



DATE – SEPTEMBER 25, 2025

REQUEST FOR QUOTATION

Purpose	Supply and Installation of Equipment for Kitchen Set-up at Lalitpur, Uttar Pradesh
Date for Query	By September 30, 2025
Response to Queries	By October 01, 2025
Last date for quotation submission	Date: October 06, 2025
Office address	Project Concern International, Procurement Department, F-87, Okhla Industrial Estate, Phase-III, New Delhi – 110 020 (Only e-mails will be accepted)
E-mail address for submitting quotation	procdelhi@pciglobal.in
Delivery Location	Lalitpur, Uttar Pradesh

Site visit	Bidders may request a site visit following the submission of their queries. Requests for a site visit must be made in writing to procdelhi@pciglobal.in. PCI India will consider all such requests and may schedule site visits at its sole discretion, based on operational feasibility and other logistical considerations. Please note: • The scheduling of any site visit is subject to further notice and confirmation by PCI India. • A site visit is optional and does not constitute a mandatory component of the bidding process. • Any information obtained during the site visit shall be treated as confidential and Proprietary. Bidders are encouraged to submit their site visit requests concurrently with or immediately following their queries to ensure adequate time for scheduling prior to the bid submission deadline. Bidders shall bear all costs associated with the site visit. PCI India or Site shall not be liable for any risks, injuries, or damages occurring during the visit.
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RFQ INSTRUCTIONS**1. AWARD OF WORK**

PCI reserves the right to shortlist deserving individuals and agencies and invite further discussion to ensure value for money selection.

2. TAXES AND DUTIES

The rates quoted shall be in Indian Rupees and shall be inclusive of all taxes, duties, and levies as applicable up to the completion of the job. Any increase in the rates will not be allowed. Base cost and rate of taxes charged should be clearly mentioned.

3. BINDING CLAUSE

All decisions taken by the PCI Procurement Committee regarding the processing of the quotations and award of the purchase order/work order shall be final and binding on all concerned parties.

4. DISQUALIFICATION

The quotation is liable to be disqualified in the following cases or in case the bidder fails to meet the bidding requirements as indicated in this RFQ:

- a. Quotation not submitted in accordance with the procedure and formats prescribed in this document or treated as a non-conforming quotation.
- b. During the validity of the quotation, or its extended period, if any, the bidder increases his quoted prices.
- c. The bidder qualifies the quotation with his own conditions.
- d. Quotation is received in incomplete form.
- e. Quotation is received after due date and time.
- f. Quotation is not accompanied by all the requisite documents.
- g. If the bidder provides a quotation only for a part of the project
- h. Information submitted in the quotation is found to be misrepresented, incorrect or false, accidentally, unwittingly, or otherwise, at any time during the processing of the work order/purchase order (no matter at what stage) or during the tenure of the work order/purchase order including the extension period, if any
- j. Bidder tries to influence the quotation evaluation process by unlawful/corrupt/fraudulent means at any point of time during the bid process.
- k. In case any one bidder submits multiple quotations or if common interests are found in two or more bidders, the bidders are likely to be disqualified, unless additional quotations/bidders are withdrawn upon notice immediately.
- l. If the response to the pre-qualification criteria, technical quotation, and the entire documentation submitted along with that contain any information on price, pricing policy, pricing mechanism, or any information indicative of the commercial aspects of the bid.

5. PCI'S RIGHT TO TERMINATE THE RFQ PROCESS

- a. PCI reserves the right to accept or reject any quotation, and to annul the RFQ process and reject all quotations at any time prior to award of work order/purchase order, without incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for

PCI's action. PCI makes no commitment, expressed or implied that this process will result in a business transaction with anyone.

- b. This RFQ does not constitute an offer by PCI. The bidder's participation in this process may result in PCI selecting the bidder to engage in further discussions and negotiations toward the execution of a work order/purchase order. The commencement of such negotiations does not, however, signify a commitment by PCI to execute a work order/purchase order or to continue negotiations. PCI may terminate negotiations at any time without assigning any reason.
- c. Failure on the part of the selected agency to execute the Work order/purchase order within the defined period may, unless mutually agreed between the parties, result in an award of the same work to another agency at the risk and cost of the Agency.

6. DECLARATION REGARDING BLACKLISTING/DEBARRING

- a. The Bidder firm or any of its partners/members should not be debarred as on the date of the and / or blacklisted by any Central Government and / or any State Government Department(s) or any organization including PCI and the Applicant should declare any litigation in any of the Court(s).
- b. In case the Bidder firm found to be blacklisted/debarred the Quotation and/or the awarded contract/PO/WO shall be liable to be rejected/cancelled by PCI. In addition to the above PCI will not be responsible to pay the bills for any completed / partially completed work.

****END OF RFQ INSTRUCTIONS****

Terms of Reference

PCI India invites proposals from qualified service providers to establish a dual-food enterprise model within a district hospital.

The objective of the project is of establishing and operating canteens managed by women from Self-Help Groups (SHGs) in public institutions such as hospitals, schools, and government offices. Rooted in the dual goals of enhancing service delivery and promoting women's economic empowerment, this model offers a practical, community-led approach to institutional catering. The underlying belief is that collectivized groups of women can effectively take on the responsibilities of managing catering operations within institutional settings.

A successful community run canteen requires a call for thoughtful infrastructure planning (such as front desk areas, customer seating), reliable supply chains, timely institutional payments, and a working culture rooted in dignity and professionalism. With this initiative we aim to work on these aspects of a community owned food enterprise unit.

Scope of Work

This model will consist of two distinct operations:

- A hospital kitchen dedicated to preparing meals for inpatients.
- A small canteen facility is designed to serve walk-in customers.

The service provider will be responsible for supplying and installing (wherever applicable) kitchen equipment and IT equipment for the following areas at Lalitpur District Hospital:

- Food preparation area
- Washing area
- Storage area
- Front desk
- Customer seating area
- Billing area

All proposed solutions should comply with relevant regulatory standards and best practices for safety, hygiene, and accessibility.

Items List:

S.n	Item	Specification	Quantity	Unit Price	Sub-Total	GST%	Total Amount
Kitchen and Kiosk							
1	Racks for Storage SS	As per the space	3				
2	Dish Rack SS	General Size	2				
3	Bain Marie (for keeping food warm) SS	5GN Pan ½ "x 8"	1				
4	4x4 Pallet for Bulk Storage	Plastic 1200x1000x125mm	2				
5	Single Burner – Suitable for Bulk Cooking SS	24"x24"x45"	2				
6	Induction Plate	Bajaj Majesty Duo induction set-basic induction utensils	1				
7	Flat surface Saucepan Tea Maker	Standard for commercial kitchen	1				
8	Gas Bank and Pipeline Setup	100-1000 per square fit	1 Unit				
9	Weighing Machine (for Ingredient Measurement)	Essae DX451Table Top Mild Steel up to 100 KG	1				
10	Slicer (for Cutting Vegetables/Meat)	If required (SS All Vegetable Slicer0.5 HP moter)	1				
11	Quarter Plates SS	SS Small Ovel Size 7"	24				
12	AP Spoons	A/P Spoon Classic Impress 14G	24				
13	Glasses SS	SS kitchen glass Set 105-200 ml	24				
14	Cups SS	SS Cup	18				
15	5 kg Steel Containers (for Ingredient Storage)	SS storage container	3				
16	10 kg Steel Containers (for Ingredient Storage)	SS storage container	3				
17	1 kg GN Pans (Gastronome Pans for Portioning/Serving)	SS Brand-Metinox / 2.5 Capicity/Food pan 1/1 6inch	5				
18	SS Hot Pot Orbit 25 Lit	Orbit 25 Lit	2				
19	SS Food Trolley 6 GN PAN fully covered and inside racks (for food delivery in ward)	45x24x36	1				
20	Mixture Grinder commercial	Sujata	1				
21	Tong	SS	3				
22	SS Snacks Display counter Kiosk	3 shelves/4 fit/8mm Thickness	1				
23	Gas Cylander	Commercial (Kitchen)	3				

24	SS Sink with base and tap	16x16x10	1				
25	SS Pot Rack	5x4	1				
26	Dustbin 100 Lit with lid	Neelkamal	3				
27	Exhaust Fan	18 Inch	2				
28	Pedestal Fan	Standard	1				
29	Water purifier	25 litre capacity	1				
30	Pressure Cooker(small)	5 kg	1				
31	Pressure Cooker(big)	10 kg	2				
32	Commercial Refrigerator	Voltas, 100 L	1				
33	Plates SS	With 3 compartments	30				
34	Tea strainer SS		2				
35	Deep freezer	(320 Ltrs)	1				
36	Chairs	Plastic chair with armrest-preferably , italica marvello-black/brown	16				
37	Table	dark brown plastic rectangle table for accommodating 4 Chairs	4				
38	Green Board	For vegetable	1				
39	Red Board	For Non-veg	1				
40	Service Spoon	For Food Service (100 Apx)	8				
41	Fly Catcher	Electric fly catcher machine	2				
42	Rice Stainer SS	8 no.	1				
43	Masala Box	9 compartment	1				
44	First Aid Box	Standard	1				
45	Fire extinguisher	Appropriate for Kitchen (ABC, Co2, k-class)	1				
Cleaning Material							
1	Broom (soft and hard)and dustpan	Standard	2 each				
2	Generic Double Mop Winger Trolley with down press heavy duty (34L)	34 L	1				
3	Wiper	Standard	2				
4	Three colored commercial dustbin with lead (For kitchen)	Standard	3				
5	Dustbins (service area, handwash area, washroom)	Standard	2				
6	Bucket	Standard	1				
7	Garbage Bag (S)	Standard	2				
	Garbage Bag (L-25 kg)	Standard	2				
8	Floor cleaner & Phenyl	Standard	2				
9	Dishwash cleaner	Standard	1				
10	Disinfectants	Standard	1				
11	Handwash liquid	Standard	2 packets				

12	Table Wiper	Standard	1				
13	Microfiber cloth 4 PC	Standard	4 pc				
14	wonder wipe	Standard	1				
15	Dusting cloths	Standard	1				
16	Generic Broom & Dustpan set with long metal handle	Standard	1				
17	Dustpan	Standard	1				
Canteen Grooming List							
1	White coat	Standard	4				
2	Apron	Standard	6				
3	Hair caps	Standard	4				
4	Hair nets	Standard	2 packets				
5	Gloves	Standard	2 packets				
6	Hand towel	Standard	5 pc				
7	Kitchen Duster	Standard	4 pc				
IT Equipment							
1	Desktop: All in one	12 / 13th Generation Intel® Core™ i3 processor, Windows 11 Pro, 60.5 cm (23.8) diagonal, FHD display with Intel® UHD Graphics, 8 GB DDR4-3200 RAM, 512 GB SSD Solid State Drive, Dual 2 W speakers, HP True Vision 1080p FHD IR tilt privacy camera, HP 510SP Wireless Keyboard and Mouse Combo, MS Office 2024, 1 year warranty with ADP	1				
Grand Total							

Important Note:

- The quotation for the items must be provided for **branded materials and with similar specifications**. For items where a warranty or guarantee is applicable, the details must be clearly specified in the quotation.
- The quotation must be provided with complete specifications of the items quoted, **especially where they differ from the specifications mentioned in the above list**.
- It is mandatory for the vendor to include the total cost in the quotation, **clearly specifying the GST amount and percentage (whether inclusive or exclusive)**, along with Delivery, packaging and installation charges.

****END OF TERMS OF REFERENCE***

APPLICATION EVALUATION CRITERIA

Process to apply.

An interested agency is expected to apply with a proposal based on the scope of work outlined above -

Interested agencies are invited to submit a comprehensive proposal that includes documentation for:

1. Prior experience in supplying and installing equipment especially for Kitchens to restaurants, Hospitals, Government Institutions or development sector organizations.
2. ISO or relevant quality certifications (if applicable)
3. Ability to provide **after-sales service** and support during the warranty period.
4. Documentation supporting similar past experience such as copies of work orders or client references.
5. **Financial Proposal:** must be submitted in the Item wise format shared in the Terms of Reference.
6. Declaration to be furnished that Bidder is not blacklisted by any central/state govt. /Autonomous body/PSU/NGOs.

Quotation should also include the following documents:

- Goods and Services Tax (GST) Certificate
- PAN no.
- Certification of incorporation.
- Certified Balance sheets/Turnover Certificate/ITRs for last 3 years

Note: The Quotations shall be evaluated based on the above-mentioned criteria/documentation, financial quote and Cost-effectiveness and value for money.

I. Financial Proposal should also include:

- Delivery and Installation Period.
- Payment Terms.

You are requested to submit your Quotation at our E-mail address: procdelhi@pciglobal.in with the subject line: " **Supply and Installation of Equipment for Kitchen Set-up at Lalitpur, Uttar Pradesh**" along with below mentioned details:

The last date for submission of the quotation **till October 06, 2025, positively.**

Kind Regards,

Procurement Team
Project Concern International

****END OF REQUEST FOR QUOTATION****