



OFFICE OF THE DY. COMMISSIONER OF POLICE: PROVISIONING & LOGISTICS,
5, RAJPUR ROAD, DELHI-110054.
(AN IS/ISO 9001 : 2008 CERTIFIED UNIT)
(FAX NO. 23993344, 23974427) (e-mail ID – dcp-pl-dl@nic.in)

NOTICE INVITING EXPRESSION OF INTEREST (EOI)

TENDER NOTICE NO.666/CSA(Q-I)/P&L/2021

Delhi Police invites Expression of Interest (EOI) for “ Engagement of service provider for setting up of an integrated food preparation and delivery system in order to provide operation of messes to supply hygienic wholesome and nutritious food at each police stations, office complexes of District/Units of Delhi Police spread all over the city for Delhi Police.”

The documents and details are available in the office of undersigned ***or on the Delhi Police Website www.delhipolice.nic.in*** and on the Central Public Procurement Portal website: <http://eprocure.gov.in>. The vendors can show interest for one or more system. The last date for submission of EOI is **24.05.2021** upto **1500** hours and the same will be opened on the next day i.e.**25.05.2021** at **1545** hours. The interested Companies/Firms may send their EOIs in the office of undersigned on stipulated date & time given above or the same be put in a box kept in the Reception Office of the undersigned at 5, Rajpur Road, Delhi-54, well in advance.

-SD-
DEPUTY COMMISSIONER OF POLICE
PROVISION & LOGISTICS: DELHI.

EXPRESSION OF INTEREST

1. ADVERTISEMENT FOR EXPRESSION OF INTEREST (EoI)

The details of advertisement published on Central Public Procurement Portal (CPPP) are available at <https://www.eprocure.gov.in> and Delhi Police website at <http://delhipolice.nic.in> for invitation to Expression of interest (EoI) for engagement of Service Provider for setting up of an integrated food preparation and delivery system in order to provide operation of messes to supply hygienic wholesome and nutritious food at each police stations, office complexes of District/Units of Delhi Police spread all over the city.

2. INVITATION FOR EXPRESSION OF INTEREST (EoI)

*Delhi Police invites Expression of Interest (EoI) from reputed agencies/vendors dealing in the trade for setting up of an integrated food preparation and delivery system in order to provide services for operations of Mess/Canteen/Cafeteria in Police Station, Office complexes/Lines of Districts/Units of Delhi Police on “**No Cost No Commitment Basis**”.*

3. BACKGROUND

There are nearly 180 operational messes in different police stations of 15 districts (North-West Distt., Rohini Distt., Outer North Distt., West Distt., Dwarka Distt., Outer Distt., East Distt., North-East Distt., Shahdara Distt., Central Distt., North Distt., South Distt., South East Distt., New Delhi Distt., & South West Distt.) and 11 units (New Police Lines, R.P. Bhawan, PTC & PTS, Jharoda Kalan, PTS Dwarka, PTS Wazirabad, Security {Vinay Marg}, IGI Airport & Old Police Lines. A total of approximately 4,000 regular mess members are enrolled apart from a large number of personnel availing diets on cash payment basis. At present, no mess facility is available in 13 Units i.e., Crime, PCR, Licensing, DE Cell, Vigilance, Spl. Cell, Anti Corruption, Railways, Metro and Spl. Branch due to shortage of space and non-viable individual operations, which may be duly covered in the network on its commissioning.

*Apart from this, Delhi Police personnel are engaged in the law and order duties all across Delhi round the year. During the festivals and other important occasions when the duty demands their presence in odd hours, they are provided refreshment / food packets. A tentative calendar of events, when bulk supply is required, shall be provided in due course. The list of tentative locations is mentioned in **Annexure-V** which is subject to change in number and locations.*

4. OBJECTIVE

The objective of this Expression of Interest (EoI) to receive information from reputed agencies/vendors to access the mechanism of setting up of an integrated food preparation and delivery system and commitment/network to provide operation of messes to supply hygienic wholesome & nutritious Food, alongwith Facility Management and operations of Mess/Canteen/Cafeteria at each police station, office complexes of District/Units of Delhi Police spread all over the city.

5. BROAD SCOPE OF WORK

A) The Service Provider shall have to provide food service through Satellite Kitchens to be operated at various suitable locations of Delhi Police based on mapping of consumers in a specific zone/area. The infrastructure for food preparations, electricity, water, physical space and other related facilities shall be provided by the department for food preparation and mess facility.

B) The Service Provider shall use the establishment of Delhi Police at such locations for provisioning food/refreshments and supply in refrigerated conditions through suitable environmental friendly vehicles equipped for the said purpose at different points of consumption both fixed and temporary. The services like, cleaning, maintenance, disposal of garbage (eco-friendly), provisioning of raw material for preparation of food, cooking and availability of other consumables etc. shall be within the scope of service provider.

- C)** The Service Provider shall assist in provisioning of Kiosks in the premises of Delhi Police viz. Police Stations, District Unit offices and other emergent locations to enable availability of food and items including light refreshment, beverages, tea/coffee and other such consumables at the locations round the clock through manual/non-manual operations.
- D)** Service requirements during the period of contract
- i) The Service Provider shall be fully responsible for entire operations of satellite kitchens for preparation of meals at multiple locations.
 - ii) The Service Provider shall deploy adequate trained and well experienced staff, to ensure facility/service of food at multiple in situ Messes at the locations of satellite kitchen.
 - iii) The Service Provider shall ensure the distribution of the food/food packets schedule given at points of consumptions both fixed & temporary.
 - iv) The Service Provider shall ensure the food facility service at the mess through hygienic facility management and shall allow inspection by members of Mess Committee before packaging of food for service and distribution.
 - v) The Service Provider shall arrange for any type of equipment and apparatus at its own cost. However, Delhi Police shall provide equipment and apparatus presently available at Delhi Police establishments free of cost.
 - vi) The Service Provider shall provide standard, healthy menu / cuisine in consultation with user department subject to changes twice a day in normal condition.
 - vii) The Service Provider should have the ability to scale up operations on the basis of such requirement assessment of diets on day to day basis at different points of consumption.
 - viii) The Service Provider shall ensure that the food facility shall remain open on all working days including the weekends/holidays except when the user inform in advance that the services are not required on any day or for a specific period citing the reason for the same.
 - ix) The service provider must express readiness to adjust / change the timing / location as and when required depending upon the requirement of user department.
 - x) The Service Provider shall ensure that the staff deployed for services under contract shall be trained and should be presentable, well mannered & dressed in suitable attire.
 - xi) The Service Provider shall comply with the payment of minimum wages fixed by Govt. from time to time and all other statutory requirements.
- E)** Meal Packages:
- i) Meals with a provision of change/variety (standard/healthy) for mess members and daily users as a dynamic mechanism based on advance information by user unit.
 - ii) Number of meals and service at night may be subject to change as per the requirement of staff and the needs of the user department.
 - iii) The price of the diet shall not be more than Rs.50/- per person per diet including all expenses and taxes etc. (Cost of the meal may not be given at this stage. We may mention "The diet shall be provided at a reasonable cost. It may be per person per diet/packets or item wise cost including all expenses and taxes").
 - iv) The Service Provider is expected to pass on the benefit of free accommodation, electricity and water in the form of reduced cost of food items.
 - v) The Service Provider shall have to ensure the availability of requisite approved refreshment items and beverages at dedicated Kiosks on payment basis. The cost of the item(s) shall be less than or equal to MRP printed on each item.
 - vi) All food/refreshment items/beverages should be fit for human consumption.

6. **INSTRUCTIONS TO BIDDER**

- i. Participants are requested to propose a comprehensive and implementable set of services and the spare parts available with them for maintaining the communication equipments of Delhi Police.
- ii. **Compliance Checklist:** Vendors are requested to abide by the following compliance requirements for drafting the proposals:-

S. No.	Compliance Criteria	Document Required
1.	Covering letter	As per Annexure I
2.	Details of Organization	As per Annexure-II
3.	Financial Information	As per Annexure-III
4.	Work Experience	As per Annexure-IV
5.	Satellite Kitchen Hubs	As per Annexure-V

- iii **Request for information:** Recipients are required to direct all communications related to this Request for EOI through the nominated contact person:

Name/designation of the Contact Person:

Dy. Commissioner of Police, Provision & Logistics, Delhi,
5, Rajpur Road, Delhi-110054
Email ID : dcp-pl-dl@nic.in
Phone No. : 011-23946595
Fax No.:011-23993344

Delhi Police will not answer any communication initiated by the respondents after the due date for submission of EOIs. Respondents should provide details of their FAX, email and full address(s) to ensure that replies of EOI could be conveyed promptly.

- iv Delhi Police reserves the right to withdraw or cancel this EOI document at any time without assigning any reasons thereof.
- v While the EOI has been prepared in good faith, neither the Delhi Police nor their employees or advisors/ consultants make any representation or warranty, express or implied, or accept any responsibility or liability, whatsoever, in respect of any statements or omissions herein, or the accuracy, completeness or reliability of information contained herein, and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this EOI, even if any loss or damage is caused to the Bidder by any act or omission on their part.
- vi The broad scope of work mentioned above is a detailed but not exhaustive list of the responsibilities of the Service Provider. Other tasks not indicated above may be required to be undertaken by the Service Provider for the objectives to be achieved.
- vii Vendor may, at their discretion, submit their suggestions on the objectives and scope of the work or services alongwith their evaluation and short listing criteria. Suggestions and inputs so received in the EOI may/may not form part of the evaluation criteria. However, the purchase reserves the right to accept/reject any or all suggestions/inputs while framing the RFP for short listing bidders. The bidders/shortlisted bidders shall have no claim in this regard and the decision of Delhi Police shall be final and binding.

- viii **EOI Response Requirements:** The Expression of Interest published on Central Public Procurement Portal (CPPP) is available at <https://www.eprocure.gov.in>. Interested Bidders may furnish their Expression of Interest by giving all the necessary information and supporting documents in support of EOI in English language

The Expression of Interest in a sealed cover along with an application duly signed by an authorized signatory must reach the following address on or before **24.05.2021 by 1800 hours**.

One (1) hard copy and its soft copies are required to be submitted in sealed covers labelled **“Expression of Interest (EOI) for engagement of Service Provider for running/functioning of Canteen and Mess in Police Stations, Office Complex/Lines of Districts/Units of Delhi Police”** for use of at the following address:

[Office of the Dy. Commissioner of Police, Provision & Logistics, 5, Rajpur Road, Delhi-110054 or the same can be put personally in the EOI Box kept in the Reception Office of the DCP/P&L, 5, Rajpur Road, Delhi- 110054]

For queries and clarification regarding the EOI, please contact:

Name/designation of the contact person: Sh. M.A. Rizvi, Dy. Commissioner of Police, Provision & Logistics, Delhi.

Email ID : dcp-pl-dl@nic.in

Phone No. : 011-23946595

Fax No.:011-23993344

- ix Interested Bidders will be invited to do a detailed presentation/demo of their solutions offered. Date and time for presentation and demo will be intimated in due course.

This EOI does not merit short listing of bidders and it is being issued for sole purpose of industry scan for identifying the vendors/service provider available in the market to cater the required service. Hence, it is purely on “No Cost No Commitment Basis”.

Annexure I: Covering Letter

Company Letter Head

Date

Dy. Commissioner of Police,
Provision & Logistics,
5, Rajpur Road
Delhi-110054

Reference: **Expression of Interest (EOI) for engagement of Service Provider for running/functioning of Canteen and Mess in Police Stations, Office Complex/Lines of Districts/Units of Delhi Police.**

Dear Sir,

This is to notify that our company intends to submit a proposal in response to the **“Expression of Interest (EOI) for engagement of Service Provider for running/functioning of Canteen and Mess in Police Stations, Office Complex/Lines of Districts/Units of Delhi Police”**.

Primary and Secondary contacts for our company are:

	Primary Contact	Secondary Contact
Name		
Title		
Company Name		
Address		
Phone		
Mobile		
Fax		
E-Mail		

We confirm that the information contained in this response or any part thereof, including its exhibits, and other documents and instruments delivered or to be delivered are true, accurate, verifiable and complete. The response includes all information necessary to ensure that the statements therein do not in whole or in part mislead Delhi Police.

It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company/organization and empowered to sign this document as well as such other documents, which may be required in this connection.

Dated this _____ Day of _____ /2021
(Signature) (In capacity of)

Duly authorized to sign the EOI response for and on behalf of

Sincerely,

Name:

Title:

Signature

Date:

(Name and address of Company)

(Seal/Stamp of System Integrator)

Certificate as to Authorized Signatories

I, certify that I am _____ of the _____, and
that _____ who signed the above response is authorized to bind
corporation by authority of its governing body.

(Company Seal)

Date:

Annexure-II: Format-Details of the Organization

Details of Organization	
Name	
Nature of the legal status in India	
Nature of business in India	
Date of Incorporation	
Date of Commencement of Business	
Address of the Headquarters	
Address of the Registered Office in India	
Address of the Service Centre in India. (preferably in Delhi/NCR)	
Details of the Contact Person (incl address, phone, Fax and e-mail)	
Other relevant information	

Note: Please do not attach any documents

Annexure-III: Format – Financial Information

Financial Information			
	FY 2018-2019	2019-2020	2020-2021
Total Turnover (in INR crores)			
Profit After Tax (in INR crores)			
Net worth (in INR crores)			
Other relevant information			

Note: Please DO NOT attach any documents.

Annexure IV: Past Project Experience

Assignments	
Name & address of Client	
Services provided	

(not more than five assignments)

Please DO NOT attach any documents.

ANNEXURE-V

SATELLITE KITCHEN HUBS

S.No.	Location	Coverage
1.	NPL	NPL Complex, PCR Complex, North/North West District, Ops. /Comm. (Haiderpur)
2.	Malviya Nagar	7 th Bn. DAP, South District
3.	PTC Jharoda	PTC/PTS, Neighboring Dwarka/Outer District partly
4.	Bapu Dham	Security/New Delhi District, Traffic/R&D and Circles, CPR
5.	Dwarka	Dwarka District
6.	Shahdara	Shahdara/East District, CPR (Kalyanpuri)
7.	PTS/Wazirabad	PTS, North East District-CPR (Khajoori Khas)
8.	P&L	Central District, New Delhi District, PCR, Spl. Branch
9.	Begampur	Rohini/Outer-North District
10	Sarita Vihar	South East District, CP Reserve
11	Vikas Puri (3 rd Bn. DAP)	3 rd Bn. , West/Outer District partly