होगा। किसी भी फिक्स्चर, फिटिंग, उपकरण आदि को किसी भी तरह की क्षति के मामले में, ठेकेदार बिना किसी देरी के मरम्मत करने और बिना किसी भी रुकावट के सेवा जारी रखने हेतु जिम्मेदार होगा। मरम्मत आदि का खर्चा स्वयं ठेकेदार द्वारा वहन किया जाएगा। किसी भी प्रकार की हानि, चोरी या क्षति के मामले में, ठेकेदार उसी गुणवत्ता की खोई, टूटी हुई या क्षतिग्रस्त वस्तुओं को अपनी लागत और खर्च पर बदलेगा, जिसमें विफल होने पर लागत और व्यय की ठेकेदार से वसूली की जायेगी। इस संदर्भ में नुकसान, चोरी, क्षति की सीमा के बारे में एसपीएम का निर्णय अंतिम और ठेकेदार पर बाध्यकारी होगा।
- The contractor shall be responsible for **maintaining** all the fixtures and fitting provided by SPM. In case of any damage to any fixtures, fittings, equipment etc., the contractor shall be responsible to carry out the repairs without any delay and avoid any interruption in service. Cost of repairs etc. shall be borne by the contractor himself. In case of any loss, theft or damage, contractor shall replace lost, broken or damaged items, of the same quality at his own cost and expense failing which cost & expense shall be recovered from the contractor. The decision of SPM about the extent of loss, theft, damage in this context shall be final and binding on the contractor.
- यदि ठेकेदार एसपीएम में कैंटीन सेवाओं को सुचारू रूप से चलाने के लिए अपने स्वयं के अतिरिक्त अन्य उपकरण अथवा सुविधा लाना आवश्यक समझता है, तो वह अपने खर्च पर इस हेतु नामित अधिकारी की अनुमति से ला सकता है।
- If the contractor considers it necessary to bring his own additional equipment or facility for the smooth running of the canteen services at SPM, the same shall be brought by the contractor at his own cost, with permission of officer designated.
- ठेकेदार को अपने कर्मचारियों को वर्दी, हाथ के दस्ताने, टोपी जैसा कि संस्थान द्वारा तय किया जायेगा, अपने खर्च पर उपलब्ध कराना होगा और उनके लिए झूठी के दौरान वर्दी, हाथ के दस्ताने और टोपी पहनना अनिवार्य होगा। संविदा कर्मचारी हर दो घंटे में साबुन से हाथ धोएंगे।
- The Contractor has to provide at his cost the Uniform, hand gloves, caps as decided by SPMN to his employees and it will be mandatory for them to wear the uniform, hand gloves and Cap throughout the duty times. The contract employees will wash hands with soap every two hour.
- एसपीएम किसी भी ऐसे व्यक्ति को हटाने हेतु ठेकेदार को सूचित करने का अधिकार सुरक्षित रखता है जिसे एसपीएम स्वच्छता, स्वास्थ्य या आचरण या किसी अन्य कारण से सेवाओं के लिए अनुपयुक्त पाता है और ठेकेदार इसका पालन करने के लिए बाध्य होगा।
- SPMN reserves the right to call upon the contractor to remove any person whom **SPMN** finds unsuitable for services on account of hygiene, health or conduct or any other reason and the contractor will be obliged to comply with the same.
- ठेकेदार एसपीएम प्राधिकारियों की पूर्वानुमति के बिना अपने काम के लिए पानी प्राप्त करने के लिए किसी भी फायर हाइड्रेंट/वाटर प्वाइंट का उपयोग नहीं करेगा।
- The contractor shall not tap any fire hydrant / water point for obtaining water for his work without obtaining prior approval of the SPM authorities.

- एसपीएम की आवश्यकता के अनुरूप ठेकेदार को रविवार सहित सरकारी अवकाशों पर भी कैंटीन सेवाओं के लिए आवश्यक जनबल तैनात करना होगा। इस हेतु उसे कोई अतिरिक्त लागत देय नहीं होगा।
- The contractor has to deploy required manpower for canteen services on Govt. holidays including Sundays, according to the requirements of SPMN for which no extra cost will be paid.
- ठेकेदार द्वारा उसके अधीन कार्यरत सुपरवाइजर एवं अन्य कार्मिकों को बारंबार नहीं बदला जायेगा।
- Supervisor/Workers will not be changed by contractor so frequently until and unless so warranted.
- इस ठेके हेतु ठेकेदार द्वारा उपठेके की अनुमति नहीं होगी। यदि ठेकेदार इस कार्य को उपठेके के माध्यम से करता हुआ पाया जाता है, तो बिना किसी नोटिस के उसका अनुबंध समाप्त कर दिया जाएगा तथा उसे इस हेतु देय भुगतान और सुरक्षा जमा राशि को जब्त कर लिया जाएगा।
- Sub-contracting of this contract by the contractor shall not be permitted. In case the contractor is found having sub contracted this contract, the contract will be terminated without any notice, the due payments at that time and security deposit will be forfeited.
- कैंटीन सेवाओं की निगरानी एसपीएमएन द्वारा नियुक्त समिति/एसपीएम के नामित अधिकारी द्वारा की जाएगी और कैंटीन का संचालन कैंटीन समिति के निर्देशों के अनुसार (विशेष रूप से मेनू, गुणवत्ता, स्वच्छता और खाद्य पदार्थों की कीमतों आदि के चयन) किया जाएगा।
- The canteen services will be monitored by the committee/ SPM designated officer appointed by SPMN and the operation of the canteen shall be conducted as per the instructions of the Canteen Committee particularly in selection of the menu, quality and hygiene and prices of food items etc.
- उपरोक्त के अतिरिक्त कारखाने के कार्य दिवसों के अलावा, साप्ताहिक अवकाश के दिनों में काम करने वाले कर्मचारियों एवं किसी भी बैठक आदि की व्यवस्था किसी भी बैठक की व्यवस्था के लिए सेवाओं की आवश्यकता होगी, जिसके लिए कोई अतिरिक्त भुगतान नहीं किया जाएगा। ठेकेदार अनुबंध का संचालन शुरू करने से पहले, एसपीएमएन को सभी कर्मचारियों के विवरण, उम्र, जन्म तिथि, स्थायी पता, स्वास्थ्य की प्रोफाइल और कर्मचारियों की आचरण रिपोर्ट उपलब्ध कराएगा। कर्मचारियों को अच्छे आचरण का होना चाहिए और विगत में किसी भी अवैध कार्य में लिप्त नहीं होना चाहिए। कर्मचारियों के संबंध में ठेकेदार को उपरोक्त बातों का ध्यान रखना होगा। यदि किसी भी स्तर पर यह पाया जाता है कि ठेकेदार द्वारा तैनात किसी भी व्यक्ति का आचरण कैंटीन के मानकों के अनुरूप नहीं है तो ठेकेदार को संबंधित व्यक्ति को हटाना होगा और सूचना के 48 घंटे के भीतर उसके स्थान पर एक नए व्यक्ति को नियुक्त करना होगा। इस संबंध में नामित अधिकारी का निर्णय अंतिम और ठेकेदार के लिए बाध्यकारी होगा।
- In addition to the working days of factory, the services will be required to be done on weekly off days, any meeting arranged ,and holidays also for working staff. For which no extra payment will be given. The contractor will prior to the commencement of the operation of contract, make available to **SPMN** the particulars of all the employees with age, date of birth, permanent address, profile of health and the conduct report of the employees. The employees should be of good conduct and should not have done any illegal act, whatsoever previously. Contractor should take care of the above things in respect of employees. If it is found at any stage that the conduct of any person deployed by the contractor is unsatisfactory the contractor shall have to remove the person concerned and

engage a new one within 48 hours of such intimation. The decision of designated officer in this regard shall be final and binding on the contractor.

- **योग्यता मानदंड**

फर्म को निम्नलिखित योग्यता मानदंडों को पूरा करना होगा।

- i) इच्छुक फर्म के पास सरकारी/पीएसयू/निजी कंपनी में कैंटीन की सेवाएं प्रदान करने का 5 वर्ष या उससे अधिक का अनुभव होना चाहिए।

नोट: वांछित अनुभव से आशय कैंटीन की खान-पान सेवाओं के संचालन के मूलभूत अनुभव से है। इस हेतु केवल जनशक्ति प्रदाता अनुभव मान्य नहीं होगा।

- **Qualifying Criteria**

The following are the Qualifying Criteria which must be fulfilled by the indenting Firm:

- i) The indenting firm should have experience of providing services of canteen in Government/PSU/Private Company for 5 years or more.

Note: The desired experience must be of running canteen for food services, experience for providing only manpower will not be counted.

Shift wise lunch/ Snack requirement (Approx.) Sr. No.	Shift	Service required	Serving Time	Approx. Quantity of Snacks, Lunch , and Menu.
500	‘A’ Shift 06:00 AM to 02:00 PM	Tea, Breakfast	07:00-07:30 AM to 09 AM to 09.30 AM (To be served at Duty Place)	(1) Tea – 400 cups (2) Bhajiya/Mungoda–14 to 15 Kg or Poha 20-22 Kg or Alubada, Kachouri 500 -600 nos.
250	‘B’ Shift 02:00 PM to 10:00 PM	Lunch	11:30 AM to 01:30 PM (Dining Hall at Canteen)	1. Normal Thali – Dal, Chawal, Achar – 40 to 50 Thali per day 2. Full Thali – Sabji, Poori, Daal, Chawal, Achar, Papad – 80 to 100 Thali per day
500		Tea	02:30 to 04:00 PM & 05:00 PM to 06:30 PM (To be served at Duty Place)	350 to 400 Cups
250	‘C’ Shift 10:00 PM to 06:00 AM	Breakfast	05:00 PM to 06:30 PM (To be served at Duty Place)	(1) Bhajiya/Mungoda – 16 to 18 Kg Or (2) Kachori/Alu bada – 600 to nos.
250		Tea	10:30 PM to 12:00AM & 03:30AM to 05:00 AM (To be served at Duty Place)	40 to 60 cups.
In addition to above, daily consumption of packed snakes, like biscuits & Namkeen etc.				100 to 150 packets of Rs. 5/-

(I). General Requirements:

1. The firms will ensure that their interests, duly sealed and signed, complete in all respects as per instructions contained in the Invitation to E.O.I. Documents, are dropped in the tender box located at the address given above on or before the closing date and time indicated above, failing which the interests will be treated as late and rejected.
2. The firm should furnish the firm's name, full postal address (Office), Phone Number and Fax Number; Name of the authorized contact person and e-mail address.
3. The firm should not have been blacklisted /debarred for dealing by Government of India, any State Govt. or any PSU, in any manner and an undertaking should be submitted along with the Bid, to this effect.
4. Participants are required to stamp and provide their authorized signature on every page of the E.O.I. Documents and all the supporting documents submitted as a token of acceptance to the mentioned terms and conditions.
5. Interested firms have to submit attested copies of various license certificates like Trade License, GSTIN Registration Certificate, Service Tax Registration Certificate, PAN Registration Certificate and other registration certificates as required as per the prevalent Prices & Registrations of the Govt. of Madhya Pradesh/ Govt. of India with their application.
6. Participating Firms has to submit Budgetary Quote with break-up along with detailed Technical Specification/Scope of Work.
7. The vendor should have the basic facilities and expertise in similar technology/field at global/national level.

Eligibility/Pre-qualification Criteria

1. **Status:** The applicant should be either proprietary firm/ Limited Liability Partnership (LLP)/company/Partnership/ (legal entity) registered under relevant regulation of the respective Country. The applicant should be in business of manufacturing/supplying of such type of Items/ Services.
2. **Experience:**
 - a. The firm should have past experience in supply & of same / identical Items to any Industries in the last 05 financial year ending on **31.03.2022** Relevant documentary proofs are to be submitted along the offer.
 - b. The interested bidders should also submit along with Expression of Interest a list of parties to whom they have supplied similar type of Items/Services with details and customer satisfaction report from their clients.
3. **The bidder should also confirm specifically that:**
 - a. Applicant is competent and legally authorized to submit and/or to enable into legally binding contract.
 - b. The firm should confirm their annual capacity for such Items/ Services.
 - c. Applicant will absolve the purchaser against any infringement of patent rights and other contract provisions.
4. The bidder firm should have not been blacklisted/ debarred by BNPMIPL/BRBNMPL/SPMCIL/Government of India for participation in tender as on the last date of submission of EOI. An undertaking for the same should be furnished.
5. The copy of audited balance sheet and Profit and loss account for last three financial years ending **31.03.2022** are to be submitted along with the proposal.
6. All documents are to be submitted in English/Hindi language only. If the documents are in other language English translation copy shall be furnished along with the documents.
7. The Department of Industrial Policy and Promotion (DIPP) Public Procurement order no. P-45021/2/2017-BE-II dated 15.06.2017 shall be applicable.

Note:-

1. All experience, past performance and capacity/capability related data should be certified by the authorized signatory of the bidder firm.
2. All financial standing data should be certified by certified accountant's along with UDIN No. e.g., Chartered Accounts (CA) in India and Certified Public Accountant/Chartered Accountants of other countries.

Bidder to furnish stipulated documents in support of fulfillment of essential qualifying criteria. Non-submission of documents may lead to rejection of offer.

Procurement Process

Following are the details of the process of SPM, Narmadapuram.

1. At first the EOI for procurement of above items/services is published.
2. The firms participating in the EOI are called for details presentation and discussion regarding their offer of service/goods.
3. Later on open Tender will be floated comprising of 2/3 parts namely PQB, Techno-Commercial Bid & Financial Bid which are to be submitted in two/three separate double sealed envelopes on or before the due date of submission of tender. The envelopes containing Bids shall be superscribed as "Pre-Qualification Bid", "Techno-Commercial Bid", "Financial Bid" as the case may be.

Date:

EOI/Canteen/1020

Dated: 15/10/2022

WE HAVE GONE THROUGH THE ABOVE REFERRED EOI AND UNDERSTOOD YOUR REQUIREMENTS WITH RESPECT TO Expression of Interest (EOI) for hiring of an experienced agency for running of canteen, at Security Paper Mill,Narmadapuram (M.P.).

We fulfill the eligibility criteria and undertake that;

1. We have noted, understood and agreed to all the terms and condition of the EOI. In token of our acceptance, we have enclosed the EOI documents duly signed by the authorized representative.
2. I / We and are Proprietary firm/ Limited Liability Partnership (LLP)/Company/Partnership and I /We have enclosed the registration certificate issued by the registration authorities as applicable in the country of origin as documentary evidence. (Please indicate as applicable)
3. I/ We have supplied/Provided similar Items/Services to _____nos. of manufacturers/printing presses etc. globally or within India from years_____ to _____. I / we have enclosed the work offer/ customer satisfaction certificate/completion certificate issued by _____ as documentary evidence.
4. We have the total experience of _____ years in the related field as on **31.03.2022.**
5. The average annual turnover for last three financial years i.e.**2021-22, 2020-2021, 2019-2020**, is INR_____. I/We have enclosed the annual report/statement of accounts (preferably audited) and a statement of average annual turnover of last 3 years duly authenticated by an authorized official of the Company/firm.
6. We declare that have not been black listed/debarred by BNPMIPL/BRBNMPL/SPMCIL/Government of India for participation in tender.
7. We also enclose our brief profile and list of our major clients for your consideration.
8. We will be interested to present out proposal and demonstrate our past performance/details of the system being offered to you at a meeting at your convenience.
9. We are enclosing copy of English translation of the documents which are not in English/Hindi.

For_____

(Name and designation of officer)

Enclosures:

1. Duly sealed and signed each and every page of EOI
2. Registration certificates
3. Work order or completion certificate
4. PAN Card copy and copy of GST registration certificate.
5. Brief profile and list of major clients.
6. Budgetary Quote with break-up of Taxes & Other Charges, if any.
7. Generic Specifications of the proposed system.
8. Delivery Period.