

OFFICE OF THE MUNICIPAL COUNCIL: GUNUPUR

No. 1814 /24 Dt. 08/11/24

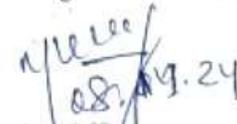
Notice Inviting Tender

Sealed tenders, in conformity with the detailed Tender Call Notice in two bid systems (Technical bid & financial bid) are invited from the intending registered Company Limited/Pvt. Limited/ Proprietor/Partnership firm having eligible criteria is available as mentioned in technical bid for the "execution of Sanitation work in Ward No. 1 to 19 under Gunupur Municipality" so as to reach the Executive Officer Gunupur Municipality through Regd. Post/ Speed Post only upto 5.30 on 26.11.2024 and Tender will be opened on 27.11.2024 at 11.00 AM in Gunupur Municipality in the presence of the bidder or their authorized representatives present if any at that time. The financial bids of those will have qualified in technical bids shall be opened in presence of bidders on the same day after opening of Technical bid. The prescribed bid documents & related terms condition are available & can be downloaded from mentioned websites: www.rayagada.odisha.gov.in & www.gunupurmunicipality.com from 13.11.2024 to 25.11.2024. The Tenderer shall furnish the Tender Paper Cost amounting to Rs.10,000/- (non-refundable) and EMD @ 1% of the total annual estimated value in shape of Demand Draft from any scheduled commercial bank or any nationalized bank in favour of Executive Officer Gunupur Municipality payable at Gunupur along with Tender. The authority reserves the right to accept or reject any or all the tenders without assigning any reason thereof.


Executive Officer
Gunupur Municipality

Memo No. 1815 Dt. 08/11/24

Copy submitted to the I & PR Department Odisha, Bhubaneswar for kind information and requested to kindly publish the above NIT notice no 1814 dtd 08.11.2024 in one (1) Odia daily news paper & one (1) English News paper for wide circulation for one day in inner page within 70 Squ.Cm & with a request to send a copy of the publication along with the bill for taking further action at this end (Mail Id: ipr.advt@gmail.com & iprnews@gmail.com)


Executive Officer
Gunupur Municipality

Memo No. 1816 dt. 08/11/24

Copy to this office notice board /Account section , Gunupur Municipality


Executive Officer
Gunupur Municipality

Memo No. 1817 dt. 08/11/24

Copy to the Dist e-Gov Manager, Rayagada with a request to upload the DTCN/Bid document (copy enclosed) in the Dist. Website i.e www.rayagada.odisha.gov.in from 13.11.2024 for wide circulation.

Handwritten signature and date: 08/11/24
Executive Officer
Gunupur Municipality

Memo No. 1818 dt. 08/11/24

Copy to the MIS ,Gunupur Municipality. He is directed to upload the DTCN/Bid document(copy enclosed) in Gunupur Municipality portal i.e www.gunupurmunicipality.com from 13.11.2024 for wide circulation.

Handwritten signature and date: 08/11/24
Executive Officer
Gunupur Municipality

Memo No. 1819

dt. 08/11/24

Copy to the Program Manager (Finance)Zilla Parishad ,Rayagada/Asst.Collector,O/O Sub-Collector, Gunupur for favour of kind information & necessary action

Handwritten signature and date: 08/11/24
Executive Officer
Gunupur Municipality

Memo No. 1820 dt. 08/11/24

Copy communicated to the Sub-Collector, Gunupur/ P.A, I.T.D.A, Gunupu. /Tahasildar, Gunupur/ B.D.O,Gunupur, Assistant Engineer, Irrigation Sub Division, Gunupur/ Assistant Engineer, (R &B), Gunupur /Assistant Executive Engineer, MI Sub Division, Gunupur/ Executive Engineer TPSODL, Gunupur for favour of kind information with a request to affix the Tender Call notice in their office notice board for wide publicity.

Handwritten signature and date: 08/11/24
Executive Officer
Gunupur Municipality



BID DOCUMENT
FOR
PRIVATISATION
OF SANITATION WORK.

Gunupur Municipality

Tender Ref No.1814 date.08.11.2024



Details of Tender Call Notice

Name of the work	: Providing man power for SWM, cleaning and sanitation services in ward No 1 to 19 under Gunupur Municipality
E.M.D	: The bid must be accompanied with EMD @1% of the annual Estimate cost
AGENCY	: As per eligibility criteria
Period of contract	: One year
Cost of Tender document	: Rs.10,000/- (Rupees Ten thousand) only.
Download period of Tender document	: From Dt.13.11.2024 to 25.11.2024
Last Date for receipt of Filled in Tender document	: 26.11.2024 upto 5.30 P,M
Place & Date of Opening of Technical bid with PPT	: On 27.11.24 at 11 AM ,Gunupur Municipality
Place & date of opening of Financial Bid of eligible Tenders	: Gunupur Municipality
Officer invited the Tender	: Executive Officer Gunupur Municipality
Likely date for commencement of deployment of required manpower	: 01.12.2024

Signature of Bidder


Executive Officer
Gunupur Municipality

WORK DETAILS

Sl No.	Name of the work	Estimated cost per annum (Rs.)	E.M.D. (1% of the annual estimated cost)	Cost of tender paper	Agency	Period of contract
1	Sanitation work in Ward No.1 to 19 providing Road sweeping, drain cleaning, Garbage lifting, spraying disinfectants, Bush cutting, lifting of solid waste from drain, lifting & disposal of dead animals, ,transportation of all kinds of garbage/waste from different areas of wards to MCC, MRF, disposal of C & D waste to designation place identified by the authority of Gunupur Municipality.	2,35,67,320.00	2,35,673.00	10,000/-	As mentioned in the bid document and Tender call Notice.	1 year

Signature of Bidder


Executive Officer
Gunupur Municipality

Eligibility criteria:

The technical bid shall be accompanied with self attested photo copy of following requisite Documents failing which the bid shall be rejected out rightly.

1. The bidder must be a registered Company Limited/Pvt. limited/ Proprietor/partnership firm allowed to participate the Bid only. The bidder experience should be at least 05 years or above.
2. Consortium is not allowed to participate in the tender.
3. Cost of Bid Document of Rs.10,000.00 must be in the shape of Demand Draft from any nationalized bank/ scheduled commercial bank in favour of Executive officer, Gunupur Municipality payable at Gunupur.
4. EMD must be submitted @ 1 % of the annual estimated value in shape of DD from any nationalized bank /scheduled commercial bank in favour of Executive officer, Gunupur Municipality payable at Gunupur.
5. Experience certificate issued from the concerned authority of any ULB, Odisha minimum for 05 (Five years) under whom the work is done for performing the similar nature of work i.e. sweeping of roads, cleaning of drains, bush cutting and transportation of MSW.
6. Single work order/ experience certificate more than of Rs. One(1) Crore within any ULB, Odisha last five years of Sanitation work.
7. Average annual turnover certificate for similar nature of work to the tune of more than Rs. 3 Crores (Three crore) for last three financial years.(only from sanitation work)
8. EPF Registration Certificate and Month wise payment confirmation slip for minimum 100 no's of workers for last Three Months up to September- 2024 (only from sanitation work).
9. ESI Registration Certificate and Month wise ESI deposited payment confirmation slip for minimum 100 no's of workers last ThreeMonths. (up to September- 2024 only from sanitation work).
10. Copy of valid Labour Contract License for at least 100 no's of persons for similar nature of work.
13. Valid ISO certification. (ISO 9001, ISO 14001, ISO 45001)
14. PAN Card.
15. Valid GST Registration Certificate and up to date clearance.(September- 2024)
16. IT Return for the last 3 years.
17. Audited Balance sheet of last 3 financial years i.e., 2023-24, 2022-23, 2021-22
18. The Bidder must not have been ever blacklisted or debarred either by the tender inviting authority Or by any State Govt. Or Govt. Of India organization. The agency shall submit notarized affidavit regarding the same on Stamp paper of Rs. 10/-. No such certificates in favour of Withdrawal of blacklisting shall be accepted.
19. No relaxation will be given to any firm like NSIC/DIC/MSME registered firms etc.

Signature of the Bidder


**Executive Officer
Gunupur Municipality**

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Scope of Work

(1) Sweeping of Roads:

The entire geographical area of ward should remain always clean i.e. throughout the day. The solid wastes generated during road sweeping must be collected separately i.e. wet & dry waste in partitioned bin.

- a. Sweeping of the entire ward area both road and road sides. During sweeping in market area, water must be sprinkle to avoid dust.
- b. Night sweeping in main road & market area must be ensured in daily basis.
- c. Dust deposited in the berm of road must be cleaned twice in a week & to be lifted in designated landfill site.
- d. Lifting of garbage's from all Municipal temporary/primary collection point to the nearest wealth centre.
- e. Lifting of Garbage's from market places including commercial/industrial institutional units.
- f. Lifting of dead animals and carcasses
- g. All Municipal drains including earthen drains should be cleaned and waste including silt deposition should be lifted out side.
- h. Removal of dust and sand lying on the roads must be ensured on daily basis.

(2) Cutting of Road side Bushes:

The uprooting of bushes & shrubs from roadside berms & conservancy lanes must be ensured by the agency at regular interval of time.

(3) Cleaning of Drains & Transportation of solid waste:

The road side drains are also to be cleaned 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 & temporary collection points identified by ULB. From which daily lifting is to be made to the temporary dumping point by the agency. All types of solid wastes collected from different places are to be ensured separately at the identified primary collection point of the ULB. Thereafter, the same is to be suitably loaded in to transporting vehicles with green covered such as truck/mini truck/tractors as per requirements and shall have to be transported to the designated point/wealth centre identified by the ULB and will be unloaded systematically by the agency as per direction of the officer in-charge of the ULB. In no case, solid waste generated on a day shall not remain in the area for more than 24 hours.

Signature of the Bidder


Executive Officer
Gunupur Municipality

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(4) Service delivery performance Criteria:

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
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%	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.
Complain Redresses	90% within 24 hrs	During the month total no. of Complaint redressed within 24 hrs. Total Complain received during the month.	0.5% of monthly bill for every 5% short fall or part thereof.

1. 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 lime, to give a fair average.
2. 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.

Signature of the Bidder


**Executive Officer
Gunupur Municipality**

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 tender has been invited under two bid system i.e. Technical Bid and Financial Bid. The interested bidders are advised to submit two separate sealed envelopes super scribing "Technical Bid for execution Sanitation Work in ward No. 1 to 19 under Gunupur Municipality" & "Financial Bid for execution of Sanitation Work in ward No.1 to 19 under Gunupur Municipality" Both the envelopes should be kept in another sealed envelope super scribing "Tender for execution of sanitation work in ward No. 1 to 19 under Gunupur Municipality."
3. EMD @ 1% of the Annual estimated cost in shape of DD must be enclosed, no exemption is allowed otherwise the Bid will be rejected.
4. The bidders are required to inspect and assess the entire geographical area and quote their rates inclusive of the labor charges. The cost of documentation like taking photograph whenever necessary will be borne by the agency as per direction of officer-in-charges.
5. The bidder must have appropriate resource, necessary expertise, requisite manpower and supervisory ability to undertake the work.
6. This bid is meant for carrying out of the work for a period of 1 year which can extendable up to one or more year after satisfactory completion and necessary approval from Council/authority.
7. The authority can increase the manpower strength maximum 40 Nos as per requirement as and when required with prior approval of authority /Council.
8. The Gunupur Municipality shall have the right to terminate the contract on the ground for improper performance and violation of the terms of the contract without assigning any reason by giving 30 days prior notice.
9. The conditional and incomplete bid is liable for rejection
10. Letter of authorization for representing the bidder as mentioned earlier and to sign the bid document should be enclosed along with the bid document.
11. Bids containing overwriting, additions, alterations, erasures, obliteration and other discrepancies should be properly attested all corrections made by them.
12. The bidders shall sign every page of the tender documents and submit all of them.

Signature of the Bidder


Executive Officer
Gunupur Municipality

13. The bidders should quote rates both in figures and in words, wherever if there is a difference between the rate quoted in figures and words, the rate quoted in words will be taken as correct.
14. All the documents furnished by the bidders are subject to verification from the issuing authority. In case of any manipulation is found, the EMD will be forfeited.
15. The successful bidder shall not be allowed to transfer, assign, pledge or sub-contract its right and liabilities under this agreement to any other agency or organization.
16. The successful bidder shall nominate a coordinator who shall be responsible for immediate interaction with the office so that optimal service could be provided without any disruption.
17. For all intents and purposes the successful bidder 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 successful bidder shall not claim what so ever like employer and employee's relationship.
18. The successful bidder shall be solely responsible for re-dressal of grievance.
19. The ULB shall not be responsible for any financial loss or any injury or death of any person deployed by the successful bidder during working place or non-working hour also.
20. The uniform ,ID card will be provided by the successful bidder and the Jhadu, soap, push cart, tricycle, wheel barrow, , Gum boot etc willbe provided by Municipality.
21. Since this is a pure service being a functions entrusted to Municipality , No GST is applicable
22. The bidder who have been black listed/ debarred earlier need not to participate this Tender.
23. 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.
24. Whenever the Govt. of Odisha will enhance the rate of minimum labour wages/ vehicle rate, then the Authority shall pay the enhanced amount to the agency /Organization from the day effected date.
25. 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. Rayagada Dist.

Signature of the Bidder


**Executive Officer
Gunupur Municipality**

CHECK LIST

Sl. No	List of Document	Details of document Submitted Yes/No	Page No.
1	Bid document cost of Rs.10,000.00 in original		
2	EMD @ 1% of the total annual estimate value in original		
3	Experience certificate for at least 5 years from any ULBs Odisha only.		
4	Average annual turnover certificate for similar nature of work to the tune of more than Rs.3 Crore (Three crore) during last 3 financial years with UDIN no. and submit the Audit report.		
5	Registration certificate.(Proprietor/Partnership/Company)		
6	Single work order/ experience certificate of Rs. One Crore or more from any ULB in Odisha of last five years in Sanitation work.		
7	EPF Registration Certificate and month wise payment confirmation slip for minimum 100 no's of workers for last Three Months up to September-2024 (only from sanitation work).		
8	ESI Registration Certificate and month wise payment confirmation slip for minimum 100 no's of workers for last Three Months up to September-2024 (only from sanitation work).		
9	Valid Labour License.		
10	Valid ISO Certifications. (ISO 9001, ISO 14001, ISO 45001)		
11	Valid PAN Card.		
12	Valid GST Registration Certificate and up to date clearance. (Only September-2024)		
13	The Bidder must not have been ever blacklisted or debarred either by the tender inviting authority or by any State Govt. or Govt. of India organization. The agency shall submit notarized affidavit Regarding the same on Stamp paper of Rs. 10/-. No such certificates in favour of Withdrawal of blacklisting shall be accepted.		
14	IT returns for the last 3 years.		
15	Average annual turnover certificate for similar nature of work to the tune of more than Rs. 3 Crores (Three crore) for last three financial years.(only from sanitation work) and Audit Report for last 3 financial years i.e. 2023-24, 2022-23 & 2021-22		
16	Affidavit regarding genuineness /Authenticated documents attached to Bid document citing declaration for rejection if found fabricated/false.		

Name of Firm / Company/Organization:-

Address:-

Contact No. :-

Signature of the Bidder


Executive Officer
Gunupur Municipality

DECLARATION BY THE TENDERER

1. I/We have visited the site and have fully been acquainted myself with the local situation regarding materials, labour and the factors pertaining to the work for completion in all respect before submitting the tender.
2. I/We have carefully studied the conditions of the contract specification and other documents of this work and agreed to execute the same accordingly.
3. I/We solemnly pledge that I/We shall be sincere in discharging my /our duties as responsible executants and complete the work within the prescribed time limit. I/We shall submit detailed sanitation programmed with target dates for various items of works keeping in view the time limit and shall accordingly arrange for necessary labours, punctually. In case there are any deviations from the sanitation programmed, I/We shall abide by the decision of the Officer-in-charge for revision of the programmed and shall arrange for labours to maintain the sanitation work.
4. I/We shall follow all rules and regulations of the state in force with regard to engagement of labour for the sanitation work.
5. No one my /our relative is/are working in this office.
6. The documents furnished with the tender are correct to the best of my knowledge and belief and if any information found to be incorrect in future, the Tender Inviting authority has the liberty to take any action as deemed fit.
7. I/We shall abide by the decision of the Executive Officer, Gunupur Municipality for effectiveness of the sanitation programmed and the instructions communicated from Housing and Urban Development Department, Odisha.

Signature of the Bidder


Executive Officer
Gunupur Municipality

FINANCIAL BID

SL NO	SCOPE OF WORK	Annual Estimated Cost(in Rs.)	Service Charges quoted for sanitation work in percentage (%)	Total Cost (Annual in Rupees)	
				In figures	In Words
1	Sanitation work in Ward No.1 to 19 providing Road sweeping, drain cleaning, Garbage lifting, spraying disinfectants, Bush cutting, lifting of solid waste from drain, lifting & disposal of dead animals, ,transportation of all kinds of garbage/waste from different areas of wards to MCC, MRF, disposal of C & D waste to designation place identified by the authority of Gunupur Municipality	2,35,67,320.00			

Important point for Bidders

1. The bidder must quote the service charges between (3.85% - 7.00%).
2. The service charges must be quoted with numbers up to two digits after decimal
3. Any wrong computation in financial bid will be liable for rejection.

NB. The bidder with the lowest Service Charges shall be awarded the contract. However, in case two bidders quote same lowest Service Charges, the bidder with higher mark in Technical bid shall be awarded the contract. In case, if both the bidders quote same lowest Service Chagres as well as score equal marks in Technical bid, the awarding of contract shall be decided by Transparent lottery procedure.

Signature of the Bidder


Executive Officer
Gunupur Municipality

CRITERIA FOR EVALUATION

Evaluation of Technical Proposals

Evaluation of proposals shall be made by the Tender Committee. 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 Proposal becomes responsive based on the eligibility criteria shall qualify for further detail technical evaluation for presentation and award of marks based on the following Criteria will be given.

Sl. No.	Evaluation Parameters	Maximum Mark	Criteria for award of Mark
1	Year of Registration (To be counted from the date of initial Registration of the Agency)	5	<ul style="list-style-type: none">• 3 years to 5 years : 02 marks• > 5 to 10 years : 03 marks• Above 10 years : 05 marks
2	Experience of managing man power services in sanitation works / SWM works of the ULBs in the State of Odisha only.	15	<ul style="list-style-type: none">• 3 years to 5 years : 05 marks• > 5 to 10 Years : 10 marks• Above 10 Years : 15 marks
3	Average Turn Over Certificate for Last 3 Financial year (2021-22, 2022-23 and 2023-24) with UDIN no.	20	<ul style="list-style-type: none">• 3 to 5 crores : 10 marks• > 5 crores to 07 crores : 15 marks• Above 07 crores : 20 marks
4	Experience in handling ULBs in similar nature of work with strength of sweepers in single work order (To be determined from single Work Order or single Experience Certificate in last Five year)	15	<ul style="list-style-type: none">• 50 - 100 : 05 marks• 101 - 150 : 10 marks• 150 - 200 : 15 marks
5	Current strength of the organization (to be determined from payment confirmation slip of EPF for last 3 months up to September- 2024)	20	<ul style="list-style-type: none">• 101- 200 persons : 05 marks• 201 - 300 persons : 10 marks• 301- 500 persons : 15 marks• Above 500 persons : 20 marks
6	Valid ISO Certificate	10	<ul style="list-style-type: none">• ISO 9001 : 3 marks• ISO 14001 : 3 marks• ISO 45001 : 4 marks• All of three : 10 marks
7	Work Plan Presentation	15	<ul style="list-style-type: none">• Presentation of the only work plan through PPT not more than 10-15 minutes.• Total Marks : 15 marks

Financial proposal shall be opened after the technical evaluation is completed and only those bidders who score at least 50 marks out of 100 marks in technical evaluation shall qualify for financial bid opening.

Signature of Bidder


Executive Officer
Gunupur Municipality