

# GUJARAT ELECTRICITY REGULATORY COMMISSION

6<sup>th</sup> Floor, GIFT ONE, Road 5-C, Zone 5,

GIFT City, Gandhinagar 382355

Ph.: 079-2360200 Fax : 079-23602054/55

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## **Invitation of 'Expression of Interest (EoI)' for Housekeeping and Facility Management Services**

Gujarat Electricity Regulatory Commission (GERC) invites 'Expression of Interest (EoI)' from reputed and experienced agencies with demonstrated quality performance and possessing the requisite and proven track record in providing Housekeeping and Facility Management Services for corporate/ office buildings.

The scope of work for this EoI shall basically include but not limited to Housekeeping and Facility Management Services of the office building located at 6<sup>th</sup> Floor, Gift One, Gift City, Gandhinagar for the period of two years.

In view of the nature of the scope, only those agencies meeting the following criteria as a minimum should respond to the EoI.

- Registered office or Branch office should be located in Ahmedabad or Gandhinagar area.
- Should have relevant experience in executing Housekeeping and Facility Management Services for corporate/office building of size more than 10000 feet for a minimum period of five years.
- Should have executed order of at least Rs. 16 lakh per annum in last two years.
- Turnover in each of the immediately preceding three financial years should be more than Rs. 25 lakh.
- Should have employed minimum 30 persons.
- Should have tools and equipment e.g. vacuum cleaner, floor scrubber etc.

Agencies are requested, as a minimum, to submit the following documents and details:

- Letter of interest clearly indicating the service reference on the Letter Head.
- Detailed Company Information with Organization structure, List of manpower like with CVs of key personnel with details of resources available relevant to the advertised EOI with respect to current manpower details and similar contracts executed.

- Parent company, Support agencies, and other facilities and resources if any.
- Details of completion of similar type of contracts in the last Five (05) years and similar contracts / agreements currently under execution under the following headings:  
Brief Scope of Work, Value of Work in INR, Contractual Duration, Actual completion of services with Completion Certificates, Client's name, Contact details of the Client (GERC may approach the client directly for the feedback)
- Details of particular experience in providing similar Services in remote areas where rapid mobility and flexibility is paramount. Evidence supporting successful major experience in remote areas must be submitted.
- Company's financial performance documents (Audited Balance sheets, Profit and Loss Account & cash flow statement, Auditors Report and Notes to Accounts etc.) for last two (03) years. Latest financial statement should not be older than 12 months on the date of Expression of interest.  
All qualifications and exceptions brought out in Auditor's report and Notes to Accounts would be factored in while undertaking financial evaluation.

The interested agencies/ contractor are requested to submit their EoI proposal with requisite documents on or before 22<sup>nd</sup> December 2016.

Sd/-  
(Roopwant Singh)  
SECRETARY  
Gujarat Electricity Regulatory Commission