

**SONEPUR MUNICIPALITY**

Tender  
FOR  
PRIVATIZATION  
OF  
**SANITATION WORK**  
(For Ward no.01 to 15)

# OFFICE OF THE MUNICIPAL COUNCIL: SONEPUR

## DETAILED TENDER CALL NOTICE (DTCN)

DTCN NO. 3750

DATE:- 07.10.2024

Tender paper for Privatization of Sanitation service of Sonepur Municipality for Ward No.-01 to 15.

Name of the tenderer to whom the tender paper issued: Intending tenderer

Issued on Payment of Rs 10,000.00 (Rupees Ten thousand) only (Non- Refundable)

Vide money receipt No/DD no.....date.....

Floating of tender: from dt. 07.10.2024 at 10.00A.M to dt. 22.10.2024 upto 2.00P.M

Last date of submission of tender paper : dt. 22.10.2024 upto 4.00P.M:

Opening of tender paper : dt. 23.10.2024 at 11.00 A.M

  
Executive Officer  
Sonepur Municipality

### FOR OFFICE USE

#### Regarding Documents Furnished by the bidder :-

1. Whether the bidder submitted the required document as per checklist of the DTCN :- Yes/ No
2. If No,
  - a. whether the technical Bid is considered by the Committee:- Yes /No
  - b. Whether the technical bid was cancelled and ordered not to open the Financial Bid :-Yes/No

  
Executive Officer  
Sonepur Municipality

DTCN containing 18 (Seventeen) Pages is approved.

  
Executive Officer  
Sonepur Municipality



OFFICE OF THE MUNICIPAL COUNCIL: SONEPUR

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

DTCN NO. 3750 DATE:- 07.10.2024

1. Name of the work for which tender invited – Privatization of Sanitation work of Sonapur Municipality.
2. Estimated cost of work – Rs. 2,411,403/- per month
3. Eligible class of bidder – Intending firms/Service Providers/N.G.Os/Contractor those are experienced in similar nature of work for at least three years and other criteria given in the D.T.C.N
4. The Bid documents will be available in the Office of the undersigned from dt. 07.10.2024 on 10.00 A.M. to dt. 22.10.2024 up to 2.00 P.M.
5. Last date & time of receipt of Bid through on line:- dt 22.10.2024 up to 4.00 P.M.
6. Opening of Bid documents: - Date 23.10.2024 at 11.00 A.M.  
Opening of Financial Bid documents :-Date 24.10.2024 at 11.00AM
8. Deposit of Rs.10000/- including GST (Non-refundable) in shape of Demand Draft as paper cost drawn in favour of Executive Officer, Sonapur Municipality payable at Sonapur.
9. The DTCN may also be downloaded from the website : [www.subarnapur.nic.in](http://www.subarnapur.nic.in).
10. The bidder document can be dropped in the tender box through person in the office of undersigned upto dt 22.10.2024 up to 4.00 P.M.  
Any other details can be found in the DTCN.

  
Executive Officer,  
Sonapur Municipality.

Memo No :- 3751 Date :- 07.10.2024

Copy submitted to the Joint Secretary, I & P.R Department, Govt. of Odisha, Bhubaneswar (email:- [ipr.advt@gmail.com](mailto:ipr.advt@gmail.com)) for information with a request to publish this notice in One Odia and one English daily newspaper for one day with the minimum space, approved rate and submit one copy of publication for reference and copy in duplicate along with the bill for making payment.

  
Executive Officer  
Sonapur Municipality

Memo No :- 3752 Date:- 07.10.2024

Copy submitted to the Collector, Sonapur/ / Project Director, DUDA, Subarnapur / Sub-Collector, Sonapur/ Tahasildar, Sonapur/ for favour of kind information and necessary action. They are requested to display the above notice in their notice board.

Copy to this notice board/Office website for wide publication.

  
Executive Officer  
Sonapur Municipality

Memo No :- 3753 Date:- 07.10.2024

Copy to the DIO, NIC, Sonapur for information with a request to publish the above notice in the district website.

  
Executive Officer  
Sonapur Municipality



## OFFICE OF THE MUNICIPAL COUNCIL: SONEPUR

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

DTCN No. / Dated:

The Executive Officer, Sonapur Municipality invites bids on monthly rate basis in off line mode for the work as detailed in the table given below.

Sl. No.	Name of the work	Estimated cost of work / month ( including all)	Cost of tender paper	Agency	Period of contract
1	2	3	4	5	6
1	PROVIDING STREET SWEEPING, DRAIN CLEANING, DEAD ANIMAL SHIFTING, BUSH CUTTING, GARBAGE LIFTING TRANSPORTATION OF GARBAGE & GARBAGE LIFTING & DURING PRIVATE AND GOVERNMENT FUNCTIONS ETC AS PER H&U. D. DEPTT. GUIDELINE ETC OF SONEPUR MUNICIPALITY	Rs. 1985224/-	Rs.10,000/- (Non-refundable)	As per DTCN.	One Year

1. Bid documents will be available in the Office website and District [website: www.subarnapur.nic.in](http://www.subarnapur.nic.in) from dated **07.10.2024 at 10.00A.M to dt. 22.10.2024 upto 2.00P.M.** The bidder may download the document from website [www.subarnapur.nic.in](http://www.subarnapur.nic.in) and advised to have a sharp look through the terms and conditions.
2. Bidders must deposit the cost of tender paper as mentioned in column No.04 through various off line modes.
3. Earnest money to the tune of Rs. 5,00,000/- (Rupees Five Lakhs) in shape of Fixed Deposit Pledged/National Savings Certificate/DD shall be deposited in favour of "THE EXECUTIVE OFFICER, SONEPUR MUNICIPALITY, SONEPUR " should be attached with their offer. 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. No EMD Exemption is allowed for MSME/NSIC registered units.
4. Bidders are allowed to participate in the tender based on the financial data provided in the price bid page.
5. Bid must have two covers: one technical bid and one financial bid failing which the bid will be out rightly rejected.
6. The financial bid and the technical bid must be submitted off line in the office tender box from 07.10.2024 10 AM till 22.10.2024 5.00 PM.
7. Bid shall be opened at **11.00 AM on dt. 23.10.2024** in the office of the Undersigned in presence of the bidders or their authorized agents. If the office happens to be closed on the same date, the bid will be opened on the next working date at the same time and venue.

8. The Sanitary equipment i.e. Bamboo sticks, Basket, Coconut Broom, Gloves, Shoes & Helmet i.e all safety equipment etc. will be provided by the Municipality to the sanitation workers through the Agency. During the course of sanitation work, the bidder will ensure that all the sanitation workers are in safety equipment and dress code showing the name of the Agency and Sonapur Municipality, failing which penalty as deemed proper will be imposed against the bidder which will be deducted from his final bill as reported by the JSE/Sanitary Inspector and Swachh Supervisor/ Swachhsathi. The Disinfectants i.e. Bleaching Powder, phenyl, Mosquito oil etc. will be supplied to the Agency for sanitation work on a daily basis by the Sonapur Municipality and spreading of Disinfectants is the responsibility of the bidder. The utilization register of the sanitary equipment is to be maintained by the agency duly certified by the JSE/Sanitary inspector and Swachh Supervisor/ Swachhsathi engaged by this office.
9. When the bid amount is less than the amount put to tender, then in such event the successful bidder have to furnish the Additional performance security in shape of Bank draft/demand draft in any nationalized Bank in favour of the Executive Officer, Sonapur Municipality and payable at Sonapur and term deposit receipt duly pledged in favour of Executive Officer, Sonapur Municipality as per Finance Department Office Memorandum No :3943 dt: 18.03.21 and Works Department Memorandum No :4559 dt. 05.04.21 which is as follows:-
  - a. The selected bidder/agency will provide Identity Card and Uniform to each and every engaged sanitation worker at its own cost.
  - b. Quoted rate less upto 10%:- APS is equal to the Differential cost
10. The selected bidder/agency will provide Identity Card and Uniform to each and every engaged sanitation worker at its own cost.
11. The Agency shall engage 04 nos of tractors along with their drivers.
12. The payment will be made to the agency basing upon the report on cleanliness of the concerned wards duly signed by the JSE/ward officer and Sanitary Inspector on day to day basis. The agency should be responsible for collection of waste on a daily basis. He should take proper care for redressal of public grievances on sanitation work. He should take immediate and appropriate steps to mitigate the public grievance in a war footing manner.
13. The Agency should open an Office in Sonapur Municipality area before providing the services. The Office shall have the responsibility of addressing the grievances of the public as well Sanitation workers. All costs towards management of the Office shall be borne by the Agency. The office address and phone number of the office I/C to be submitted to the Municipality within 3 days of receiving letter for agreement.
14. The Bid documents shall contain copies of all documents duly signed by the bidder as mentioned in the Eligibility criteria of the bidder of the DTCN.
15. The authority reserves the right to reject any or all bids without assigning any reason thereof.

  
Executive Officer,  
Sonapur Municipality

Memo No :- 3751

Date :- 07.10.2024

Copy submitted to the Joint Secretary, I & P.R Department, Govt. of Odisha, Bhubaneswar (email:- [ipr.advt@gmail.com](mailto:ipr.advt@gmail.com)) for information with a request to publish this notice in one odia and one English daily news paper for one day with the minimum space, approved rate and submit one copy of publication for reference and copy in duplicate along with the bill for making payment.

  
Executive Officer  
Sonepur Municipality

Memo No :- 3752

Date:- 07.10.2024

Copy submitted to the Collector, Subarnapur/ Project Director, DUDA, Subarnapur / Sub-Collector, Sonepur/ Tahasildar, Sonepur/ for favour of kind information and necessary action. They are requested to display the above notice in their notice board.

Copy to this notice board/Office website for wide publication.

  
Executive Officer  
Sonepur Municipality

Memo No :- 3753

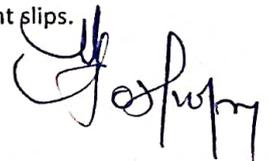
Date:- 07.10.2024

Copy to the DIO, NIC, Sonepur for information with a request to publish the above notice in the district website.

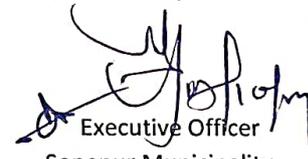
  
Executive Officer  
Sonepur Municipality

## GENERAL TERMS AND CONDITIONS

1. The bidders are required to inspect and assess the entire geographical area as per the given road and drainage network mentioned in this document and quote their rates for Providing Street sweeping, drain cleaning, bush cutting, dead animal shifting, shifting of C&D Waste, lifting garbage daily Private & Govt. to designated site as per H & U.D Deptt. Guidelines etc. for Sonepur Municipality.
2. **The tender has been invited under two bid system i.e. Technical Bid and Financial Bid** which must be submitted offline in the tender box to be kept in the office along with the bid cost and all necessary documents as mentioned in the checklist.
3. The bidders are required to inspect and assess the entire geographical area and quote their rates, accordingly inclusive of all cost as per DTCN.
4. The Bidders are expected to examine all the instructions, terms and specifications in the bid documents. **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 the bid.**
5. The Agency must have appropriate resources, Necessary expertise, Requisite manpower and supervisory Staff to undertake the work.
6. The bid is meant for carrying out the work for a period of one year. Sonepur Municipality shall have the liberty to float any comprehensive contract if a situation arises during the contract period & no party will have right to challenge it.
7. Sonepur Municipality shall have the right to terminate the contract on the ground of improper performance and violation of the terms of the contract without assigning any reason by giving 15 days prior notice.
8. Conditional and incomplete bids are liable for rejection.
9. Letter of authorization for representing the registered firm/entrepreneur/Private company/NGOs and to sign the bid document should be enclosed along with the bid document.
10. The bidders shall sign on every page of the tender documents and submit all of them offline or else the bid will be rejected.
11. 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.
12. 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 & action will be taken as per law.
13. 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.
14. 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 & the name, address telephone number, Aadhaar Card of the Coordinator to be submitted during agreement.
15. A grievance registers to be maintained in the office of the agency inside Sonepur Municipality area & the office to function from 6AM to 6PM hours.
16. The municipality shall not be responsible for any financial loss or any injury or death of any person deployed by the agency during working hours at the workplace or non-working hours also.
17. Since this is a Sanitation work, no GST is payable.
18. After completion of each month work the bill in duplicate will be submitted by the agency to the Authority, in 1st week of the succeeding month enclosing acquaintance copy along with EPF/ESI payment slips.



19. Whenever the Govt. of Odisha will enhance the rate of minimum wages, then the Authority shall pay the enhanced amount to the agency /Organization after the agency submits bill as per enhanced rate. But the agency has to pay the enhanced labour rate immediately as per Government guidelines.
20. No interest will be paid on arrear/current bills.
21. The bidders have to submit all documents as per eligibility criteria/Check list shown in the bid documents along with the bid cost.
22. The agency will be responsible for the collection of segregated waste from road sweeping & garbage lifting area.
23. The Agency/Organization will provide uniform/ID card and all type of safety articles like Mask, soap, & sanitizer and etc. to their deployed staff at their own cost.
24. The bidder who was blacklisted/ debarred earlier need not to participate in this Tender.
25. The ULB shall not be responsible for any financial loss or any injury or death of any person deployed by the agency during working place or non-working hour also. For all intents and purposes the agency shall be the employer within the meaning of different rules and act in respect of work assigned.
26. The person deployed in this work by the agency shall not claim what so ever like employer and employee's relationship.
27. The Swachh Supervisor/Swachhsathi/ Ward Officer/ JSE/Sanitary Inspector/ Councilors/ Executive Officer/ Chairperson of Sonepur Municipality will monitor the sanitation work on regular basis as per the direction by the Municipal Authority. The concerned Ward Officer will be the Nodal Officer for the Sanitation work. The list of the ward officers & contact number will be provided to the agency & the ward officers will give complaint of the ward if any related to sanitation to the Office I/C of the agency in the Sonepur Municipality area & accordingly the grievance will be redressed by the agency within 24 hrs in the presence of the ward officer. Any complaint regarding Sanitation work is to be resolved with the knowledge of concerned Swachh Supervisor/Swachh Saathi / Ward Officer/ Sanitary Inspector/ Councilors/ Executive Officer/ Chairperson. A complaint register is to be maintained in the office of the agency inside Sonepur Municipality area by agency staff. Which will be redressed by the Supervisor of the Agency.

  
Executive Officer  
Sonepur Municipality

## SCOPE OF WORK

### (1) Road Sweeping:-

Sweeping, spraying of disinfectant in all the roads, lanes of the entire ward is to be made daily; Commercial Wastes shall have to be collected daily from all commercial complexes, shops, kiosks and vending zones in a segregated manner. The MSW generated from road sweeping and commercial area is /are to be accumulated in the dustbins/garbage bins placed on the road side and temporary collection points identified by Sonepur Municipality from which daily lifting is to be made to the Material Recovery Facility Centre and Micro Composting Centre established by Sonepur Municipality as per the scope of work mentioned in item-3.

The entire geographical area of the 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.

Night Cleaning should be made in the market area & Bus stand area which is a mandatory condition in the sanitation work to be certified by the concerned ward officer and Sanitary Inspector.

- a. Sweeping of the entire ward area both road and road sides. During sweeping in the market area, water must be sprinkled to avoid dust pollution.
- b. Night sweeping in the main road & market area must be ensured on a daily basis.
- c. Dust deposited in the berm of the road must be cleaned twice in a week & to be lifted in designated landfill sites.
- d. Lifting of garbage from all Municipal temporary/primary collection points to the nearest Wealth Centre (MCC/ MRF).
- e. Lifting of Garbage 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 outside.
- h. Removal of dust and sand lying on the roads must be ensured on a daily basis.
- i. Affixing service provider's name, ward supervisor's name & their contact nos. in conspicuous places inside the wards so as to redress the complaints of the public without any delay.

### (2) Uprooting of bushes & cleaning of drains:

The bushes & shrubs from roadside berms and conservancy lanes are to be cleaned by the agency, the road side drains are also to be cleaned, i.e. removal of soil, polythene, paper, foreign material and other floating materials to avoid chocking of the drains and the MSW generated are to be accumulated in the dustbins/garbage bins placed on the road side and temporary collection points identified by Sonepur Municipality from which daily lifting is to be made to the Material recovery facility centre and Micro Composting Centre identifies by Sonepur Municipality as per the scope of work mentioned in item.3

### (3) Collection & Transportation of Solid Wastes:

The municipal solid wastes which is generated from various sources and accumulated as mentioned in item-1 and item-2 noted above is required to be collected and lifted from different collection points/dustbins of that particular ward/lanes and transported to the designated place/ Material recovery facility centre and Micro Composting Centre as decided by the Sonepur Municipality. The collection points are to be disinfected by spraying disinfectants like **bleaching powder, phenyl and mosquito Oil** etc. which will be supplied by Sonepur Municipality as per direction of the Executive Officer, Sonepur Municipality.



The road side drains are also to be cleaned i.e. removal of polythene, paper, foreign materials and other floating materials to avoid choking 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 Municipality.. 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 Municipality. 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 center 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 be included by the cost of laborers for loading and unloading of solid waste into the vehicles and the wages of the drivers/helpers attached to the vehicles. In no case, solid wastes generated on a day shall not remain in the area for more than 24 hours.

The Municipal Solid Waste includes the following.

1. Garbage arising from street sweeping and cleaning of drains.
  2. Commercial like shop, Market, Kiosks etc. refuses.
  3. Garbage from road, road side dustbins.
- (4) **Bush Uprooting:** - Garbage generated from bush and grass cutting from road side bushes and conservancy lanes. During Local festivals, National Day Celebration or V.I.P Programme, Special Cleaning work and spraying of disinfectant shall be made by the Agency as per instruction of the Municipal Authority.

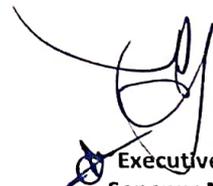
(5) **Sanitation work manship :**

The successful bidder should submit a working action plan indicating the street, no of sanitation worker, vehicle number, time of collection of waste from the street, delivery of segregated waste in the MCC and MRF time and location for unloading of saleable and non-saleable dry waste, Supervision mechanism etc with an ultimate objective of Zero discharge to the land fill site.

(6) **Collection of the C & D waste:-**

- a. **Collection of C & D Waste:-** The successful agency will collect the C & D waste from the source under the jurisdiction of the Sonapur Municipality and dump at the designated place decided by this Municipality with the knowledge of the ward officer and Sanitary Inspector.
- b. **Collection of Users fees :-** The Successful agency will collect the users fees from the beneficiaries @ Rs.700/trip as per the approved schedule of rate ( i.e all kinds of soil and conveyance) . The ward officer and Sanitary Inspector will certify the quantity of C&D waste and Collection to be lifted by the agency. After receipt of the users' fees by the ward officer, the bidder will shift the waste which is over and above the sanitation work. The amount received for this purpose will be deposited to this office duly countersigned by the ward officer.

Signature of the Bidder

  
Executive Officer  
Sonapur Municipality

## Road and drain Network

The roads and drains which are maintained by Sonepur Municipality as follows:

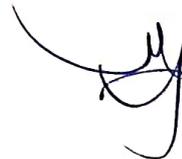
Roads Maintained by Municipality and other Department		
Sl. No.	Category of Road	Length (In Km)
1	Black Topped Road length	14.949
2	Concrete Road length	40.381
3	Paver Road length	5.142
4	Metalled Road length	2.861
5	Moorum Road length	2.567
6	Earthen/ Moorum/ Metaled road	6.773
7	Drain length	51.145

Signature of the Bidder

  
Executive Office  
Sonepur Municipality

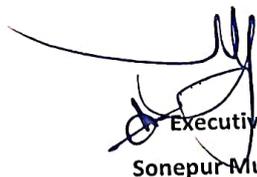
## SPECIAL CONDITIONS OF CONTRACT:

1. Sonapur Municipal Council reserves the right to decide on the number of workers to be engaged depending on its financial conditions.
2. The Vehicles to be engaged for transportation of solid wastes must be in good running conditions. The bidder will submit the attested photo copy of the required documents of the vehicles such as RC book. Comprehensive insurance, Fitness, Permit, up-to-date road tax from the competent authorities at the time of execution of agreement. **The drivers of the vehicles must have valid driving license.**
3. The Agency supplying the vehicles will bear-
  - I. The Salary and Other expenses of the driver and other staff attached to the Vehicles.
  - II. Cost of fuel and other lubricants (POL).
  - III. Cost of repair and maintenance of the vehicles engaged.
4. The vehicles offered shall be in good condition. Preference will be given for latest model vehicles. Officials of Sonapur Municipality shall carry out inspection of said vehicles and decision of Sonapur Municipality will be final and binding on the tenderers in this regard.
5. The Agency shall be responsible for obtaining necessary permit comprehensive insurance policy, appropriate driving license etc. and complying with all the statutory requirement including labour laws that may be necessary in this respect, Sonapur Municipality will not be responsible for any consequence out of any violation of Rules or Act by the agency.
6. The agency shall indemnify the Sonapur Municipality against any claim, losses, damages concerning to workers/employees during the contract period.
7. The Agency shall pay all the statutory and other taxes of the vehicles and keep the fitness certificate during the contract period.
8. The Officer-in-charge or authorized officer will check the vehicle documents as and when required.
9. Payment shall be made by the agency to his employees/workers as per their category and nature of work which shall not be less than the estimated labour charges mentioned in Bid document following to minimum wages Act by Govt. of Odisha. It might be increased in Labour Charges, whether Govt. will hike the minimum wages during contract period.
10. **The successful bidders shall execute an agreement with the Sonapur Municipality within 3 days from the date of receipt of letter or acceptance from Sonapur Municipality. The APS shall be retained as security deposit till closure of the contract without any interest. The APS which will be kept as security deposit can be replaced by submitting Bank Guarantee of equal amount.**
11. **Renewal may be made for another one year considering the satisfactory performance of work and willingness of both parties.**
12. Details of Terms & Conditions will be incorporated in the agreement.
13. Sonapur Municipality shall have the right to add or delete any conditions (s) to and from the agreement as and when necessary for smooth management of sanitation work.
14. The transportation of MSW will be done with due care and transporting vehicles shall be covered as per norms specified by the Pollution Control Board.
15. If the agency will not perform the sanitation work to the satisfaction of Sonapur Municipality authorities in any particular day then the Sonapur Municipality is at liberty to engage and substitute manpower for sweeping, bush cutting, drain cleaning, engage own vehicle, hired vehicles for lifting the pending MSW and may impose penalty up to 10% of agreement value in which the decision of the Executive Officer will be final and binding which shall be recovered from the monthly bill of the agency.
  - I. The sanitation workers & drivers engaged by the agency shall not have any criminal record/ criminal case pending against them.
  - II. No sanitation worker shall come to work in an inebriated condition and if found inebriated, he/she shall not be engaged in duty.



- iii. Misbehavior of sanitation workers towards general public, the officials or political representatives shall not be tolerated. On reporting of any such incident, new workers shall be engaged for each such worker.
- iv. The sanitation workers must work for the minimum hours prescribed as per law.
- v. The worker shall work in double shifts or as the sanitation work is urgent nature of work.
16. The Sanitation workers engaged by the agency shall collect solid waste from various households on a daily basis in particular fixed timing area wise as may be finalized by the agency in consultations with the Officer-in-charge of Sonepur Municipality.
17. In case of requirement for transportation of solid waste beyond 10 KMs, then the extra payment for transportation will be paid as per schedule of rate for the estimates volume/quantity of garbage.
18. The agency shall start the work by 5.30AM and deploy all the vehicles every day to transfer the solid waste generated from different sources, arrangements for loading and smooth lifting of MSW so generated.
19. In case of any dispute arising out of the contract, the matter shall be decided as per law and as per the decision of the Executive Officer of Sonepur Municipality & inside the jurisdiction of Sonepur.
20. In case, labour rate is hiked by Govt. of Odisha, payment will be made accordingly, considering the engagement of labour in the work duly certified by the Officer-In-Charge of the work.
21. During night cleaning in the market area, the agency shall start the work by 10.00 PM to minimize the workload during day time.
22. The agency has to maintain a register clearly indicating the number of labour & vehicles engaged in the work and quantity of waste collected from different sources date wise and the same to be deposited in the office at the end of every month for record.
23. The Agency has to submit the copy of EPF and ESI deposit of the employees in the first week of every month in the office of the undersigned for record. Payment shall not be released for subsequent months if previous EPF/ESI deposit receipts are not submitted.
24. The Agency will take attendance of Workers in biometric machines installed at different locations of Municipality and will submit the biometric attendance report after countersigning by the Sanitary Inspector/Sanitation Expert within the first week of every month. Manual attendance report will not be taken into consideration while processing of bill. The Concerned Agency shall release the payment of workers on 05<sup>th</sup> of every month.
25. The participating bidder must have cleared the EPF/ESI of all the workers engaged by him. If it is found that the agency has previously any outstanding EPF/ESI & not deposited then the tender shall be summarily rejected. An affidavit in this regard to be submitted by the bidder that previously he has cleared all EPF/ESI dues of the workers engaged by him in sanitation & other outsourcing works executed by him.

Signature of the Bidder

  
Executive Officer  
Sonepur Municipality

**Eligibility criteria and General Instructions to Bidders/ Documents to be submitted by the Bidder with Technical Bid/ CHECK LIST**

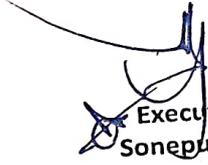
The technical bid shall be accompanied with Self attested photo copy of the following requisite documents and financial instruments failing which the bid shall be rejected out rightly.

Sl No.	Details	Applicable document submitted/ Not submitted	Remarks of Office
a)	The Bidder should be registered with the appropriate registration authority i.e MSME, NSIC, Company Act, Odisha firm Registration act, Partnership deed which is approved by the State Govt., Any Registered NGOs, and Contractors registered under OPWD Act may also apply. Consortium is not allowed. Applicable document to be submitted.		
b)	Cost of Bid Document of Rs.10, 000.00 must be deposited online.		
c)	Earnest money to the tune of Rs. 5,00,000/- (Rupees Five Lakhs) in shape of Fixed Deposit Pledged/National Savings Certificate/DD shall be deposited in favour of "THE EXECUTIVE OFFICER, SONEPUR MUNICIPALITY, SONEPUR " should be attached with their offer.		
d)	EPF Registration Certificate and Month wise EPF deposit challan with confirmation slip for minimum 150 no's of workers for last Three Months (only from sanitation work).		
e)	ESI Registration Certificate and Month wise ESI deposit challan with confirmation slip for minimum 150no's of workers for last Three Months (only from sanitation work)		
f)	Copy of valid Labour Contract License		
g)	The bidder should have the experience certificate regarding execution of the similar nature of work i.e Composite work mentioned as per scope of the work as per DTCN {Road sweeping, Night sweeping, drain cleaning, Bush Uprooting, Dead animal shifting, and transportation of the same} duly signed by the competent authority (employer) from any Government Departments/ Public sector undertaking / ULB for at least 3-years during preceding five financial years.		
h)	Work completion certificate:- The bidder should have the work completion certificate of similar nature as mentioned above in point "b" which should not be less than Rs. 5,00,00,000/- (Rupees five crores) on single contract within the preceding five financial years. In no case, multiple contract value will be taken into consideration.		
i)	The bidder should have their own Bank Account in the name of firm		
j)	The bidder should have registered with GST Department having GST number in the name of Firm		
k)	The bidder should have turnover certificate duly certified by Chartered Accountant of last three financial year i.e. 2021-22 ,		

2022-23 & 2023-24

l)	Valid PAN Card		
m)	Valid ISO Certifications. (ISO 9001, ISO 14001, ISO 45001)		
n)	IT returns for the last 3 years.		
o)	Audit Report for last 3 financial years i.e. 2021-22 , 2022-23 & 2023-24		
	The bidder should have Net-worth Certificate duly certificated by Chartered Accountant during last financial year.		
p)	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 in last 5 years.		
q)	The bidder should submit the following in Affidavits :- a. Affidavit regarding the documents submitted along with the bid are genuine. b. Affidavit regarding deposit of Statutory dues of the workers engaged in previous work place for which experience certificate has been given at proper quarter.		
r)	Affidavit regarding genuineness /Authenticated documents attached to Bid document citing declaration for rejection if found fabricated/false.		

Signature of the Bidder

  
Executive Officer  
Sonepur Municipality

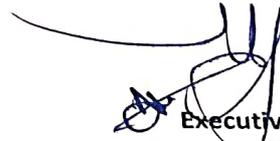
## Criteria for Evaluation of Technical Proposals

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 fulfilment of eligibility criteria. Based on the eligibility criteria, only those bidders whose Technical Proposal becomes responsive, shall qualify for further detail technical evaluation and presentation. The award of marks based on the following criteria will be given:

Sl. No.	Evaluation Parameters	Total Mark	Criteria for award of Mark			
1	Years of Experience (under single or multiple contracts on similar nature of work) in any Govt/Municipal corporation or Council/ PSU/ULBs (to be determined from work order / contract copies/Experience Certificate)	15	<ul style="list-style-type: none"> <li>• 3 - 5 Years : 8 marks</li> <li>• 5 - 10 Years : 10 marks</li> <li>• &gt; 10 Years : 15 marks</li> </ul>			
2	Population covered under SWM activity in ULB/PSU under single or multiple contracts in the same period. (to be determined from work order / contract copies/Experience Certificate)	10	Population	>3 to < 5years	>5 to < 10years	>10 years
			< 50,000	3	6	8
			>50,000	6	8	10
3	Experience in handling quantity of waste (ton per day) in Municipalities/ ULBs/ PSUs in single/combined workorders (To be determined from Workorder/ experience certificates Only)	10	<ul style="list-style-type: none"> <li>• <math>\geq 15 &lt; 30</math> tons : 3marks</li> <li>• <math>\geq 30 &lt; 50</math> tons : 5marks</li> <li>• <math>\geq 50</math> tons : 10marks</li> </ul>			
4	Annual Average Turnover 2021-22, 2022-23 & 2023-24	15	<ul style="list-style-type: none"> <li>• 5 &lt; 8Crore : 7 marks</li> <li>• 8 &lt; 10Crore : 10 Marks</li> <li>• &gt;10 Crore: : 15 Marks:</li> </ul>			
5	Net Worth Certificate	10	<ul style="list-style-type: none"> <li>• 1 &lt; 2Crore : 5 Marks</li> <li>• &lt; 2Crore : 10 Marks</li> </ul>			
6	Current strength of employees/workers (to be determined from payment confirmation slip of EPF & ESI for 3 months)	10	<ul style="list-style-type: none"> <li>• <math>\geq 150 &lt; 500</math> persons : 5marks</li> <li>• <math>\geq 500 &lt; 800</math> persons : 7marks</li> <li>• &gt;800 persons : 10marks</li> </ul>			
7	Valid ISO Certification	5	<ul style="list-style-type: none"> <li>• ISO9001 : 1 mark</li> <li>• ISO14001 : 2 mark</li> <li>• ISO45001 : 2 mark</li> <li>• All of three : 5mark</li> </ul>			
8	Work Plan Presentation	25	Presentation of the work plan through PPT not more than 10-15 minutes			
	<b>TOTAL</b>	<b>100</b>				

NB.: Financial proposal shall be opened after the technical evaluation is completed and only those bidders who score at least 70 marks out of 100 marks in technical evaluation shall qualify for financial bid opening.

Signature of the Bidder

  
Executive Officer  
Sonepur Municipality

**Detail Estimate for the work: Providing Street Sweeping, Drain Cleaning, Dead Animal shifting, other private and Govt. function etc as per H & UD Department Guideline etc. of Sonapur Municipality**

Sl No.	Details	Required Labour	Rate (in Rs)	No of Days	Cost (in Rs)
1	Sweeping of Road (Lane/by-lane) as per requirement, bush cutting and shifting of dead animals, sand remove from both side of Main road Sanitation worker required to cover the road length for sweeping, Cleaning of drain in a fixed interval and chocking free of drain on regular basis spraying of disinfectant (app) of 72.673 Km (Assuming a stretch of 500mt of road length can be covered by one Labour)	98	452	30	13,28,880.00
2	Spreading of Phenyl, Bleaching powder, Malaria oil, Themo pus etc.	2	452	30	27,120.00
3	Bush Cutting	2	452	30	27,120.00
4	Night Sweeping at commercial area	10	452	30	1,35,600.00
5	Transportation of garbage	16	452	30	2,16,960.00
6	For maintenance of sanitation & all parks under Sonapur Municipality	1	452	30	13,560.00
7	Driver (High Skilled)	3	602	30	54,180.00
8	Supervisor (Skilled)	3	502	30	45,180.00
9	<b>Total Wage cost per month (135 workers)</b>	<b>135</b>			<b>18,48,600.00</b>
10	Cleaning of sanitation workers Uniform, Apron, I Card, Shop & Oil etc.	135	50		6750.00
11	<b>Total Wage cost &amp; cleaning material cost including per month (135 workers)</b>				<b>18,55,350.00</b>
12	<b>Add Service Charges @7 % (Sl 11*7%)</b>				<b>1,29,874.50</b>
13	<b>Total cost Estimated Bid Amount per month</b>				<b>19,85,224.00</b>
14	Add EPF @ 13.00% (Sl. 9* 13%)				2,40,318.00
15	Add ESI @ 3.25% (Sl. 9* 3.25%)				60,079.50
16	Hiring charges of 4 nos. of tractor with trolley including fuel and driver, green cover etc. complete for lifting of garbage to the designated place. {detained 8 hours & average working hour is 7 hours} @251.30/hour for 4 nos. of Tractor (52773.00)	4nos.of tractors	52773.00		2,11,092.00
17	<b>ROUNDED</b>				<b>24,96,713.00</b>

Signature of the Bidder

  
Executive Officer  
Sonapur Municipality

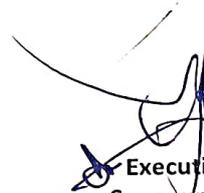
## Price Bid

Sl No	Scope of Work	Monthly Estimated cost Excluding Service Charges (in Rs)	Service Charges (in Rs)	Total Quoted Price (Monthly in Rupees)	
I	II	III	IV	V	
				In Figures	In Words
1.	PROVIDING STREET SWEEPING, DRAIN CLEANING AND DEAD ANIMAL SHIFTING, BUSH CUTTING, GARBAGE LIFTING & DURING PRIVATE AND GOVT. FUNCTION ETC AS PER H & UD DEPARTMENT GUIDEKINE ETC OF SONEPUR MUNICIPALITY.	Rs.19,85,224.00			

### Important point for Bidders :

1. Bidders are requested to go through the detailed field study before participating in the tender.
2. Any conditional price bid shall be rejected out rightly.
3. For providing smooth sanitation services, the Tender Committee has decided that, each bidder must quote their service charges which must not be less than 3.85% of the total estimated cost, unless their bid shall be rejected.
4. The bidder must quote his rate up to two digits after decimal.
5. In the financial bid, the bidder having lowest quoted price shall be awarded the contract. However, in the case two bidders quote the same lowest price, the bidder having highest marks in the technical bid and their past performance shall be awarded the contract.
6. Preference shall be given to the bidder having experience in Installation, Operation & Maintenance of SWM Plant in any Municipalities/ ULBs/PSUs.

Signature of the Bidder

  
 Executive Officer  
 Sonepur Municipality