



CAIRN INDIA LIMITED

**Form No. 2.1**  
**EoI Content to be published**

**EXPRESSION OF INTEREST (EoI) FOR PROVISION OF CATERING, HOUSEKEEPING AND FACILITY MANAGEMENT SERVICES AT THE ONSHORE FACILITY IN RAJASTHAN**

Cairn India Ltd (“CIL”) is the Operator of the Onshore **RJ-ON-90/1** block, on behalf of itself and its Joint Venture (JV) partners Cairn Energy Hydrocarbons Limited (CEHL) and Oil and Natural Gas Corporation Limited (ONGC), located in Barmer district, in the state of Rajasthan, India. The Block contains number of major oil discoveries, including the Mangala, Bhagyam and Aishwariya Fields, Raageshwari etc.

CIL on behalf of itself and its joint venture partner’s invites interested contractors with proven capabilities and demonstrated performance in similar requirement to express their interest for pre-qualification to participate in the National Competitive Bidding Process (“NCB”) for the **Provision of Catering, Housekeeping and Facility Management Services**’ at various sites at Rajasthan.

**Interested parties meeting following criteria should respond to this EoI:**

1. Minimum \*3 Years of experience (\*preceding three years) in Facility Management & Housekeeping services
2. Minimum \*3 Years of experience in round the clock Catering & Pantry services for industries/plants/work site locations. Demonstrate Capacity to cater to minimum 200 personnel per day in each of the preceding three years through a single contract.
3. Turnover - Turnover in each of the immediately preceding two (02) financial years should be equal to or more than the Annual Contract value.
4. Net Worth - Positive net worth in each of the immediately preceding two (02) financial years.
5. Liquidity Ratio – Liquidity ratio in each of the preceding two (02) financial years should not be less than 0.60.

**The scope of work for this EoI would broadly include the following:**

1. Provision of Catering and Pantry services at various locations.
2. Provision of Housekeeping Services for facilities such as office buildings, Living Quarters, Substations, Warehouses, Workshops, Well pads and other plant operational buildings, areas.
3. Provision of Pest control and waste management services.
4. Provision of facility management & maintenance services like plumbing, carpentry, electric work, repair and maintenance of assigned facility under the contract.
5. Provision of Event Management Services.

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

1. Letter of interest clearly indicating the Project reference
2. Detailed Company Information with Organization structure, List of manpower with CVs of key personnel proposed for managing the contract. Details of Support agencies and other facilities & resources.
3. Details of completion of similar type of services undertaken in the last Three years under headings:

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- 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 h) HSE statistics, LTI graph etc.
4. HSE policy with statistics for last Three years.
  5. Quality assurance & Quality control practices currently in place for the execution of similar work /services.
  6. Quality Manual and Food Testing Procedures.
  7. In house training and development capability for catering and Housekeeping staff.
  8. Company's financial performance documents (Audited Balance Sheets and Profit and Loss statements etc) for last three years.

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 EOI listing on the Cairn India Limited 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 Fourteen (14) days of publication of this EOI.

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