

**INVITING EXPRESSION OF INTEREST
FOR OPERATING &
MAINTAINING
CANTEEN NEAR 3 NSD
GATE
IN
KOLKATA DOCK SYSTEM,
SYAMA PRASAD MOOKERJEE PORT,
KOLKATA,**

**INVITING EXPRESSION OF INTEREST (EOI) FOR
OPERATING & MAINTAINENCE OF CANTEEN
INSIDE KOLKATA DOCK SYSTEM, SYAMA
PRASAD MOOKERJEE PORT, KOLKATA**

Syama Prasad Mookerjee Port, Kolkata (SMPK), formerly Kolkata Port Trust, an autonomous body under the administrative control of Ministry of Ports, Shipping & Waterways, Govt. of India, proposes to engage a suitable contractor for operation and maintenance (henceforth written as O & M Contractor) of canteen inside Kolkata Dock System, SMPK for the purpose of offering quality, hygienic and tasty food to its employees as well as dock/Port users for a period of 3 years initially, with a provision for mutual termination by either side subject to a notice period of 3 months. Accordingly, it has constructed a canteen building of 3800 sq.ft built up area, inside KDS, near 3No. N.S.D Gate.

2. Location of the canteen

Near Gate No. 3 Netaji Subhash Dock (within custom bound area of SMPK).

- a) There are G + 1 floors in the building
- b) Each floor has approximately 1900 sq.ft built up area
- c) Area available: (i) Sitting: 811 Sq.ft in ground floor & 1100 Sqft. In first floor
(ii) Pantry: 430 Sq.ft in Ground floor & 107 Sq.ft in first floor
(iii) Space for store, toilets, lobby and additional room on terrace, etc
may also be utilized.

Drawing of the floor plans of ground and first floors are annexed herewith at Annexure I for reference.

3. Other facilities:

- (a) The O & M Contractor will be provided with electricity free of cost on the condition that the electricity will not be used for cooking activities.[Approved electrical appliances: Refrigerator, Mixer & grinder, Microwave oven, Coffee maker]
- (b) The O & M Contractor will be provided with 50 nos of sets of Metallic Crockery items subject to certain conditions that those will not be taken outside for the purpose of using elsewhere.
- (c) The O & M Contractor will be at liberty to supply cooked food for online delivery agencies on the condition that the delivery persons of such agencies cannot enter the dock premises and it will not hamper normal functioning of Canteen.
- (d) The No. of employees distributed in the three shifts of dock operations are approximately 500 in number with around 600 port users per day who enter into the dock and may avail of the canteen facilities.

4. Proposal

4.1- SMPK proposes to engage an O & M contractor for operating and maintenance of the canteen inside Kolkata Dock System, SMPK, through tendering process, subject to final approval of Competent Authority. The successful bidder will have to provide the food items presently available in the canteens of SMPK, to its employees only, at the rates presently charged. However, the contractor is at liberty to offer other food items to all the beneficiaries(including port employees) at rates to be fixed by the contractor. List of such food items with present per plate price is annexed at Annexure II.

4.2- The O & M contractor will have to quote a service fee, payable to SMPK per month, which will be the evaluation criteria.

5. Invitation

SMPK invites 'Expression of Interest (EOI)' from interested contractors for operating and maintenance of the canteen. SMPK has no financial obligation in this EOI. The role of SMPK shall be as of a facilitator. The interested O & M contractors only, who fulfill the eligibility criteria and satisfy the norms of the Inspection Committee w.r.t. the service rendered and quality of food items served by the contractors at their present outlets, will be eligible and invited to participate in the limited tender.

6. Eligibility criteria

- (a) The O & M contractor must have experience in satisfactory running eating houses/ restaurants/staff canteen and related activities .The turnover of such firms may not be below 18 lakhs per annum for running 3 such outlets or not be below 27 lakhs per annum for running 2 such outlets or not be below 50 lakhs per annum for running a single outlet in Kolkata or adjacent districts.
- (b) The O & M contractor, who qualifies (a) above, should satisfy the Inspection Committee with respect to the quality of services and food items presently served by the contractor at their outlets. The Inspection Committee, constituted by the Competent Authority will be at liberty to inspect the facilities and sample food items served by the contractor presently at their outlets. The qualifying marks should be 70 out of 100. The tenderer would obtain permission from the Competent Authority, if required, for such inspection.

7. Terms and Conditions

- ✓ The O&M contractor must utilize the specified area only for running and maintenance of the canteen.
- ✓ All terms and conditions provided by SMPK from time to time, and as stipulated in the Contract agreement shall be binding.
- ✓ Sub-contracting is not allowed.
- ✓ Option of Transfer of contract to some other contractor is not permissible without the prior consent of Competent Authority of SMPK.
- ✓ SMPK will invite limited tender from the qualified firms only.
- ✓ The successful bidder shall keep SMPK indemnified and harmless from all legal and financial matters related to or arising out of this EOI.
- ✓ Bid deposits will not be required at this point of time.

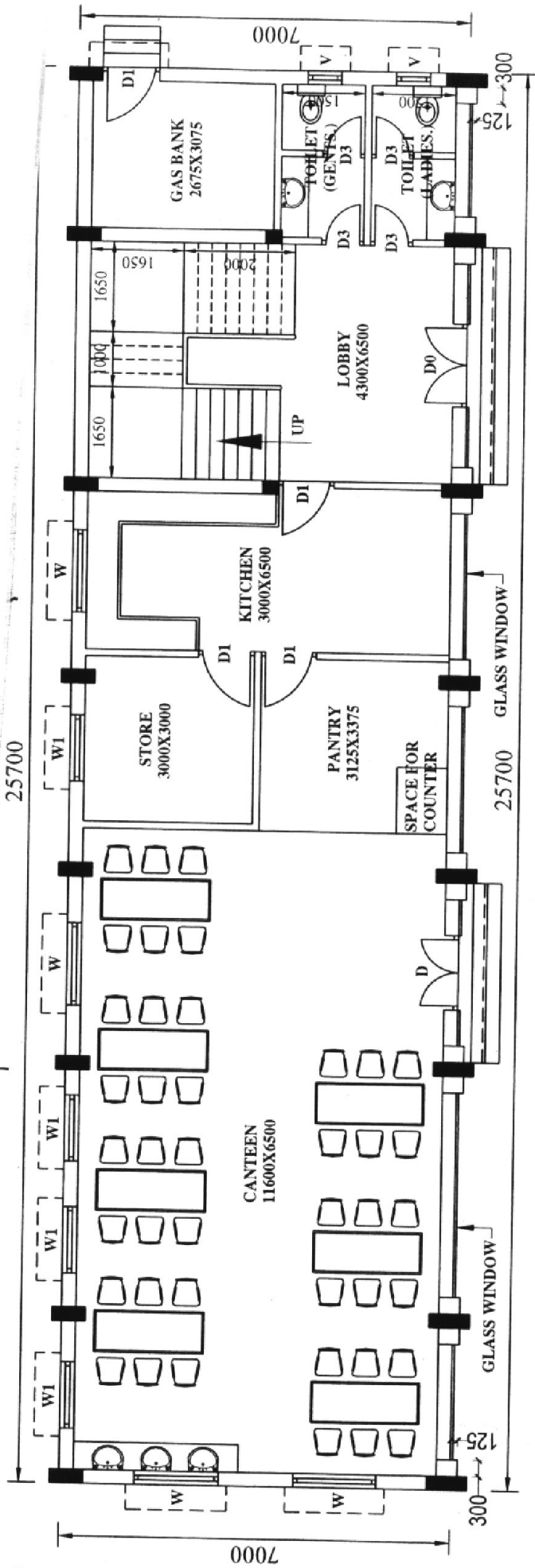
8. Procedure for submission of EOI

Interested applicants should submit 'Expression of Interest (EOI)' with their specific suggestion/ remarks on the matter addressed to the Sr. P.O, Syama Prasad Mookerjee Port, Kolkata in a sealed envelope containing the following documents:-

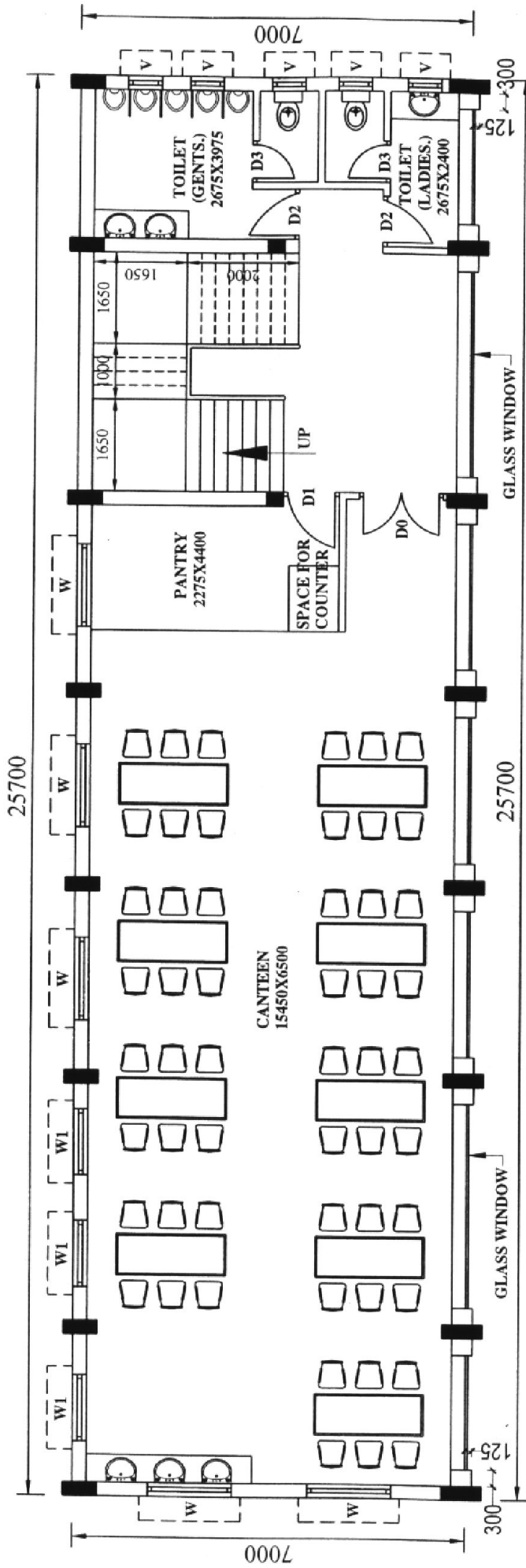
1. Audited Profit and Loss account for last 3 years or income tax return for the preceding 3 years to establish the turnover of the contractor in the name of the entity who is participating in the EOI.
2. Valid trade license for running such establishments and their branches.
3. Copy of PAN or TAN Card and GST Reg. certificate
4. Letter of engagement/ contract and appreciation from establishments if canteens are operated in the premises of any employer.
5. List of canteens/ restaurants/ eateries with their address and contact numbers presently run by the contractor.
6. The envelope should be super scribed with 'EOI for running and maintaining Canteen at KDS'.
7. The last date for submission of the EOI is 15th January, 2022.
8. The contractors who show interest in the project and comply with the eligibility criteria w.r.t. turnover will only qualify for being inspected by the Inspection Committee regarding their services and cuisines.
9. The contractors who qualify for the eligibility criteria as well as the Inspection Committee's quality test will only be entitled for bidding to the limited tender directly communicated with them.
10. SMPK reserves the right to accept / reject any or all 'Expressions of Interest', without assigning any reasons whatsoever.
11. An undertaking that they have not been blacklisted by any public authority in India.

9. Evaluation Criteria of the limited tender (Not the instant EOI)

The bidder to the limited tender will only have to bid for the "Service Fee" (which may be any sum more than zero) and which will be the evaluation criteria for the tender.



GROUND FLOOR PLAN
NEW CANTEEN BUILDING NEAR 3 N.S.D. GATE



FIRST FLOOR PLAN

NEW CANTEEN BUILDING NEAR 3 N.S.D. GATE

Annexure- II

Existing Menu Chart with Rates at SMPK Canteens

Sl. No	Items	Purpose for/ Time	Rate (Normal)
1.	Tea (with pouch pack)	All time(except 12 noon to 2PM)	Rs. 3/-
2.	2 piece Toast with Butter/Jam	All Time	Rs.8/-
3.	3 piece/4 piece/ Roti or Puri with one veg curry	From 11AM to 3 PM.	Rs.10/-
4.	Boiled Egg/ Omlet	From 11AM to 3 PM	Rs.8/- & Rs.9/-
5.	Rice/Dal/Veg Curry(Two)/ Rice/Dal/Veg Curry(one)/Vaji	Veg Lunch (From 1PM to 3 PM)	Rs.15/-
6.	Rice/Dal/Veg Curry(Two)/ Rice/Dal/Veg Curry(one)/Vaji with Egg(one)	Non-Veg Lunch (From 1PM to 3 PM)	Rs.23/-
7.	Rice/Dal/Veg Curry(Two)/ Rice/Dal/Veg Curry(one)/Vaji with Fish(one)	Non-Veg Lunch (From 1PM to 3 PM)	Rs.25/-
8.	Rice/Dal/Veg Curry(Two)/ Rice/Dal/Veg Curry(one)/Vaji with Chicken Curry	Non-Veg Lunch (From 1PM to 3 PM)	Rs.40/-
9.	Veg Chop	Non-Veg Lunch (From 1PM to 3 PM)	Rs.5/-

Quantity Per Meal:

Rice -150Gms

Fish - 60Gms

Chicken-100Gms

Dal - 50Gms

Veg Curry /Vaji -100Gms

ALL Time Available

Sl. No	Items	Purpose for/ Time	Rate (Normal)
1.	Tea (with pouch pack)	All time (except 12 noon to 2PM)	Rs. 3/-
2.	2 piece Toast with Butter/Jam	All Time	Rs.8/-

Breakfast Menu

Sl. No	Items	Purpose for/ Time	Rate (Normal)
1.	3 piece/4 piece/ Roti or Puri with one veg curry	From 11AM to 3 PM.	Rs.10/-
2.	Boiled Egg/ Omlet	From 11AM to 3 PM	Rs.8/- & Rs.9/-

Menu for Lunch

Sl. No	Items	Purpose for/ Time	Rate (Normal)
1.	Rice/Dal/Veg Curry(Two)/ Rice/Dal/Veg Curry(one)/Vaji	Veg Lunch (From 1PM to 3 PM)	Rs.15/-
2.	Rice/Dal/Veg Curry(Two)/ Rice/Dal/Veg Curry(one)/Vaji with Egg(one)	Non-Veg Lunch (From 1PM to 3 PM)	Rs.23/-
3.	Rice/Dal/Veg Curry(Two)/ Rice/Dal/Veg Curry(one)/Vaji with Fish(one)	Non-Veg Lunch (From 1PM to 3 PM)	Rs.25/-
4.	Rice/Dal/Veg Curry(Two)/ Rice/Dal/Veg Curry(one)/Vaji with Chicken Curry	Non-Veg Lunch (From 1PM to 3 PM)	Rs.40/-

Menu for Snacks

Sl. No	Items	Purpose for/ Time	Rate (Normal)
1.	Fish Fry	Non-Veg Lunch (From 1PM to 3 PM)	Rs.20/-
2.	Chicken Cutlet	Non-Veg Lunch (From 1PM to 3 PM)	Rs.10/-
3.	Veg Chop	Non-Veg Lunch (From 1PM to 3 PM)	Rs.5/-
4.	Veg Cutlet,Chicken Chop, Egg Chop,Fish Chop	Non-Veg Lunch (From 1PM to 3 PM)	Rs.6/-
5.	Chicken Cutlet		Rs.12/-
6.	Sweet		Rs.9/-