



**KERALASTATE COASTAL AREA DEVELOPMENT CORPORATION Ltd.  
(KSCADC)**

(A Government of Kerala Undertaking)  
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Vazhuthacaud, Thiruvananthapuram – 695 014

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**EXPRESSION OF INTEREST (EOI)**

**Empanelment of R&D Consultant Chef**

**NB: Pls check that all the pages are intact in the document**

## **EXPRESSION OF INTEREST (EOI)**

Kerala State Coastal Area Development Corporation (KSCADC) is seeking Expression of Interests (EOI) from R&D consultant Chef who had immense experience in Research and Developing Fish Based food products.

Name of EOI: Empanelment of R&D Consultant Chefs

1. Download Period: 24-11-2015 to 07-12-2015
2. Last Date & Time for Submission of EOI: 07-12-2015, 3.00 PM

## **PROCEDURE FOR EMPANELMENT**

EOIs are invited from Consultant Chef for empanelment with Kerala State Coastal Area Development Corporation as per the following procedure:

- Screening of EOIs as per eligibility conditions based on documents submitted (Mentioned in Annexure - II)
- Evaluation and short-listing of R&D Consultant Chef based upon the criteria mentioned hereafter and documents submitted
- Presentation by short-listed R&D Consultant Chef before a selection committee for empanelment

### **Pre Qualification Criteria for Empanelment for R&D Consultant Chef**

- a) Five years experience in Kitchen of any reputed classified hotel out of which one year must be in a HACCP Certified Company.
- b) Should have experience in developing innovative Fish Based value added products.
- c) Should have a bachelor's degree in hotel Management (B. Sc Catering / BHM) from any reputed universities in India.

### Scope of Activities from R&D Consultant Chef

- Designing the Classic Menu for our Quick Service Restaurants.
- Deriving the standard recipe for each product with its cooking procedures& methods, nutritional value, ingredients detailing, shelf life etc.
- Developing value added products based on the costing
- Identifying the seasonal seafood's.
- Classifying the right seafood based on the dishes.
- Being part of team for choosing the right flavoring.
- Conducting regular training for employees on food production
- Improvising excising menu on regular intervals
- Being part of the team developing Standard Operating Procedures for R&D and Cooking Procedures
- Creating food cost percentage chart for each products
- Setting up the outlet Kitchen

### SUBMISSION OF DOCUMENTS

The EOI document should be submitted along with documentary proof (Mentioned in Annexure - II) in a sealed envelope with "EOI for Empanelment of R&D Consultant Chef" Superscribed on it to

Managing Director,  
KeralaState Coastal Area Development Corporation,  
1st Floor, Chalachithra Kalabhavan Building,  
Vazhuthacaud, Thiruvananthapuram – 695 014

The envelope containing the filled form (with relevant enclosures) may be placed in the drop box provided at KSCADC, Head Quarters at Vazhuthacaud, Thiruvananthapuram or sent by speed post

## **EVALUATION OF EOI's**

- 1. Screening: KSCADC will undertake the initial screening of all the applications based on the qualifying criteria. Applicants not meeting any of the qualifying criteria and other essential conditions, etc., mentioned in the EOI document will be summarily rejected.**
- 2. First-stage short-listing: All the eligible applicants will then be evaluated on the basis of the documents submitted by them.**
- 3. Second-stage short-listing: Will Include a Presentation to selection committee members.**
- 4. The company will then be finally short-listed and empanelled.**
- 5. KSCADC reserves the right to decrease or increase the number of empanelled agencies at any point in time. It reserves the right to get any work or any part of the work mentioned in the EOI from any other agency whether empanelled or not.**

**ANNEXURE-I**

**LETTER OF AUTHORISATION FOR SIGNING OF EOI DOCUMENTS  
(TO BE SUBMITTED BY AGENCY ON THEIR LETTERHEAD)**

**Authorization for signing of EOI Documents for  
R&D Consultant Chef**

Following person is hereby authorized to sign EOI documents for the EOI mentioned above on behalf of M/s. \_\_\_\_\_ (applicant) as the details given below:

Person/ Officer authorized for signing EOI documents:

Name & Specimen Signature

Signature: \_\_\_\_\_

Full Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date:

## **ANNEXURE-II**

### **CHECKLIST OF ENCLOSURES TO BE SUBMITTED**

<b>1.</b>	<b>Attested copies of certificates and other Transcripts</b>	
<b>2.</b>	<b>Certificate of Experience</b>	