

# OFFICE OF THE NOTIFIED AREA COUNCIL, KASHINAGAR.

e-mail:- [kasinagarn.hud@nic.in](mailto:kasinagarn.hud@nic.in)

No. 1835

Dt. 19/10/2023

## E-procurement Notice

### **Bid Identification No. KNGR/NAC/04/2023-24**

**Name of the work:-** "FOR PRIVATISATION OF SANITATION WORKS Road sweeping, cleaning of drains, bush uprooting in ward no 01 to 13 and transportation of road sweeping waste to identified dumping yard or Wealth Centers under Kashinagar NAC and land filling".

- |   |  |
|---|--|
| 1. Cost of Bid Document                         | : Rs.5,000.00  |
| 2. Date & Time of Bidding                       | : Dt. 20/10/2023 to Dt. 04/11/2023   |
| 3. Last Date & Time for Receipt of Bid Document | : Dt. 06/11/2023 up to 5.00 P.M  |
| 4. Date & Time of Open on                       | : Dt. 07/11/2023 from 11.00 A.M onwards  |
| 5. Officer Invited the Bid                      | : The Executive Officer Kashinagar NAC.  |
| 6. Estimated Cost                               | : Rs. 44,33,148/-  |
| 7. Period of Contract                           | : 01 (One) Year  |
| 8. Earnest Money Deposit                        | : Bid Security Declaration   |
| 9. Security Deposit                             | : Rs.50,000/- 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 from the e-procurement portal i.e. <https://tendersodisha.gov.in/nicgep/app>.

  
Executive Officer  
Kashinagar NAC

Dt. 19/10/2023/

Memo No. 1836 L

Copy forwarded to the I&PR Department, Odisha, Bhubaneswar with a request to publish the above Notice in two respective dailies once in one edition (i.e: **The Samaja and The Sakala**) 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  
Kashinagar NAC

Dt. 19/10/2023/

Memo No. 1837 L

Copy to the DIO, NIC, Gajapati for information and requested to upload the tender call notice and detail tender documents in the district NIC website for information of the public/prospective bidders from 10.00 A.M. of 20.10.2023 to 5.00 P.M. of 04.11.2023.

  
Executive Officer  
Kashinagar NAC

Memo No. 1838 L

Dt. 19 /10/2023/

Copy submitted to the Tender Committee Members of NAC, Kashinagar for kind information and requested to make convenient to attend the tender opening on above scheduled time.

Executive Officer  
Kashinagar NAC

Memo No. 1839 L

Dt. 19 /10/2023/

Copy to the Chairperson, Kashinagar NAC for favour of kind information.

Executive Officer  
Kashinagar NAC

Memo No. 1840 L

Dt. 19 /10/2023/

Copy submitted to the Collector & District Magistrate, Gajapati/ the Project Director, DUDA, Gajapati for favour of kind information.

Executive Officer  
Kashinagar NAC

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## 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.

### Minimum Eligibility Criteria

- a. Bid document cost & Bid Security Declaration in lieu of EMD.
- b. Should be registered in India as a Company, Proprietorship Firm, Society or a Trust.
- c. **Consortium is not allowed.**
- d. Should have an average Annual Turnover of **Rs. 50 Lakhs or more during the last three financial years (2020-21, 2021-22 & 2022-23)**. Photocopy of the audited Profit & Loss Statement of the last three financial years in support of the turnover certificate must be submitted along the income tax returns. Provisional statement is allowed.
- e. Should have minimum 1 year of similar working experience in any ULBs in India.
- f. Should have enrolled at least 100 employees as on date of bid submission. EPF Challan & payment confirmation slip of last 3 months must be submitted in support.
- g. The Bidder must not have been blacklisted or debarred either by the tender inviting authority or by any State Govt. or Govt. of India organization. The agency shall submit undertaking regarding the same on Non Judicial Stamp paper of Rs. 20/-.
- h. Must have labour license for at least 100 workers.
- i. Must have ISO 9001 & ISO 14001 certification.
- j. Must be registered under EPF.
- k. Must be registered under ESI.
- l. Must have a PAN.
- m. Must have GST registration number.
- n. Must have own bank account. Statement of last 3 months must be submitted in support.
- o. The firm shall not be allowed to give the work in sublet to any other firm/agency by any means.
- p. The bidders have to participate in ONLINE bidding in [www.tenderodisha.gov.in](http://www.tenderodisha.gov.in). No hard copies of the tender document is accepted.
- q. Any addendum/corrigendum/cancellation of tender can also be seen in the said websites only.

Signature of the Bidder

Executive Officer  
Kashinagar NAC



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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 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. Lifting of garbage from all Municipal primary collection point directly and immediately.
- c. Lifting of Garbage from market places including commercial/industrial institutional units.
- d. Lifting of dead animals and carcasses.
- e. All Municipal drains including earthen drains should be clean and waste including silt deposition should be lifted out side.
- f. Commercial areas, Market areas and prominent roads are to be swept two times daily.
- g. Removal dust and sand lying on the roads (if any), even in adjacent urban areas as desired by the authority.
- h. 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.
- i. Biometric attendance at ward offices for both start & end of the work.
- j. GPS for the transportation vehicle must be ensured.

### (2) Cutting of Road side Bushes:

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

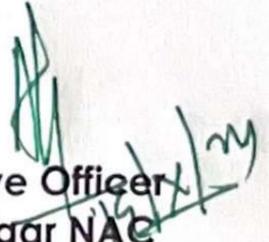
### (3) Cleaning of Drains & Transportation of solid waste:

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 Kashinagar NAC from which daily lifting is to be made to the temporary dumping point by the agency.

All type of solid wastes separately collected from different places is to be start separately at the identified primary collection point of the Municipality. There after the same are 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 approved dumping yards /MRF centre identified by the Municipality and will be unloaded systematically by the agency as per direction of the officer in-charge of the Municipality. 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. 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.**

Signature of the Bidder

  
Executive Officer  
Kashinagar NAC

#### (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
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 3% 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%	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 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

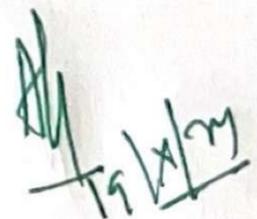
Executive Officer  
Kashinagar NAC

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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) years which can extendable upto one more year after satisfactory completion and mutual discussion between the Authority and the service provider.
6. The Kashinagar NAC 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 EMD will be forfeited.

  
Tg 12/12/17

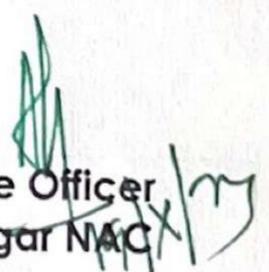
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12. The Agency/Organization shall not be allowed to transfer, assign, pledge or sub-contract its right and liabilities under this agreement to any other agency or organization.
13. The Agency/Organization shall nominate a coordinator who shall be responsible 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 1<sup>st</sup> 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 Gajapati.
23. The bidder shall not be having any criminal cases and not be black listed by any ULBs of India.

Signature of the Bidder

Executive Officer  
Kashinagar NAC



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## CRITERIA FOR EVALUATION

### Evaluation of Technical Proposals

Evaluation of proposals shall be made by the district 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	<ul style="list-style-type: none"> <li>● 1 - 5 Years : 10 marks</li> <li>● 5 - 10 Years : 15 marks</li> <li>● &gt; 10 Years : 20 marks</li> </ul>			
2	Service rendered for particular number's of year and number of population under SWM in single ULB under single contract package or multiple contract packages in any state of India. (to be determined from the work order / contract copies/ Experience Certificate )	20	Years	0 years to 2 years	2 years to 3 years	>3 years
			Population			
			<50,000	6	8	10
			50,000 To 1,00,000	10	12	15
			>1,00,000	15	18	20
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	<ul style="list-style-type: none"> <li>● <math>\geq 25 &lt; 50</math> : 5 marks</li> <li>● <math>\geq 50 &lt; 100</math> : 10 marks</li> <li>● <math>\geq 100</math> : 15 marks</li> </ul>			
4	Annual Average Turnover (2020-21, 2021-22 & 2022-23)	20	<ul style="list-style-type: none"> <li>● 50 -70 Lakhs : 10 marks</li> <li>● 71 - 99 Lakhs : 15 marks</li> <li>● &gt; 1 Crore : 20 marks</li> </ul>			
5	Waste Management Training Certificate	10	<ul style="list-style-type: none"> <li>● If No: 0 marks</li> <li>● If Yes: 10 Marks</li> </ul>			

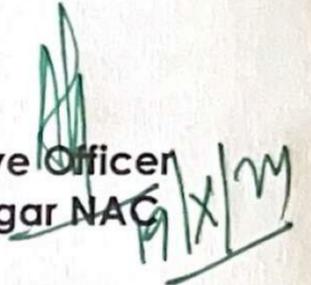


6	Valid ISO Certification	10	<ul style="list-style-type: none"> <li>● ISO 9001 : 3 marks</li> <li>● ISO 14001 : 4 marks</li> <li>● ISO 45001 : 4 marks</li> <li>● All of three : 10 marks</li> </ul>
7	Any Awards or Commendations from MSW Projects	5	<ul style="list-style-type: none"> <li>● If No : 0 marks</li> <li>● If Yes : 5 marks</li> </ul>
8	Having experience in sweeping/drain de-silting mechanically. Along with experience in handling machineries like Mist Cannon, LCV, etc.(to be determined by relevant document/certificate/invoice of machineries)	5	<ul style="list-style-type: none"> <li>● If No : 0 marks</li> <li>● If Yes : 5 marks</li> </ul>
9	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	<ul style="list-style-type: none"> <li>● 5 Years (2018-2022) : 5 Marks</li> <li>● 10 Years (2013-2022) : 10 Marks</li> <li>● &gt; 10 Years : 20 Marks</li> </ul>
10	During and post Covid experience in handling the pandemic in any of the ULBs in India. (to be determined by relevant document/certificate)	5	<ul style="list-style-type: none"> <li>● If No : 0 marks</li> <li>● If Yes : 5 marks</li> </ul>

Financial proposal shall be opened after the technical evaluation is completed and only those bidders who score at least 40 marks out of 130 marks in technical evaluation shall qualify for financial bid opening.

Signature of the Bidder

Executive Officer  
Kashinagar NAC



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## FINANCIAL BID

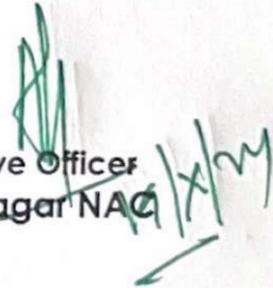
Sl. No	Scope of Work	Estimated cost	Rates quoted for service Charges as per Guideline in %	Total cost (In Rupees)	
			Both in words & in Figures	In Figures	In Words
1.	"Road sweeping, Cleaning of drains, bush cutting in ward no 01 to 13 and transportation of road sweeping waste to identified dumping yard /MRF Centre under Kashinagar NAC & land filling."	Rs.			
2	Cost of Transportation (02 Tractor)	Rs.			

\*\* For providing smooth sanitation services, the Tender Committee has decided that the each bidder must quote his rate which must be above than **2% of the total estimated cost**, if not, his bid shall be rejected and the bidder must quote his rate up to only two digits after decimal. Also Wrong computation in Financial Bid will be liable for rejection.

NB. In the financial bid, the bidder with the lowest price shall be awarded the contract. However, in case two bidders quote the same lowest price, then the bidder with the higher mark in the technical bid shall be awarded the contract. However, if their technical marks also become equal, then in that case, the selection of the tender shall be decided on the basis of highest current experience on the date of issue of RFP in similar nature of work.

Signature of the Bidder

Executive Officer  
Kashinagar NAC



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## CHECK LIST

Sl. No	List of Document	Details of document Submitted Yes/No	Page No.
1	Bid document cost of Rs.5000.00		
2	Bid Security Declaration.		
3	Credibility & experience certificate for at least 1 years.		
4	Average annual financial turnover for similar nature of work to the tune of more than Rs.03 Crore (Three crore) during last 3 financial years and submit the Audit report.		
5	Registration certificate.		
6	EPF Registration Certificate.		
7	ESI Registration Certificate.		
8	Labour Contract License.		
9	Valid ISO Certifications.		
10	PAN Card.		
11	GST Registration Certificate and upto date clearance.		
12	An Affidavit regarding not Blacklisting/Debarred from Tender Inviting Authority or any ULB across State Govt. or from any State Govt./Govt. of India Organization		
13	IT return for the last 3 years.		
14	Audit Report for last 3 financial years i.e. ,2020-21, 2021-22 & 2022-23.		
15	No criminal case/ proceeding is pending against organization / agency and in the name of owner. It should be Notarized.		

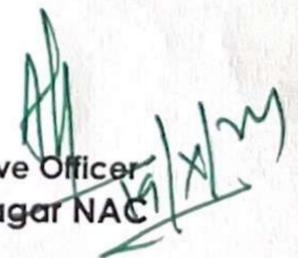
Name of Firm /

Company/Organization:- Address

Contact No. :-

Signature of the Bidder

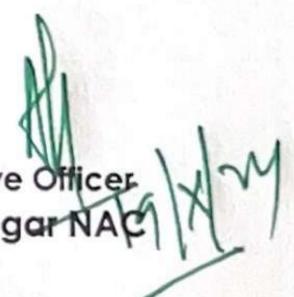
Executive Officer  
Kashinagar NAC



## 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 executant and complete the work within the prescribed time limit. I/We shall submit detailed sanitation programme 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 programme, I/We shall abide by the decision of the Officer-in-charge for revision of the programme 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 Department has the liberty to take any action as deemed fit.
7. I/We shall abide by the decision of the Executive Officer, Kashinagar NAC for effectiveness of the sanitation programme and the instructions communicated from Housing and Urban Development Department, Odisha, Bhubaneswar.

**Signature of the Bidder**

  
Executive Officer  
Kashinagar NAC

## FORM OF BID SECURITY DECLARATION

Name of Work:-

Date:-

Bid Identification No.:-

To

**The Executive Officer  
Kashinagar NAC GAJAPATI.**

We, the undersigned, declare that:

1. We understand that, according to your conditions, bids must be supported by a Bid-Security Declaration.
2. We accept that the Authority/ Employer/ Tender Inviting Authority shall cancel our empanelment and / or suspend/prohibit/debar/blacklist from participating in bidding in any contract of the State for a minimum period of 1 year, if we are in breach of our obligation(s) under the bid conditions, because we:
  - (a) Have withdrawn out Bid prior to the expiry date of the bid validity specified in the Letter of Bid or any extended date provided by us; or
  - (b) having been notified of the acceptance of our Bid by the Employer prior to the expiry date the bid validity in the Letter of Bid or any extended date provided by us,
    - i. Failure of use to furnish the Performance Security and, Additional Performance Security, if required in accordance with the ITB/ Terms of the Bid Document/RFP, or
    - ii. Fail to agree to the decisions of the contract negotiation meeting or
    - iii. Failure refuses to execute the Contract.
3. We understand this Bid-Security Declaration shall expire if we are not the successful Bidder, upon the earlier of your notification of the name of the successful bidder through award of contract; or after the expiry date of the Bid validity.

Name of the Bidder:

Name of the person duly authorized to sign the Bid on behalf of the Bidder :

Title of the person signing the Bid:

Signature of the person named above: \_\_\_\_\_

Date Signed

- Person signing the bid shall have the power of attorney given by the Bidder to the Bid.

Authorised

Signatory Name:

Designation :

Name of the Firm :