

INVITATION FOR EXPRESSION OF INTEREST FOR (I) HOUSEKEEPING SERVICES AT TERMINAL BUILDINGS AND OTHER PREMISES AT CSI AIRPORT & (II) MANAGEMENT SERVICES OF PASSENGER BAGGAGE TROLLEYS AT CSI AIRPORT.

PRE-QUALIFICATION REQUIREMENT

- The Vendor should be registered under prevailing law in India.
- The vendor should have minimum 5 (Five) years of experience in contractual Facilities business.
- The vendor should have EPF, ESIC and service tax registrations.
- The vendor must have two running contracts of the annual value not less than Rs. 50 Lacs each.
- Average annual financial business turnover of the vendor should not be less than Rs. 5 crores during the last 2 preceding years.
- The vendor should have at least 500 permanent staff on its rolls and a clear regular recruitment policy.
- The vendor should have establishment in Mumbai with running contracts with a total deployment of at least 500 permanent / contractual staff.

FINANCIAL INFORMATION

Vendor should submit following financial information / documents:

- a) Annual financial statement for the last 3 years. These should be supported by audited balance sheet and profit & loss statements duly certified by CA.
- b) Name and address of the vendor's banker/s with their statements confirming the creditworthiness of the vendor.
- c) Copies of work orders from the client must be enclosed as documentary evidence confirming two running contracts of the annual value not less than Rs. 50 Lacs each.
- d) A copy of PAN card issued in the name of vendor.

EXPERIENCE IN CONTRACT FACILITIES BUSINESS

Vendor should furnish following:

- a) List of all contracts of similar class of business successfully completed during the last 3 years.
- b) List of all the contracts under execution or awarded.
- c) Copies of registration documents of EPF, ESIC and Service Tax should be submitted as documentary evidence.

Particulars of two completed contracts with annual value of not less than 50 Lacs each & performance of the vendor with reference to the contracts, duly authenticated / certified by a senior officer of client.

OTHER DOCUMENTS

- a) Copies of original documents defining the legal status, place of registration and principal places of business.
- b) Name(s) and title of Director(s) to be concerned with proposed contract for CSIA, Mumbai with designation of individuals authorized to act for the vendor.
- c) Information on any litigation in which the vendor was involved during the last 5 years, including any current litigation.

Details of employees on the roll of the vendor.