



**CAIRN ENERGY INDIA PTY LIMITED**

(Incorporated in New South Wales, Australia – ACN 002 066 784)

**EXPRESSION OF INTEREST (EOI) UNDER COMPETITIVE BIDDING FOR  
PROVISION OF CATERING AND HOUSEKEEPING SERVICES AT RAVVA OIL &  
GAS FIELD**

Cairn Energy India Pty Ltd. (“CEIL”) is the Operator of the Offshore Ravva block located in the east coast of India. CEIL is planning to engage an experienced Contractor for Catering and Housekeeping Services in Ravva field.

CEIL seeks an Expression of Interest under Competitive Bidding Process from suitably experienced Contractors who wish to receive bids to provide Facility Management (including but not limited to Catering & Housekeeping Services). Primary term of the Contracts will be three (3) years, with possible extensions. The required services are expected to commence in October 2012.

Only Contractors who have a minimum of three (3) years experience in providing Facility Management Services for multiple Years shall be considered. The details of the Services that shall constitute the Facility Management Contract are mentioned below:

**I. Catering Services:**

Scope of Catering Services shall broadly include the following:

- Managing the Living Quarter, Catering and related Facilities including main Kitchen & office Pantry
- Providing experienced chefs and catering personnel
- Managing the Food service
- Managing wet and dry stores
- Ensuring optimum stock levels of all raw materials at all times
- Hygiene Management

**II. Housekeeping Services:**

Scope of Housekeeping Services shall broadly include the following:

- Provision of trained housekeeping personnel
- Housekeeping of guest rooms
- Housekeeping of all common areas
- Provision of all cleaning supplies, toiletries etc.
- Manage the Facility Laundry
- Manage Pest Control Services of the premises.



The Companies are requested, as a minimum, to submit the following documents and details which will serve as techno-commercial pre-bid qualification criteria:

1. HSE Systems:
  - a. For similar services executed in last 3 years
  - b. HSE Manual/Policy
  - c. Practicing HSE Policy /Manual is must. ISO 14001 is preferable
  
2. Letter of interest with detailed company information as follows:
  - a. Company Details comprising of :
    - i. Company Profile and Organizational set-up
  - b. Past 3 years experience record in execution of similar contracts.
  - c. State the name of the parent Company
  - d. State the name/address/phone/e-mail of the company that would execute the Contract
  - e. If a Joint Venture to be proposed, state the name/address/phone/e-mail of all Joint Venture partners
  - f. Size of Departments
  - g. Company's financial performance documents (including JV partner's financials, if proposed) i.e. Audited Balance Sheets, Profit and Loss Account & Cash Flow Statement for the last 3 years & following details separately;
  - h. Company Turnover based on last 3 audited/Financial statements. Bidder total turnover shall be at least US \$ 2 MM for each of the last three financial years.
  - i. Bidder must have executed a single contract value of US \$ 0.75 million during any of the last three financial years for similar services.
  - j. Bidders's Net Worth and working capital shall be positive based on last 3 audited/Financial statement
  
3. Experience
  - a. Bidder must have reputed clients in the field of Oil & Gas (offshore environment).
  - b. Bidder shall have minimum 3 years experience providing similar Services in the Oil & Gas Field.



- c. Company must provide lists of similar jobs successfully executed in last 3 years & shall attach completion certificates for the jobs listed with proof adhering to the legal and statutory requirements.
- d. Bidder shall have qualified & experienced technical / managerial resources in place.
- e. Details of current commitments

The envelope should be subscribed with “Reference No. CEIL/PSCM/EOI/Catering & Housekeeping Services/Ravva/ EOI#1000028159”.. All information and documentation shall be provided at address below within 14 days of publication of this EOI by e-mail as attached PDF file and via courier to:

**Sr. Manager – P&SCM**  
**Cairn Energy India Pty Ltd**  
**3<sup>rd</sup> fl, Tower A, Paras Twin Tower, Sector Road, Sector 54**  
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