

THE WEST BENGAL POWER DEVELOPMENT CORPORATION LIMITED
(A Government of West Bengal Enterprise)
"Bidyut Unnayan Bhaban"
Plot No. 3/C, LA-Block, Sector-III,
Salt Lake City, Kolkata – 700 098

Notice No.WBPDCL/EOI-Adv/CC/13-14/80/Corp

Date: 26.07.2013

Parameters for submission of "Expression of Interest" with reference to the Press Advertisement

1. Reputed and Resourceful Cafeteria / Canteen service rendering entity having at least 05 years experience in running first rate Cafeteria / Canteen.
2. The Cafeteria / Canteen Service rendering entity will be allowed to run the Cafeteria / Canteen for the employees of WBPDCL and their guests, at the space provided on the 1st floor of the Corporate Office of WBPDCL at Bidyut Unnayan Bhaban, Plot No. 3/C, LA – Block, Sector-III, Salt Lake City, Kolkata – 700 098 for a period of 11 months only with a provision of entering fresh Licence Agreement for subsequent Licence Period(s) at the discretion of the WBPDCL Management against License Agreement.
3. Cafeteria / Canteen Service rendering entity have to enter into a License Agreement with WBPDCL with specific terms & conditions.
4. The relationship between the LICENSOR and the LICENSEE shall be that of principal-to-principal basis.
5. The WBPDCL will provide two personnel at Free of cost to the Cafeteria / Canteen Service rendering entity for rendering services related to the Cafeteria / Canteen. The manpower deployed by the WBPDCL will be under the supervision and control of the WBPDCL.
6. The Cafeteria / Canteen Service rendering entity will ordinarily cater to the requirements of the WBPDCL employees and occupants of the Guest House situated in the said Office Building.
7. The Cafeteria / Canteen Service rendering entity shall be provided with a Kitchen measuring approximately 300 Sqft. with required Electrical connection, Water Supply, Drainage and Sewerage facilities. The service rendering entity should obtain necessary License as per statute as applicable to run the Cafeteria / Canteen. The LICENSEE shall use the kitchen and every part thereof for the only purpose of his carrying on business as stated above between 6 A.M. to 10 P.M. and shall not use any portion of the same for any other purpose.
8. The Kitchen measuring approximately 300 Sqft will be provided with kitchen appliances at Free of cost by the WBPDCL. All major and costly items like Deep Freezer, Hot Case, Oven, and Furniture will also be provided. However, repair & Maintenance Cost of such gadgets will be borne by the Cafeteria / Canteen service rendering entity.
9. Crockery/cutlery will be provided by the WBPDCL at Free of cost, if necessary.
10. The Cafeteria / Canteen service rendering entity will be provided Electricity at Free of cost. All Electricity charges will be borne by the WBPDCL. Necessary Electrical gadgets and built facilities will be provided by the WBPDCL at Free of cost.
11. All other day to day maintenance works will be done by the Cafeteria / Canteen service rendering entity at his own cost.
12. The upkeep and maintenance of the Cafeteria / Canteen will be the responsibility of the Cafeteria / Canteen service rendering entity. The kitchen and premises of the Cafeteria / Canteen will be maintained hygienically and should remain free from dirt, flies etc. The

WBPDCCL reserves the right to inspect the Cafeteria / Canteen by surprise checks by authorized officials.

13. The WBPDCCL reserves the right to cancel the License Agreement at any time by giving one month notice to the Cafeteria / Canteen service rendering entity during the validity period of the License Agreement.
14. A list of items to be prepared in the Cafeteria / Canteen is attached marked as **Anenxure-X**. Rates may be quoted against the items concerned. The rates quoted will remain valid during the period of License Agreement.
15. The rates shall be inclusive of all type of taxes. Rate shall remain firm during the entire License period.
16. The Cafeteria / Canteen service rendering entity needs to submit necessary documents of their financial turnover for the last three (3) financial years along with the proposal.
17. The Cafeteria / Canteen service rendering entity will be solely responsible for all statutory compliance, as applicable.
18. The Cafeteria / Canteen service rendering entity is required to maintain the following :-
 - (a) Cafeteria / Canteen to be observed as **"NO SMOKING ZONE"**.
 - (b) The utensils should be washed properly with boiling water and soap before using.
 - (c) All food should be prepared daily and no left over should be served on the next day.
 - (d) The vendor shall abide by the instructions / decisions communicated to him by the authority of WBPDCCL time to time.
 - (e) Besides providing facilities in the Cafeteria / Canteen the demand from office for supply of tea / cold drinks, snacks, lunch etc. for official meeting will also be met by the Vendor.
19. The Cafeteria / Canteen service rendering entity shall ensure that Cafeteria / Canteen & its surroundings area is properly cleaned and not destroyed by Cafeteria wastes etc.
20. The interested parties are required to furnish the basic information as per format at **Anenxure-'Y'** along with the proposal.

Expression of Interest addressed to the Sr. Manager (Corporate Communications) in sealed cover is to be submitted to the Corporate Communications Department (Fifth Floor) at the above address **within 14th August 2013**.

The interested Cafeteria / Canteen service rendering entity may contact the Sr. Manager (Corporate Communications), at the above address on all days except Saturday and Holiday for any relevant discussion / enquiry.

Date:

(Signature of the Cafeteria / Canteen service rendering entity)
Stamp / Seal

ANNEXURE – X

LIST OF ARTICLES/ ITEMS

(Please quote for all the items. Entities not quoting for all items are liable to be summarily rejected)

HOT DRINKS	Rate (Rs. / Paisa)
Tea per cup (Standard/Regular Size)	
Tea per cup (with Tea bag)	
Coffee per cup (Standard/Regular Size)	
COLD DRINKS	
Soft Drink – cola/orange/limca/sprite etc. (300 ml)	
Fruit/Real/Tropicana juice etc. 200 ml	
Mineral Water 500 ml bottle	
Mineral Water 1000 ml bottle	
LUNCH / DINNER	
Chapati per piece (50 gms)	
Paratha per piece (50 gms)	
Vegetable (seasonal) (150 gms)	
Vegetable – Alu Posto/Dai Patal/Chhanar Dalna (150 gms)	
Dal (fry) 100 gms	
Dal (plain) 100 gms	
Curd (100 gms)	
Rice (boiled) 300 gms	
Rice (Pulao) 300 gms	
Vegetable with Panir (200 gms)	
Fish Curry (1 Pc.) 100 gms – Hilsa/Pabda/Bhetki/Koi/ Ruhi/Tangra	
Chicken Curry (2 pcs.) 150 gms	
Mutton Curry (2 pcs.) 150 gms	
Egg Curry (2 Eggs)	

Chana Bhature (150 gms)

Poori Sabji (4 poori-25 gm each + 100 gm vegetable/bhaji)

Veg Chouwmin 200 gms

Mixed Chouwmin 200 gms

Veg Fried Rice 200 gms

Chicken Fried Rice 200 gms

Mixed Fried Rice 200 gms

Chilly Chicken Boneless (3 piece)

Chilly Chicken Boneless (4 piece)

Veg. Thali –

1 dal, 1 Bhaji, 2 veg., boiled rice (300 gm each) / 4 chapatti

Non veg. Thali –

(i) 1 dal, 1 Bhaji, 1 veg., Chicken curry (2 pcs.) 150 gms, boiled rice (300 gm) / 4 chapati

(ii) 1 dal, 1, Bhaji, 1 veg, Mutton (2 pcs.) 150 gms , boiled rice (300 gms) / 4 chapati

(iii) 1 dal, 1 Bhaji, 1 veg, Fish (01 pc.) 100 gm, boiled rice (300 gms) / 4 chapati

BREAKFAST / SNACKS

Alu parantha per piece with achar/ sabji

Kachori (50 gms) + Bhaji / Sabji

Vada with chutni (2 pcs 70 gms)

Vada with Sambhar (2 pcs of 70 gms + 100 gms Sambhar)

Veg Cutlet (50 gms) with Sauce

Chicken Cutlet (50 gms)

Boiled Egg (1 nos)

Omlette (one egg)

Sandwich veg (2 pcs)

Chicken Sandwich (2 pcs)

Cheese Sandwich (2 pcs)

Toast (2 pcs of bread) with butter/jam

Assorted Pakoras 6 pcs / 100 gms

Paneer Pakora (50 gms)

Biscuits 100 gms (Britania / Parle)

Plain Dosa with Shambar

Masala Dosa (200 gms) with sambhar

Fish Fry per piece (50 gm raw bhetki)

Fish Finger (per piece)

Chicken Soup per bowl (Standard/Regular size)

Veg Soup per bowl (Standard/Regular size)

SWEETS

Gulab Jamun (per piece)

Ras Gulla (per piece)

Sandesh (per piece)

Laddu (per piece)

N.B.- (I) The list is not exhaustive and may be changed as per requisition.

(II) The Vendor should be expert in making continental and Chinese dishes as per requisition.

(Signature of the Cafeteria / Canteen Service rendering entity)

Annexure - Y

Basic Information :

1. Name of the Applicant.....
2. Address
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3. Phone No.....Mobile.....
4. Year of Establishment
5. Type of Organisation (Sole prop. / partnership/Itd./Pvt. Ltd. Co.
6. Details of Registration (No. Date and Regn. Authority).....
7. E.P.F. Code No.(if any)
8. E.S.I. Registration No(if any).....
9. Furnish Details of latest Income Tax clearance certificate
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10. Income Tax PAN Number
11. Service Tax Regn. No. (Details thereof).....
12. Total number of years of experience
13. Yearly turnover of the firm for the last three years
2010-11.....
2011-12.....
2012-13.....
14. Name of the firms / organization in the Kolkata and surrounding region where bidder is providing cafeteria / canteen services of the equivalent scale as on date.
(Copies of the contract award letter along with the name of contact persons, addresses and telephone numbers should be enclosed)

(Signature of the Cafeteria / Canteen Service rendering entity)