



OFFICE OF THE NOTIFIED AREA COUNCIL, DASPALLA

At/Po - Daspalla, Dist - Nayagarh,
Ph. 06757220005, e-Mail: nacdaspalla@gmail.com

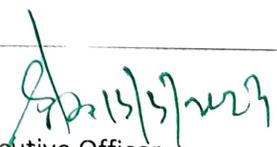
Tender Call Notice

No.1032

Dt.15.05.2023

Sealed Tenders in conformity with DTCN are invited from the bidders. The detailed Notification is available at official website <https://nayagarh.nic.in>. The bidder are requested to buy quotation Paper from Dt.18.05.2023 to Dt.25.05.2023, up to 1:00 PM from NAC Office,Daspalla. The last Date & Time for receiver of bid is 31.05.2023 up to 1.00 PM through Registered/Speed Post only at NAC Office,Daspalla. The tender work as follows.

Name of the work	:	Providing man power ,all equipment and ancillaries for SWM, cleaning and sanitation services in16 wards of Daspalla NAC
E.M.D	:	The bid must be accompanied EMD @1% of the annual Estimate cost
AGENCY	:	As per eligibility criteria
Period of contract	:	Two Year
Cost of Tender document	:	Rs.10,000/- (Rupees Ten thousand) only.
Period of Sale of Tender document at NAC Office, Daspalla	:	Dt.18.05.2023 to Dt.25.05.2023, up to 1:00 PM
Last Date for receipt of filled in Tender document	:	31.05.05.2023 up to 1:00PM
Place & Date of Opening of Technical bid with PPT	:	Office of the Daspalla NAC 01.06.2023 at 09:00 AM
Place & date of opening of Financial Bid of eligible Tenders	:	Office of the Daspalla NAC 06.06.2023 at 09:00 AM
Officer invited the Tender	:	Executive Officer, Daspalla NAC.
Likely date for commencement of deployment of required manpower	:	16.06.2023


Executive Officer
Daspalla NAC

Memo No.1033

Dt. **15.05.2023**

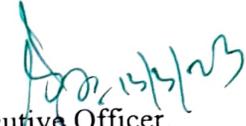
Copy submitted to the Director, Municipal Administration & Ex-officio Additional Secretary to Govt. Housing & Urban Development Department, Orissa, Bhubaneswar for kind information and necessary action.


Executive Officer,
NAC Daspalla.

Memo No.1034

Dt. **15.05.2023**

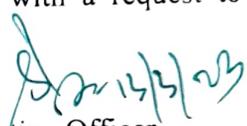
Copy submitted to the Collector, Nayagarh/ Superintendent of Police, Nayagarh/ A.D.M., Nayagarh/PD DUDA, Nayagarh for favour of kind information and necessary action.


Executive Officer,
NAC Daspalla

Memo No.1035

Dt. **15.05.2023**

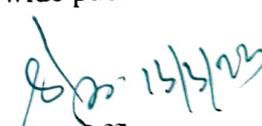
Copy submitted to the D.I.O, NIC, Nayagarh with a request to publish in <https://nayagarh.nic.in> portal for wide publication.


Executive Officer,
NAC Daspalla

Memo No.1036

Dt. **15.05.2023**

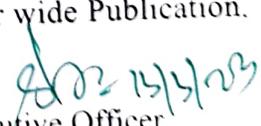
Copy to Office Notice Board, Daspalla NAC for wide publication.


Executive Officer,
NAC Daspalla

Memo No.1037

Dt. **15.05.2023**

Copy submitted to the Deputy Director, I&PR Department(Advertisement) for kind information and necessary action with a request to publish the **Tender Call Notice No. 1032 Dt.15.05.2023** in two Odia Daily News paper for wide Publication.


Executive Officer,
NAC Daspalla



BID DOCUMENT
FOR PRIVATISATION
OF SANITATION WORKS

Daspalla N. A. C

Issued against Cash/ Bank Draft / Money Receipt No _____ Dt. _____

WORK DETAILS

SI 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 16 providing door to door daily garbage collection, Road sweeping, drain cleaning, Garbage lifting, spraying disinfectants, Bush cutting, lifting of solid waste from drain, transportation of all kinds of garbage/waste from different areas of wards to MCC, MRF & dumping yard identified by the authority of Daspalla NAC.	1,27,71,715/-	1,27,715/-	10,000/-	As mentioned in the bid document and Tender call Notice.	Two years

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 should be at least 10 years or above.
2. Tender period for carrying out the work for 2 years and it will be extended to further another 1 (one) year, if service is Satisfactory.
3. Consortium is not allowed.
4. Cost of Bid Document of Rs.10,000.00 must be in the shape of Demand Draft from any nationalized bank.
5. EMD must be submitted as 1 % of the annual estimated value in shape of DD from any nationalized bank.
6. Experience certificate issued from the concerned authority of any ULB, Odisha/ PSU at least 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.
7. The Bidder must have successfully executed / completed at least one single order more than 100% of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 33 % of the Estimated Bid Value for similar service(s) in last three years to any ULB, Odisha only.
8. Single work experience certificate at least of Rs. One Crore within any ULB, Odisha last three years of similar nature of work.
9. Average annual financial turnover for similar nature of work to the tune of more than Rs. 5 Crore (Five crore) for last three financial years.(only from sanitation work)
10. EPF Registration Certificate and Month wise EPF deposit challan with confirmation slip for minimum 500 no's of workers for last Three Months up to March- 2023 (only from sanitation work).
11. ESI Registration Certificate and Month wise ESI deposited payment confirmation slip for last Three Months. (up to March- 2023)
12. Copy of valid Labour Contract License for at least 500 no's of persons for similar nature of work.
13. ISO certification.
14. PAN Card.
15. GST Registration Certificate and up to date clearance.
16. IT Return for the last 3 years.
17. Audited Balance sheet last 3 financial years i.e. 2019-20, 2020-21, 2021-22
18. The bidder should not have any record of past blacklisting/debarment from any Central Govt./State Govt./any ULBs/PSUs.
19. The bidder should not be blacklisted/ debarred from any central govt. /state govt. /any ULBs/Govt. organizations/PSUs in last 5 years. The bidder has to submit an affidavit duly notarized in this aspect.

20. No criminal case/ proceeding is pending against organization / agency and in the name of owner. It should be notarized.

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 in 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.

(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, lo 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.

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 agencies are advised to submit two separate sealed envelopes super scribing "Technical Bid for executing Sanitation Work under Daspalla N.A.C" & "Financial Bid for executing Sanitation Work under Daspalla N.A.C" Both the envelopes should be kept in another sealed envelope super scribing "Tender for executing sanitation work under Daspalla N.A.C."
3. 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.

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 two years which can extendable up to one more year after satisfactory completion and mutual discussion between the Authority and the service provider.
6. The Daspalla N.A.C 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 Entrepreneur /Agency 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. 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 any manipulation is found, the EMD will be forfeited.
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.
15. 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.

16. The agency/organization shall be solely responsible for re-dressal of grievance.
17. 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.
18. The jhadu, jhudi etc will be provided by the agency and the push cart, tricycle, wheel barrow will be provided by NAC.
19. The Agency/Organization will provide uniform/ID card and all type of safety articles like Mask, gloves, soap, gun boot, sanitizer and etc. to their deployed staff at their own cost.
20. Since this is a Sanitation work, no GST is payable.
21. After completion of each month, the total bill in duplicate will be submitted by the agency to the Authority in 1st week of the next month.
22. Whenever the Govt. of Odisha will enhance the rate of minimum wages, then the Authority shall pay the enhanced amount to the agency /Organization from the day effect to.
23. 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. Nayagarh
24. EMD @ 1% of the Annual estimated cost in shape of DD must be enclosed.

CHECK LIST

Sl. No	List of Document	Details of document Submitted Yes/No	Page No.
1	Bid document cost of Rs.10,000.00		
2	EMD @ 1% of the total annual estimate value.		
3	Credibility/Experience certificate for at least 5 years.		
4	Average annual financial turnover for similar nature of work to the tune of more than Rs.5 Crore (Five crore) during last 3 financial years and submit the Audit report.		
5	Registration certificate.(Proprietor/Partnership/Company)		
6	EPF Registration Certificate.		

7	ESI Registration Certificate.		
8	Labour License. -500 manpower		
9	Valid ISO Certifications.		
10	Work completion certificate.(Five year)		
11	PAN Card.		
12	GST Registration Certificate and up to date clearance.		
13	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.		
14	IT returns for the last 3 years.		
15	Audit Report for last 3 financial years i.e. 2019-20, 2020-21 & 2021-22		
16	Affidavit regarding genuineness /Authenticated documents attached to Bid document citing declaration for rejection if found fabricated/false.		
17	Affidavit regarding no criminal case/ proceeding is pending against organization / agency and inthe name of owner.		

Name of Firm / Company/Organization:-

Address:-

Contact No. :-

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 Department has the liberty to take any action as deemed fit.
7. I/We shall abide by the decision of the Executive Officer, Daspalla N.A.C for effectiveness of the sanitation programmed and the instructions communicated from Housing and Urban Development Department, Odisha, and Bhubaneswar.

FINANCIAL BID

SL NO	SCOPE OF WORK	Annual Estimated Cost	Rate Quoted for sanitation Work in %	Total Cost (Annual in Rupees)	
				In figures	In Words
1	PROVIDING STREET SWEEPING, DRAIN CLEANING, DEAD ANIMAL SHIFTING, OTHER PRIVATE AND GOVERNMENT FUNCTION ETC AS PER H&U. D. DEPTT. GUIDELINE ETC OF DASPALLA N.A.C	1,27,71,715.00			

Important point for Bidders

- For providing smooth sanitation services, the Tender Committee has decided that, **the each bidder must quote his rate which must be less than below 2% of the total estimate cost, unless 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 the 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 both the technical marks and quoted rate in the financial bid of the bidders will be same, then in that case, the selection of the tender shall be decided on the basis of following evaluation procedure.

* Finally Transparency lottery system can be adopted for the selection.

Signature of the Bidder

Executive Office r
Daspalla N.A.C

CRIETERIA 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	Total Mark	Criteria for award of Mark
1.1	Year of Registration (To be counted from the date of initial Registration of the Agency)	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
1.2	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 ≤ 5 years : 05 marks• > 5 to 10 Years : 10 marks• Above 10 Years : 15 marks
2	Average Turn Over for Last 3 Financial year (2019-20, 2020-21 and 2021-22) with UDIN no.	20	<ul style="list-style-type: none">• > 50 lakhs to 1 crores : 10 marks• >1 crores to 05 crores : 15 marks• Above 05 crores : 20 marks
3	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 three year)	15	<ul style="list-style-type: none">• 50 - 100 : 05 marks• 101 - 150 : 10 marks• Above 150 : 15 marks
4	Current strength of the organization (to be determined from payment confirmation slip of EPF for last 3 months up to March- 2023)	20	<ul style="list-style-type: none">• Up to 100 persons : 05 marks• 101 - 300 persons : 10 marks• 301- 500 persons : 15 marks• Above 500 persons : 20 marks
5	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
6	Work Plan Presentation	05	<ul style="list-style-type: none">• Presentation of the only work plan through PPT not more than 10-15 minutes.• Total Marks : 05 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.

Detail estimate for sweeping of streets, door to door collection of garbage and its segregation, cleaning of drains & lifting of garbage from Ward No.1 to 16 of Daspalla NAC

Population as per 2011 census	
Current Population (Approx.)	
Total nos. of labour required	70+4+2=76 nos
Length of drain	
Length of Road	
No. of Households	
No. of commercial units, Govt. and private institutions	

Sl no	Details	Required Labour	Rate	No of Days	Cost (In Rs)
1	Sweeping of Road (Lane/by-lane) as per requirement, bush cutting and shifting of dead animals.	32	345.00	1	11,040.00
2	Cleaning of drain in a fixed interval and chocking free of drain on regular basis	8	345.00	1	2,760.00
3	Door to Door collection	10	345.00	1	3,450.00
5	Transportation of garbage	8	345.00	1	2,760.00
6	Supervisor	2	385.00	1	770.00
7	Driver	4	435.00	1	1740.00
8	Spreading of Phenyl, Bleaching powder, Malaria oil, Themo pus etc.	5	345.00	1	1,725.00
9	Night Sweeping at commercial area	7	345.00	1	2,415.00
10	TOTAL				26,660.00
11	EPF (13%)				3,466.00
12	ESI (3.25%)				866.00
13	Over head Charges and contractor profit (7.5% + 7.5% = 15%)				3,999.00
14	GRAND TOTAL (Per Day)				34,991.00
15	Annual cost			365 Days	1,27,71,715.00