

GOVT. OF ODISHA

HOUSING & URBAN DEVELOPMENT DEPARTMENT

**TENDER DOCUMENT
FOR
PRIVATISATION OF SANITATION WORKS**



**JALESWAR MUNICIPALITY
JALESWAR**

ଜଳେଶ୍ୱର ପୌର ପରିଷଦ କାର୍ଯ୍ୟାଳୟ, ଜଳେଶ୍ୱର
Office of the
Jaleswar Municipal Council, Jaleswar

Dist.: Balasore, Odisha - 756032

Ph : (06781) 222407 E mail - jaleswarmunicipality@gmail.com

No. 2119

Date 11.04.23

Notice Inviting to Detailed Tender Call Notice No. Dt...

Name of the work :- "Privatisation Of Sanitation Works of Road sweeping, cleaning & desilting of drains, bush uprooting in ward no 01 to 17 and transportation of road sweeping waste and non-biodegradable wet waste to identified dumping yard or Wealth Centers under Jaleswar Municipality and land filling".

1. Cost of Bid Document : Rs.10, 000.00
2. Date & Time of Bidding :Dt. 12/04/2023 from 10.00 AM to Dt. 25/04/2023 to 17.00 PM
3. Pre-bid meeting : Dt. 18/04/2023 at 11.00 A.M
4. Last Date & Time for Receipt of Bid Document: Dt. 25/04/2023 up to 17.00 P.M
5. Date & Time of Opening on Technical Bid :Dt. 26/04/2023 from 10.00 A.M onwards
6. Date & Time of Opening on Financial Bid : Dt. 27/04/2023 from 11.00 A.M onwards
7. Officer Invited the Bid : The Executive Officer, Jaleswar Municipality.
8. Estimated Cost per year : Rs. 1,47,62,880/-
9. Period of Contract : 01 (One) Year
10. Earnest Money Deposit : 1% of the total estimated cost
11. Security Deposit : @ 2% of the negotiated package value (excluding VAT) in terms of Initial Security Deposit (ISD) at the time of execution of the agreement and shall be refunded to the second party after satisfactory completion of the contract period or after annual audit of accounts whichever is earlier.

Further details can be seen/downloading from the District Office portal i.e. <https://www.baleswar.nic.in> & www.jaleswarmunicipality.in.

Executive Officer
Jaleswar Municipality

Memo No. 2120 / Dt. 11.04.23 /

Copy forwarded to the Director, I&PR Department, Odisha, Bhubaneswar with a request to publish the above Notice in One odia daily and One English daily in one edition on or before 12.04.2023 for wide publication as per I&PR rate up to maximum 50 Sq.cm. size. Complimentary copy of the Newspapers containing the tender call Notice may be sent to this office for reference and record and necessary payment.

Executive Officer
Jaleswar Municipality

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Jaleswar Municipal Council, Jaleswar

Dist.: Balasore, Odisha - 756032

Ph : (06781) 222407 ✉ E mail - jaleswarmunicipality@gmail.com

No.:

Date.....

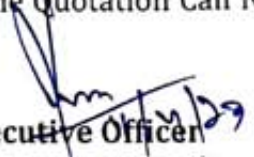
Memo No. 2121 / Dt. 11.04.23 /

Copy submitted to the Collector & District Magistrate, Balasore/ PD DUDA, Balasore for favour of kind information.


Executive Officer
Jaleswar Municipality
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Memo No. 2122 / Dt. 11.04.23 /

Copy submitted to the Sub-Collector, Balasore/ Asst. Executive Engineer, Jaleswar Electrical Division/ Executive Engineer, R & B Division-II, Balasore/ Tahasildar, Jaleswar / D.I.P.R.O, Balasore/ C.D.M.O, Balasore/ for information with a request to display the Quotation Call Notice in their respective notice board for wide publication.


Executive Officer
Jaleswar Municipality
AR

Memo No. 2123 / Dt. 11.04.23 /

Copy to the Chairperson, Jaleswar Municipality for favour of kind information.


Executive Officer
Jaleswar Municipality
AR

Memo No. 2124 / Dt. 11.04.23 /

Copy to the Municipal Engineer/ Junior Engineer, Jaleswar Municipality/ Accountant, Jaleswar Municipality for information with a direction to check the DTCN before Uploading in the websites and office notice board for wide publication.


Executive Officer
Jaleswar Municipality
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DETAILED TENDER CALL NOTICE

Jaleswar Municipality invites sealed proposal in conformity with Tender documents in Two Bid System (Part-I: Technical Bid and Part-II: Price Bid) from Company/ Trust/ Society/ NGO/ Firms/ Agency/ Entrepreneur satisfying the eligibility criteria & having experience in similar nature of the works for the following solid waste management project of Jaleswar Municipality.

Sl No	Name of the work	Period of contact	Cost of tender document	E.M.D.
1.	Privatization of Sanitation Works of Road sweeping, cleaning & desilting of drains, bush uprooting in ward no 01 to 17 and transportation of road sweeping waste as well as non-biodegradable wet wastetoidentifieddumpingyardorWealthCentersunderJaleswarMunicipality	From 01/05/2023 to 30/04/2023 or as per the decision of the Municipal authority. Estimated cost: - Rs. 1,47,62,880.00/Year	Rs.10,000.00	1% of the estimated cost.

1. The details of the bid & bid document can be downloaded from the district website: <http://www.balasore.nic.in&www.jaleswarmunicipality.in> from 12-04-2023, 10.00 AM to 25-04-2023, 17.00 P.M. The filled-up bid document will be received up to 17 pm on 25.04.2023.
2. The bid must accompany with the cost of bid document (for downloaded of tender document) & EMD of required value as specified above in shape of Bank demand draft drawn in any Nationalized Bank in favour of the "Executive Officer, Jaleswar Municipality" payable at Jaleswar, failing which the bid shall be out rightly rejected.
3. The Tender shall be received in the Office of the Executive Officer, Jaleswar Municipality in tender box / through Regd. Post/ Speed Post only addressed to the "Executive Officer, Jaleswar Municipality, Jaleswar" on or before dt. 25.04.2023 at 17.00 P.M. The authority will not be held responsible for the postal delay (if any), in delivery of the documents and non-receipt of the same in time.
4. The Technical bid will be opened at 10.00 AM on Dt.26.04.2023 in presence of the bidder or their authorized representatives only in the conference hall of Jaleswar Municipality.

This DTCN is not an offer and is issued with no commitment. Jaleswar Municipality reserves the right to amend or withdraw any of the terms and conditions contained in the DTCN document at any stage. Jaleswar Municipality also reserves the right to reject any or all bid should it be so necessary at any stage, without giving any notice or assigning any reason. The decision of Jaleswar Municipality in this regard shall be final and binding on all.



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Eligibility Criteria

Minimum Eligibility Criteria

To participate in the bidding process, the applicant shall meet the following criteria:

A. Technical Criteria: -

1. It is extremely important for an intending bidder to fully inform itself on all local conditions and factors which may have any effect on discharge of the agency's responsibilities as described here in below (Scope of Work).
2. The bidders are advised to visit and examine the city and its surroundings and obtain for themselves on their own cost and responsibility all information that may be necessary for preparing the tender and later, if selected, for discharging the responsibilities of the Agency.
3. The Jaleswar Municipality, Jaleswar shall not entertain any request for clarification from a (prospective/intending) tender, regarding such local conditions.
4. It is the responsibility of the bidder that town conditions and other such factors have properly been investigated and considered while submitting the bid proposals.
5. The Bidders must note that no claim whatsoever shall be entertained by the Jaleswar Municipality nor any financial adjustments arising there from shall be permitted on account of failure of a bidder to appraise itself of local conditions.
6. The selected bidder will make all arrangements for smooth effective execution of the work and management as per need, urgency & in accordance to the direction of the Jaleswar Municipality.

B. GENERAL CRITERIA

1. Should have minimum 3(Three) years of experience in engagement with Govt. sector / Urban Local Bodies i.e., Municipal Corporation, Municipality, Notified Area Council and should have adequate manpower for Sanitation Work. The Proof of experience should be accompanied with the technical bid of tender document with self-attestation. Priority should be given to those have more experience.
2. Should be registered under the Indian Societies Act / Indian Trust Act / Indian Religious and Charitable Trusts Act / or as a not-for-profit Company under the Companies Act or the relevant state Acts for at least Ten years as on the 31st March 2023 and the registration certificate must be in the legal name of the bidder/ agency. Sole proprietorship firm is not allowed though it is an emergency nature of work.
3. Should have Permanent Account Number (PAN) of the Income Tax Deptt. The self-attested photocopy of PAN card along with Income Tax Return (IT) for last 3 Assessment Years i.e., 2020-21, 2021-22 & 2022-23 to be attached with the technical bid.
4. Should have **valid GST Registration** certificate and return for last 3 months to be attached with the technical bid.

Signature of the Tenderer.



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Jaleswar Municipality

5. Should have valid EPF & ESI Registration certificate to be attached with the technical bid.
6. Should have valid labour license to be attached with the technical bid.
7. Should have Creditability and experience certificate i.e., at least 3(Three) years of experience in similar nature of work). The Proof of the same should be accompanied with the technical bid of tender document.
8. Should have own/ hired vehicles like tractors etc., and equipment's like push cart, hand Trolley etc., as per the requirement for effective transportation of Municipal Solid Waste (MSW). Proof of the same to be attached.
9. The bidders shall also give a detailed declaration on providing the required vehicles and equipment for effective transportation and disposal of Municipal Solid Waste from Primary Collection point to MCC/MRF / Dumping yard/ Disposal Centers. All necessary certificates i.e., Registration certificate, Insurance & Pollution of the vehicles shall be submitted along with the declaration in the Technical Bid.
10. The bidders have to deposit the Earnest Money Deposit (E.M.D.) @ 1% of the estimated cost for the period of one year in shape of Bankers Cheque/ Demand Draft from any Nationalized bank in favour of the "EXECUTIVE OFFICER, JALESWAR MUNICIPALITY" payable at Jaleswar which is refundable to the unsuccessful bidders on demand. **The Bid without EMD will be rejected.**
11. The bidders must enclose the Bankers Cheque/ Bank Draft/ DD amounting to Rs. 10,000/- towards the cost of Tender Documents with the bid documents. The Bid without Paper Cost will be rejected out rightly.

ESSENTIAL CRITERIA

1. The intending bidder must not have been blacklisted or placed under funding restriction by any Ministry or Department of the Government of India or by a State Government (or its agency).
2. The bidder must have successfully completed at least Three years' experience in similar urban projects. The completion certificate to be attached with the Tender documents.
3. Neither the Head of the Company/ Trust/ Society/ Agency/ NGO/ firms Institution, nor any employee of the Agency etc., should be either a Govt. /Semi Govt. employee or the employee of any Govt.-undertaking in any (casually/contractually directly or indirectly) form.
4. The bidder must submit only the **audited financial statements**/reports as the **evidence of turnover**. Please note that this proof of turn over must be part of the technical proposal and not the financial proposal.
5. Resolution of Executive/ Governing committee meeting authorizing the person to sign tender document.

C. FINANCIAL CRITERIA:

Minimum annual turnover of the bidder shall be INR 1(One) Crore or more during the last 3 financial years i.e., 2019-20, 2020-21 & 2021-22. The bidders need to provide audited statements to support their claim.

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Note:

- i. Bidder must submit a Proof of registration of the legal entity.
- ii. Audit report of the last three financial years i.e., 2019-20, 2020-21 & 2021-22 with UDIN must submit with the technical bid without which the bid cannot be taken into consideration.
- iii. Bidder must submit copy of work orders and its completion certificates of assignments issued by the client.

The authority reserves right to accept or reject any or all the Tender without assigning any reason thereof

Signature of the Tenderer



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Jaleswar Municipality***

Scope of Work

Detailed description:

The objective of this contract is to ensure an efficient and effective Solid Waste Management within the service area in compliance with Solid Waste Management & Handling Rule -2016 and SWM By Law 2019, Plastic waste management rule-2016 and C & D waste management rule-2016.

The scope shall comprise of, but not limited to, the following broad components within the service area for existing customers as well as future customers as a result of new development & growth

1. Sweeping of Road
2. Cutting/ uprooting of Road side Bushes.
3. Desilting & Cleaning of Drains
4. Transportation of solid waste
5. Service delivery performance Criteria

(1) Sweeping of Road:

The entire geographical area of ward should remain always clean i.e. throughout the day. The solid wastes generated in the area are to be collected from various sources like: Biodegradable and non-degradable solid waste should be separately collected.

- a. Sweeping of the entire ward area both road and road sides.
- b. Commercial areas, Market areas and prominent roads are to be swept two times daily.
- c. Night sweeping are to be done in thick populated area.
- d. Removal dust and sand lying on the roads (if any), even in adjacent urban areas as desired by the authority.
- e. Affixing services provider's name, ward supervisor's name & their contact nos. in conspicuous places inside the wards so as to mitigate the complaints of the public without any delay.
- f. Biometric attendance at ward offices for both start & end of the work.

(2) Cutting/ uprooting of Road side Bushes:

- a. The bushes & shrubs from roadside beams & conservancy lanes are to be cleaned by uprooting at regular interval of time.

(3) Desilting & Cleaning of Drains:

- a. All Municipal drains including earthen drains should be desilted at a regular interval of time.
- b. The road side drains are to be cleaned regularly i.e. removal of polythene, paper, foreign materials and other floating materials to avoid chocking of the drains & the MSW generated are to be accumulated in the dustbins/garbage bins placed on the road side or temporary collection points identified by Jaleswar Municipality from which daily lifting is to be made to the temporary dumping point.

(4) Transportation of solid waste:

- a. Lifting of garbage from all Municipal primary collection points generated by household, street sweeping, cleaning of drains directly and immediately.
- b. Lifting of Garbage from market places including commercial/industrial institutional units.
- c. Lifting of dead animals and carcasses.

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- d. The collection points are to be disinfected by spreading of disinfectants like bleaching powder, phenyl, mosquito oil etc which will be supplied by Jaleswar Municipality as per direction of Officer-in-charge of Jaleswar Municipality.
- e. Entire garbage of all wards generated by any means should lift by 11 AM.
- f. All commercial/ market area/ high foot-fall area garbage should lift by 9 AM.
- g. All type of solid wastes should collect separately from different places of the identified primary collection point of the Municipality. There after the same are to be suitably loaded in to transporting vehicles i.e. truck/mini truck/tractors as per requirements with green covered net and shall have to be transported to the approved dumping yards /MRF centre identified by the Municipality and will be unloaded systematically as per direction of the officer in-charge of the Municipality.
- h. The cost of transportation should include the cost of labourers for loading and unloading of solid waste in to the vehicles and the wages of the drivers/helpers attached to the vehicles.
- i. The agency will collect the C&D waste from the source under jurisdiction of Jaleswar Municipality and dumped at the designated place as per the direction of Officer-in-charge of Jaleswar Municipality.
- j. **In no case solid wastes generated on a day shall be retained in the area for more than 24 hours.**

The bidder must be given an undertaking towards execution of transportation of waste as per the estimate prepared by the authority for the package at the time of submission of bid documents.

Besides these the agency will provide required number of labourers during local festivals, national day celebration, VIP program etc. for special cleaning and spreading of bleaching / lime stone as per direction of Officer-in-charge of Jaleswar Municipality. The agency will provide PPE kit and required no. of T&P to all labourers.

(5) Service delivery performance Criteria:

1. The clearing schedule of the bins should ensure that MSW is cleared at least twice in 24 hours.
2. There should be no overflow of MSW from the bins due to inadequate capacity or not lifting at scheduled times.
3. The Operator will ensure that the area around the bins is kept clean at all the times.
4. The bins are to be maintained so that there are no breakages, no toppling of bins and no dislocation of covers.
5. The MSW shall not be disposed off/ dumped/ unloaded at any place other than that specified. **Disposal of waste in any area other than specified will be termed as deficiency of service and such repeated acts may lead to termination of contract**
6. Ensure safe transportation of the collected Municipal Solid Waste in **covered container** to the designated place at transfer station
7. Dry Municipal Solid Wastes like leaves, paper etc. shall not be burnt.
8. There should be no overflow of garbage/refuse/MSW from the community bins and containers. If the garbage is littered outside the bins/containers for any reason, service provider should appoint workers to lift the waste and keep it inside the bin as soon as possible.

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9. Surrounding of containers and litter bins in the service area, shall be kept clean and tidy by sweeping around thoroughly and putting the garbage/refuse/MSW into the containers and bins.
10. The ground at the place where the vehicles stop for loading shall be cleaned and disinfected with an approved disinfectant.
11. The operator should ensure adequate safety for all manpower deployed including required insurance facility and providing PPEs, ID Cards.
12. The man power deployed by the service provider shall have to wear uniform/apron/PPE during working hours bearing the logo of Jaleswar Municipal Council which have to be approved by the employer.
13. The deposit of Challan towards EPF & ESI of the manpower engaged for the sanitation work to be submitted with the monthly bill, without compliance of deposit of the same, the monthly bill amount to the Sanitation contractor/agency will not be released and action as deemed proper will be initiated as per norms.
14. The service provider in close consultation with the employer should work out a detail time schedule and should adhere to the same timing. Alternative time schedule/work schedule is indicated below.

Sl. No.	Activities	Time Schedule
1	Road Sweeping & Drain Cleaning	5.00 AM to 11.00 AM 4.00 PM to 6.00 PM or Night Sweeping as per directions.
2	Collection of MSW from various Collection points & transportation to the identified Micro Composting Centre (MCC)/MRF/Dumping yard/Disposal Centers located at different places within Jaleswar Municipality area	5.00 AM to 11.00 PM 4.00 PM to 6.00 PM

15. The Operator shall ensure the presence of his personnel every day at specified time.
16. Night sweeping should also be done by the agency in commercial areas after 9 pm. For residential areas, it should be as per direction of concerned sanitary inspector or Officer in-charge.
17. The Operator should ensure same timing as far as possible. However, the timing can be modified with prior approval of Municipality Authorities and adequate communication to the affected customers.
18. **The Operator shall ensure operations on all seven days of the week.**
19. All the lifting of MSW from the primary collection point should be cleared by 11:00 AM everyday positively.

Signature of the Tenderer.



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Performance Monitoring and Evaluation of Service

The performance monitoring and evaluation of service delivery has been institutionalized through Service Level Benchmarking and the purpose and objective of the assignment should be to improve and achieve the National Level Benchmark. With this target as well as the underlying constraints in mind the operator has to achieve the following performance levels.

Parameter Description	Minimum Achievement Target	Actual monthly Achievement	Non Compliance Penalty
Waste transportation	100% Transportation Efficiency	(TMG - TMT)/TMG TMG - Total monthly SW Generation assessed MT - Total monthly SW transported to TTS	1% of total monthly bill for every 5% short fall or part thereof.
Street Sweeping	95% coverage	Total road length in the service area.	0.5% of monthly bill for every 5% short fall or part thereof.
Drain Cleaning	95% Coverage	Total drain cleaning covered during the Month.	0.5% of monthly bill for every 5% short fall or part thereof.
Bush cutting , de-weeding	95% coverage	Total bush cutting, uprooting & de-weeding covered during the Month.	0.5% of monthly bill for every 5% short fall or part thereof.
Compliant redresses	90% within 24 hrs	During the month total no. of Complaint redressed within 24hrs. Total Complain received during the month.	0.5% of monthly bill for every 5% short fall or part thereof.

- The service provider in close coordination with employer shall undertake sample survey to access the extent of waste generated. Secondary data from employers past experience can be referred to conclude the assessment. The sample should comprise of all Income groups equally spread over the service area and stretched over a period of time, to give a fair average.
- A detail performance monitoring, reporting and evaluation system shall have to be developed in consultation with to employer. The broad outline of the computation procedure is provided in the table above.
- 10,000 penalty per day for not ensuring night sweeping in commercial area/directed area may be imposed if directions of authority not carried out.
- Beside this, penalty of Rs. 5,000 per day if primary collection point not being cleared by 1pm may be imposed by the authority.

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- e. A detail performance monitoring, reporting and evaluation system shall have to be developed in consultation with the employer. The broad outline of the computation procedure is provided in the table above.
- f. Employer can conduct service delivery assessment and customer satisfaction sample survey within the service area at regular interval to assess the performance.
- g. All road side dumping of solid waste shall have to be collected irrespective of D2D service or provision of bins within 11 AM every day.
- h. Imp: Waste transportation vehicles should be GPS enabled.
- i. Authority reserves the right to reduce transportation component by giving 7 days' notice. To comply with Labour laws, rates can be revised on the basis of mutual agreement of the authority & service provider. Circular of H&UD dept., Labour Dept. or other statutory authority will be considered while revising the agreement to comply labour laws.

Signature of the Tenderer.

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General Terms and Conditions:

1. The Bidder is expected to examine all the instructions, terms and specifications in the bid document. Failure to furnish all information as per the bid document or submission of bid not substantially responsive to bid document in every respect will be at bidder's risk and result in rejection of bid.
2. The bidders are required to inspect and assess the entire geographical area and quote their rates inclusive of the labor charges conservancy material for sweeping, bush cutting, drain cleaning, including lifting of MSW and other miscellaneous expenditures as may be required such as T&P charges. O.H charges are mentioned detail in scope of work. The cost of documentation like taking photograph whenever necessary will be borne by the agency as per direction of officer-in- charges.
3. The bidders are expected, to examine all the instruction, terms and specifications in the bid document. Failure to furnish all information as per the bid document & submission of bids not substantially responsive to bid document in every respect will be at bidder's risk and shall result in rejection of bid.
4. The bidder must have appropriate resource, necessary expertise, requisite manpower and supervisory ability to undertake the work.
5. This bid is meant for carrying out of the work for a period of one (01) year which can extendable up to one more year after satisfactory completion and mutual discussion between the Authority and the service provider.
6. The Jaleswar Municipality shall have the right to terminate the contract on the ground for improper performance and violation of the terms and the contract without assigning any reason by giving 30 days prior notice.
7. The conditional and incomplete bid is liable for rejection.
8. Letter of authorization for representing the firm / entrepreneur /Agency / NGOs and to sign the bid document should be enclosed along with the bid document.
9. Bids containing overwriting, additions, alterations, erasures, obliteration and other discrepancies should be properly attested all corrections made by them.
10. The bidders shall sign every page of the tender documents and submit all of them.
11. All the documents furnished by the bidders are subject to verification from the issuing authority. In case any manipulation is found, the bid will be rejected at any time.
12. The Agency/Organization shall not be allowed to transfer, assign, pledge or sub- contract its right and liabilities under this agreement to any other agency or organization.

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Jaleswar Municipality**

13. The Agency/Organization shall nominate a coordinator who shall be responsible for immediate interaction with the office so that optimal service could be availed without any disruption.
14. For all intents and purposes the agency shall be the employer within the meaning of different rules and act in respect of work assigned. The person deployed in this work by the agency shall not claim what so ever like employer and employee's relationship.
15. The agency/organization shall be solely responsible for re-dressal of grievance.
16. The municipality shall not be responsible for any financial loss or any injury to any person deployed by the agency.
17. The jhadu, jhudi etc will be provided by the agency and the push cart, tricycle, wheel barrow will also be provided by the agency only and ensure that those are being used by them.
18. The Agency/Organization will provide uniform/ID card and all type of safety articles like Mask, gloves, soap, gun boot, sanitizer to their deployed staff.
19. Since this is a Sanitation work no GST is payable.
20. The whole maintenance of the dumping yard will be carried by the agency only throughout its tenure. They have to engage adequate man-power & machinery at the dumpsite as and when required.
21. After completion of each month the total bill in duplicate will be submitted by the agency to the Authority in 1st week of the next month. Whenever the Govt. of Odisha will enhance the rate of minimum wages then the Authority shall pay the enhance amount to the agency /Organization from the day effect to.
22. In case of any dispute arising out of the contract the matter shall be decided either mutual understanding between the two or as per the law inside the jurisdiction of Jaleswar.
23. The bidder shall not be having any criminal cases and not be black listed by any ULBs of India.

Signature of the Tenderer.

Executive Officer
Jaleswar Municipality



DIRECTION FOR THE GUIDANCE OF THE TENDERER.

1. All works proposed for execution by contract will be notified in the form of invitation to Tender posted on a board hung up in the office and signed by the Executive Officer.

This notice will state the work to be carried out, the items and approximate quantities thereof as well as the date for submitting and opening the Tenders also the amount of earnest money to be deposited and the amount of the security deposit to be deposited by the successful Tenderers and the percentage if any to be deducted from bills. Copies of the specification, plans and any other documents required in connection with the submission of Tender signed for the purpose of identification by the Executive Officer shall also be opened for inspection by the Tenderer in the office of the Executive Officer during office hours.

2. In the event of the Tender being submitted by a firm it must be signed separately by each member thereof, or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorizing him to do so.

3. Receipts for payments made on account of work, when executed by a firm, must also be signed by the several partners, except where the Tenderers are described in their Tender as a firm in which case the receipts must be signed in the name of the firm by one of the partners or by some other person having authority to give effectual receipts for the firm.

4. The amount of earnest money to be deposited @1%(one percent) of the total estimated value per year either in the shape of DD/Bankers Cheque/ Bank Draft and in no other form duly pledged in favour of the Executive Officer, Jaleswar Municipality.

5. Any person who submits a Tender shall fill up the usual prescribed printed form stating at what rate he is willing to undertake the item of the work. Incomplete Tender and Tenders which propose any alteration in the work specified in the said form of invitation to Tender, on which contain any other conditions of any sort or omit to note the time within which the work can be finished, or which are not accompanied the required earnest money will be liable for rejection.

6. The Executive Officer or his duly authorised officer will open the Tenders in the presence of any intending Tenderers who may be present at the time and will enter the amounts of the several Tenders in a comparative statement in a suitable form. In the event of a Tender being rejected the earnest money forwarded there with shall there upon be returned to the Tenderers with a A/C Payee cheque for the amount of the earnest money.

7. The authority reserves the right for rejecting any or all the Tenders without assigning any reason thereof.

Signature of the Tenderer.



Executive Officer
Jaleswar Municipality

8. In the event of a Tender being selected for acceptance by the Executive Officer, who opened the Tenders will, if he is competent to accept the Tender, inform the Tenderers of the selected Tender who shall there upon sign copies of the specification and other documents mentioned in rules for the purpose of identification and for his acceptance with the Tender. The Tenderers of the selected Tender shall also deposit the required amount of the security deposit @2% of the accepted total value for the period of contract including the E.M.D. deposit amount within the prescribed time. If the Tenderers fails to deposit the required amount of security money within the prescribed time the offer of Tenderers will be rejected. If the Executive Officer is not competent to accept the Tender himself, he will inform the Tenderers of the Tender which he decides to recommend for acceptance. Such Tender shall thereupon sign forthwith copies of the specification and other documents mentioned in rules and shall deposit the required amount of the security money within the prescribed time. The Tender with the specification and other documents signed by the Tenderers will then be forwarded for acceptance as per Municipal rule who is competent to accept the same. If the Tender is rejected, security money deposited shall be refunded to the Tenderers.

9. The Successful Bidders are required to deposit **Additional Performance Security** when the bid amount is less than the estimated cost put to tender. In such an event, the bidders who have quoted less bid price/rates than the estimated cost put to tender shall have to furnish the exact amount of differential cost i.e. estimated cost put to tender minus the quoted amount as Additional Performance Security in shape of Demand Draft /Bankers Cheque/Performance Bank Guarantee in favour of the "Executive Officer, Jaleswar Municipality" at the time of execution of agreement.

10. When Tender has been selected for acceptance and the required amount of the security money has been deposited , the Executive Officer shall scrutinize all pages of the form of item, Rate, Tender and contract form of works to see that the form has been properly filled up and signed by the Tenderer and the signature witnessed. He shall then, if he is competent to accept the Tender, sign the acceptance of the Tender or if he is not so competent shall send the same for the signature of the acceptance to the authority competent to accept it.

11. The **Tenderers has to sign all pages of all documents** before submission of Tender failing which the offer will be rejected and will not be taken into comparative statement.

12. The tax deduction at source (T.D.S.) shall be done as per the provision of Income Tax/Rules, as amended, from time to time and a certificate to this effect shall be provided by Jaleswar Municipality or office concerned.

13. Service Tax is exempted vide clause 2.2.2.(ii), DOF No.334/15/2014-TRU, New Delhi, Dated, July 10, 2014 by Joint Secretary (Tax Research Unit), Department of Revenue, Ministry of Finance, Govt. of India.

Signature of the Tenderer.



Executive Officer
Jaleswar Municipality

CRITERIA FOR EVALUATION

Evaluation of Technical Proposals

Evaluation of proposals shall be made by the Municipality authority. In the first stage, the Technical Proposal will be evaluated on the basis of bidder's fulfillment of eligibility criteria. Only those bidders whose Technical Proposals becomes responsive based on the eligibility criteria, shall qualify for further detail technical evaluation for presentation and awards of marks based on the following Criteria:

Sl. No.	Evaluation Parameters	Total Mark	Criteria for award of Mark
1	Years of Experience in handling MSW in Municipal Corporation / Municipal Council Area (to be determined from the work order /contract copies/Experience Certificate)	20	❖ 3 - 5 Years : 10marks ❖ 5 - 7 Years : 15marks ❖ > 7 Years : 20 marks
2	Annual Average Turnover (2019-20, 2021 & 2021-22)	20	❖ 01- 03 Crore : 10marks ❖ 03- 05Crore : 15marks ❖ > 05 Crore : 20marks
3	Experience in handling ULBs in similar nature of work with strength of sweepers in single work order (To be determined from Work order Only)	15	❖ $\geq 50 < 100$: 05 marks ❖ $\geq 100 < 200$: 10 marks ❖ ≥ 200 : 15 marks
4	Waste Management Training Certificate	05	❖ If No : 0 marks ❖ If Yes : 05 Marks
5	Valid ISO Certification	10	❖ ISO 9001 : 05marks ❖ ISO 14001 : 05marks
6	Any Awards or Commendations from MSW Projects	05	❖ If No : 0 marks ❖ If Yes : 05marks
7	Service rendered in continuity without any gap till Dec'2022. (To ensure all the tools and plants to be ready for engaging) (to be determined by relevant document/certificate)	20	❖ 3 Years(2020-2022) : 05 Marks ❖ 7 Years(2016-2022) : 10 Marks ❖ >7 Years : 20Marks
8	During and post Covid experience in handling the pandemic in any of the ULBs in India. (to be determined by relevant document/certificate)	05	❖ If No : 0 marks ❖ If Yes : 05 marks
		100	

Financial proposal shall be opened after the technical evaluation is completed and only those bidders who score at least 80 marks out of 100 marks in technical evaluation shall qualify for financial bid opening.

Signature of the Tenderer.



Executive Officer
Jaleswar Municipality

TENDER FOR THE WORKS

I/WE hereby offer the Tender for the execution for Jaleswar Municipality of the work specified in the underwritten memorandum at the rates specified therein within a period of 1 year from the date of written order to commence and complete in all respects with the specifications, other documents and conditions contained in the Tender / offer thereof and subject to the conditions of contract and with such materials as are provided for by, and in all other respects in accordance with such conditions so far as applicable.

MEMORANDUM

- a) **Name of work.**:-"Sweeping of roads, desilting & Cleaning of drains and Bush Up-rooting in both sides of roads, in all the Wards and transportation of Municipal Solid Waste separately Wet & Dry Waste including other waste to the identified Micro Composting Centre (MCC) / MRFC/Dumping yard/ Disposal Centers located at different places within Jaleswar Municipality area"
- b) Estimated cost : Rs. 1,47,62,880.00 per annum
- c) Earnest money : @ 1% of the total estimated cost.
- d) Initial security deposit (including earnest money
To be deposited before the commencement of
The work. : @ 2% of the total accepted cost including EMD
- e) Time required for commencement of the work
within 03 days from the date of issue of Work
from the date of written order : Order
- f) Total number of work Tenders. : One

Should this Tender be accepted? I/We hereby agree to abide and fulfill all the terms and conditions of contract so far as applicable. In case of any default the E.M.D./Security deposit will be forfeited and pay to the Jaleswar Municipality the sum of money mentioned in the said conditions.

Dated the _____ day of _____ 2023.

Witness-

Address-

Signature of the Tenderer

Occupation.

The above Tender is here by accepted by me on behalf of the Jaleswar Municipality, Jaleswar.

Dated _____ day of _____ 2023.

Executive Officer,
Jaleswar Municipality



TENDER FOR THE WORKS

I/WE hereby offer the Tender for the execution for Jaleswar Municipality of the work specified in the under written memorandum at the rates specified therein within a period of 1 year from the date of written order to commence and complete *in all respects with the specifications, other documents and conditions* contained in the Tender / offer thereof and subject to the conditions of contract and with such materials as are provided for by, and in all other respects in accordance with such conditions so far as applicable.

Signature of the Tenderer.

Executive Officer
Jaleswar Municipality



INSTRUCTION TO TENDERERS CONTRACT CONDITIONS ETC.

The Tender shall accompany the following:

1. The detailed Tender Call Notice, Tender documents and financial tender etc. issued by the Jaleswar Municipality in original should be signed by the tenderer in each page.
2. Earnest money to the tune of 1% (one percent) of the quoted cost for each package in shape of demand draft/bankers' cheque in favour of "**THE EXECUTIVE OFFICER, JALESWAR MUNICIPALITY, JALESWAR**" should be attached with their offer.
3. The Tenders with part EMD or EMD in any other shape shall be liable for outright rejection. Adjustment of EMD from other Tender will not be considered. *The earnest money deposit of the unsuccessful tenderer shall be refunded to them after finalization of the Tender and execution of the agreement with the successful tenderer.*
4. Valid and up-to-date registration certificate of the tenderer, PAN Card, GST Registration certificate, labour license, EPF Registration, ESI registration and no relation certificate either in original/ attested true copies and all other documents should be deposited along with original Tender paper duly signed in all pages of documents to be submitted.
5. In the event of acceptance of Tender, the Tenderer shall enter into an agreement with the Jaleswar Municipality.
6. The fair wage clause, the accepted Tender, the letter of intent and the specification, for execution, contract condition, accepted offer and all other documents if not stated here in but provided in Tender schedule & bill of quantities will form a part of the agreement. List of works in hand, list of similar work executed, list of T & P equipment, no relation certificate, declaration certificate, also will form part of the agreement.
7. GST and all other taxes, duties, fees and other charges required to be paid for execution of the work complete in all respect shall be borne by the Tenderer. Escalation from any account what so ever in connection with work within the period of actual completion shall not be entertained and shall not be paid by the Jaleswar Municipality.
8. No advance payment shall be made on any accounts except payment of monthly bills.
9. In addition to earnest money deposit, further 1% of accepted offer is required to be deposited during execution of agreement towards **initial security deposit** further the Successful Bidders are required to deposit Additional Performance Security when the bid amount is less than the estimated cost put to tender. In such an event, the bidders who have quoted less bid price/rates than the estimated cost put to tender shall have to furnish the exact amount of differential cost i.e. estimated cost put to tender minus the quoted amount as Additional Performance Security in shape of Demand Draft/ bankers Cheque in favour of the Executive Officer, Jaleswar Municipality at the time of execution of agreement.

Signature of the Tenderer.



Executive Officer
Jaleswar Municipality

10. The above said 2% of security deposit (including EMD) shall be refunded to the Tenderer after satisfactory completion of the contract period or after annual audit of Jaleswar Municipality as will be mutually decided.
11. The Municipal authority have every right to stop any or all Components under the scope of work at any time during the contract period or with an intimation to the selected bidder before 15 days within the period of contract. No claim / loss of the selected bidder will be considered by the Municipal authority.
12. In case of stop of any component under the scope of work the bill will be paid to the concerned approved agency after deducting the quoted rate of the particular component from the approved sum total quoted rate/ approved contract value. No claim of the agency will be considered by the Municipal authorities.
13. Interim payment: A bill shall be submitted by the Tenderer in each month on or before the date fixed by the Executive Officer for all works executed in the previous month, and the health Officer or his subordinate shall give the requisite certificate for the purpose of having the same verified before the expiry of seven days from the presentation of the bill.
14. Work to be executed as per specification: The Tenderer shall execute the whole and every part of the work in the most substantial and workman like manner, and both as regards manpower and otherwise in every respect in strict accordance with the specifications. The Tenderer shall also confirm exactly ,fully and faithfully to the specifications, conditions and instructions in writing relating to the work as signed by the Executive Officer and lodged to his office, and to which the Tenderer shall be entitled to have access at such office, purpose of the inspection during office hour and the Tenderer shall, if he so requires be entitled at his own expenses to make or cause to be made copies of the specifications
15. The Tenderer shall be the entire responsibility under work man compensation act and abide by the fair wage clause and Tenderer's regulation incorporates in the agreement. The Tenderer has to quote the rate accordingly and no extra cost whatsoever on this account shall be entertained by the department to fair wage clause.
16. Technical Proposal shall be placed in a separate sealed envelopes clearly marked as , " **TECHNICAL BID FOR MUNICIPAL SOLID WASTE MANAGEMENT UNDER JALESWAR MUNICIPALITY**"
Similarly, the Financial Proposal shall be placed in a sealed envelope clearly marked as , " **FINANCIAL BID FOR MUNICIPAL SOLID WASTE MANAGEMENT UNDER JALESWAR MUNICIPALITY**"
The two envelopes containing the Technical and Financial Proposals shall be placed into an outer envelope and sealed. This outer envelope shall be clearly marked as , " **BID FOR MUNICIPAL SOLID WASTE MANAGEMENT UNDER JALESWAR MUNICIPALITY**".
17. The contract for any or all Component under the scope of work will be renewed for another one year if the performance of the operator is satisfactory. The terms and conditions for the contract during such renewal shall be furnished by the Municipal Authority with increment in the labour wage as per applicable law.

Signature of the Tenderer



Executive Officer
Jaleswar Municipality

NO OBJECTION CERTIFICATE.

I/we hereby certify that I/We will have no objection if there will be stopped any or all Components under the scope of work at any time during the period of execution of the of the work "Sweeping of roads , desilting & cleaning of drains & Bush Cutting in both sides of roads, and transportation of Municipal Solid Waste separately Wet & Dry Waste including other waste to the identified Micro Composting Centre(MCC) / MRFC/Dumping yard/ Disposal Centers located at different places within Jaleswar Municipality area".

I/We also note that non-submission of this certificate will render my/our Tender liable for rejection.

Signature of the Tenderer

Executive Officer
Jaleswar Municipality



CERTIFICATE OF LIST OF SIMILAR WORKS EXECUTED.

I/we do here by certify that the following works have been executed by me/us.

Sl. No.	Particulars of Works already executed/ name	Approximate amount of each work.	Name of department under which The works Were executed.	Period of commencement and period of completion.	Whether the works were completed in stipulated period.	Item of works.	Quantity executed.
1	2	3	4	5	6	7	8

N.B. Attested copies of such certificate to be enclosed.

I/we also note that non-submission of the certificate will render my/our Tender liable for rejection. Non-fulfillment of these criteria of execution of similar works shall render my/our Tender/offer for rejection.

Signature of the Tenderer.

Use additional sheets if necessary.

Signature of the Tenderer.



**Executive Officer
Jaleswar Municipality**

CERTIFICATE OF TOOLS AND PLANTS.

I do hereby certify that the following tools and plants, machineries and vehicles are in my/our possession in full working condition.

i)

ii)

iii)

iv)

v)

vi)

vii)

viii)

ix)

x)

xi)

I/we also note that non-submission of this certificate will render my/our Tender liable for rejection.

Signature of the Tenderer.

Use additional sheets if necessary.

Signature of the Tenderer.

Executive Officer
Jaleswar Municipality



DECLARATION CERTIFICATE.

I/we have visited the site and have fully acquainted with the local situation regarding the materials, labour and the factors pertaining to the work for completion in all respect before submitting the Tender.

I/We have carefully studied the scope of work conditions of the execution, specification, contract conditions and all other documents relating to this work and agreed to execute the same accordingly.

I/We solemnly pledge that I/We shall be sincere in discharging my/our duties as responsible Tenderer and complete the work within the prescribed time limit. In case there are any deviation from the execution Programme I/We shall abide by the decision of the Executive Officer for effectiveness of the Programme and arrange for the labour's materials, equipment's etc. accordingly.

I/We undertake that I/We shall not claim escalation of cost of account of materials, labours, taxes, natural calamities, public nuisance, miscreants or from any account in connection with work within the actual completion period taken by the work for completion and shall not be entertained by the Jaleswar Municipality.

In case of violation of the contents of Jaleswar Municipality Tender documents in shape of extra conditions or in any form, my/our offer /Tender shall be rejected by Jaleswar Municipality without any intimation.

Signature of Tenderer.

Signature of the Tenderer.

Executive Officer
Jaleswar Municipality





FINANCIAL BID

FINANCIAL TENDER FOR PACKAGE:-

(For All Wards)

S.No	Scope of work	Total annual Estimated amount for the contract period from Dt. 01-05-2023 to Dt. 30-04-2024		Annual Rate quoted by bidder from Dt. 01-05-2023 to Dt. 30-04-2024		Remarks
		In figures		In Words (In Rupees)		
		Rs.	P.	Rs.	P.	
1.	Sweeping of roads, Desilting & cleaning of drains & Bush Up-rooting in both sides of roads	1,25,20,800.00		One crore twenty-five lakhs twenty thousand eight hundred only		
2.	Transportation of Municipal Solid Waste Separately Wet & Dry Waste including other waste to the identified Micro Composting Centre (MCC)/ MRFC/Dumping yard/ Disposal Centers located at different places within Jaleswar Municipality area.	22,42,080.00		Twenty-two lakhs forty-two thousand eighty only		
	The sum total of the all Components of Scope of works: - (Sl.No.01+02)	1,47,62,880.00		One Crores forty-seven lakhs sixty-two thousand eight hundred eighty only		

- The sum total quoted rate will be taken into consideration in the Comparative Statement. No individual component wise quoted rate will be considered.
- Component no.1 (Sweeping, drain desilting & cleaning, Bush uprooting) involves labour components and contractor profit of 7.5% only. So, the bidder should not quote not less than -7.5% to ensure compliance to labour laws and EPF, ESI regularly.
- Component no.2 (Transportation) The bidder should not quote not less than -0.01% as it hampers the transportation.

Signature of the Tenderer

APPROVED

Executive Officer
Jaleswar Municipality



Check list for Bidders

Sl. No.	Covered Envelop	Head	List of Documents
1.	1 st Covered Envelop	Technical Bid	1. PAN Card
			2. GST Registration
			3. Labour License
			4. Audited Financial Statement
			5. EPF & ESI Regd. No.
			6. Registration Certificate
			7. Experience Certificates
			8. Vehicles related documents.
			9. Certificate for similar works in executed
			10. EMD
			11. Paper Cost
			12. Valid ISO Certificate
			13. No Objection Certificate
			14. Signature on all submitted papers
			15. Separate envelope of technical and financial bids in one big envelope.
			16. Training certificate on waste management from a reputed Govt. or Govt. sponsored organisation.
			17. Financial Turnover Certificate
			18. Certificate of commendations or award
			19. Certificate about the work of post Covid in handling the pandemic in any of the ULBs in India.
2.	2 nd Covered Envelop	Financial Bid	
3.	3 rd Covered Envelop	Technical Bid & Financial Bid	

Use additional sheets if necessary

(Signature Of bidder)

Name of the bidder: -

Address of the bidder: -

Phone No.:-

Total No. Of Correction: -	
Total No. Of Overwriting: -	
Total No. Of Interpolation: -	

(Signature of the bidder)