

OFFICE OF THE NOTIFIED AREA COUNCIL, DASPALLA

Letter No: 2750 Date: 30.12.21

"e" Procurement Notice

INVITATION FOR BID

Tender Reference No. NAC-DPL-(SAN)-2021-22

Bid Identification No: -

1. The Executive officer Daspalla NAC on behalf of Daspalla NAC invites bids on item rate basis on online mode in double cover system (technical bid and financial bid), technical bid in separate cover prescribed as technical bid and in another cover financial bid prescribed as financial bid, Both cover must be submitted within a single cover and prescribed as Sanitation work of Daspalla NAC as detailed in the table given below from the class of eligible with the state/central Govt. on production of definite proof from the appropriate authorities. The bidder may submit bids from any one or both of the following work.

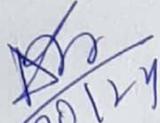
Sl No.	Name of the Work	Estimated value of work for one year (Rs)	EMD Cost	Cost of Tender Paper (Rs.)	Class of Contractor	Period of Contract
1	2	3	4	5	6	7
1	Sweeping of streets, cleaning of drains, door to door garbage collection & lifting of garbage, bush cutting supply of Tractor with trolley and water tanker including Driver and any other item as and when required by NAC Daspalla for Sanitation at ward No. 1,2,3,4,5,6,7,8,9,10,11,12,13, 14,15 and 16.	79,02,396/-	As per Works Dept. letter no. 5984 dt. 27/04/21	10,000/-	Registered Firms/ Service Provider/ NGOs those are having experience in similar nature of work at least for Three year.	One Year

2. Bid documents will be available in website www.tendersorissa.gov.in from 10.00 A.M. of Dt. 03/01/2022 To 05.00 P.M. Dt. 12/01/2022 for online bidding. The bidder must process compatible Digital Signature Certificate of class II or Class III.
3. As per Works Department letter no. 5984, dt. 27/04/2021 EMD is not required specified for work in column No. 4.
4. Bid must be accompanied with scanned copy of demand draft toward cost of Rs. 10,000/- for each work tender document. The same shall be in the from of demand draft drawn on any Nationalized Bank, in favour of the Executive Officer, Daspalla NAC payable at Daspalla, Odisha. Scanned copy of the demand draft and technical bid shall be submitted in cover-1 in online as per check list.
5. Price or financial bid shall be submitted in cover-II of online bidding.
6. Bids received on "online shall be opened at 11.00 A.M. Dt. 13/01/2022 in the office of the undersigned in presence of the bidders or their authorized agent representatives who wish to attend. If the office happens to be closed on the date of receipt of the bids as specified, the bids will be received and opened on the next working day at the same time and venue.
7. Bidders desirous to avail any facility/exemption as per certain circular / orders of Govt. have to apply for the same in affidavit along with copy of the circular/ order.
8. The sealed Bid document shall contain scanned copy of
 - (a) Registration Certification/ Labour Lenience
 - (b) PAN Card
 - (c) Experience certificate of any 5 years not below than ULB rank.
 - (d) Turn over certificate from CA from last three years not below 5 Crores.
 - (e) Other document required as per DTCN and special condition, if any
9. Bids must possess compactable digital signature certificate (DSC) of Class-II and Class-III.
10. Other details can be seen n the online bidding documents.
11. The authority will not be held responsible for any technically snag or network failure during online bidding.
12. The authority reserves the right to cancel any or all bids without assigning any reason thereof.


Executive Officer
N.A.C, Daspalla

Memo.....2751...../Dt...30.12.21...

Copy forward to the A.D.M, Nayagarh/ E.E. R&B, E.E. NH/ E.E. PHED, Nayagarh and Office Notice Board for wide publication.


Executive Officer
N.A.C, Daspalla

CRITERIA FOR EVALUTION

The Photo copies of below document and certificate (Self Attested) are required for technical evaluation criteria: -

1. Copy of Labour Licence/ Registration Certification of the agency.
2. GST clearance.
3. PAN card.
4. Experience certificate of any 5 years for same nature of work at any ULB.
5. Turn over certificate from CA for last three years not below 5 Crores.
6. EPF & ESI Registration Certificate and also submitted minimum 100 nos labours update EPF statement for last 6 month.
7. IT regular certificate from P&L statement and audit report from CA assessment year 2018-19, 19-20, 20-21
8. EMD is not required as per letter no. 5986 dt. 27/04/2021 (Copy attached page no. 31). But they are required to submit BID security declaration.
9. Original copy of demand draft of Rs. 10,000/- each per tender paper cost.
10. BIDs must be submitted in double cover system (Technical & Financial BID separately). Both are then to be submitted in a single bidder cover.
11. Must submitted scanned copies of vehicle details or affidavit of lease agreement in technical BID.
12. An affidavit of the effect that no criminal case is pending with the police against the firm/ company.
13. The agency should ~~be~~ given priority to engage ^{the} of present labours who was working under Daspalla NAC.
14. The decision of tender committee is final for selection the bidder.

NOTE: - This financial bid will be taken into consideration only if all the points in technical bid is satisfied.

CHAPTER-2 TERM OF REFERANCE/ SCOPE OF WORK

The selected agencies will be undertaking following sanitation works in Ward No 1 to 16.

2.1. SWEEPING ACTIVITY

2.1.1 In every concerned ward there must be sweeping twice in a day (Day & Night) in every road & streets.

2.2 TRANSPORTATION OF WASTE

The agencies will engage required numbers of vehicle as per our provision along with the vehicle provided by this ULB of waste collected from road sweeping & road side waste after segregate them into dry and wet waste category to the respective MCC and MRF site for recycling. Separate transportation or compartmentalization of the carrier of the vehicle should be done the transportation of wet and dry waste separately. The segregate waste must be sent to the Wealth Centre Near B.S Collage, Nahakapada, Ward No-2. They will also arrange required number of vehicles to transport the silt generated from drain cleaning to the land identified by the ULB. The service provider will submit the list of vehicles in the proforma provided in this RPF. All the vehicles to be used by the agencies must be in the ownership of their firms. The agency is required to submit the copy of ownership of vehicle or agreement copy in case of hired vehicle. Logbook of each vehicle engaged through agencies will be maintained on daily basis by the concerned driver of the vehicle.

2.3 DOOR TO DOOR COLLECTION

All door-to-door collection by concerned agency must cover 100% household each day and this waste collected should be source segregate and sent to wealth centre on this same day.

2.4 SPRAYING OF MOSQUITO LARVICIDAL OIL IN DRAIN

The agencies will engage required numbers of manpower with spraying machine for spraying of mosquito larvicidal oil will be supplied by the N.A.C.

2.5 DISPOSAL OF DEAD BODIES

- 2.5.1 All unidentified human dead bodies referred by the police will be buried at burial ground, Near B.S Collage, Daspalla. For one body, the NAC will pay Rs. 1000/- extra special wages to the labours engaged for this burial purpose. The service provider will submit the muster roll of labour, duly certified by Sanitation Inspector and Health Officer along with the requisition letter of police payment.
- 2.5.2 In case of this pandemic situation all agency for this purpose must send four no. of labour of disposal of COVID- dead bodies and they may be getting incentive as per Govt. norms.
- 2.5.3 All animal dead bodies will be disposed off at our landfill site, Near B.S Collage after receiving the requisition letter from public/official, the labour engaged by agencies will dispose the dead bodies. For this purpose, the following special wages will be paid to the labour engage by the agencies.

2.5.3.1 Big Cow/ Ox : Rs. 1000/-

The agencies will submit the muster roll duly certified by Sanitary In-Charge and Health Officer along with the requisition letter for payment.

2.6 DRAIN CLEANING

The floating materials of open drains will be cleaned by the sanitation workers of agencies on every alternate day in a week. From the best level of all drains will be cleaned open in a month, The agencies can adopt advance technique by using mechanical means for drain cleaning on priority basis.

2.7 ROAD SIDE BUSH / GRASSES CUTTING & ITS TRANSPORTATION

The road side bushes/ grasses will be cut at a regular interval and the same will be transported to MCC by agencies on the same day.

2.8 ENGAGEMENT OF SANITATION WORKER

In case of any nature calamities/ festival / district administration programmes agencies must depute labours to work in ULB area and other area also as per order by Municipal Administration.

2.9 PROVISION OF EQUIPMENT FOR CLEANING AND SANITATION PURPOSE

The agencies will arrange the required equipment's for cleaning and sanitation work for Sweeping, Cleaning, Drain Cleaning and all type of sanitation work such as Jhadi, Jhudi, Nail Fauda, Folk Fauda, Plain Fauda, Pick Axe, Saabal, Belcha, Wheel Borrow, Long Handel Fauda etc.

2.10 PROVISION OF PERSONAL PROTECTION MEASURE FOR SANITATION WORKER

The agencies will provide the personal protection equipment to the sanitation worker engaged by their farms such as Hand Gloves, Gum Boots, Masks, Umbrella, And Rainy Coats etc. Again Soap, Detergent will be provided to the sanitation worker on weekly basis of every month by agencies. The regular health check-up of sanitation workers will be arranged by the agencies in Govt. Hospital.

2.11 PROVISION OF PHOTO ID AND UNIFORM OF SANITATION WORKERS

The sanitation workers engage by the agencies must wear the personal Photo ID Card, issue by the agencies. The service provider will also provide Two Pair of Uniform & Apron to the sanitation worker once in a year along with Gloves, Mask and Gum Boots. The sanitation worker having no Photo ID or Uniform will be disallowed to perform the duty on that day.

2.12 ENGAGEMENT OF A CO-ORDINATER BY AGENCIES

The agencies shall nominate for all ward a coordinator who shall be responsible for regular interaction with the office of the Sanitary In-charge or Executive Officer, Daspalla N.A.C.

2.13 CITIZEN GRIEVANCE REDRESSAL

A complained registered as per the proforma given by the Executive Officer, Daspalla N.A.C, will be maintained at the office of the service provider. The complains received from the public as well as the instructions given by Sanitation In-charge, any Sanitation related staff, Executive Officer and Administrator, Daspalla N.A.C will be noted down in that register. The complains received from the public will be addressed by the agencies in the time frame as detailed below.

2.13.1	Disposal of dead body	:	Immediately
2.13.2	Cleaning and Sweeping	:	Immediately
2.13.3	Lifting of Waste	:	Within 06 hour
2.13.4	Cleaning of Drain	:	Within 24 hours

MODE OF WORK

The agency must be conducted the following sanitation works,

2.14 SWEEPING ACTIVITIES

2.14.1 Every concerned ward must be sweeping twice in a day (Day & Night) in every road and streets.

2.15 TRANSPORTATION OF WASTE

The agencies will engage required no of vehicle as per our provision along with the vehicle provided by this ULB for transportations of waste collected from road sweeping & road side waste after segregating them into dry and wet waste category to the respective MCC and MRF site for recycling. Separate transportation or compartmentalization of the carrier of the vehicle should be done for transportation of wet and dry waste separately. The agency must be sent to the waste to Wealth Centre Near B.S Collage, Nahakapada, Ward No-2 and also arrange required number of vehicles to transport the silt generated from drain cleaning to the land identified by the ULB. The service provider will submit the list of vehicles in the Proforma provided in this RFP. All the vehicles to be used by agencies must be ownership of their firms. The agencies are required to submit the copy of ownership of vehicle or agreement copy in case of hired vehicle. Logbook of each vehicle engaged through agencies will be maintained on daily basis by the concerned driver of vehicles. Each agency must be collected all the garbage's from sweeping, drain cleaning in daily basis.

2.16 DOOR TO DOOR COLLECTION

All door-to-door collection by concerned agency must cover 100% touch to household in each and same day and the labour must be collected 100% source segregation and sent to wealth centre.

2.17 SPRAYING OF MOSQUITO LARVICIDAL OIL IN DRAIN

The agencies will engage required numbers of manpower with spraying machine for spraying of mosquito larvicidal oil will be supplied by the N.A.C in an interval of one week regularly. The mosquito larvicidal oil will be supplied by the N.A.C.

2.18 DISPOSAL OF DEAD BODIES

- 2.18.1 All unidentified human dead bodies referred by the police will be buried at burial ground, Near B.S Collage, Ward No-2, Nahakapada, Daspalla. For one body, the NAC will pay Rs. 1000/- extra special wages to the labours engaged for this burial purpose. The service provider will submit the muster roll of labour, duly certified by Sanitation Inspector and Health Officer along with the requisition letter of police payment.
- 2.18.2 In case of this pandemic situation all agency for this purpose must send four no. of labour of disposal of COVID- dead bodies and they may be gets incentive as per Govt. norms.
- 2.18.3 All animal dead bodies will be disposed of at our landfill site, Near B.S Collage after receiving the requisition letter from public/official, the labour engaged by agencies will dispose the dead bodies. For this purpose, the following special wages will be paid to the labour engage by the agencies.

2.18.3.1 Big Cow/ Ox : Rs. 1000/-

The agencies will submit the muster roll duly certified by Sanitary In-Charge along with the requisition letter for payment.

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2.21 ENGAGEMENT OF SANITATION WORKER

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2.22 PROVISION OF EQUIPMENT FOR CLEANING AND SANITATION PURPOSE

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2.23 PROVISION OF PERSONAL PROTECTION MEASURE FOR SANITATION WORKER

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2.13.3	Lifting of Waste	:	Within 06 hour
2.13.4	Cleaning of Drain	:	Within 24 hours

CHAPTER 03 – TERMS & CONDITIONS

3.1 PERIOD OF ENGAGEMENT

- A. The agencies shall sign the contract within 07 day of issue of letter of Award/intimation.
- B. The engagement shall be for a period of One Year from the date of signing of contract.
- C. The contract may be extended for maximum period of another One Year same terms and condition, if performance is found to be satisfactory as per due assessment.

3.2 AWARD OF CONTRACT

The selected bidder shall have to execute a contract with the authority within 07days from the date of acceptance of their bid as communicated. The terms and condition, terms of reference of this BID along with documents and information provided by the selected bidder shall be deemed to be an integral part of the contract. Before execution of the contract the selected bidder shall have to deposit the performance security deposited as mention in para-3.4.

3.3 ALLOTMENT OF WORK

- 3.3.1 An agency can accept work orders of one or all.
- 3.3.2 In case of agency succeeded in getting work order for all proposals as per the competitive bidding process, then the concerned agencies can choose one or all.

3.4 PERFORMANCE SECURITY

The selected agencies have to furnish a performance security deposit at the time of signing of contract, amounting to 3% of the total contract value (for 1 years) and also ISD 1% to be deposited to the Executive Officer, Daspalla NAC, Daspalla in the shape of TDR from any Nationalized /Scheduled Bank within India. The performance security deposit is for due performance of the contract.

The authority in the following circumstances can forfeit it;

1. When any terms or the condition of the contract is infringed or violated.
2. When the agencies fail in providing the required services satisfactorily.

3.5 COMMENCEMENT OF SERVICE

3.5.1 The selected agency is required to start the sweeping, collection, segregation and transportation service in the concerned ward within 07 days of signing of the contract.

3.5.2 The agencies must submit weekly sanitation log book related to sweeping, drain cleaning, garbage lifting, door to door waste collection certified by concerned Swachh Sathis and public, the log book will be verified and signed by Sanitation inspector every week and the monthly bills will be verified before Sanitary In- Charge.

3.6 PAYMENT AND PRICE VALIDITY

3.6.1 The agencies shall be paid on monthly basis as per the contracted rate. The price shall be made as per quoted rate.

3.6.2 While the bill for 1st month shall be paid after submission of bill for that month, but payment from 2nd month onwards shall be made after statutory payments of statutory dues such as PFS, ESI etc for the previous month.

3.6.3 The price as quoted by the agencies shall remain unchanged during the contract period except in case of revision in daily wages act if the contracted amount is below the recommended rate as applicable.

3.6.4 TDS as applicable shall be deducted from the payment as per the income TAX act.

3.6.5 The agencies will ensure that workers engaged them must receive their entitled wages on time. In view of this, the following procedure will be adopted.

3.6.5.1 Agencies shall pay their entitled wages by 7th day of every month.

3.6.5.2 Payment to such workers must be made by the agency through e-transfer only.

3.6.5.3 The agencies shall be responsible for contribution towards PF & ESI as applicable on behalf of the man power deploy by the agencies in Daspalla NAC.

3.6.6 The agencies should pay the wages to manpower engaged by them 7th of every month without waiting for payment from the N.A.C. If the agency fails to pay the remuneration, the N.A.C will have the right to deduct the amount from the bill and pay outright directly to the manpower engaged.

3.6.7 The payment of monthly bill to the reg. agencies has to be made through A/C payee Cheque/ RTGS/ NEFT only. No cash payment can be made to them.

3.7 PENALTY

(i) In case the agency fails to the commence/ execute the work as stipulated in the agreement or performs unsatisfactorily or does not meet the statutory requirements of the contract, Executive Officer reserve the right to impose penalty.

(ii) OTHER PENALTY CLAUSE

In case of agency fails commence/ execute the work in the following areas, N.A.C reserve the right to impose the penalty as details below,

- | | | |
|---|---|------------------------------|
| 1. Not found keeping photo ID | : | Rs. 50/- per person per day |
| 2. Worker not found in proper uniform | : | Rs. 50/- per person per day |
| 3. Indulging in smoking/ drinking alcohol | : | Rs. 100/- per person per day |
| Substance above or any other mis conduct during duty hour(need to be established) | | |
| 4. Absence of personal protective Equipment | : | Rs. 50/- per person per day |

GENERAL CONDITION OF CONTRACT

3.8 The personnel provided shall be the employees of the agencies and all statutory liabilities will be paid by the agencies such as PF, ESI and Workmen's compensation Act. Etc.

3.8.1 The person deployed by agencies should be properly trained.

3.8.2 The agencies shall his own establishment to provide training.

3.8.3 The agencies at them should ensure the health and safety measures of the staff.

3.8.4 The contracting authority if required may also conduct health check up of the staff deployed.

3.8.5 The agencies shall engage only such workers, whose antecedents and health have been verified including character.

3.8.6 The agencies at all times should at all times should indemnify the contacting authority against all claims, damages or compensation under the provision of payment of wages Act.

3.8.7 All liabilities arising out of accident or death of the personal provided by agencies while on duty shall be borne by the service provider.

3.8.8 The agencies and its staff shall take proper and reasonable precautions to prevent loss & destruction of public wealth.

3.8.9 The agencies shall maintain the records & register such details of health check-up, issue of protective equipment's, attendance resister, issue of cleaning materials etc which will be produced by the service provider to health officer & Executive officer as when required.

3.9 TERMINATION OF CONTRACT

The authority may be a notice in writing, suspend the contract if the selected agency fails to perform any of his obligations including carrying out the services, provided the such notice of suspension shall specify the nature of failure and shall instruct remedy of such failure within a period not exceeding 07 days after the receipt of such notice.

3.10 MODIFICATION

Modifications in terms of reference including scope of services can only be made by the authority with written consent of both parties. However, basic conditions of the contract shall not be modified.

3.11 SETTLEMENT OF DISPUTE

If any dispute with regard to the interpretation, difference or objection whatsoever arises in connection with or arises out of the agreement or the meaning of any thereof or on the rights, duties or liabilities of any party, the same shall be resolve through negotiation. Alternatively, the dispute may be referred to the next higher authority for adjudication whose decision shall be final and binding on both the parties.

3.12 JURISDITON OF COURT

Legal proceeding if any shall be subject to the Daspalla jurisdiction only.

3.13 RIGHT TO ACCEPT AND REJECT ANY PROPOSAL

The N.A.C Authority/ Institution/ Tender inviting Authority reserve the right to accept or reject any proposal at any time without any liability or any obligation for such rejection or annulment and without assigning any reason thereof.

BID FORMAT

CLEANING & SANITATION SERVICE

AT

DASPALLA NAC

DIST- NAYAGARH

CHECK LIST

Please check whether the scan copy of the following document have been submitted in the bid duly signed by the authorized signatory on each page. (Please arrange the documents serially in the following order and do the page numbering of the entire bid document and mention in the page no. in the column "page No" against the particulars in the check list as mentioned below for ease of scrutiny)

Sl. No.	Particulars	Whether Submitted (Yes/no)	Remarks
1	BID security declaration as per works Dept. letter no.5984, dated 27/04/2021		
2	BID document cost (DD of Rs.10,000.00)		
3	Form-1 (forwarding letter)		
4	Form-2 (profile of Agency)		
5	Copy of the Agency Registration Certificate		
6	Copies of the EPF, ESI Registration certificate and also submitted 100 nos of labor's update EPF statement for last 6month.		
7	Copy of I.T Return, Balance sheet, P&L statement & Audit report for preceding 3yrs 2018-19, 19-20 & 20-21.		
8	Form 3 (scanned copy of Annual average turnover CERTIFICATE From a C.A.)		
9	Experience certificate for 5 years not below any ULB rank.		
10	Copies of work order/contract certificate from the clients in support of cleaning and sanitation service executed in support of the information.		
11	Form-4 Affidavit that their firm has not been blacklisted by any municipality or Govt. Dept. Of the state in the past.		
12	Form 5 (Anti collusion certificate format)		
13	Affidavit regarding no immediate blood relation of the owner/proprietor of the bidder is a staff/employee of Daspalla N.A.C		
14	Any other document (copy of ownership of vehicle or agreement paper for hired vehicle etc. As required)		
15	Any affidavit must submit regarding genuineness of documents.		
16	An affidavit of the effect that no criminal case is pending with the police against the firm/ company		

FORM 1

**TENDER SUBMISSION FORM
(On the letterhead of the agency)**

TO,

The Executive Officer,
Daspalla N.A.C.

Re.: RFP Reference no. _____ dated _____
(pl. mention the RFP reference no. form the table at chapter 1- proposal of work)

Dear Sir/Madam,

We, the undersigned, offer to provide the cleaning and sanitation service at Daspalla N.A.C. WE Are hereby submitting our proposal, which includes this technical proposal and a commercial proposal sealed under a separate envelope.

We hereby declare our Confirmation of acceptance of the condition of Contract mentioned in the RFP document under reference cited above.

We hereby declare that all the information and statements made in the proposal are true and accept that any of our misrepresentations contained in it may lead to our disqualification.

Our proposal shall be binding upon us for a period of 180 days from the date of bid opening, subject to the modification resulting from contract negotiations you may subsequently carry out with us to accept our bid. If we are assigned the work during the period of validity of the proposal, we undertake to carry out the same as per the terms and conditions of this tender document.

I hereby declare that my company has not been debarred/black listed by any government/ Semi Government organization. I further certify that I am the competent authority in my company authorized to make this declaration.

We understand you are not bound to accept any proposal you service.

Your sincerely,

Authorized signatory [In full and initial _____

Name and Title of signatory: _____

Name of Bidder: _____

Address: _____

(Organization Seal)

FORM- 2

PROFILE OF THE AGENCY

Name of the Agency	
Office Address	
Status of the Agency (whether registered under company/ Firm/Society/Trust)	
Name of the Chief Executive and authorized Signatory	
Telephone Nos.: Landline: Mobile:	
FAX	
Email id (Official email for correspondence if any)	
Date of Establishment	(Furnish copy of the Registration Certificate of the Agency)
GST Registration No.	(Furnish copy of the GST Registration of the Agency)
EPF Registration No.	(Furnish Copy of the EPF registration certificate of the Agency)
ESI Registration No.	(Furnish copy of the ESI Registration certificate of the agency)
Income Tax No. (PAN) (User Regd. No.& Place)	(Furnish copy of the PAN)
No. of branch offices in Odisha with location details	
Bank Details of the Bidder: The bidders have to furnish the Bank Datils as mentioned below for return of EMD/ Payment for service if any (if selected) BID declaration as per works department letter no. 5984 dated 27/04/2021	Affidavit

Authorized Signatory/ Signature [In full and initials]: _____

Name and Title of signatory: _____

(Organization Seal)

FORM 3
ANNUAL AVERAGE TURN OVER STATEMENT
 (To be furnished in the letter head of the Chartered account)

The Annual Turnover of M/S _____ for the last 3 financial years are given below and certified that the statement is true and correct.

Sl.no.	Financial Year	Turnover in Rs.
01	2018-19	
02	2019-20	
03	2020-21	
Average Annual Turnover in Rs.		

*Provisional audited statement shall not be considered.

Date:
Place:

Signature of Chartered Account
 (Name in Capital) Seal
 Membership No.

Note:

- 1) To be issued in *the letter* head of the chartered Account with membership N O:
- 2) Also attach photocopies of the audited P/L account *each year highlighting the turnover* in support of that.

FROM 4

Affidavit that their firm has not been blacklisted by
any municipality or Govt. Dept. Of the state in the
Past.
Affidavit

I,
M/S.....

.....
(the name of the agency with address of the registered office) hereby certifies and confirm that
we or any of our promoters (s) / Director (s) are not barred by Department of H.& U.D., GOVT.
OF Odisha/ or any other entity of Go or blacklisted by any state government or central
government/ Department/ organization in India form participating Tenders as on the
_____ (Date of signing of this proposal al).

We further conform that we are aware that, our proposal for the captioned project would be
liable for rejection in case any material misrepresentation in made or discovered at any stage
of the bidding process or thereafter during the agreement period.

Dated this Day of2021

Authorized signatory/ signature: _____

Name and Title of Signatory: _____

(Organization Seal)

FORM 5
Anti-Collusion Certificate

We hereby certify and confirm that in the preparation and submission of our proposal for cleaning and Sanitation service at health institution under this RFP Reference No. _____, We have not acted in concert or in collusion with any other Bidder or other person(s) and also not done any act, deed or thing, which is or could be regarded as anti-competitive. We further conform that we have not offered nor will offer any illegal gratification in case or kind to any person or organization in connection with the instant proposal.

Dated this Day of 2021

Authorized signatory/ signature [In full and initials]: _____

Name and Title of Signatory: _____

(Organization Seal)

FROM- 6

BID Declaration

(BEFORE THE EXECUTIVE MAGISTRATE/ NOTARY PUBLIC: DASPALLA)

AFFIDAVIT

(To be filed before the E.O., Daspalla N.A.C., Nayagarh)

Sri.....,aged about.....years, S/O &
W/O.....Resident of.....do
hereby solemnly affirm and state on oath as follows,

1. No provision regarding Bid Security should be kept in the Bid Document and only provision for Bid Security Declaration has been kept as per office memorandum No. 8943 Dated 18.03.2021 of finance department, Government of Odisha.
2. If I withdraw or modify my bids during period of validity etc. I will be suspended for the time specified in the tender document.
3. That, the contents of this affidavit are all true and correct to the best of my knowledge and belief.

Identified by me:

Advocate, Daspalla

The above named deponent having been identified by Advocate, Daspalla, appeared in person before me and swear an oath and admitted the contents of this affidavit to be true on at.....Am/Pm.

Annexure-1

Reference:

AGREEMENT
(* On a Stamp Paper of Rs. 100/-)

RFP Reference No _____ dated _____ and subsequent Amendment/ pre- bid clarification issued by the tender Inviting Authority.

- (i) agencies bid submitted dated _____
1. An agreement made on the _____ day of _____ 2021 BETWEEN.....(hereinafter called "the approved agencies", which expression shall, where the context so admits, be deemed to include his heirs successors executors and administrators) of the *one* part and the Executive officer, Daspalla N.A.C, Dist – Nayagarh (here in after called "the municipal Authority" which expression shall, where the context so admits be deemed to include his/ her successors in office and assigns) of the other part.
2. Whereas the approved service provider has agreed with the Daspalla N.A.C. to manage the Cleaning and Sanitation Service in the Health Institutions in the manner set forth in the terms of the **Request for proposal (RPF) reference no.** _____ And whereas the approved service provider has deposited a sum of Rs..... (Rupees.....) only in the form ofas performance security of the project.

3. NOW THIS AGREEMENT WITNESSED AS FOLLOWS:

- (a) The following document shall be deemed to form part of and be read and constructed as integral part of this Agreement, viz.:
- (i) Term & condition of the RPF reference no. cited above.
 - (ii) Term Reference of the RPF reference no. cited above.
 - (iii) Amendment/ Clarification to pre-bid queries of the RPF reference no. cited above.
- (b) In consideration of the payment to be made by the NAC Authority as above, the approved agencies will duly implement the project in the manner set forth in the term of the RPF.
- (c) The term & condition and term of the RPF appendant to this agreement will be deemed to be taken as integral part of this agreement and are binding on the parties executing this agreement.

Municipal Authority	Approval Service Provider
(a) Request for proposal and any amendment thereof.	(a) Proposal Submitted in response to RPF.
(b) Office Order subsequent RPF	(b) SOPs in respect to cleaning and Sanitation Service Operation.

4. PAYMENT

- (a) The NAC Authority does hereby agree that if the approver Service Provider shall duly implement the project in the manner aforesaid, observe and keep the said terms and conditions, the NAC authority will pay or cause to be paid to the approved service provider at the time and in the manner set forth in the said terms.

(b) The mode of payment is as specified below:

The payment shall be paid on a monthly basis upon submission of bill with log books of each ward of concerned agencies with certify of concerned Swachh Sathis. The bills should be in the name of the Executive Officer, Daspalla NAC.

(c) Without waiting for payment from NAC authority the agencies should unfailingly pay the remuneration to the labor engaged latest 7th of every month failing which the NAC authority will pay the remuneration deducting the amount from the bill penalty.

5. OPERATIONAL PARAMETER AND PENALTY

The successful bidder has to operate the Cleaning & Sanitation Services with quality service as mentioned in the terms of reference. Penalties shall be imposed on the agency in case of any deviation found in discharging of services. The penalties shall be imposed as specified in chapter-3 of RPF (Term & Condition).

6. PERIOD OF ENGAGEMENT/ DURATION OF CONTRACT

The agency will be engaged initial for period of **01 YEAR** subject to satisfactory performance, which may future be extended by the NAC Authority for another **01 YEAR** based on satisfactory performance of the service provider.

7. SCHEDULE OF IMPLEMENTATION

The agency is request to set up the cleaning and Sanitation Services with all personal within 07days of signing the contract.

8. TERMINATION/ SUSPENSION OF AGREEMENT

The NAC authority may be notice in written, suspend the contract if the selected agency fails to perform any of his obligation including caring out the services, provided that such notice of suspension shall specify the nature of failure and shall instruct remedy of such failure within a period not exceeding 07 day after the receipt of such notice.

The NAC authority after giving 30days clear notice in writing expressing the intension of termination by stating the ground/grounds on the happening of any of the events (as mentioned below), may terminate the agreement after giving reasonable opportunity of being heard to the agencies.

(a) If the agencies fail to take any remedy for its failure in performing of its obligations within 07 days of receipt of notice or within such period as the NAC Authority have subsequently approved in writing.

(b) If the agencies become insolvent or bankrupt.

(c) If as a result of force majeure, the service provider is unable to perform a material portion of the services of not less than 60 days, or

(d) If in the judgment of the NAC Authority, the service provider is engaged in corrupt or fraudulent practices in competing for or in implementation of the project.

9. SETTLEMENT OF DISPUTE

If any dispute with regard to the interpretation, difference or objection whatsoever arises in connection or liabilities of any party, the same shall be refer red to committee constituted at the NAC level for decision.

10. JURISDICTION OF COURT

Legal proceedings if any shall be subject to the jurisdiction of Daspalla only.

In witness whereof the parties here to have set their hands on the..... day
of 2021.

Signature of the service Provider

Signature of Executive Officer

Date:

Date:

1. Witness

1. Witness

2. Witness

2. Witness

CLAUSE – (D)

Estimate for Sweeping of streets, cleaning of drains, door to door garbage collection, lifting of Garbage, Bush cutting, Segregation, supply of Tractor with trolley including Driver & any other items as and when required by NAC Daspalla for Ward No.1 To 16.

Estimated Cost: 79,02,396.00/-

SI No	Description	Unit	Quantity	No. of days	Rate (In Rs.)	Amount (In Rs.) Per Month
1	2	3	4	5	6	7
1	Cost towards Supply of Man Power					
(a)	Sweeper (Un-skilled Labour)	Nos.	54	26	315.00	442260.00
(b)	Sanitation Supervisor (Semi -skilled Labour)	Nos.	02	26	355.00	18460.00
(c)	Light Vehicle Driver (Skilled Labour)	Nos.	02	26	405.00	21060.00
(d)	Tractor Driver (High Skilled Labour)	Nos.	02	26	465.00	24180.00
					Sub total	505960.00
2	EPF @13.36 %					67596.00
3	ESI @4.75 %					24033.00
4	Hiring Charge of Tractor with trolley without supply of fuel & Driver (Monthly)	Nos	1	L.S.	15,000/-	15,000.00
					Total	612589.00
5	Service Charge & overhead charges towards supply of tools & plants, equipment's other than tractor for day to day functioning of Sanitation Work. @ 7.5%					45944.00
		Total Cost with service Charges =				658533.00
			Cost For 12 months			7902396.00
(Rupees Seventy-Nine Lakh Two Thousand Three Hundred Ninety-Six) only						

Sd/-
Junior Engineer
NAC Daspalla

Sd/-
Municipal Engineer,
NAC Daspalla

Sd/-
Executive Officer,
NAC Daspalla

Sd/-
Administrator,
NAC Daspalla

Memo No. 2752 /Dt. 30/12/21

Copy submitted to the Collector and District Magistrate, Nayagarh/ Superintendent of Police, Nayagarh / Project Director, DRDA-cum-DUDA, Nayagarh for favour of kind information and necessary action.

Sd/-
Executive Officer,
N.A.C. Daspalla.

Memo No. 2753 /Dt. 30/12/21

Copy submitted to the Sub-Collector-cum-Administrator, NAC, Daspalla , Nayagarh for favor of kind information and necessary action.

Sd/-
Executive Officer,
N.A.C. Daspalla

Memo No. 2754 /Dt. 30/12/21

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.

Sd/-
Executive Officer,
N.A.C. Daspalla.

Memo No. 2755 (4) /Dt. 30/12/21

Copy submitted to the Engineer-in-Chief (Civil) Orissa / Chief Engineer (P.H) Urban Orissa / F.A.-cum-Additional Secretary to Government, H&UD Department, Orissa / Superintendent Engineer, Central Circle (PH), Bhubaneswar for favor of kind information.

Sd/-
Executive Officer,
N.A.C. Daspalla.

Memo No. 2756 (2) /Dt. 30/12/21

Copy forwarded to the Executive Engineer, Puri (PH) Division / Asst. Executive Engineer, Nayagarh (PH) Sub-division for information. They are requested to publish in the said adv. In their notice board for wide circulation.

Sd/-
Executive Officer,
N.A.C. Daspalla

Memo No. 2757 (5) /Dt. 30/12/21

Copy to Notice Board /Jr. Engineer/ Municipal Engineer / Accountant/ Cashier for information and wide Circulation.

Sd/-
Executive Officer,
N.A.C. Daspalla

Memo No. 2758 /Dt. 30/12/21

Copy submitted to the Deputy Director (Advertisement) I&PR department, Odisha, Bhubaneswar for information and necessary action. They are request to host the notice in the district website.

Sd/-
Executive Officer,
N.A.C. Daspalla