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OFFICE OF THE PURI MUNICIPALITY, PURI

NO. 7073

/DT. 28-7-23

NOTICE INVITING TENDER

Sealed tender in conformity with the detailed tender call notice are invited from intending firms/agencies for procurement and Management of Dry Waste under Swachha Bharat Mission (Urban) in Puri Municipality, Puri. The bid documents must reach office of the Executive Officer, Puri Municipality, Puri through registered post/speed post/Courier by 05.00 P.M of dt. 07.8.23. The tender documents can be downloaded from the website www.purimunicipality.nic.in. The tender document cost, Copy of PAN & GST should be submitted along with the bid document. The tenders will be opened at 11.00 A.M on dt. 08.8.23 in presence of bidders or their authorized representatives, who may present at the time of opening of the tenders, Puri Municipality will in no way be responsible for any postal delay. Tenders received beyond the schedule date shall be rejected.


Executive Officer,
Puri Municipality, Puri

Memo No. 7074

/Date 28-7-23

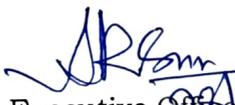
Copy along with copy of DTCN to the District Informatics Officer, National Informatics Officer, Puri for information and necessary action and requested to upload the advertisement in the website www.purimunicipality.nic.in.


Executive Officer,
Puri Municipality, Puri

Memo No. 7075

/Date 28-7-23

Copy forwarded to Executive Engineer (R&B) Division Puri/ Executive Engineer, Irrigation Division, Puri /Executive Engineer P.H.E, Division, Puri/ Secretary P.K.D.A, Puri for information and with a request to display the notice in their notice board.


Executive Officer,
Puri Municipality, Puri

Memo No.

7076

/Date 28-7-23

Copy submitted to the Collector, Puri-cum-Administrator, Puri Municipality, Puri for favour of kind information and necessary action.


Executive Officer,
Puri Municipality, Puri

Memo No.

7077

/Date 28-7-23

Copy to Office Notice Board/ Head Asst./H.A(Accts.)/Cashier/ Storekeeper/Gen. & Misc. Section, Puri Municipality, Puri for information and necessary action. General Section should take steps to publish on One daily Odiya local newspaper & one daily English Newspaper for one day on before dt. 29.7.23 and **also directed to submit the paper Publication copy to SBM Section.**


Executive Officer,
Puri Municipality, Puri

Memo No.

7078

/Date 28-7-23

Copy forwarded to the Health Officer/Addl. Executive Officer/Municipal Engineer, Puri Municipality, Puri/ Additional Executive Officer (Finance), Zillaparisad, Puri for information and necessary action. They are requested to present during opening of quotation being the member of tender committee.


Executive Officer,
Puri Municipality, Puri



REQUEST FOR PROPOSAL

“Selection of an Agency for procurement & management of Dry Waste from the allotted MRFs of Puri Municipality

Executive Officer, Puri Municipality,

H&UD Deptt.

GOVT. OF ODISHA

Tender Notice No: - 7073

Dated: 28.7.2023

Last date of submission: .07.08.2023 till 5.00PM


 Executive Officer,
 Puri Municipality, Puri

A.TENDER SCHEDULE

Sl.No	Component	Important Dates
1	Availability of Tender document. Download from https://puri.nic.in	31.07.2023
2	Last date for submission of written/online queries for Clarification in email- purim.hud@nic.in	07.08.2023
3	Date, Time and venue for Pre- Bid Meeting Location: at the Office chamber of the Executive Officer, Puri Municipality	03.08.2023 on 5.00 PM
4	Last date of uploading of response to Pre-bid Query/Issue of Addendum and Corrigendum (if any)	05.08.2023
5	Last date for Submission of Tender (through speed/ Registered post/ Courier)	07.08.2023 till 5.00PM
6	Date and Time for opening of Tender	08.08.2023 on 11.00 AM
7	Date and Time for opening of Financial Bid	08.08.2023

(6)

Scope of Work:

The overall scope of the assignment will be as follows:

- The Successful bidder has to collect the dry waste as mentioned in Annexure-1 once in week from the allotted MRF or on call basis and lift all dry waste at once from MRFs.
- The bidder shall collect, load and transport the dry waste at his own cost.
- The amount shall be deposited with Puri municipality through cheque/online transaction within 7 days from purchase of waste..
- The rate quoted by the bidder for dry waste shall be valid for 3months. The revision of rate shall be made through a market survey and to be mutually agreed.
- The successful bidder shall submit relevant document regarding the further treatment of the dry waste which was collected by him/her from the MRF.

IMPORTANT NOTE:

The quotation/Tender must reach the office of the Executive Officer, Puri Municipality by the registered post/speed post/Courier (hand delivery will not be accepted) on or before dt 07.08.2023 at 5.00PM and will be opened on dt 08.08.2023 at 11.00AM in presence of the Tender Committee of the Puri Municipality & quotationers/bidders or their authorized agents

TERMS AND CONDITIONS

1. General Conditions

- The tender document can be downloaded from www.puri.nic.in website.
- The tender should be accompanied with price quotation which shall not be less than the amount mentioned as per the Annexure –I,
- The quotationers/bidders shall also be required to attach copies of term deposit receipt or copies of up to date pass book of any bank account he holds in his favour to enable the accepting authority to assess his financial status.
- The quotationers/bidders are required to attach the residential proof or the office address proof with Tender Form.

- The applicant for this contract may be a Company / Firm / Trust / Society registered under relevant law. Appropriate documents supporting their incorporation / registration status must be submitted along with the proposal
- Consortiums / Joint Ventures are not allowed
- The agency shall be registered anywhere in India and should have a local/ Project office in Odisha (Postal address, proof of establishment (RoR/Agreement/Address as mentioned in Bank Pass Book; and name, phone no. and e-mail ID of the person concerned need to be mentioned".)
- The bidders should have experience of executing at least 1 no. Of similar project in Odisha.
- The bid shall be valid for a period of 3 months from the date of opening of tenders.
- The quotationers/bidders should indicate his permanent account no. and attach a photocopy of the PAN along with the bid.
- That in case of any disputes the decision of the Executive Officer, Puri Municipality -Cum-Chairman of the Committee / any officer Authorized by the Collector-Cum-District Magistrate shall be final and binding on both the parties.
- That all the correspondence will be addressed to Executive Officer, Puri Municipality.
That the successful bidder shall keep Executive Officer, Puri Municipality totally indemnified and harmless against all claims, damages, dues, payments, fines, penalties, demands compensations, liabilities and other losses etc. which may incur on account of non compliance or violation of any statutory provisions.
- For the purpose of this tender Executive Officer, Puri Municipality- Cum-Chairman of the tender Committee or any other officer, authorized by him/her, shall be the competent authority and his / her decision shall be final and binding on the parties to the contract.

2. **Jurisdiction of Courts**

All the matters arising out of the contract shall be dealt within the jurisdiction Puri.

3. **Force Majeure:**

That Security Deposit may not be invoked in case of force majeure situation.

4. **Rejection of the Proposal:-**

The proposal of the Applicant will not be considered, if he fails to fulfil the requirements/conditions mentioned below:

- a. The Applicant who has earlier been debarred or black listed or any entity of GoO or black listed by any State Government or Central Government/Departments/Agency in India from participating in bidding process shall not be eligible to submit a proposal.
- b. The Applicant should not be a defaulter with Odisha Government or Central Government.
- c. If the Applicant has been issued any final show cause notice pertaining to any dispute with Committee or the Government and its status at the time of submitting tender/RFP/RFQ.
- d. No proceedings should be pending before any Forum /tribunal/ courts/ commission. If so, nature and details of such dispute be stated specifically.
- e. Have failed to comply with request and demands made by the corporation in spite of final show cause notice issued to them.
- f. Those agencies or its constituents whose assignments had been terminated in the past for default or breach of contract or violation of terms and conditions agreed.
- g. Non disclosure of the information and or with holding of such information shall amount to disqualification in participation in the bid or tender

5. Tendering & Submission of Document

- i. The tender shall be granted for collection of the dry waste from the allotted MRFs.
- ii. The accepting authority of tender i.e Puri Municipality may withdraw the tender without assigning any reason from the quotationers/bidders at any stage.
- iii. The person whose tender is accepted by the Competent Authority shall not be permitted to withdraw his tender. If withdraws, Puri municipality Tender Committee will forfeit the EMD amount.
- iv. The competent authority shall be entitled to reject any tender without assigning any reason whatsoever and the decision of the competent authority in this regard shall be final and binding and shall not be called into question in any proceedings. If the tender is not accepted by the competent authority the earnest money deposited at the time of tender shall be refunded to the quotationers/bidders without any interest.
- v. While finalizing the tenders, the accepting authority i.e. the Puri Municipality may also at its discretion, form a panel (waiting list) from among the quotationers/bidders in accordance with the amount tendered by them.
- vi. A) **The procurement & management of the dry waste from the allotted MRFs:** The allotment cum demand letter will be issued to the quotationers/bidders offering the highest bid for the item after acceptance of the tender by the competent authority. *(Ref, Annexure-1)*

- ii. In case the Highest quotationers/bidders fails to **procure and manage the dry waste from the allotted MRF** from allotted date of issue of allotment cum demand letter, the offer shall stand cancelled and the Earnest Money shall stand forfeited. The accepting authority then may allot the order to the next quotationers/bidders on the panel.

6. Tender Document Fee

Non-refundable Tender Document cost in shape of Demand Draft from any scheduled commercial bank in favour of “the Executive Officer, Puri Municipality” payable in Puri for **INR 3,000/- (Rupees Three Thousand Only)** is to be furnished by the bidder along with the Technical Bid. Bid without the requisite tender Document cost shall be treated as non-responsive and rejected. The mentioned Tender cost is inclusive of the GST of 18%. No exemption is allowed to any bidder.

7. Earnest Money Deposit (EMD)

EMD in shape of Demand Draft / Bank from any scheduled commercial bank in favour of “the Executive Officer, Puri Municipality” payable in Puri for **INR 10,000/- (Rupees Ten Thousand only)** is to be furnished by the bidder along with the technical proposal. Proposals without the requisite EMD shall be treated as non-responsive and rejected. No exemption from submission of EMD is allowed. No adjustment of EMD with respect to other works previously if any, lying with the authority is allowed. Unsuccessful bidder’s EMD will be discharged / returned within 30 days from the date of execution of the agreement between the Authority and the selected Agency. No interest will be paid on EMD. The EMD of the successful bidder shall be returned immediately execution of the contract agreement with the Authority within a month after the expire of the agreement. The EMD may be forfeited in the following cases:

- a) If a bidder withdraws its bid during the period of validity of the Bid
- b) In case of a successful bidder, if the bidder fails to execute the work assigned.

8. Bid Submission Due Date

Duly sealed proposal from the bidder filled in all respect must reach Authority at the address, time and date specified in the RFP through Speed / Regd. Post/Courier. If the specified date for the submission of proposal is declared as a holiday for the Authority, the proposal will be received up to the appointed time on the next working day.

Address: - To
The Executive Officer
Puri Municipality
Near Collectorate Office
Puri-752001

9. **Late Submission**

Proposal received after the deadline for submission prescribed by the Authority will not be entertained and be rejected.

10. **Modifications and Withdrawal of Proposals**

No modifications to the Proposals shall be allowed once it is received by the Authority.

11. **Bid Opening Date**

The Authority will open all technical bids, in the presence of authorized representatives who choose to attend, at the date and time mentioned and in the following location:

**Office chamber of the Executive Officer,
At Puri Municipality, Puri**

The representatives of bidders who are present shall sign in a register evidencing their attendance. In the event of the specified date being declared a holiday for the Authority, the proposal shall be opened at the appointed time and location on the next working day.

The authorized representative of the bidding Agency with the letter of authorization shall be allowed in the meeting for the said project.

13. **Award of Assignment**

After selection, a Letter of Award (the "LOA") shall be issued, in duplicate, by Authority to the selected bidder and the bidder shall, within 7 (seven) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof. In the event the duplicate copy of the LOA duly signed by the selected Agency is not received by the stipulated date, unless it consents to extension of time for submission thereof, the right to signing of the agreement would be forfeited by Authority and the next eligible Agency may be considered for the project.

a. **Commencement of Assignment**

The selected Agency shall commence the assignment within 15 days from the date of LAO. If the bidder fails to commence the assignment as specified herein, the Authority may, unless it consents to extension of time thereof, cancel the contract with the Agency.

b. Submission of Proposal - Packing, Sealing and Marking

The Technical Proposal (Part A) and Financial Proposal (Part B) must be inserted in separate sealed envelopes, along with applicant’s name and address in the left-hand corner of the envelope and super scribed in the following manner.

- **Part-A-** Technical Proposal as per the Format attached in the Annexure-II, III, address proof, Self-declaration of non-blacklisting, EMD Cost, & Tender Paper Cost
- **Part-B-** Properly sealed Financial Proposal in the specified format as per Annexure IV of this RFP

The **Technical proposal (Part A)** and **Financial Proposal (Part B)** must be inserted in separate sealed envelopes, along with bidder’s name and address on the envelope and clearly marked as follows:

Part-A:

Technical proposal for

“Selection Of an Agency For procurement and management of the dry waste from the allotted MRFs of Puri Municipality”

Part-B:

Financial Proposal for

Selection Of an Agency For procurement and management of the dry waste from the allotted MRFs of Puri Municipality”

Both the envelopes i.e. envelope for **Part-A** and Envelope for **Part-B** must be packed in a separate sealed outer cover and clearly super scribed with the following:

Proposal for
“Selection Of an Agency For procurement and management of the dry waste from the allotted
MRFs
of Puri Municipality”

The **Bidder's** Name & address shall be mentioned in the left-hand corner of the outer envelope. The inner and outer envelopes shall be addressed to the Authority at the following address:

To

The Executive Officer
Puri Municipality, Puri
Near Collectorate Office, Puri
Puri-752001

Note:

If the outer envelope and the financial proposal envelope is not sealed and marked as mentioned above, then the Authority will assume no responsibility for the tender's misplacement or premature opening. Telex, cable or facsimile tenders will be rejected.

The opening of the Financial Proposal shall be made after evaluation of technical proposal and as per the scheduled dates which shall be intimated by the Authority to the eligible applicants. In case of any discrepancy between figures and words in the financial proposal, the one described in words shall be adopted.

Annexure -I

A. Basic Rates for the items at MRF

Sl.No	NAME OF ITEMS	Rate per Kg
1	PET	Rs.15.00 (Rupees Fifteen)
2	PAPER	Rs. 19.00(Nineteen Rupees)
3	PET FARA	Rs. 2.50(Rupees Two and Fifty Paisa)
4	MILI BOARD	Rs. 1.00 (Rupees One)

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5	CARD BOARD	Rs. 6.00(Rupees Six)
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I have read and understood the above conditions and the same are accepted by me/us.

Signature of the applicant

His/her behalf of her

husband/wife/intending

Tender licensee above Name

Annexure-II

Covering Letter

(On the Letter head of the applicant)

To,
The Executive Officer,
Puri Municipality, Puri,

Date: _____

Ref: Selection of an Agency For procurement and management of the dry waste from the allotted MRFs of Puri Municipality”

1. With reference to your RFP document _____, dated _____, I, having examined the RFP Documents and understood their contents, hereby submit my/our proposal for the aforesaid Project. The Proposal is unconditional and unqualified.
2. I acknowledge that the Authority will be relying on the information provided in the Proposal and the documents accompanying the proposal for selection of the Agency for the aforesaid Project, and we certify that all information provided in the proposal and its Annexures along with the supporting documents are true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying the proposal are true copies of their respective originals.
3. This statement is made for the express purpose of our selection as Agency for the the aforesaid Project.
4. I shall make available to the Authority any additional information it may find necessary or require to supplement or authenticate the BID.
5. I acknowledge the right of the Authority to reject our BID without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
6. I certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or contract by any

public authority nor have had any contract terminated by any public authority for breach on our part.

7. I declare that:

- (a) I have examined and have no reservations to the Bidding Documents, including any Addendum issued by the Authority; and
- (b) I have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the RFP document, in respect of any tender or request for proposal issued by or any Agreement entered into with the Authority or any other public sector enterprise or any government, Central or State; and
- (c) I hereby certify that we have taken steps to ensure that in conformity with the provisions of the RFP, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice; and
- (d) the undertakings given by us along with the Application in response to the RFP for the Project and information mentioned for the evaluation of the BID Capacity were true and correct as on the date of making the Application and are also true and correct as on the BID Due Date and I shall continue to abide by them.

8. I understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any BID that you may receive nor to invite the Bidders to BID for the Project, without incurring any liability to the Bidders, in accordance with the RFP document.

9. I certify that in regard to matters other than security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of the community.

10. I undertake that in case due to any change in facts or circumstances during the Bidding Process, we are attracted by the provisions of disqualification in terms of the guidelines referred to above, we shall intimate the Authority of the same immediately.

11. I further acknowledge and agree that in the event such change in control occurs after signing of the Agreement up to its validity, it would, notwithstanding anything to the

contrary contained in the Agreement, be deemed a breach thereof, and the Agreement shall be liable to be terminated without the Authority being liable to us in any manner whatsoever.

12. I hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority in connection with the selection of the Bidder, or in connection with the Bidding Process itself, in respect of the above-mentioned Project and the terms and implementation thereof.
13. In the event of my/ our being declared as the Selected Bidder, I/we agree to enter into a Agreement in accordance with the draft that has been provided to me/us prior to the BID Due Date. We agree not to seek any changes in the aforesaid draft and agree to abide by the same.
14. I have studied all the Bidding Documents carefully and also surveyed the equipment's & medicine. We understand that except to the extent as expressly set forth in the Agreement, we shall have no claim, right or title arising out of any documents or information provided to us by the Authority or in respect of any matter arising out of or relating to the Bidding Process including the award of Agreement.
15. I offer a EMD/BID Security of Rs. _____/- (Rupees _____ Only) to the Authority in accordance with the RFP Document of DD No. _____ along with the Tender Paper Cost of Rs. _____/- (Rupees _____ Only) to the Authority in accordance with the RFP Document of DD No. _____
16. The documents accompanying the Technical BID, as specified in the RFP, have been submitted in separate files.
17. I agree and understand that the BID is subject to the provisions of the Bidding Documents. In no case, I shall have any claim or right of whatsoever nature if the Project / Contract is not awarded to me or our BID is not opened or rejected.
18. The BID Price has been quoted by me after taking into consideration all the terms and conditions stated in the RFP, draft Agreement, our own estimates of costs and after a careful assessment of the site and all the conditions that may affect the project cost and implementation of the project.
19. I agree and undertake to abide by all the terms and conditions of the RFP document.

- 20. I shall keep this offer valid for 90 (Ninety) days from the BID Due Date specified in the RFP.
- 21. I hereby certify that we have not changed any quantity as mentioned in the BoQ and confirmed that any discrepancy arrive at any time, decision of Authority will be consider as final.
- 21. I hereby submit our BID and offer a BID Price as indicated in Financial Bid for undertaking the aforesaid Project in accordance with the Bidding Documents and the Agreement.

In witness thereof, I submit this BID under and in accordance with the terms of the RFP document.

Yours faithfully,

Date:

Place:

**Signature, name and designation of the
Authorised Signatory with name and seal of
Bidder**

Annexure-III

Basic Details of Applicant
(On the Letter Head of the Applicant)

- 1) Name of the Agency:

- 2) Name of the contact Person:

- 3) Designation:

- 4) Address
 - i. Present address: -
 - ii. Permanent address: -

- 5) Mobile Number & Telephone Number:

- 6) E-mail Address:

- 7) Fax Number:

- 8) Aadhar Card No

- 9) Pan Card No:

- 10) Valid GST Registration number:

Signature, name and designation of the
Authorised Signatory with name and seal of Bidder

All the information is mandatory

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Annexure-IV

FINANCIAL PROPOSAL

To,
The Executive Officer,
Puri municipality, Puri

Ref: "Selection of An Agency For procurement and management of the dry waste from the allotted MRFs of Puri Municipality"

We, the undersigned, offer to provide the agency services for the "collection of the dry waste from the allotted MRF PURI MUNICIPALITY" in accordance with your Request for Proposal dated [.01.2023] and our Financial Proposal (For Calendar Year 2022-23) as per details mentioned below:

Sl.no	Name of the equipments	Unit	Basic rate as per the tender document (Annexure-I)	Rate per equipment	Total Cost including GST	Figures in INR (In words)
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Our Financial Proposal shall be binding upon us for the assignment and this proposal would be valid up to 30 days from the last date of submission of proposal.

The Financial Proposal is without any condition.

Yours faithfully,

Signature, name and designation of the Authorised Signatory with name and seal of Bidder

Check List of Submissions: In Cover letter

S.N.	Particulars	Submission by Bidder Yes/ No/ NA
1	Tender Document fee of Rs 3,000/-(Non-Refundable)	
2	EMD of Rs. 10,000/-(Refundable)	
3	Self-declaration of non-blacklisting	
4	Address Proof	
5	Annexure –II Covering Letter	
6	Annexure –III Details of Applicant	
7	Annexure –(IV) Financial Proposal	

- The bidder shall ensure all the documents should be furnished with self attested with official stamp and all the pages should be numbered
- The bidder shall ensure all the documents should be furnished chronologically as per the check list with indicating the page number.
- This check list should be accompanied with the tender document.

**Signature, name and designation of the
Authorized Signatory with name and seal of Bidder**

**Executive Officer,
Puri Municipality, Puri**