



# इंडियन रेलवे कैंटरिंग एंड टूरिज्म कॉर्पोरेशन लिमिटेड INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD

(भारत सरकार काउधम-मिनी रत्न/ A Govt. of India Enterprise-Mini Ratna)

दक्षिण मध्य जोन, सिकंदराबाद / South Central Zone, Secunderabad

"CIN-L74899DL1999GOI101707" E-mail: info @irctc.com Website: www.irctc.com

No:2023/IRCTC/SCZ/1/NIT-07/RR/SBP

Dt:13-10-2023

M/s P.Siva Prasad,

Admn.Office: 1-89/3/3&4/6/NR, 6th Floor,

Shiva Pride, In-orbit Mall Road,

Beside Bharat Petrol Pump,

Madhapur, Hyderabad-500 081

Mobile no: 98663-17277

Email id: [psprailcaterers@gmail.com](mailto:psprailcaterers@gmail.com), [sivapulukuri@gmail.com](mailto:sivapulukuri@gmail.com)

## Kind Attention of: Shri.P.Siva Prasad

Sub: Letter of Award for engagement of Service Provider for Operation,  
Maintenance and Provision of Catering services in/through  
Refreshment Room at Sambalpur Railway station (PF no:1)- Reg  
Ref: E-Tender no: IRCTC/SCZ/1/NIT-07/RR/2023 dt: 28-06-2023

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With reference to the above e-tender floated for engagement of service-provider for operation, maintenance and provision of catering services in/through Refreshment Room on PF no: 1 of Sambalpur Railway Station, the technical bid was opened on 03-08-2023 and financial bid was opened on 05-10-2023. It has been decided by the Competent Authority to engage you as Service Provider for Operation, Maintenance and Provision of Catering Services in/through Refreshment Room on PF no: 1 of Sambalpur Railway Station with an annual license fee of **Rs.9,25,000/-** [Rupees Nine Lakhs Twenty-Five Thousand only] **plus applicable GST** for a period of Five (05) years. The above engagement of Service Provider is subject to the terms and conditions of bid document.

You are required to convey your acceptance of the terms and conditions of the engagement of the Service provider along with payment of License fees and Security Deposit **within a period of 15 days i.e., on or before 27-10-2023** from the date of issue of LOA in IRCTC/SCZ as detailed below:

Sl.No	Details	Amount in Rs
1	Annual License Fees	Rs.9,25,000/-
2	GST @18%	Rs.1,66,500/-
3	<b>Total LF to be paid</b>	Rs.10,91,500/-
4	<b>Security Deposit</b>	<b>Rs.5,46,000/-</b>

Format of Letter of Acceptance is enclosed as Annexure. The Bank account details of IRCTC/SCZ are as under:

Beneficiary Name	Indian Railway Catering and Tourism Corporation Limited
Beneficiary Account Number	00210350000387
Account Type	Current

जोनल कार्यालय: पहला तल, ऑक्सफोर्ड प्लाजा, एसरोड .डी., सिकंदराबाद 500003-दूरभाष: 040-27702401/07, 27808899. फे/PH  
Zonal Office: 1st Floor, Oxford Plaza, S.D. Road, Secunderabad - 500003. Ph: 040-27702401/ 07, 27808899

पंजीकृत एवं कॉर्पोरेट कार्यालय: 11 वां तल, स्टेट्समैन हाउस, बी -148, बाराखम्बा मार्ग, नई दिल्ली-110001, दूरभाष: 011-23311263-64 फेक्स: 011-23311259  
Regd. & Corp. Office: 11<sup>th</sup> Floor, Statesman House, B-148, Barakhamba Road, New Delhi-110001, Tel: 011-23311263-64 Fax: 011-23311259





इंडियन रेलवे कैंटरिंग एंड टूरिज्म कॉर्पोरेशन लिमिटेड  
INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD

(भारत सरकार काउधम-मिनी रत्न/ A Govt. of India Enterprise-Mini Ratna)

दक्षिण मध्य जोन, सिकंदराबाद / South Central Zone, Secunderabad

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Bank Name	HDFC Bank
Branch	Lakdi-Ka-Pul Branch
IFSC Code	HDFC 0000021
** Cheques will not be accepted	

- 1) There is no provision for delayed payment and failure to pay the aforesaid amount on or before **27-10-2023** shall be treated as 'default' and action shall be taken in accordance with the tender condition clause 3.2. You are required to start the Services as per the advice of IRCTC as specified in "clause no:17.1 Adequate Infrastructure" of the Tender Document.
- 2) The documents mentioned in the **Annexure 1E**, has to be submitted within a week of award of contract. In case of failure to submit the mentioned documents, action as deemed fit will be taken.
- 3) The documents submitted are subject to verification by the agency appointed by IRCTC. In case you are found to be ineligible on verification of documents, IRCTC reserves the right to terminate the Letter of Award along with forfeiture of EMD/Security Deposit/other Deposits such as License Fee, Concession Fee etc. In such an eventuality, the firm will also be debarred for 03 years from participating in the future projects of IRCTC, as per 'Note' section of Eligibility Criteria.
- 4) The terms and conditions of tender document form integral part of this Letter of Award.
- 5) You are required to execute an agreement on non-judicial stamp paper of ₹100/- with IRCTC, as per the terms and conditions of tender document within 10 working days from the date of commencement of Services at the unit. Till such time, the LOA shall constitute as a binding document between both the parties.
- 6) It is mandatory to upload details of LOA, engaged workmen, wages payment details, PF & ESI details on monthly basis at [www.shramikkalyan.indianrailways.gov.in](http://www.shramikkalyan.indianrailways.gov.in).
- 7) Staff uniforms as per Annexure-C of the tender document to be strictly adhered to.



जोनल कार्यालय: पहला तल, ऑक्सफोर्ड प्लाजा, एसरोड .डी., सिकंदराबाद 500003-दूरभाष: 040-27702401/07, 27808899.  
Zonal Office: 1st Floor, Oxford Plaza, S.D. Road, Secunderabad - 500003 Ph: 040-27702401/ 07, 27808899

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Regd. & Corp. Office: 11<sup>th</sup> Floor, Statesman House, B-148, Barakhamba Road, New Delhi-110001, Tel: 011-23311263-64 Fax : 011-23311259





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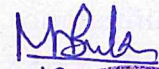
"CIN-L74899DL1999GOI101707" E-mail: info@irctc.com Website: www.irctc.com

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- 8) Staff engaged shall be qualified as per clause 13.3; Service provider's staff should be deputed for RPL training upon award of license as per clause 13.4.
- 9) This is issued with the approval of Competent Authority.

Kindly acknowledge the receipt of this letter.

DA: As above.

  
[Milindkumar Borkar]  
DGM/CS/SCZ  
for GGM/SCZ



Copy To: -

- (i) PCCM/ECOR- for kind information plz.  
(ii) GM/SCS - for kind information plz.  
(iii) Sr.DCM/SBP- for kind information  
(iv) AGM/Finance/SCZ - for information and necessary action please  
(v) RM/BBS for information and necessary action please

जोनल कार्यालय: पहला तल, ऑक्सफोर्ड प्लाजा, एसरोड .डी., सिकंदराबाद 500003-दूरभाष: 040-27702401/07, 27808899.

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**Format for Acceptance of Letter of Award****(To be given of Company/ firm's letter head)**

**Group General Manager**  
**Indian Railway Catering and Tourism Corporation Limited**  
**South Central Zone,**  
**1<sup>st</sup> Floor, Oxford Plaza,**  
**S.D. Road, Secunderabad - 500003**  
**Ph: 040-27702401, 27702407**

**Sub:** Letter of Acceptance for engagement of service-provider for Operation, Maintenance and Provision of catering services in/through **Refreshment Room on PF no:1 of Sambalpur Railway Station.**

**Ref:** Your office letter no: 2023/IRCTC/SCZ/1/NIT-07/RR/SBP dt: 13-10-2023

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With reference to above, I/We hereby convey my/our acceptance of the terms and conditions for engagement of Service Provider as stipulated in e-tender document for Operation, Maintenance and Provision of catering services in/through **Refreshment Room on PF no:1 of Sambalpur Railway Station** and remitting Annual License fees (incl GST) and security-deposit in favor of IRCTC Ltd payable at Secunderabad through Demand Draft / NEFT / RTGS, the details of which are as under: -

Sl.No	Details	Amount in Rs
1	Annual License Fees	Rs.9,25,000/-
2	GST @18%	Rs.1,66,500/-
3	<b>Total LF to be paid</b>	Rs.10,91,500/-
4	<b>Security Deposit</b>	<b>Rs.5,46,000/-</b>

I/We am/are ready to commence services as per advice of IRCTC.

Signature :

M/s :

Name of authorized person:

Date :

Place :

Seal of the service provider :



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