



Zilla Parishad, Puri

**REQUEST FOR PROPOSAL (RFP) FOR
"SELECTION OF AN AGENCY FOR SAFETY, SECURITY AND SANITATION ACTIVITIES AT
VARIOUS TOURIST DESTINATIONS OF PURI DISTRICT"**

RFP No. 3378/Dated: 11.06.2025

Last Date for Submission: 30.06.2025 at 5.00 PM

**CDO-cum-EO
Zilla Parishad, Puri**

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1. Introduction

Various Tourist Destinations of Puri district across different locations in Puri district span diverse geographical areas and are well-connected by road networks. There are substantial floating population as these are the major tourist and pilgrimage hotspots of Puri as well as of Odisha. During peak seasons and major festivals, the footfall in these areas increases considerably. Puri is historically and culturally significant, attracting both national and international tourists. Department of Tourism, Odisha is very proactive in implementing reforms for improved, reliable, and sustainable service delivery, with sanitation and security being a key focus area in all tourist places. Efforts are ongoing to enhance Municipal Solid Waste (MSW) Management systems across these regions. Presently, in several towns and Gram Panchayat, the collection and transportation of waste along sea beaches, main roads, footpaths, and connecting pathways are being managed by Local PRI's and private individuals. Approximately 30% of the total waste in these areas is generated along the sea-facing stretches, key roads, and pathways frequented by residents and visitors alike. With the objective of improving sanitation services and ensuring cleaner public utility spaces, the concerned Blocks and Zilla Parishad, Puri with support from the Tourism Department, Government of Odisha, will undertake a transparent, competitive bidding process to select agencies for safety, security and sanitation activities of different Tourist Destinations in Puri district. The Agency/Operator/Service Supplier shall be responsible for delivering the specified services as outlined in the Terms of Reference (ToR) and for operating and maintaining the assigned project areas, such as - All Jetties of Chilika Lake & Kalijai Temple of Krushnaprasad Block, Jahaniapira Beach and surrounding Areas of Astaranga Block, Alaranath Temple and Baliharchandi Temple of Brahmagiri Block, Kakatpur Temple and Periphery areas of Kakatpur Block, Raghurajpur Heritage Village and it's periphery of Puri Sadar Block.

To address these concerns, this **Detailed Project Report (DPR)** proposes a **holistic intervention** covering:

- **Enhanced safety measures.**
- **Sanitation upgrades.**
- **Sustainable waste management.**
- **Tourist and community awareness programs to promote responsible tourism.**

2. Scope of Work

This works put to bid in the DTCN will be completely a Turn-Key Agreement. Therefore, the prospective Bidders, i.e., the Second Party is deemed to have visited the Sites, Roads, Footpaths, Pathways and Tourist Infrastructure/Facilities in the assigned Areas and assessed the nature and quantum of work to be done by them to ensure adherence to service delivery standards set by Zilla Parishad, Puri.

The contractor shall execute the work by carrying the activities specified below and any other Incidental/Additional works to ensure maximum service utility -

- i) Cleaning of the litter and dumps on the Tourist Destinations/ Public Utility Areas/Tourist Infrastructures within the Assigned Areas of Operation with the help of a Labour/Machine as may be required.
- ii) Sweeping and Cleaning of the Assigned Areas and Areas adjacent to the Tourist Destinations/ Public Utility areas/Tourist Infrastructures which are visited regularly by the visitors to ensure Visual Cleanliness at all times;
- iii) The operator shall ensure source segregation of Wastes (Wet & Dry) generated and transfer the waste in compartmentalized vehicles to the Wealth Centres allotted by the Zilla Parishad, Puri.

- iv) Provision of Twin Bins with adequate signage as per requirements shall be provided on the Beaches/ Public Utility Areas/ Tourist Facilities/ Roads, Pathways and Streets to encourage visitors and hawkers to use such bins instead of littering the Tourist Areas/ Roads/ Beach. Regular collection of Wastes generated from such Twin Bins will have to be provided to ensure that they are never overflowing and visual cleanliness and aesthetics is maintained at all times. Such litter bins should be aesthetic and should be regularly maintained and cleaned. In Beach Areas, such litter bins shall be relocated during high-tide and low-tide times to ensure their proximity to the visitors. The Operator shall carry out awareness campaigns to ensure reduction of open littering and dumping by visitors and hawkers on the Tourist Destinations/ Public Utility Areas/ Area assigned;
- v) The cleaning operations should be carried out according to the local timings to ensure that they do not disrupt or inconvenience visitors and visual cleanliness is ensured during tourist visits.
- vi) The cleaning operation of Sea beach/ Public Utility Areas/ Tourist Facilities in assigned areas shall be as below:

- 1) 1st shift : 5.00A.M to 9.00A.M
- 2) 2nd shift : 3.00P.M to 7.00P.M.

vii) Such operations would also need intensification on peak tourist season, weekends and public holidays and the Operator should make arrangements to deploy adequate resources (machines or manpower) to achieve the outcomes desired. Eventually, it shall be responsibility of the Operator to ensure that the sequence and frequency of such operations are managed in a manner that, no waste remains on the Sea beach/ Public Utility Areas/ Tourist Facilities in assigned areas at any time and the outcomes related to cleanliness.

(viii) The Operator shall make special arrangements to meet the intense demand for cleanliness on the beaches after special local events such as Important District festivals, Local festivals, New Year and Christmas etc., by arranging for adequate manpower and machinery or deploy higher number of bins or bags on the Sea beach/ Public Utility Areas/ Tourist Facilities in assigned areas for waste collection or other innovative means to ensure complete cleanliness on the Sea beach/ Public Utility Areas/ Tourist Facilities in assigned areas within the event and also after the day of the event without any extra cost.

(ix) The tidal wave brings back a lot of floating and other waste on to the beaches, the frequency and generation of the waste on account of tidal cycles are severe in the rainy seasons or during high tides. The Operator shall therefore deploy adequate resources to intensify cleaning operations during such events through longer beach cleaning machine operations or longer manual operations through a large work force or by deploying additional equipments or machinery. At any circumstances, litter or open heaps of waste shall not be visible on the Tourist Destinations/Beaches/ Public Utility Areas/Area assigned. For transportation of MSW the agency/operator/service provider shall deploy the closed containers containing vehicles complying provisions of Motor Vehicle Act & Rules in addition to regular compactor vehicle without any extra cost;

(x) The Operator shall carry out awareness campaigns to ensure coordination with commercial establishments on the Beach/ Public Utility Areas/Area assigned on effective Solid waste Management, segregation of waste, Ban of single use plastic, thrust areas under SBM etc.

(xi) The Operator shall ensure a dress code is adopted by its entire staff. The dress shall prominently display the logo of the Zilla Parishad, Puri;

(xii) Transportation of collected garbage by closed vehicle (such vehicle should comply the provisions of Motor Vehicles Act & rules to designated disposal sites of Zilla Parishad, Puri, i.e., within 50 km. Such a transportation service should be regular and frequent at least twice daily or as per required at the site and ensure that no backlog of waste is present in the collection bins on the beach.

(xiii) The Operator shall provide support in registration and collection of user fee of commercial

establishments situated along Beach/ Public Utility Areas/Area assigned, under any schemes identified/started if any by the Zilla Parishad, Puri at any time.

(xiv) The operator should make payment to the sanitation workers in the 1st week of every month for providing uninterrupted service without depending on release of payment from Zilla Parishad, Puri. No advance payment or release of funds will be entertained in this regard.

(xv) The activities under this component will be supervised and certified by committee headed by Tourist Officer/any officer authorized by the Zilla Parishad, Puri.

(xvi) All the Carcasses and body of dead animals are to be lifted from Beach/ Public Utility Areas/Area assigned /Tourist sites as well as main roads, footpath and pathways within and leading to Assigned Areas by the operator on its own transportation to the designated site identified by the Zilla Parishad, Puri.

(xvii) The operator/agency/service provider will be responsible for cleaning and maintenance of Toilets/Sanitary Complex/Urinals/WC/Wash Basins/Hand Wash Areas in and around the assigned service areas/Tourist Facility Infrastructure/Public Utility Areas and any other areas assigned by Zilla Parishad, Puri by deploying adequate Sanitation Workers/machines as required. The cleaning operations should be carried out according to the local timings to ensure that they do not disrupt or inconvenience visitors and visual cleanliness and aesthetics is ensured during tourist visits. The cleaning operation of Toilets/Sanitary Complex/Urinals/WC/Wash Basins/Hand Wash Areas in and around the Sea beach/ Public Utility Areas/ Tourist Facilities in the assigned areas shall be as below:

- 1) 1st shift : 5.00A.M to 9.00A.M
- 2) 2nd shift : 3.00P.M to 7.00P.M

(xviii) Such sanitation and cleaning operations would also need intensification on peak tourist season, weekends and public holidays and the Operator should make arrangements to deploy adequate resources (machines or manpower) to achieve the outcomes desired. Eventually, it shall be responsibility of the Operator to ensure that the sequence and frequency of such operations are managed in a manner that, cleanliness of Toilets/Sanitary Complex/Urinals/WC/Wash Basins/Hand Wash Areas in assigned areas is ensured at any time and the outcomes related to cleanliness are ensured.

(xix) The Operator shall note that the specifications and Terms and Conditions mentioned in this document are the 'Minimum Necessary Operations' that they shall provide for successful execution of works identified. However, the final performance of the operator shall be measured and evaluated on outcomes related to cleanliness as described in service delivery performance criteria. Hence, it shall be the operator's responsibility, based on their site inspection and survey, to account for and provide any additional service, equipment, infrastructure or manpower that may be required to achieve the requisite outcomes related to cleanliness at all times and include it while quoting.

(xx) The Operator shall be responsible for complete cleanliness of the entire length and width of the Beach (up to the water – line during low tide)/ Public Utility Areas/Tourist Destinations, Main Road, footpath, Pathway and other area assigned. The average length, width and other general information about the particular area to be cleaned by the Operator is to be provided by the Zilla Parishad, Puri.

Conducting awareness campaign to motivate the citizens & tourists –

The scope of work under this item shall include

- ❖ Conducting Awareness Campaign to motivate the citizens & tourists to properly dispose of their waste before it reaches the drains.
- ❖ Undertake IEC activities as per the Solid Waste Management Rules-2016, SMB Guidelines and community interaction at regular intervals along with Zilla Parishad, Puri /concerned Block officials.

- ❖ To provide required resource support for addressing the complaints, monitoring and compliance reporting of customer complaints in respect of SWM within the service area.

Service Delivery Compliance

The colour code of the Twin bins shall be strictly as per the recommendation in item 3 of schedule - II of the Municipal Solid Waste Rule 2016.

- ❖ The Twin bin, one blue & one green, are to be placed and designed, so that they are accessible to the users, easy to operate, easy to transport, not exposed to atmosphere, shall be aesthetically acceptable and user friendly.
- ❖ The clearing schedule of the Twin bins should ensure that MSW is cleared minimum twice in 24 hours.
- ❖ There should be no overflow of MSW from the bins due to inadequate capacity or non-lifting at scheduled times. The Operator will ensure that the area around the bins is kept clean at all the times.
- ❖ The bins are to be maintained so that there are no breakages, no toppling of bins and no dislocation.
- ❖ The MSW shall not be disposed off/dumped/unloaded at any place other than that specified by Zilla Parishad, Puri.

Disposal of waste in any area other than specified area is strictly prohibited

- ❖ Ensure safe transportation of the collected Solid Waste in compartmentalized vehicles to the designated place at designated place as directed by the Zilla Parishad, Puri/Concerned Blocks.
- ❖ Dry Solid Wastes like leaves; paper etc. shall not be burnt.
- ❖ There should be no overflow of garbage/refuse/MSW from the twin bins.
- ❖ If the garbage is littered outside the twin bins for any reason, operator should appoint workers to lift the waste and keep it inside the twin bin as soon as possible.
- ❖ Surroundings of containers and litter bins in the service areas, shall be kept clean and tidy by sweeping around thoroughly and putting the garbage/refuse/MSW into the twin bins. The ground at the place where the vehicles stop for loading shall be cleaned and disinfected with an approved disinfectant to be supplied by the Operator itself.
- ❖ The Operator shall ensure that all deployed personnel are provided with adequate safety equipment and are required to wear a uniform or apron during working hours. The uniform/apron must bear the logo of the Zilla Parishad, Puri and shall be approved by the said authority.

Service Delivery Performance Criteria

The performance monitoring and evaluation of service delivery has been institutionalized through Service Level Benchmarking and the purpose and objective of the assignment should be to improve and achieve the National Level Benchmark. With this target as well as the underlying constraints in mind, the operator has to achieve the following performance levels unflinchingly

<u>Parameter Description</u>	<u>Achievement Target</u>
Tourist Site cleaning/Area Assigned	100% in every months Daily Service
Waste collection and transportation	90% collection efficiency 90% bins should not overflow
Street sweeping/cleaning (including Main Roads, footpaths, Pathways and other public utility areas)	90% collection efficiency 100% within 24 hrs
Cleaning of Toilets/WC in Service Areas assigned	90% cleaning efficiency 100% within 24 hrs

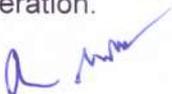
Toilets/WC/Urinals should be free from odor and stains and must be aesthetically pleasing

Complaint Redressal

- ❖ The operator in close coordination with the Zilla Parishad, Puri/Concerned Block shall undertake sample survey to assess the extent of waste generated and sanitation requirement of Toilets/Sanitary Complexes. Secondary data from employers past experience can be referred to conclude the assessment. The sample should comprise of all income groups equally spread over the service area and stretched over a period of time, to give a fair average.
- ❖ A detail performance monitoring, reporting and evaluation system shall have to be developed in consultation with the employer. The broad outline of the computation procedure is provided in the table above.
- ❖ The Zilla Parishad, Puri/Concerned Blocks shall conduct service delivery assessment and customer satisfaction sample survey within the service area at regular interval to assess the performance.
- ❖ All roadside dumping of solid waste shall have to be collected irrespective of Door-to-Door service or provision of twin bins.
- ❖ All the complaints raised by the Zilla Parishad, Puri or any official designated by the Zilla Parishad, Puri/ Concerned Blocks should be redressed within 24 hours or as soon as possible.

Employer's scope

- a. The Zilla Parishad, Puri/Concerned Blocks shall provide right of way for twin bin placement at all proposed locations of the service area.
- b. The Zilla Parishad, Puri/Concerned Blocks shall finalize location for placement of twin bins and provide necessary administrative support in demarking and placing the same along the Roads/Pathways/Public Utility Areas/Sea Beach, if required.
- c. The Zilla Parishad, Puri will allow the operator to unload segregated wastes at wealth centers.
- d. Creation of no plastic zone along the Sea Beach Area/Tourist Destinations.
- e. Removal of tapping of sewer line in storm water drain.
- f. Administrative measure to restrict the movement of stray animals on the Sea Beach.
- g. The bill towards the works assigned shall be paid within 15 days after receipt of bills from the operator.
- h. The Zilla Parishad, Puri shall provide right of way and disposal site for collection, transportation and disposal of solid waste cleared from the sea beach and main road, as per norms of MSW rules 2016.
- i. Any type of conservancy complaints other than the scope of works and services, shall have to be intimated immediately by operator to the Zilla Parishad, Puri for taking proactive action.
- j. The Operator and the Zilla Parishad, Puri, both shall be responsible for the environmental compliances under the MSW (SWM Rules 2016), at the disposal site as directed by the Zilla Parishad, Puri.
- k. The Zilla Parishad, Puri needs to provide an enabling environment by removing encroachments for better cleaning activity. In this case the Zilla Parishad, Puri shall have to deploy its own excavator & tipper to clear the encroachments.
- l. The Zilla Parishad, Puri/Concerned Blocks shall provide necessary prior information regarding visit of VIP/VVIP well in advance to the Operator for preparations thereof.
- m. The Zilla Parishad, Puri shall provide right of way and disposal site for collection, transportation disposal of waste within a range of 50 km.
- n. The Zilla Parishad, Puri/Concerned Blocks shall provide information regarding any festivals (a festival calendar providing duration of each festival and approximate daily population influx) before starting the operation and maintenance activity.
- o. The Zilla Parishad, Puri/Concerned Blocks shall provide necessary administrative support in controlling and handling the situations arising out of public agitation/security issues during cleaning operation.



Expected Service Levels

- Public Areas, Tourist Facilities, Public Utility Areas, Public Buildings, Roads, Pathways, Street, Access Roads, Beach(The entire water-facing stretch), and other locations of the Tourist Destination designated by the Zilla Parishad, Puri must be kept free of garbage and solid waste at all times ensuring proper visual cleanliness and also safety and security at that place should be ensured.
- No accumulation of Liquid Waste/Sewage in the stretch.
- Full-fledged sweeping, collection of wastes through designated vehicles and deposit of segregated wastes in designated Wealth Centres, proper cleaning and sanitation of Toilets, Urinals, Wash Areas etc. and other necessary cleaning exercises should be conducted daily.

The Agency shall submit a monthly report of activities under taken and public feedback along with a section on recommendations for improvement.

3. Penalty

Upon occurrence of a material breach of O&M requirements, employer shall, without prejudice to and not withstanding any other consequences, be entitled to levy a penalty and shall have the powers to terminate the contract. **In case the operator underachieves the targets specified in the service delivery performance criteria, the employer shall impose penalty as detailed below, to be recovered from each monthly bill.**

SI No.	Parameter Description	Non-compliance penalty
1	In case of unsatisfactory working of the manual/ machine or machine breakdown or operator absenteeism or reasons attributed to the inefficiency of the contractors.	Penalty of Indian National Rupees 2000 (TWO Thousand) per day per labour/machine shall be deducted and it shall be recorded the Performance Evaluation.
2.	In case the Assigned Areas, Tourist Facilities, Public Utility Araes, Beach, Main Road, Footpath or Pathway, Toilets, Urinals, Sanitary Complex, Hand Wash Area is found littered or dirty	Penalty of Indian National Rupees 500 (five hundred) per day for interval of 500 meters length/Per Shift shall be deducted and it shall be recorded in Performance Evaluation.
3.	For not deploying the vehicles for regular transportation of the waste from the beach.	Penalty of Indian National Rupee 5000/- (Five Thousand) per day shall be deducted from the Operators' bills.
4	For not providing adequate number of twin bins on the designated areas of operation.	Penalty of Indian National Rupees 100/- (One hundred) per day for every interval of 100 meters, shall be deducted from the Operator's bills.
5	For not segregating the municipal solid waste collected from Service Area cleaning and transporting it to wealth centers	Penalty of Indian National Rupees 1000/- (One Thousand) per day, shall be deducted from the Operator's bills.
6	For not providing adequate collection and transportation services for the transportation of the waste from refuse twin bins.	Penalty of Indian National Rupees 500/- (five hundred) per day for every uncollected refuse bin, shall be deducted from the Operator's bills.

7	For absence of a complaint officer OR complaint officer at peak-visiting officer OR absence of a complaint register with good book-keeping.	Penalty of Indian National Rupees 500/- (Five hundred) per day, shall be deducted from the Operator's bills.
8	For absence of the supervisor.	Penalty of Indian National Rupees 250/- (Two hundred only) per day per supervisor shall be deducted from the Operator's bills.
9	For absence of the a cleaner/laborer	Penalty of Indian National Rupees 200/- (Two hundred only) per day per cleaner/ laborer shall be deducted from the Operator's bills.
10	Speedometer not in working condition.	Penalty of Indian National Rupees 1000/- (one thousand) per day, shall be deducted from Operator's bills.
11	Inaccurate reporting of speedometer readings on daily performance reports.	Penalty of Indian National Rupees (10,000/- Ten thousand) per day, shall be deducted from the contractors' bills, from the day which corresponds to the last 'actual' reading.
12	Failed to wear the uniform/safety gear when on duty.	Penalty of Indian Rupees 50/- (fifty) per person shall be recovered.

The employer or his authorized representative shall record service short falls on a daily basis and communicate the same to the operator. The consolidated monthly achievement computed and reported by the nodal officer shall be taken into consideration for evaluating the performance. Penalty can be waived in part or full under situation of adverse conditions causing hindrance for service delivery, to be properly justified by the service provider to the best satisfaction of the employer. In such an event the nodal officer shall place his report to the Executive Officer for his decision. The quantum of waiver shall be at the sole discretion of the Executive Officer.

In the event of a disagreement by the Operator regarding the quantum of penalty imposed, the Operator shall be given an opportunity to submit a representation to the Chief Executive Officer of the Zilla Parishad, Puri, whose decision shall be final and binding on the Operator.

4. Eligibility Criteria

The bidders must satisfy the condition of the eligibility for opening of the financial bid. The conditions of the eligibility are given below -

Applicants must read carefully the minimum conditions of eligibility (the "Conditions of Eligibility") provided herein. Proposals of only those Applicants who satisfy the Conditions of Eligibility will be considered for financial bid opening.

5. GENERAL

- The bidder should be an entity incorporated/registered under the Companies Act or Partnership Firm registered under The Indian Partnership Act or a Limited Liability Partnership registered under the Limited Liability Partnership Act or a registered proprietary firm in India or registered under Society Registration Act. Appropriate documents supporting their status must be submitted along with the proposal.
- The bidder should be in operation in the field of O&M of public beaches/tourist spots.

/ public recreation spots or related activities such as solid waste & sanitation management / tourist spot/ area cleaning for at least 2 years preceding the date of the issue of this RFP. As proof, it shall provide corresponding dated client work orders, documentary, completion certificate and visual evidence of such assignments.

- The bidder must have executed at least one assignment in Street Sweeping, Transportation and Management of Municipal Solid Waste of segregated municipal solid waste of project cost of minimum INR 50 lakhs within the 3 years preceding the proposal due date.
- Corresponding client Work Order (is not the same as Letter of Intent/ Letter of Appointment) / Agreement, Completion Certificate and visual evidence besides any other supporting document for each of the submitted experience credentials should be provided as part of the Technical Proposal.
- Financial eligibility: The bidder should have an annual average operating turnover of **INR 1.00 Cr** certified by chartered accountant during last 3 (three) financial years ending 31.03.2024.
- The applicant shall submit only one bid against the individual work. Multiple bids by one bidder for the same work are liable to be rejected and his EMD may be forfeited. Applicants must submit separate proposals for different individual works along with separate EMD for each project.
- Each page of the bid document shall be signed by the bidder.
- In case of MSME/NSIC firms exemption of EMD will be allowed, but no exemption will be allowed on Tender Paper Fee.
- The bidders shall make a presentation before the selection committee on the actual work process, deployment of manpower, machineries etc. before opening of the financial bids and the copy of the same to be submitted in the bid documents.

6. Evaluation Criteria –

Evaluation of the Qualification Proposals will be done only for those Bidders who meet the Eligibility Criteria. The evaluation of each Qualification Proposal shall be undertaken based on the following criteria (**Qualification Criteria**):

A. Technical Evaluation

- (i) Evaluation of the qualification proposal will be done only for those bidders who meet the eligibility criteria. The Technical Evaluation of each qualification proposal shall be undertaken based on the following qualification criteria set out in this RFP.
- (ii) Prior to completion of the evaluation of the qualification proposal, the bidder shall be invited to put forward a technical representation. The date, time & venue for technical presentation shall be intimated by the client at a later stage.
- (iii) For each qualification proposal, the total points that can be awarded for each bidders are 100, and the minimum technical score (T) that a bidder requires to qualify for opening of the financial proposal is **70**.

Table 1: Evaluation Criteria (Technical)

Sl.no.	Parameters	Maximum Marks
1.	<u>Turnover - Average annual turnover (in last three years)</u> Up to Rs.1 Cr – 05marks, Up to Rs.2 Cr- 15 marks Up to Rs. 50 cr- 20Marks	20
2.	<u>Experience of Bidder (in number of years in business from the date of incorporation)</u> For 05 to 10 years –05 marks For 11 to 15 years – 10 marks For 16 to 20 years and above – 20 marks	20
3.	<u>Current ongoing project work order Experience in supply of different manpower on QCBS mode.</u> For one Project-03 Marks For Two Project- 05 Marks For Three Project- 10 Marks	10
4.	<u>Current ongoing project Experience in supply of different manpower for CFMS Activities.</u> Single work order up to 50nos of manpower - 3 Marks Single work order up to 100nos of manpower - 5 Marks Single work order up to 200nos of manpower - 8 Marks	08
5.	<u>Labour License</u> Up to- 200nos- 02 Marks Up to- 300nos- 03 Marks Up to- 400nos- 05 Marks	05
6.	<u>Net Worth Certificate</u> Up to 1cr.- 2 Marks Up to 2cr.- 3 Marks Up to 4cr.- 5 Marks	05
7.	<u>ISO Certification:</u> ● ISO 9001:2015 ● ISO14001:2015 ● ISO45001:2018 ● SA-8000: 2014 ● ISO 27001:2013 ● ISO 22000:2018	:02marks :02marks :02marks :02marks :02marks :02 marks
8.	Technical Presentation through PPT or any other way in presence of Committee.	20
TOTAL		100

B. Financial Evaluation

- (i) The financial proposals of only those bidders who have passed the technical evaluation with a minimum score of **70** shall be opened in the presence of bidders / their representatives who wish to be present with a proper authorization letter.

- (ii) The name of bidder along with the quoted annual comprehensive facility management cost will be announced during the financial proposal opening. If there is only one qualified bidder, the client may, at its sole discretion, decide to open this bidder's financial proposal.
- (iii) The Financial Proposal with lowest cost shall be marked as the First Rank Applicant while the next lowest Financial Proposal shall be marked as the Second Rank Applicant and so on. If the financial quotation is found to be equal for two or more number of bidders, then it will be decided based on result of the lottery in presence of the bidders or their representatives.
- (iv) The Selected Bidder shall be the First Ranked Applicant. The Second Ranked Applicant and Third Ranked Applicant shall be kept in reserve and may be invited for negotiations in case the First Ranked Applicant withdraws or fails to comply with the requirements specified in the RFP.

For the purpose of evaluation of the Financial Proposals, the Least Cost quoted by the Bidder shall be inclusive of all taxes & statutory dues.

The successful bidder may call for then negotiation by the Authority if required.

7. Number of Proposals

A bidder is eligible to submit only one proposal for one individual project. A bidder must submit separate proposals for separate projects with the Tender Paper Cost and EMD applicable for the project.

8. Tender Document Fee

Non-refundable Tender Document cost in shape of Demand Draft from any scheduled commercial bank in favour of CDO-cum-EO of Zilla Parishad, Puri payable at Puri as per Annexure-V is to be furnished by the bidder along with the Technical Bid. No exemption from submission of Tender paper cost is allowed. 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%.

9. Earnest Money Deposit (EMD)

EMD in shape of Demand Draft from any scheduled commercial bank in favor of "CDO-cum-EO of Zilla Parishad, Puri" payable at Puri for **INR 50,000/- (Rupees Fifty 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 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 after execution of

the contract agreement with the Authority & after submission of the performance bank guarantee.

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.

10. Validity of Bid

Proposal shall remain valid for 90 days from the last date of submission of Proposal.

11. Currencies of Bid and Payment

The prices shall be quoted by the bidder entirely in Indian Rupees only. Valuation of work, billing and payments will also be in Indian Rupees.

12. Disputes

All legal disputes are subject to the jurisdiction of Courts in Puri only.

13. Addendum/Corrigendum/Notice

Any Addendum/Corrigendum/Notice etc. for this assignments issued by the Authority will be hosted only in the website of the Puri District only.

14. Acknowledgement by Bidder

It shall be deemed that by submitting the Proposal, the Agency has made a complete and careful examination of the RFP, general condition of contract, submission formalities and evaluation mechanism received all relevant information requested from the Authority, acknowledged and accepted the risk of inadequacy, error or mistake in the information provided in this invitation document or furnished by or on behalf of the Authority; satisfied itself about all matters, things and information necessary and required for submitting the proposal and performance of all of its obligations there under agreed to be bound by the undertaking provided by it under and in terms hereof.

The Authority shall not be liable for any omission, mistake or error on the part of the Agency in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to this invitation document or the selection process, including any error or mistake therein or in any information or data given by the Authority.

15. Right to reject any or all Proposals

Notwithstanding anything contained in this invitation document, the Authority reserves the right to accept or reject any proposal and to annul this selection process and reject all proposals, at any time during the bidding process without any liability or any obligation for such acceptance rejection or annulment, and without assigning any reasons thereof.

The Authority, also, reserves the right to reject any Proposal if:

- a) At any time, a material misrepresentation is made or uncovered, or

b) The Agency does not submit sufficient information as being asked for

16. Pre-Proposal Meeting

Bidders requiring any clarification on the selection process may send their queries to the Authority via email prior to the Pre-Proposal Meeting & attend the meeting too.

The queries shall be sent before the pre-proposal meeting to ori-dpuri@nic.in or drdapuri@gmail.com.

The **Pre-Proposal Meeting** will be held in the office chamber of the Authorised Officer of the Zilla Parishad, Puri at the below-mentioned time and date on the Clause-17 titled Bid Schedule. The authorized representative along with the letter of authorization shall be eligible to attend the pre-proposal meeting and technical/financial openings for the said project.

The Authority shall endeavor to respond to the queries within the period specified therein but not later than 7 days prior to the Proposal due date. The responses will be sent by e-mail. However, the Authority reserves the right not to respond to any questions or provide any clarifications, in its sole discretion, and nothing in this clause shall be taken or read as compelling or requiring the Authority to respond to any question or to provide any clarification.

17. Bid Schedule

Sl.No.	Description	Date
1	Issue of Advertisement & Uploading of EOI	11.06.2025
2	Last date of receiving Queries in email of the Zilla Parishad, Puri	20.06.2025
3	Pre-proposal Clarification meeting at Conference Hall of the CDO-Cum-EO of the Zilla Parishad, Puri	21.06.2025 at 11 am
4	Replies to the queries & issue of addendum, if any	23.06.2025 at 5 pm.
5	Last Date of submission of Proposals Through Speed post / Regd. Post / Courier	30.06.2025 at 5 pm
6	Opening & Evaluation of Technical Bid & Financial Bid	01.07.2025 at 11 am onwards.

18. 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 superscribed in the following manner.

- **Part-A-** Technical Proposal as per the Format attached in the Annexure-I, II, III, IV of this RFP
- **Part-B**—Properly sealed Financial Proposal in the specified format as per Annexure V 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 SAFETY, SECURITY AND SANITATION
ACTIVITIES ATTOURIST DESTINATION OF PURI DISTRICT”**

Part-B:

Financial Proposal for

**“SELECTION OF AN AGENCY FOR SAFETY, SECURITY AND SANITATION
ACTIVITIES ATTOURIST DESTINATION OF PURI
DISTRICT** 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 superscribed with the following:

Proposal for

**“SELECTION OF AN AGENCY FOR SAFETY, SECURITY AND SANITATION
ACTIVITIES ATTOURIST DESTINATIONS OF PURI
DISTRICT”**

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 CDO-cum-EO, Zilla
Parishad, Puri**

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.

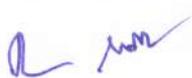
19. Documents to accompany the proposal:

PART–A (Technical Proposal)

The bidder must submit the following particulars/documents along with the technical proposal failing which the proposal may be treated as non-responsive:

- (a) Covering Letter and Details of Applicants per Annexure - I and II, respectively.
- (b) Non-refundable Tender Fee for projects as per Annexure-V (Including GST) in the form of Demand Draft payable in favor of "CDO-cum-EO, Zilla Parishad, Puri", payable in Puri drawn on any scheduled commercial bank.
- (c) Refundable Earnest Money Deposit of **INR.50,000/- (Rupees Fifty Thousand only)** in the form of a Demand Draft as Bid Security in favor of "CDO-cum-EO, Zilla Parishad, Puri "payable at Puri drawn on any scheduled commercial bank.
- (d) The Agency shall submit their Agency Registration Certificate, Photocopy of PAN Card, GST Registration.
- (e) Annual Financial Statements for the last three Financial Years or a Certificate duly certified by Chartered Accountant indicating the Operating Annual Turnover for the mentioned years.
- (f) All the pages of the tender document shall be signed by the bidder and sealed by the Agency at lower Right hand corner.
- (g) All other documents shall be self attested by the bidder.
- (h) The Agency should not be blacklisted by any Government Institution/Private Agency. A self-declaration of non-blacklisting shall be submitted.
- (i) The proof of work experience of similar nature (as mentioned in Table-1) in the form of Work-Orders and completion certificates issued from the organization in such case has to be submitted in the format mentioned in Annexure III.
- (j) The Agency failing to submit all the specified documents shall be summarily rejected.

PART–B (Financial Proposal)



The bidder must submit the Financial Proposal as per the format provided in Annexure V by quoting the bid price to operate & maintain this project. Further, the tender shall be finalized basing on the selection procedure detailed earlier in Clause 6. The Authority will finalize the tender.

20. Amendment/Modification

At any time prior to the deadline for submission of Proposal, the Authority may, for any reason, whether at its own initiative or in response to clarifications requested by an Applicant, modify any of the terms mentioned in this invitation document by the issuance of Addendum/Amendment. All such amendments/addendum will be deemed to have been circulated to the bidders post its publication in Puri District website and will be binding on all. In order to abide by the issuance of the amendment or allow the bidder for giving a reasonable time for considering an amendment into their proposal, or for any other reason, the Authority may, in its sole discretion, extend the Proposal Due Date.

21. Bid Submission Due Date

Duly sealed proposal from the bidder filled in all respect must reach the Authority at the address, time and date specified in the RFP (Clause17-Bid Schedule) 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.

22. Late Submission

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

23. Modifications and Withdrawal of Proposals

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

24. 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 Authorized Officer of the Zilla Parishad, Puri

The representatives of bidders who are present shall sign 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.

25. 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, signed 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.

26. Execution of Agreement

After acknowledgement of the LOA as aforesaid by the selected Agency, it shall execute the Contract Agreement within the period of 7 days from the date of issuance of LOA. The successful bidder shall not be entitled to seek any deviation in the Agreement.

27. Commencement of Assignment

The selected Agency shall commence the assignment within 7 days from the date of signing of the Agreement. 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.

28. Termination

a. Termination by the CDO-Cum-EO Zilla Parishad, Puri

The authority may terminate this Contract due to any of the following events of default by the Agency (here in after called the "AGENCY Event of Default"):

- (i) The AGENCY has failed to perform or discharge any of its obligations in accordance with the provisions of this Contract.
- (ii) Any representation made or warranties given by the AGENCY under this Contract is found to be false or misleading.
- (iii) The AGENCY has been adjudged as bankrupt or become insolvent.
- (iv) The AGENCY has created any encumbrance, charges or lien in favour of any person or agency, over the facility, save and except as otherwise expressly permitted under this Contract.
- (v) A resolution for voluntary winding up has been passed by the shareholders/partners of the AGENCY.

- (vi) Any petition for winding up of the consultant has been admitted and liquidator or provisional liquidator has been appointed or the consultant has been ordered to be wound up by court of competent jurisdiction, except for the purpose of amalgamation or reconstruction with the prior consent of the Zilla Parishad, Puri, provided that, as part of such amalgamation or reconstruction and the amalgamated or reconstructed entity has unconditionally assumed all surviving obligations of the AGENCY under this Contract.
- (vii) It has been proved beyond reasonable doubt that consultant has been party to or has allowed any unlawful activity during the Contract Period;
- (viii) The AGENCY has abandoned the Project:-Zilla Parishad, Puri reserves the right to terminate the Contract with a prior notice period of at least 30 days to the AGENCY.

b. Termination by Force Majeure

For the purpose of this contract, "Force Majeure" means an event which is beyond the reasonable control of a party, and which makes a party's performance of its obligations impossible or impractical as reasonable to be considered impossible in the circumstances.

Any of the following events which are beyond the control of the party claiming to be overcome or prevent despite exercise of due care and diligence, and result in material adverse effect shall constitute Force Majeure Event

- (a) Earthquake, flood, inundation and landslide;
- (b) Storm, tempest, hurricane, cyclone, lightning, thunder or other extreme atmospheric disturbances;
- (c) Fire caused by reasons not attributable to the operator or any of the employees, or agents of the operator
- (d) Acts of terrorism
- (e) Any judgment or order of a court of competent jurisdiction or statutory authority in India made against the employer/operator in respect of the contract in any proceeding which is non-collusive and duly prosecuted.
- (f) Early termination of this agreement for reason of national emergency or national security.
- (g) War, hostilities (whether declared or not), invasion, act of foreign enemy, rebellion, riots, weapon conflict or military actions, civil war, ionizing radiation, contamination by radioactivity from nuclear fuel, any nuclear waste, radioactive toxic explosion, volcanic eruptions.

Force Majeure shall not include:

- a. any event which is caused by the negligence or intentional action of a party or such party's agents or
- b. any event which a diligent party could reasonably have been expected to both (a) take into account at the time of the conclusion of this contract and (b) avoid or overcome in the carrying out of its obligations employees, nor here under.
- c. Force Majeure shall not include insufficiency of funds or failure to make any payment required here under

29. Performance Guarantee

The selected implementing agency need to submit 10% of the Annual contract value as performance security deposit in the form of a Demand Draft or Bank Guarantee in favour of " CDO-cum-EO, Zilla Parishad, Puri" payable at Puri, drawn on any scheduled commercial bank prior to signing of the contract.

30. Resources to be deployed:-

The selected Bidder shall deploy minimum number of field staff for 5km stretch with 150mtrs-250mts width after the signing of the agreement with 7 days. The field staffs should not be below the age of the 18 years & the wages for the field staffs should be as per the norm of the Labour Commission, Odisha Notification. The Selected agency will provide the uniform after the approval of the Zilla Parishad, Puri.

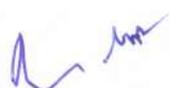


Check List of Submissions (in official Pad):

Sl.No.	Particulars	Submission by Bidder Yes/No/NA	Page no. of the supporting documents
1	Tender Document Fee as per Annexure-V		
2	EMD of Rs.50,000/-		
3	Self-declaration of non-blacklisting (in official pad)		
4	Annexure-I Covering Letter (in official pad)		
5	Annexure-II Details of Applicant (in official pad)		
6	Annexure-III Details experience of the Bidders (in official pad)		
9	Annexure-IV Financial Capability of Bidder (in Official pad)		
10	Annexure-V Financial Proposal (in official pad)		
11	All other Certified Documents and		

- 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



Covering Letter

(On the Letter head of the applicant)

Letter No _____ Date: _____

To,

The CDO-cum-EO,

Zilla Parishad, Puri

Ref: "SELECTION OF AN AGENCY FOR SAFETY, SECURITY & SANITATION OF
.....Tourist Destination of PURI"

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 Contractor for the aforesaid Project, and we certify that all information provided in the proposal and its Annexure 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 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 project area. 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) of DD no _____ to the Authority in accordance with the RFP Document of Rs. _____ /-(Rupees _____ Only) 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 under take 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 RFP 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
Authorized Signatory with name and
seal of Bidder**



Details of Applicant

(On the Letter Head of the Applicant)

SI.No	<u>Details of the Applicant</u>			
1	Name of the Agency			
2	Details of the Demand Draft			
3	Tender Paper Cost- _____	Name of the Bank	Date of Issue	DD.No
4	EMD- Rs. 50,000/-	Name of the Bank	Date of Issue	DD.No
5	Name of the Contact Person			
6	Designation			
7	Address	Present address		
		Permanent address		
8	E-mail ID			
9	Fax Number			
10	Registration Number of the Company/Society etc			
11	If the Agency has a registered Office in India(Yes/No):			
12	Full address of Registered Office in India			
13	If the agency has a corporate or Branch Office in Odisha?			
14	Full address of Registered Office in Odisha			
15	Mobile Number of the contact person at Registered Office in India			
16	Mobile Number of the contact person at Registered Office in Odisha			
17	EPF REGISTRATION No. With Attached copy			
18	ESI REGISTRATION No. With Attached copy			
19	PAN Card No			

20	GST No	
21	Average Annual Turnover (2020-21,2021-22,2022-23)	

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



Details of the Experience of the Bidder

Sl.No.	Parameters	Remarks
1	Project Title	
2	Project Description	
3	Location	
4	Name of Client	
5	Total value of work order (In Indian Rupees)	
6	No. of manpower supplied	
7	Period of Services rendered by the Applicant (Start date and End date)	
8	Scope of Service	
8	Fees of the Applicant (In Indian Rupees)	
9	Present Status of the Assignment (Completed/ongoing)	
10	Other Information relating to Project	
11	Copy of Appointment Letters and Completion Letter	

Note: The work order, competition certificate of the project undertaken along with other relevant documents shall be attached with every project. Experience of only completed projects will be considered for evaluation.

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




Financial Capability of Bidder

Name of the Applicant:

Sl.No.	Particulars	2021-22	2022-23	2023-24
1.	Turnover			

Note:

1. Attach certified copies of Annual Audited Balance Sheets and IT Returns Certificate for the past 3 years.
2. The above data must be submitted by Applicant, duly certified by Statutory Auditor such as Chartered Account.

Signed

Signature of CA/Statutory Auditors

(Name of the Authorized Signatory)

(with seal & registration no.)

Place:

Date:

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

FINANCIAL PROPOSAL

(In letter Head of the Bidder)

To,
The CDO-cum-EO,
Zilla Parishad, Puri

Ref: "SELECTION OF AN AGENCY FOR SAFETY ,SECURITY & SANITATION OF
.....TOURIST DESTINATION OF PURI"(insert the Name of
Tourist Place with Location)

We, the undersigned, offer to provide the agency services for the project titled
"SELECTION OF AN AGENCY FOR SAFETY ,SECURITY & SANITATION OF
.....TOURIST DESTINATION OF PURI" (insert the Name of
Tourist Place with Location)

"in accordance with your Request for Proposal dated -----and our Financial
Proposal (For 1 Year) as per details mentioned below:

List of works

Sl No	Name of Block	Name of Tourist Place with Location	Tender Amount	EMD	Cost of Tender Paper
1	Krushnaprasad	Safety, Security and Sanitation Activities : 6 Nos of Jetties of Chilika Lake (Satapada side)& Kalijai Temple	₹ 56,55,375.00	₹ 50,000.00	₹ 11,800.00
2	Brahmagiri	Safety, Security and Sanitation Activities at Alarnath Temple & Baliharachandi Temple	₹ 46,18,252.00	₹ 50,000.00	₹ 7,080.00
3	Puri Sadar	Safety, Security and Sanitation Activities at Raghurajpur Village	₹ 35,81,820.00	₹ 50,000.00	₹ 7,080.00
4	Kakatpur	Safety, Security and Sanitation Activities at Kakatpur	₹ 46,65,375.00	₹ 50,000.00	₹ 7,080.00
5	Astarang	Safety, Security and Sanitation Activities at Pir Jahaniapira Beach	₹ 75,96,805.00	₹ 50,000.00	₹ 11,800.00

Detailed BOQ

Selection of Agency for Safety and Sanitation for Different Tourist Places including all jetties like satapada, Mirzapur, Sipakuda, Gangadharpur, Gabakunda, Alupatna and Kalijai Temple of Krushnaprasad Block.

SL No.	Description	No. of Manpower	No. of working Days	Wage per Day	Amount
1	Sweeper	13	30	462	1,80,180.00
2	Sanitation Worker(Toilets)	6	30	562	1,01,160.00
3	Facility Manager cum Supervisor	1	30	612	18,360.00
4	Life Guard	1	30	562	16,860.00
5	Security Guard	1	30	512	15,360.00
	Total wage per month				3,31,920.00
A	Total wage per year				39,83,040.00
4	EPF @ 13% & ESI @ 3.25%				53,937.00
	Total Wages for 1 month including EPF & ESI				3,85,857.00
B	Total Wages for 12 month including EPF& ESI				46,30,284.00

10/6/25

h

5	Material Cost for Jhadu, Gloves, Safety Masks, Uniform, Helmet, Badges, Belcha, Fauda/Spade., Cleaning Kits-15, Trolleys, Safety Gear, Signages and Postages for facilities and Sites etc. as per requirement at site.		
6	Vehicle with Segregated Compartments with Driver for Lifting and Deposit of Segregated Wastes from the Service Area at designated Wealth Centre including cost of POL, driver, helper, boat fare for kalijai temple and R&M to nearest Waste Centre		
7	First Aid Kit - 6 Nos & Disinfectant spray & Bleaching Powder.		
	Total Logistics for 1 month		
C	Total Logistics for 12 months		
8	Procurement, Supply, Installation and commissioning of 240 L Colour Coded Dual Waste Segregation Bins. - 20 Nos.		
9	Awareness Programs (Workshops, Educational Materials and Community Campaigns including Digital Outreach in Social Media Platforms and School Engagement activities etc.)		
E	Proposed Service charges on Labour Component		
	SUB TOTAL		

Quoted Labour rate shall not be below the prescribed Labour rate of the state Government.

10/6/25

[Signature]

[Signature]

Detailed BOQ

Selection of Agency for Safety, Security and Sanitation for Alarnath & Baliharchandi Tourist Places of Brahmagiri Block.

SL No.	Description	No. of Manpower	No. of working Days	Wage per Day	Amount
1	Sweeper	6	30	462	83,160.00
2	Security Guard	6	30	512	92,160.00
3	Sanitation Worker(Toilets)	4	30	562	67,440.00
4	Facility Manager cum Supervisor	2	30	612	36,720.00
	Total wage per month				2,79,480.00
A	Total wage per year				33,53,760
5	EPF @ 13% & ESI @ 3.25%				45,415
	Total Wages for 1 month including EPF & ESI				3,24,895
B	Total Wages for 12 month including EPF& ESI				38,98,740
6	Material Cost for Jhadu, Gloves, Safety Masks, Uniform, Helmet, Badges, Belcha, Fauda/Spade., Cleaning Kits-15, Trolleys, Safety Gear, Signages and Postages for facilities and Sites etc. as per requirement at site.				
7	Vehicle with Driver for Lifting and Deposit of Segregated Wastes from the Service Area at designated Wealth Centre including cost of POL, driver, helper and R&M to nearest Waste Centre				

14/6/21




8	First Aid Kit - 6 Nos & Disinfectant spray & Bleaching Powder.		
	Total Logistics for 1 month		
C	Total Logistics for 12 months		
D	Awareness Programs (Workshops, Educational Materials and Community Campaigns including Digital Outreach in Social Media Platforms and School Engagement activities etc.)		
E	Proposed Service charges on Labour Component		
	SUB TOTAL		

Quoted Labour rate shall not be below the prescribed Labour rate of the state Government.

10/6/25



Detailed BOQ

Selection of Agency for Safety, Security and Sanitation for PIR JAHANIA BEACH ASTARANGA:

SL No.	Description	No. of Manpower	No. of working Days	Wage per Day	Amount
1	Beach Cleaner cum Sanitation Worker(Toilets)	4	30	512	61,440.00
2	Sweeper	12	30	462	1,66,320.00
3	Facility Manager cum Supervisor	1	30	612	18,360.00
4	Security Guard	6	30	512	92,160.00
5	Life Guard	4	30	562	67,440.00
	Total wage per month				4,05,720.00
6	EPF @ 13% & ESI @ 3.25%				65,929.50
	Total Wage for 1 month				4,71,649.00
A	Total Wage for 12 months				56,59,788.00
7	Material Cost for Jhadu, Gloves, Safety mask Uniform, Helmet, Badges, Belcha, Fauda/Spade, Dual waste bins, cleaning kits, trolleys, Safety gear, signages 2 solar compactors etc as per requirement at site				
8	Tractor with Driver for Garbage Lifting and disposal including fuel and maintenance to nearest Konark NAC				
9	Disinfect Expenses including materials, spray bottles/equipments and kits				
10	First Aid Kit				
	Total Logistics for 1 month				
B	Total for Logistics 12 months				
C	Awareness Programs(Workshops, educational materials and community campaigns Digital outreach and school engagement activities etc.				
D	Proposed Service charges on Labour Component				
	Sub Total				

Quoted Labour rate shall not be below the prescribed Labour rate of the state Government.

16/6/25




DetailedBOQ

Tentative Requirement of Manpower & Services for Safety, Security and Sanitation Activities at Kakatpur:

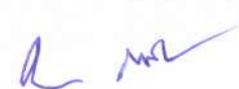
SL No.	Description	No. of Manpower	No. of working Days	Wage per Day	Amount
1	Sweeper	7	30	462	97,020
2	Sanitation Worker(Toilets)	1	30	562	16,860
3	Facility Manager cum Supervisor	2	30	612	36,720
4	Security Guard	8	30	512	1,22,880
5	Total wage per month				2,73,480.00
6	EPF @ 13% & ESI @ 3.25%				44,440.50
	Total Wage for 1 month				3,17,920.50
A	Total Wage for 12 months				38,15,046.00
7	Material Cost for Jhadu, Gloves, Safety Masks, Uniform, Helmet, Badges, Belcha, Fauda/Spade., Cleaning Kits, Trolleys, Safety Gear, Signages and Postages for facilities and Sites etc. as per requirement at site. (including First Aid Kit)				
8	Tractor with Driver for Garbage Lifting and disposal including fuel and maintenance to nearest Konark NAC				
	Total Logistics for 1 month				
	Total Logistics for 12 months				
9	Awareness Programs(Workshops, educational materials and community campaigns Digital outreach and school engagement activities etc.				
10	Procurement, Supply, Installation and commissioning of Colour Coded Dual Waste Segregation Bins. - 10 Nos.				
11	Proposed Service charges on Labour				
	Sub Total				

10/6/25
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DETAILED BoQ

Name of the Project:- Safety, Security and Sanitation Activities for Raghurajpur, Puri Sadar Block

SL No.	Description	No. of Manpower	No. of working Days	Wage per Day	Amount
1	Sweeper	4	30	462	55,440.00
2	Gardener	2	30	512	30,720.00
3	Sanitary Workers (For all Institutional, Public Toilets, CSC's)	2	30	562	33,720.00
4	Facility Manager cum Supervisor	1	30	612	18,360.00
5	Security Guard	2	30	512	30,720.00
6	Facility Technician for Minor R&M	1	30	562	16,860.00
	Total wage per month				1,85,820.00
6	EPF @ 13% & ESI @ 3.25%				30,195.75
	Total Wage for 1 month				2,16,015.75
A	Total Wage for 12 months				25,92,189.00
7	Material Cost for Jhadu, Gloves, Safety Masks, Uniform, Helmet, Badges, Belcha, Fauda/Spade, Cleaning Kits-15, Trolleys, Safety Gear, Signage's and Postages for facilities and Sites etc. as per requirement at site.				
8	Vehicle with Segregated Compartments for Waste Collection from Chandanpur Market and Village, Lifting and Deposit of Segregated Wastes from the Service Area at designated Wealth Centre including cost of Driver, Helper, Fuel, POL and R&M to nearest Puri Municipality Waste Centre				
9	Handwash, Soaps, Disinfectants, Organic Fertilizers, Organic Insecticides, Organic Weedicides etc. expenses including materials, spray bottles/equipments and kits for Toilets, Gardens, Offices and Guest Rooms for maintenance of Facilities and Services				
10	First Aid Kit - 2 Nos.				
	Total Logistics for 1 month				
B	Total for Logistics 12 months				

10/6/25  

B	Awareness Programs (Workshops, Educational Materials and Community Campaigns including Digital Outreach in Social Media Platforms and School Engament activities etc.)		
	Procurement, Supply, Installation and commissioning of Colour Coded Dual Waste Segregation Bins. - 10 Nos.		
D	Proposed Service charges on Labour		
	Sub Total		

Note:

The amount to be quoted shall be Inclusive of all Taxes

Our Financial Proposal shall be binding upon us for the assignment and this proposal would be valid up to 90 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

10/6/21


PROFORMA FOR BANK GUARANTEE FOR EARNEST MONEY DEPOSIT
(ON NON-JUDICIAL STAMP PAPER OF Rs.100/-)

Ref Date Bank Guarantee No:

In accordance with invitation to Tender Notice No. ___ Dated ___ or "SELECTION OF AN AGENCY FOR SAFETY ,SECURITY & SANITATION OFTOURIST DESTINATION OF PURI", (insert the Name of Tourist Place with Location)

M/s _____

_____ Address

_____ [Herein after referred to as Bidder wishes to participate in the said tender and a _____ Bank Guarantee for the sum of INR _____ [Rupees _____] _____ valid for a period of _____ days (in words) is required to be submitted by the Bidder towards the Earnest Money Deposit.

1. We the _____ [Indicate the Name of the Bank] [Herein after referred to as ' the Bank'] at the request of the Bidder do here by unequivocally and unconditionally guarantee and undertake to pay during the above said period, on written request by the Executive Officer, Zilla Parishad, Puri an amount not exceeding INR _____ to the Authorised Officer, Zilla Parishad, Puri without any reservation. The guarantee would remain valid up to _____ [date] and if any further extension to this is required, the same will be extended on receiving instructions from the Bidder on whose behalf this guarantee has been issued.
2. We the Bank do hereby further undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the Authorised Officer, Zilla Parishad, Puri stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Authorised Officer, Zilla Parishad, Puri by reason of any breach by the said Bidder of any of the terms or conditions or failure to perform the said Bid. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall

be restricted to an amount not exceeding INR____(in words).

3. We, the Bank under take to pay the Zilla Parishad, Puri any money so demanded not withstanding any dispute or disputes so raised by the bidder in any suit or proceeding instituted/pending before any Court or Tribunal relating there to, our liability under this agreement being absolute and un equivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the bidder shall have no claim against us for making such payment.
4. We, the Bank or our local branch in Zilla Parishad, Puri further agree that the guarantee here in contain shall remain in full force and effect during the aforesaid period of_____days and it shall continue to be so enforceable till all the dues of the Zilla Parishad, Puri under by virtue of the said Bid have been fully paid and its claims satisfied or discharged or till Executive Officer, Zilla Parishad, Puri certifies that the terms and conditions of the said Bid have been fully and properly carried out by the said Bidder and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the _____(date) we shall be discharged from all liability under this guarantee thereafter.
5. We, the Bank or our local branch in Zilla Parishad, Puri further agree that the Executive Officer, Zilla Parishad, Puri, shall have the fullest liberty without our consent and without affecting in any manner our obligations here under to vary any of the terms and conditions of the said Bid or to extend time of performance by the said Bidder from time to time or to postpone for any time or from time to time any of the powers exercisable by the Executive Officer, Zilla Parishad, Puri against the said Bidder and to forbear or enforce any of the terms and conditions relating to the said bid and we shall not be relieved from our liability by reason of any such variation, postponement or extension being granted to the said Bidder or for any forbearance act or omission on the part of the Executive Officer of the Zilla Parishad, Puri or any indulgence by the Executive Officer, Zilla Parishad, Puri to the said Bidder or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision, have effect of so relieving us.
6. This guarantee will not be discharged due to the change in the name, style and constitution of the Bank or the Bidder.
7. We, the Bank or our local branch in Zilla Parishad, Puri lastly undertake not to revoke this Guarantee during its contract period or its extension if allowed by the Authority, except with the previous consent of the Zilla Parishad, Puri in writing.
We, the Bank further agree that this guarantee shall also be invokable at our place of business in Zilla Parishad, Puri

Dated _____ Day of 2025

Witness (Signature, names & address)

For _____ [Indicate the name of Bank]

Power of Attorney No. _____

Date: _____

SEAL OF BANK

Note: The non-judicial stamp paper of worth Rs.100/- shall be purchased in the name of the bank, which has issued the bank guarantee.

Authorised Officer
Zilla Parishad, Puri

