

Expression of Interest for Design, Supply & Fixing of Central Dining Hall - Kitchen Equipment

Introduction: The Lawrence School, Sanawar invites Expression of Interest from reputed suppliers for the design, supply, and fixing of Central Dining Hall - Kitchen Equipment.

Objectives: The appointed firm will undertake the following responsibilities:

- Design and recommend Central Dining Hall - Kitchen equipment suitable for school dining requirements.
- Supply, install, and provide warranty for the equipment as per specifications.
- Ensure compliance with health and safety standards in dining hall operations.

Scope of Services: The scope includes, but is not limited to:

- Assessment of dining hall and kitchen requirements specific to school dining operations.
- Design of kitchen layout and specification of suitable equipment.
- Supply, installation, and commissioning of kitchen equipment.
- Training of school staff on equipment operation and maintenance.
- Warranty support and after-sales service for installed equipment.

Eligibility Criteria: Interested firms should meet the following criteria:

- Experience in designing and supplying kitchen equipment for institutional dining halls.
- Knowledge of health and safety regulations related to food service operations.
- Capability to provide comprehensive solutions from design to installation.
- Compliance with relevant statutory requirements and quality standards.

Submission Requirements: Interested firms are requested to submit their Expression of Interest along with:

1. **Company Profile:**
 - Overview of the company, including years of establishment and organizational structure.
 - Details of previous experience in designing and supplying kitchen equipment for similar projects.
 - Highlighted expertise in managing projects of similar scope and complexity.
2. **Team Qualifications:**
 - Profiles of key team members involved in the project, including their qualifications and relevant experience.
 - Details of technical personnel specializing in kitchen equipment design and installation.
3. **Project Documentation:**
 - Evidence of completed projects, specifically in institutional dining facilities.
 - Client testimonials or references validating successful project completions.
 - Certificates and compliance documents related to health and safety standards.

4. Financial Proposal:

- Detailed cost estimation for the design, supply, and installation of Central Dining Hall - Kitchen equipment.
- Breakdown of costs, including equipment pricing, installation charges, and warranty services.

Submission of Application:

- The Expression of Interest, along with all required documents, should be submitted in a sealed envelope to: The Headmaster, The Lawrence School, Sanawar, District – Solan (HP), Pin-173202.
- The submission deadline for the EOI is _____

Deliverables: Upon selection, the appointed firm shall deliver:

- Comprehensive design and layout plans for the Central Dining Hall - Kitchen equipment.
- Supply and installation of equipment within agreed timelines.
- Training sessions for school staff on equipment operation and maintenance procedures.
- Warranty documentation and after-sales support for installed equipment.

Payment Terms: Payment shall be made based on mutually agreed milestones linked to project deliverables and completion stages.

Commencement & Completion: The timeline for equipment delivery, installation, and commissioning will be mutually agreed upon between the school and the selected supplier.

- **Arbitration and Jurisdiction:** All disputes, differences, claims and questions whatsoever arising out of this Agreement shall be referred to Arbitration, which shall be conducted in accordance with the provisions of the Indian Arbitration and Conciliation Act 1996 or any statutory modification thereof. The venue of the arbitration shall be Kasauli (H.P.)
- Any dispute is subject to jurisdiction of Solan (H.P.) only.

Expression of Interest Submission Form: Please complete the attached form and submit along with your Expression of Interest.

Expression of Interest Submission Form

To,
The Headmaster,
The Lawrence School, Sanawar
District – Solan (HP)
Pin-173202

I/We have read and understood the instructions and the terms and conditions contained in the application form. I/We do hereby declare that the information furnished in the application and in the supplementary sheets is correct to the best of my/our knowledge and belief. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he/she represents. We authorize The Lawrence School, Sanawar to approach individuals, employers, firms, and corporations to verify our competence and general reputation. I/We offer to provide the services for the design, supply, and fixing of Central Dining Hall - Kitchen Equipment as mentioned in the Expression of Interest.

Our attached Financial Proposal for furnishing and fixing the kitchen equipment as per the Scope of Work and all other required details of the project is ____% (_____) of the approved estimate amount of the project. This amount is inclusive of all types of taxes.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to the expiration of the validity period of the Proposal.

Signature:
Name:
Designation:
Address:
.....
Place:
Date:
Seal of the applicant

Application Form

Information to be furnished by the applicant for selection of the supplier for Central Dining Hall - Kitchen Equipment

1. **Name and registered office address**
2. **Year of establishment of the firm and the registered office.**
3. **Whether individual/Partnership / Pvt. Ltd or Ltd firm with full particulars of the other partners including their names, professional qualifications, age, experience, etc. (Attach a separate sheet, if required)**
4. **Names, qualifications, and experience of all technical personnel in the firm. Details to be furnished in the prescribed Pro-forma (Statement-I)**
5. **Years of experience in the supply and installation of kitchen equipment**
6. **Important projects executed during the last 10 years by the firm in institutional kitchens together with relevant details such as cost of the work, etc. The full address of the clients for whom the works have been executed including name of contact persons and contact numbers. Details to be furnished in the prescribed Pro-forma (Statement-II). Please attach completion certificate or any other relevant documents in support of the works completed clearly showing the value, nature of the work executed, duration of the work, etc., which should be considered for shortlisting as per the criteria**
7. **Important projects in institutional kitchens on which the firm is engaged at present along with relevant details such as cost of the work, etc. The full address of the clients, along with the name of the contact person and contact number, shall be indicated against each project. Pro-forma (Statement-III)**
8. **Details of infrastructure facilities available with the firm. Please attach details in a separate sheet (Statement-IV)**
9. **Income Tax No.(PAN/TAN). Furnish copies of last Income Tax Clearance**
10. **Name and address of the Banker/s of the firm.**
11. **Turnover of the firm from supply and installation of kitchen equipment during the last 5 years (year-wise). Please attach necessary documents in support of the same.**
 - 2019-2020
 - 2020-2021
 - 2021-2022

- 2022-2023
- 2023-2024

12. National or International Awards received, if any.

Signature of the applicant with Full address & Office Seal

Statement – I

List of technical personnel, giving their technical qualifications, experience, including that in the present organization

Sl. No	Name	Age	Present Designation	Qualifications	Experience	Name of the major projects handled	Date from which Employed in the Present Organization
1							
2							
3							
4							

Mention other points, if any, to show technical and managerial competency to indicate any important point in your favor.

Signature of the Applicant

Statement – II

List of important projects handled by the firm during the last 10 years costing Rs.10 crore and above in institutional kitchens

Sl. No	Name of Project , its Location and details	Nature of work provided	Name of client with full addresses	Name of contact person with contact number	Project cost (1.Tender 2.Actual)	Date of commencement	Date of completion	Litigations if any	Remarks
1									
2									
3									
4									

Signature of the Applicant

Statement – III

List of important projects in hand being handled by the firm costing Rs.5 crore and above in institutional kitchens

Sl. No	Name of Project , its Location and details	Nature of work provided	Name of client with full addresses	Name of contact person with contact number	Project cost (1.Tender 2.Actual)	Date of commencement	Date of completion	Litigations if any	Remarks
1									
2									
3									
4									

Signature of the Applicant

Statement – IV

Details of infrastructure facilities available with the firm for kitchen equipment supply and installation

(The information should include details of office space, surveying equipment, in-house computer-aided design facilities, etc. available with the firm)

Signature of the Applicant