



**REVISED REQUEST FOR PROPOSAL**  
**FOR SANITATION WORKS**  
**OF ZONE -2**  
**BRAJRAJNAGAR MUNICIPALITY**  
**DISTRICT: JHARSUGUDA, ODISHA**

EXECUTIVE OFFICER  
BRAJRAJNAGAR MUNICIPALITY



# ଘୌର ପରିଷଦ କାର୍ଯ୍ୟାଳୟ : ବ୍ରଜରାଜନଗର

## OFFICE OF MUNICIPAL COUNCIL: BRAJRAJNAGAR

At/Po- Lamtibahal Dist- Jharsuguda, Odisha  
Phone No- 8457812260, Mail- [eobrjnmp@gmail.com](mailto:eobrjnmp@gmail.com)



### SCHEDULE OF EOI AND OTHER IMPORTANT INFORMATION

Sl. No.	Particular	Details
1.	Web address to download the EOI	<a href="https://jharsuguda.odisha.gov.in/">https://jharsuguda.odisha.gov.in/</a> and <a href="http://brajrajnagarmunicipality.in/">http://brajrajnagarmunicipality.in/</a>
2.	Last date & time of submission of bid by speedpost/ registered post/ By hand (Bid due date & time)	17.06.2025 till 5.00pm
3	Pre-bid meeting (time & place )	Time : 05.06.2025 at 10.30 AM Location : Brajrajnagar Municipality, Lamtibahal, Brajrajnagar, Dist- Jharsuguda, Odisha-768216
3.	Date & Time of opening of Technical Bid	18.06.2025 10.00 AM to 12.30 AM -bid opening 12.30AM to 13.30PM -Presentation/ Viva-voce
4.	Date & time of opening of Financial Bid	18.06.2025 at 04.00 PM
5.	Duration of Service	2 Year
6.	Mode of Selection	Mode : QCBS -80:20
8.	Cost of EOI document	DD of Rs. 10000/- (Ten Thousand) only from any Nationalized Bank in favour of Executive Officer, Brajrajnagar Municipality payable at Brajrajnagar, Dist- Jharsuguda, Odisha
9.	Earnest Money Deposit	DD amounting to 1% of quoted price only from any Nationalized Bank in favour of Executive Officer, Brajrajnagar Municipality payable at Brajrajnagar, Dist- Jharsuguda, Odisha
10.	Address where Bidders must send proposal	Office of the Executive Officer, Brajrajnagar Municipality, Lamtibahal, Brajrajnagar, Dist- Jharsuguda, Odisha-768216

**Expression of Interest / Request For Proposal for the work :“Road sweeping, cleaning of drains, bush cutting in Zone-2 i.e. and transportation of road sweeping waste to Identified site/Wealth Centre located within 08 K.M. radius distance from the town under Brajrajnagar Municipality & land filling”**

Brajrajnagar Municipality proposes to undertake “Road sweeping, cleaning of drains, bush cutting in zone-2 i.e. and transportation of road sweeping waste to Identified site/Wealth Centre located within 08 K.M. radius distance from the town under Brajrajnagar Municipality & land filling”.

**The RFP for zone -2 consisting of Ward No.1,2,3,13,15,17,20,21,22 & 23.**

It is required that bidder must go through area mentioned above and bid separately for zones specified.

- Bidders have to submit sealed technical & financial bid in separate envelope clearly mentioning “technical bid/ financial bid”. Both the technical & financial bids to be sealed in an envelope over which must have to mention EOI/RFP No. & date and Zone for which intend to participate clearly, failing which bid will be rejected.
- Financial instruments i.e. EMD, Paper cost must be enclosed with bid documents. Exemption by any means is not allowed.
- Bids of zone-1 will be evaluated at first. The bidder selected in Zone-1 will not be considered for financial evaluation for zone -2. However, if only one bidder qualified for Zone-2, then bid of selected bidder (Zone-1) will be considered for evaluation.
- For doubts/ queries, intended bidders are required to attend pre-bid meeting personally on scheduled date & time.
- Bidders must ensure timely submission of complete bid. Incomplete/ partial bid will be rejected. Further bids received after due date will be rejected.

**Zone wise Basic Information (Zone-2)**

SL NO.	W No.	House Hold 2011 census	Projected House Hold	Population 2011 Census	Population 2025 (Projected)	Road Length in Mtr	Approx. DRAIN Length in Mtr.
1	1	812	926	3923	4472	8847	2535
2	2	1103	1257	4843	5521	11320	4860
3	3	1201	1369	5488	6256	11012	5535
4	13	650	741	3078	3508	7523	4093
5	15	448	511	1909	2176	7450	3950
6	17	744	848	3578	4078	9800	3050
7	20	647	738	2662	3034	12010	4008
8	21	798	909	3827	4362	9090	3828
9	22	928	1058	3987	5135	14150	6100
10	23	689	785	2898	3303	10950	5520
<b>TOTAL</b>		<b>8020</b>	<b>9142</b>	<b>36193</b>	<b>41845</b>	<b>102152</b>	<b>43479</b>

## **Eligibility criteria:**

Before opening and evaluation of the technical proposals, each bidder will be assessed based on the following pre-qualification criteria. The bidder is required to produce the self attested photo copy of following requisite documents as part of their proposal failing which the proposals will be rejected. No undertaking in this regard will be accepted.

1. The bidder must be a Company registered under companies Act, 2013/Organization registered under the societies registration Act 1860, A Limited Liability Partnership (LLP) registered under the LLP Act, 2008, reputed proprietor/ firm/ contractor. Bidder must submit the copy Registration Certificate as applicable.
2. Consortium is not allowed.
3. Bid shall enclose with sealed envelopes of
  - Part 1: Tender Fee/Pre-Qualification/Technical documents
  - Part2: Financial Proposal.
4. Paper cost & EMD to be paid as mentioned in RFP. No exemption in Paper cost & EMD is allowed whether MSME or any means.
5. Credibility & experience certificate issued from the concerned authority/Employer of a Govt. /ULB/PSU of repute at least for 07 (Seven years) within last 10 FY 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 solid waste.
6. The bidder must possess experience of transportation of solid waste to wealth center of minimum 5 Ton per day. Experience certificate is mandatory.
7. Average annual financial turnover more than Rs. 5Crore (Five crore) for last 03 financial years i.e. (2022-23, 2023-24& 2024-25).
8. EPF Registration Certificate and EPF deposit payment confirmation receipt along with ECR for minimum 200 no's of workers for the month of April 2025.
9. ESI Registration Certificate and ESIC deposit payment confirmation receipt along with ECR for the month of April 2025.
10. Copy of valid Labour Contract License for at least 200 no's of persons.
11. PAN Card.
12. GST Registration Certificate and GST 3B for the month of January 2025 to March 2025.
13. IT returns for last 3 financial years i.e. 2021-22,2022-23 & 2023-24, (for 2024-25 Provisional will be allowed for evolution).
14. Audited Balance sheet last 3 financial years i.e. 2021-22,2022-23 & 2023-24, (for 2024-25 Provisional will be allowed for evolution).
15. The Bidder must not have been ever blacklisted or debarred either by the tender inviting authority or by any State Govt. or Govt. of India organization or by any PSUs or by any other department. The agency shall submit undertaking regarding the same on Non Judicial Stamp paper of Rs. 100/-. If it is detected in the course of bidding evaluation that, a bidder has ever blacklisted /terminated / debarred from anywhere in India, then the bidder shall be disqualified on that ground. Revocation of blacklisting / termination/debarment is not allowed.
16. Affidavit on : no criminal case or no criminal proceeding is pending against organization / agency and in the name of owner. It should be from Executive Magistrate on Non Judicial Stamp paper of Rs.100/-.
17. The Bidder should have registered office in Odisha. Address proof like rent agreement/ latest phone bill/ electric bill to be attached with bid documents clearly mentioning name of Agency/ proprietor and address of office.
18. Must have own bank account. Statement of bank transaction for last one month must be submitted in support.

# **Scope of Work**

## **(1) Sweeping of Roads:**

The entire geographical area of ward should remain always clean i.e. throughout the day. The solid wastes generated in the area are to be collected from various sources like: Biodegradable and non-degradable solid waste should be separately collected.

- a. Sweeping of the entire ward area both road and road sides.
- b. Lifting of garbage from all Municipal primary collection point.
- c. Lifting of garbage from market places including commercial/industrial institutional units.
- d. Lifting of dead animals and carcasses
- e. All Municipal drains including earthen drains should be clean and waste including silt deposition should be lifted out side.
- f. Commercial areas, Market areas and prominent roads are to be swept two times daily.
- g. Removal of dust and sand lying on the roads(if any)
- h. Daily sweeping & lifting garbage from public places like religious places, parks, crematorium, graveyard etc.
- i. Spreading of Mosquito oil in every ward.
- j. Grievance redressal in within 24 hrs.

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

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

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

The road side drains are also to be cleaned i.e. removal of polythene, paper, foreign materials and other floating materials to avoid chocking of the drains & the MSW generated by sweeping / cleaning of roads, public places etc to be collected & immediately transported to Wealth Center. No temporary/ Secondary storage is permitted.

All type of solid wastes separately collected from different places is to be transported to Wealth Center immediately. The vehicle used for transportation must be covered with green covered and will be unloaded systematically by the agency as per direction of the officer in-charge of the Municipality. The cost of transportation should include the cost of labourers for loading and unloading of solid waste in to the vehicles and the wages of the drivers/helpers attached to the vehicles. In no case solid wastes generated on a day shall be retained in the area for more than 06 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 improved and achieve the National Level Benchmark. Incase the agency fails to commence/ execute the work as stipulated in the agreement or performs on unsatisfactory or does not meet the statutory requirements of the contract, Executive Officer reserves the right to impose penalty or cancel the agreement.

**PENALTY :**

In case of agency fails to commence/ execute the work in the following areas, the ULB reserve the right to impose the penalty as detailed below:

<b>SI No</b>	<b>Penalty for the following Component</b>	<b>Penalty</b>
1	If found not keeping photo ID	Rs.50/- per person per day
2	Worker not found in proper uniform & without PPE	Rs. 50/- per person per day
3	Indulging intoxication	Rs. 500/- substance above or any other misconduct during duty hour (The offence mentioned above will need to be established)
4	Non-removal of waste from collection point	Rs. 500/- per point
5	Non-performance regarding waste collection from commercial area or specified places	Rs. 5000/- per per day
6	Absence of worker	Daily wage per person per day
7	If any person is found performing duty by submitting a fake name, address	Rs.500 per person per day, in addition legal action shall be taken against the provider
8	Strike / mass-absence:	Rs.20,000/- and wages of all the sanitation worker of the same day.

## **General Terms and Conditions:**

1. The Bidder is expected to examine all the instructions, terms and specifications in the bid document. Failure to furnish all information as per the bid document or submission of bid not substantially responsive to bid document in every respect will be at bidder's risk and result in rejection of bid.
2. The bidders are required to inspect and assess the entire geographical area and quote their rates inclusive of the labor charges conservancy material for sweeping, bush cutting, drain cleaning, including lifting of MSW and other miscellaneous expenditures as may be required are mentioned detail in scope of work. The cost of documentation like taking photograph whenever necessary will be borne by the agency as per direction of officer-in-charges.
3. The bidder must have appropriate resource, necessary expertise, requisite manpower and supervisory ability to undertake the work.
4. This bid is meant for carrying out of the work for a period of two (02) years which can extendable upto one more years after satisfactory completion and mutual discussion between the Authority and the service provider.
5. The conditional and incomplete bid is liable for rejection
6. Letter of authorization for representing the firm / entrepreneur /Agency and to sign the bid document should be enclosed along with the bid document.
7. Bids containing overwriting, additions, alterations, erasures, obliteration and other discrepancies should be properly attested all corrections made by them.
8. The bidders shall sign every page of the tender documents and submit all of them.
9. 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. It is advised to attend bid opening with original documents for verification, if required.
10. 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.
11. 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.
12. 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.
13. The agency/organization shall be solely responsible for re-dressal of grievance.
14. The agency is responsible for collection & transportation of garbage separately. The dry solid waste shall not be burnt by the agency or Duping collected garbage at unspecified point will attract penalty of Rs.500/- per cum per day.

15. Required bleaching power, phenyl, mosquito oil will be provided by Brajrajnagar Municipality. Other required materials/ tool/ machineries are to be provided by successful bidder. No extra cost for it will be paid.
16. The Agency/Organization will provide uniform and safety articles for their deployed staff at their own cost.
17. Since this is a Sanitation work no GST is payable.
18. Daily Biometric attendance of all workers is compulsory. Digitally generated attendance sheet to be submitted with bill, failing which no bill will be released.
19. After completion of each month the total bill in duplicate will be submitted by the agency to the Authority by 1<sup>st</sup> week of the next month with update ESI & EPF Payment Documents.
20. Payment is subject to availability of allotment and availability of fund in Municipal fund however payment will not be delayed more than three months in any cost. In this scenario of delayed payment, contractor is responsible for payment to its workers in the 1<sup>st</sup> week of every month.
21. Whenever the Labour Department, Govt. of Odisha will enhance the rate of minimum wages then the Authority shall pay the enhance amount to the agency /Organization from the day effect after confirmation from H & UD Deptt.
22. Whenever there is requirement of additional manpower then the Authority issue order for supplying excess number of manpower to meet the requirement of the municipality & the extra amount will be reimbursed to the agency on production of Bill.
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 Jharsuguda.
24. The successful bidder must have to deposit Security (SD) of Rs.10.00 Lakh (Rupees Ten Lakh ) for each zone in shape of demand Draft in favour of the Executive Officer, Brajrajnagar Municipality, refundable only after completion of work without any interest.
25. The successful bidder cannot stop the sanitation work/raise any agitation/strike at any cost during the contact period id payment not release due to non-receipt of funds or any other reason .If the agency violets this condition the agency will be blacklisted and the EMD,APS, ISD and other dues kept with ULB for payment in favour of the sanitation agency will be forfeited along with the penalty as decided by the authority will be imposed against the agency. In this connection an affidavit shall be produced by the agency at the time of Participating of tender.
26. The performance of the successful sanitation agency will be evaluated quarterly by a team selected by the Executive Officer. If the agency's performance is rated as below average then action as deemed proper will be initiated against the agency for cancellation of agreement.
27. Public feedback will be invited regularly on sanitation work & the agency will comply the adverse view within 24 hours.

28. The agency shall not engage any disable, old age and minor age, medically unfit sanitation staff during the contract period under no circumstances. The staff should do their duty according to the rule of labour & ESI Department.
29. The agency shall not engage less/excess labour without any prior approval of Executive Officer. The Sanitation staff will clean the Municipality area in two shifts by dividing the duty hour.
30. The agency will provide all vehicles for sweeping and transportation of waste to the designated places and arrange substitute vehicle immediately in case of failure of any vehicles and repair all vehicles at his own cost.
31. The agency's vehicle should have commercial license & not more than five years. All vehicles provided must be GPS enabled, failing which Rs.500/- per day per vehicle will be deducted from bill.
32. The agency shall not sublet the sanitation contract to anybody.
33. The agency will bear the cost of fuel and driver remuneration.
34. If L (1) bidder does not turn up for agreement after finalization of the tender, then he shall be debarred from participation in bidder for three year and action will be taken to blacklist the contractor.
35. The contractor will make at his own cost housing accommodation for and medical aid to the labours engaged for the work. The safety of labours at risk is at the risk of executant contractor fully and municipality will not be responsible for the same. Further The contractor will supply soap, umbrella, rainy coat etc. to all their labours in their own cost.
36. The cleaning of road will be done twice a day (Market or commercial including Bus stand and public places) area from 6.00A.M to 11.00 A.M and second half 5.00P.M to 8.00P.M.
37. Disinfectant such as bleaching powder, mosquito oil, malarial oil will be speeded as per the directions of office in charge.
38. During any Local festivals, National day celebration, any VIP programme, special cleaning work, any place as per direction of officer-in-charge has to be undertaken without any additional claim. religious places, parks, crematorium, graveyard, Ghats to be cleaned everyday and spreading of bleaching and lime shall be made by contractor.
39. As per instruction of Govt./ Municipal authority, special drive cleaning of drain and road, grass uprooting shall be done by contractor and no claim of extra bill is to be given by ULB.
40. It is mandatory for the contractor to operate fogging machine in each ward atleast once a week and no claim of extra bill is to be given by ULB.

## **Evaluation of Bid :**

The qualified bids will be evaluated as per QCBS approach. Bidders among qualified ones who secure above 70% marks from the total (100 marks) in the technical proposal will be called for financial evaluation. The formula for determining the financial score is the following.

The weightage of financial proposal (SF) shall be will be arrived as indicated below:

$$SF = 100 * FM / F,$$

In which in SF is the financial score, FM is the lowest price and F price of the proposal under consideration.

The weights to be given to the technical and financial proposals are T =0.80, P=0.20. Bidder obtaining highest mark will be selected.

Financial proposal of technically qualified bidders shall be opened after the technical evaluation. Final selection will be based on QCBS method as explained above.

In case more than one bidders securing same marks, final selection will be based on open lottery system.

Quoting abnormally low rate/high rate, tender will be rejected since the tentative rate estimation has been indicated by Brajarajnagar Municipality taking various factors into account.

NOTE: Bids of zone-1 will be evaluated at first. The bidder selected in Zone-1 will not be considered for financial evaluation for zone -2. However, if only one bidder qualified for Zone-2, then only bid of selected bidder (Zone-1) will be considered for evaluation.

## **Technical Proposals**

Evaluation of proposals shall be made by the Municipal authority. In the first stage, the Technical Proposal will be evaluated on the basis of bidder's fulfillment of eligibility criteria. Only those bidders whose Technical Proposals becomes responsive based on the eligibility criteria, shall qualify for further detail technical evaluation and awards of marks based on the following Criteria:

SI. No.	Evaluation Parameters	Total Mark	Criteria for award of Mark
1	Years of Experience in sanitation work in ULBs of Odisha / PSUs/ Railways (to be determined from the contract copies and Experience Certificate)	15	<ul style="list-style-type: none"> <li>• 5 years to 10 years : 10 marks</li> <li>• Above 10 years :15 marks</li> </ul>
2	Experience in sanitation work in PSUs	5	<ul style="list-style-type: none"> <li>• Less than 3 year :2 marks</li> <li>• More than 3 year: 5 Marks</li> </ul>
3	Experience in sanitation work in Railways colony / residential area	5	<ul style="list-style-type: none"> <li>• Less than 3 year : 2 marks</li> <li>• More than 3 year: 5 Marks</li> </ul>
4	Experience in handling ULBs in similar nature of work with strength of sweepers/ workers in single work order (To be determined from Work order & agreement Only)	10	<ul style="list-style-type: none"> <li>• <math>\geq 50 &lt; 150</math> : 5 marks</li> <li>• Above 150 : 10 marks</li> </ul>
5	Annual Average Turnover for Last 3FY (2021-22,2022-23 & 2023-24, for 2024-25 Provisional will be allowed for evolution)	10	<ul style="list-style-type: none"> <li>• Less than15 Crore: 5 marks</li> <li>• More than15 Crore :10 marks</li> </ul>
6	Current strength of the organization. (to be determined from payment confirmation slip of EPF for the month of December 2024).	15	<ul style="list-style-type: none"> <li>• Upto 500 persons : 5 marks</li> <li>• 500 to 750 persons : 10 marks</li> <li>• Above 750 : 15 marks</li> </ul>
	Experience of collecting & disposing garbage in any ULB in (last 3 year)	10	<ul style="list-style-type: none"> <li>• 15 Ton per day : 5 marks</li> <li>• More then 15 Ton per day : 10 marks</li> </ul>
7	ISO Certifications	15	<ul style="list-style-type: none"> <li>• ISO 9001 :2marks</li> <li>• ISO 14001 :2marks</li> <li>• ISO 45001 :2marks</li> <li>• SA 8000:2014 :2marks</li> <li>• MSME : 2 marks</li> <li>• Specialization like Diploma/ degree in Sanitation/ Sanitary Inspector/ Environmental Engineering : 5 marks</li> </ul>
8	Presentation on proposed workplan, latest technology advancement & adaptation, Viva-voce (15 min. maximum)	15	

**Sd/-**  
**Executive Officer**  
**Brajrajnagar Municipality**

(To be furnished in the technical proposal)

**Format for Affidavit certifying that Entity / Promoter(s) /Director(s)/Partners of Entity are not blacklisted**

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

**Affidavit**

I, M/s. .... (the name of the agency with address of the registered office) hereby certify and confirm that we or any of our promoter(s) / Director(s) are not debarred by Department of Housing & Urban Development, Govt. of Odisha / or any other entity of GoO or blacklisted by any State Government or Central Government/ Department /ULBs/ Organization/ PSUs/ any other department in India from participating in Tenders as on the \_\_\_\_\_ (Date of Signing of this proposal).

We further confirm that we are aware that, our proposal for the captioned Project would be liable for rejection in case any material misrepresentation is made or discovered at any stage of the Bidding Process or thereafter during the agreement period.

Dated this .....Day of ....., 2025

Authorized Signatory/Signature [In full and initials]:

Name and Title of Signatory:

(Organization Seal)

(To be furnished in the technical proposal)  
(On the letterhead of the agency)

**Anti Collusion Certificate**

We hereby certify and confirm that in the preparation and submission of our Proposal for executing sanitation work in Brajrajnagar Municipality under this EOI No. \_\_\_\_\_ Dt \_\_\_\_\_, 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 anticompetitive. We further confirm that we have not offered nor will offer any illegal gratification in cash or kind to any person or organization in connection with the instant proposal.

Dated this \_\_\_\_\_ Day of \_\_\_\_\_, 2025

Authorized Signatory/Signature [In full and initials]:

Name and Title of Signatory:

(Organization Seal)

**UNDERTAKING REGARDING NOT HAVE ANY PENDING JUDICIAL PROCEEDINGS FOR ANY CRIMINAL OFFENCES**

(to be furnished in the technical proposal)

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

I, hereby undertake that there is no criminal case or no criminal proceedings is pending in any Court of Law against our company or against the Proprietor / Director / Persons to be deployed by our company.

I/ We further certify that Proprietor / Director / Persons to be deployed by our company of my company have not been convicted of any offence in any Court in India during the recent past. I understand that I am fully responsible for the contents of this undertaking and its truthfulness.

Authorized Signatory  
(In full and Initials)

Name and Designation of the Signatory:

Name of the Bidder and Address:

**AFFIDAVIT**

**REGARDING CORRECT & GENUINE OF DOCUMENTS FURNISHED IN THE TENDER**

**(On a Stamp Paper of Rs.20/-)**

1. I, \_\_\_\_\_ S/o \_\_\_\_\_, (Designation) \_\_\_\_\_, (Name of Firm & address) \_\_\_\_\_ signatory of the Service Provider mentioned above, am competent to sign this declaration and execute this tender document;
2. I have carefully read & understood all the terms & conditions of the EOI/ RFP & undertake to abide by them.
3. The information/documents furnished along with the above application are true and authentic to the best of my knowledge & belief. I/We are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Signature of authorized person  
Full Name:  
Designation:  
Address:  
Seal:

IDENTIFIED BY

ADVOCATE

DEPONENT

**AFFIDAVIT**  
**NO RELATION CERTIFICATE**  
**(On a Stamp Paper of Rs.20/-)**

I, \_\_\_\_\_, Director/Partner, \_\_\_\_\_ am competent for submission of the affidavit on behalf of \_\_\_\_\_ do solemnly affirm on oath & state that:

1. No close relative of the undersigned and our firm/company is working in the office of the Executive Officer, Brajrajnagar Municipality and not related to any officers & staff of the department.
2. I am aware that, if the facts subsequently proved to be false my/our contract will be rescinded with forfeiture of EMD, ISD & S.D. if any.
3. I do hereby certify that, the facts mentioned above are correct to the best of my knowledge & belief.

Signature with seal of the Deponent.

Name & Designation of the signatory:

Name of the Bidder and address:

IDENTIFIED BY

ADVOCATE

DEPONENT

## **DECLARATION BY THE BIDDER**

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 programme with target dates for various items of works keeping in view the time limit and shall accordingly arrange for necessary labours punctually. In case there are any deviations from the sanitation programme, I/We shall abide by the decision of the Officer-in-charge for revision of the programme and shall arrange for labours to maintain the sanitation work.
4. I/We shall follow all rules and regulations of the state in force with regard to engagement of labour for the sanitation work.
5. 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.
6. I/We shall abide by the decision of the Executive Officer, Brajrajnagar Municipality for effectiveness of the sanitation programme and the instructions communicated from Housing and Urban Development Department, Odisha, Bhubaneswar.

**Signature of the Bidder**

**Executive Officer  
Brajrajnagar Municipality**

## FINANCIAL BID

- The bidders are instructed to quote the rate in the BoQ.
- As per finance dept. letter no. 19595/F dated. 11-07-2023 the bidder must quote his rate which should be equal or more than 3.85% (In excess) and maximum up to 7% (Excess) of the estimated cost, otherwise the bid shall be treated unresponsive and will not be considered for further valuation and will be disqualified.
- The bidder must quote his rate up to only two digits after decimal.
- Wrong computation in Financial Bid will be liable for rejection.
- NB. Selection will be based on QCBS method and bidder obtaining highest points shall be awarded the contract. However, in case two bidders obtaining same points, then qualification will be based on open lottery system.
- Bids of zone-1 will be evaluated at first. The bidder selected in Zone-1 will not be considered for financial evaluation for zone -2. However, if only one bidder qualified for Zone-2, then only bid of selected bidder (Zone-1) will be considered for evaluation.

**Signature of the Bidder**

**Executive Officer  
Brajrajnagar Municipality**

**Bidder's Organization**

**(General Details to be enclosed with technical documents )**

<b>Sl. No.</b>	<b>Description</b>	<b>FullDetails</b>
<b>1</b>	<b>Name of the Bidder</b>	
<b>2</b>	<b>Address for communication:</b> Tel : Fax: Email id:	
<b>3</b>	<b>Name of the authorized person signing &amp; submitting the bid on behalf of the Bidder:</b> Mobile No. : Email id:	
<b>4</b>	<b>Registration/Incorporation Details</b> Registration No:      Date &Year.:	
<b>5</b>	<b>Local office in Odisha</b> <b>Please furnish contact details</b>	
<b>6</b>	<b>Bid Processing Fee/ Paper cost</b> <b>Details</b> Amount: DD/No. : Date: Name of the Bank:	
<b>7</b>	<b>EMD Details</b> Amount: DD/No. : Date: Name of the Bank:	
<b>8</b>	PAN Number	
<b>9</b>	Goods and Services Tax Identification Number (GSTIN)	
<b>10</b>	Labour license details	
<b>11</b>	EPF regd. Details	

**Authorized Signatory [In full and initials]:**\_\_\_\_\_

**Name and Designation with Date and Seal:**\_\_\_\_\_

**Bill Of Quantity/ FINANCIAL BID for zone -2**

**A. Manpower requirement (Minimum)**

Rates per Month

Skilled	<u>1</u>	Rs.....
Semi-skilled	<u>5</u>	Rs.....
Unskilled	<u>144</u>	Rs.....
	<u>Total (A)</u>	Rs.....

**Materials:**

Rates per Month

Item such as Hand glove, Aprnone, uniform, ID card, mask, Gun-boot, sanitizer, Kanta Chani, Broom, Grass cutter Machine, Fogging Machine, Biometric, GPS for vehicles, Wheel Barrow etc. including T & P in every month	Minimum 5% of manpower quoted rate(A)	Rs.....  i.e .....% over A
	<u>Total ( B)</u>	<u>Rs.....</u>

**C: Machinery & transportation**

Rates per

Month

Auto tipper 10 Nos.	(1 Nos x Rs.....per hr x 3 hr x 30days) x 10 Nos.	
Hydraulic Excavator 1 Cum capacity	1 Nos x Rs.....per hr x 3.5 hr x 30days)	
	<u>Total ( C)</u>	<u>Rs.....</u>

D. EPF & ESI (over A) @ .....% Rs.....

E. Service charges @ .....% Rs.....

Grand Total ( A+B+C+D+E) Rs. ....

Rupees ..... (in words)

**Signature of Bidder**

- Prevailing labour rates issued by Labour Deptt., Govt. of Odisha to be followed.
- Vehicle hire rates must be as per latest Schedule of Rates, Works Deptt., Govt. of Odisha.
- Rates quoted bellow mentioned statutory rates are legible for rejection.