

GREATER NOIDA INDUSTRIAL DEVELOPMENT AUTHORITY

**Expression of Interest (Eoi)
FOR
Empanelment of Agencies
For
Waste Management
of
Bulk Waste Generators
in
Greater Noida**

July – 2019

General Manager (Health)

Greater Noida Industrial Development Authority

Health Department, GREATER NOIDA.

Website: www.greaternoidaauthority.in

GREATER NOIDA INDUSTRIAL DEVELOPMENT AUTHORITY

| | |
|-----------------|--|
| Name of Work | Empanelment of Agencies for Waste Management of Bulk Waste Generators in Greater Noida |
| Empanelment Fee | Rs1000/-, to be submitted along with the proposal (valid for 1 year) |
| Security Fee | Rs 5000/- to be submitted along with the proposal |

DISCLAIMER

The information contained in this Expression of Interest document ("EOI document) or subsequently provided to Applicant(s), whether verbally or in documentary or in any other form, by or on behalf of Greater Noida Industrial Development Authority (hereafter referred to as "GNIDA") or any of its employees or advisors, is provided to the Applicant(s) on the terms and conditions set out in this EOI document and all other terms and conditions subject to which such information is provided in writing.

This EOI document is intended to be and is hereby issued only to the prospective Applicants. The purpose of this EOI document is to provide the Applicant(s) with information to assist the formulation of their Proposals. This EOI document does not purport to contain all the information that each Applicant may require. This EOI document may not be appropriate for all persons, and it is not possible for the GNIDA, its employees or advisors to consider the investment objectives, financial situation and particular needs of each Applicant who reads or uses this EOI document. The assumptions, assessments, statements and information contained in the EOI document may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this EOI document and where necessary obtain independent advice from appropriate sources. The GNIDA, its employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, adequacy, correctness, reliability or completeness of the EOI document.

Information provided in this EOI document to the Applicant(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The GNIDA accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The GNIDA, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this EOI document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the EOI document and any assessment, assumption, statement or information contained therein or deemed to form part of this EOI document or arising in any way for participation.

The GNIDA also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Applicant upon the statements contained in this EOI

document.

The GNIDA may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this EOI document before the last date of proposalsubmission.

The issue of this EOI document does not imply that the GNIDA is bound to select an Applicant or to appoint the selected Applicant or Concessionaire, as the case may be, for the Project and the GNIDA reserves the right to reject all or any of the Applicants or Bids without assigning any reason whatsoever.

The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Proposalincluding but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the GNIDA or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Applicant and the GNIDA shall not be liable in any manner whatsoever for the same or for anyother costs or other expenses incurred by an Applicant in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.

Table of Contents

Contents

| | |
|--|----|
| Section 1. Letter of Invitation..... | 7 |
| Section 2: Instructions to Agencies | 8 |
| Section 3: Terms of Reference (TOR) | 18 |
| Section 4: Technical Proposal..... | 19 |
| FORM TECH-1 | 19 |
| FORM TECH-2..... | 20 |
| Form 2B: Format for Financial Capability of the Agency | 21 |
| Form 2C: Engagement Experience | 22 |
| FORM TECH-4..... | 29 |
| FORM TECH-5..... | 30 |
| FORM TECH-6..... | 32 |
| FORM TECH-7..... | 34 |
| Format of Service Level Agreement | 34 |

Section 1. Letter of Invitation

1. The GREATER NOIDA INDUSTRIAL DEVELOPMENT AUTHORITY (hereinafter called “Employer”) is inviting proposals to Empanelment of various agencies for Waste Management of Bulk Waste Generators in Greater Noida.
2. More details on the services are provided in the Terms of Reference in this EOI document and qualification requirement is at Instructions to Agencies.
3. An organization/ company/ firm will be selected under “Quality and Cost Based System (QCBS)” and procedures described in this EOI.
4. The EOI includes the following documents:

Section 1 - Letter of Invitation

Section 2 - Instructions to

Agencies Section 3 - Terms of

Reference Section 4 - Technical

Proposal

Yours sincerely,

General Manager (Health),
GNIDA

Section 2: Instructions to Agencies

Part I

1. Definitions

- (a) "Addendum" means the clarification issued against the Agencies query placed before the employer in writing before or during the pre-proposal meeting. It may be release in form of addendum or corrigendum.
- (b) "Employer" means the GNIDA who have invited the bids for the services and/ or with which the selected Agency signs the Contract for the Services and to which the selected Agency shall provide services as per the terms and conditions and TOR of the contract.
- (c) "Agency" means any entity or person or associations of person who have been requested to submit their proposals that may provide or provides the Services to the Employer under the Contract.
- (d) "Contract" means the Contract signed by the Parties and all the attached documents listed in its Clause, that is the General Conditions (GC), the project Specific Conditions (SC), and the Appendices.
- (e) "Project specific information" means such part of the Instructions to Agencies used to reflect specific project and assignment conditions.
- (f) "Day" means calendar day.
- (g) "Government" means the government of India / State/ Local Government/ GNIDA.
- (h) "Instructions to Agencies" means the document which provides Agencies with all information needed to prepare their proposals.
- (i) "LOI" means the Letter of Invitation being sent by the Employer to the Agencies.
- (j) "Personnel" means professionals and support staff provided by the Agency or by any Sub-Agency and assigned to perform the Services or any part thereof; "Foreign Personnel" means such professionals and support staff who at the time of being so provided had their domicile outside the Government's country; "Domestic Personnel" means such professionals and support staff who at the time of being so provided had their domicile in India.
- (k) "Proposal" means the Technical Proposal and the Financial Proposal.
- (l) "EOI" means the Expression of Interest prepared by the Employer for the selection of Agencies, based on the SEOI.
- (m) "SEOI" means the Standard Expression of Interests, which must be used by the Employer as a guide for the preparation of the EOI.
- (n) "Assignment / job" means the work to be performed by the Agency pursuant to the Contract.
- (o) "Sub-Agency" means any person or entity with whom the Agency subcontracts any part of the Assignment/ job.

- (p) "Terms of Reference" (TOR) means the document included in the EOI as Section 5 which explains the objectives, scope of work, activities, tasks to be performed, respective responsibilities of the Employer and the Agency, and expected results and deliverables of the Assignment/ job.

2. Introduction

- 2.1 The Employer named in the Data Sheet will select one/two/many firms/organizations (the Agencies) meeting basic eligibility criteria as mentioned in document and in accordance with the method of selection specified in the document.
- 2.2 The name of the Assignment/ job has been mentioned in the Data Sheet. Detailed scope of the assignment/ job has been described in the document.
- 2.3 The date, time and address for submission of the proposals has been given.
- 2.4 The Agencies are invited to submit their Proposal, for Assignment/ job named. The Proposal will be the basis for contract negotiations and ultimately for a signed Contract with the selected Agency.
- 2.5 Agencies should familiarize themselves with Local conditions and take them into account in preparing their Proposals. To obtain first-hand information on the Assignment/job and Local conditions, Agencies are encouraged to submit the clarification online before or on the date of pre-proposalmeeting and are also advised to attend a pre-proposalmeeting. Attending the pre-proposal meeting is optional.
- 2.6 The Employer will provide at no cost to the Agencies the inputs and facilities specified in the document, assist the Agencies in obtaining licenses and permits needed to carry out the Assignment/ job, and make available relevant project data and reports.
- 2.7 Agencies shall bear all costs associated with the preparation and submission of their proposals and contract negotiation. The Employer is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Agencies.

3. Eligibility Criteria:

- 3.1 The Request for EOI is open to all Applicants who meet the eligibility criteria and Technical Evaluation Criteria given in this document. The Applicant has to submit the documents substantiating eligibility criteria as mentioned in this document.

4. Clarification and Amendment of EOI Documents

- 4.1 Agencies may request a clarification on any clause of the EOI documents till or on the date of pre-proposalmeeting. Any request for clarification must be sent by standard electronic means to the Employer's address indicated.
- 4.2 At any time before the submission of Proposals, the Employer may amend the EOI by issuing an addendum by standard electronic means.

5. Conflict of Interest

- 5.1 Employer requires that Agencies provide professional, objective, and impartial advice and at all times hold the Employer's interests paramount, strictly avoid conflicts with other Assignment/ jobs or their own corporate interests and act without any consideration for future work.

5.2 Without limitation on the generality of the foregoing, Agencies, and any of their affiliates, shall be considered to have a conflict of interest and shall not be recruited, under any of the circumstances set forth below:

- **Conflicting activities:** (i) a firm that has been engaged by the Employer to provide goods, works or Assignment/ job other than Assignment/ job for a project, and any of its affiliates, shall be disqualified from providing Assignment/ job related to those goods, works or Assignment/ job. Conversely, a firm hired to provide Assignment/ job for the preparation or implementation of a project, and any of its affiliates, shall be disqualified from subsequently providing goods or works or Assignment/ job other than Assignment/ job resulting from or directly related to the firm's Assignment/ job for such preparation or implementation. For the purpose of this paragraph, Assignment/ job other than consulting Assignment/ job are defined as those leading to a measurable physical output, for example surveys, exploratory drilling, aerial photography, and satellite imagery.
- **Conflicting Assignment/ job;** (ii) A Agency (including its Personnel and Sub-Agencies) or any of its affiliates shall not be hired for any Assignment/ job that, by its nature, may be in conflict with another Assignment/ job of the Agency to be executed for the same or for another Employer. For example, a Agency assisting an Employer in the privatization of public assets shall not purchase, nor advise purchasers of, such assets. **Similarly, a Agency hired to prepare Terms of Reference for an Assignment/ job shall not be hired for the Assignment/ job in question.**
- **Conflicting relationships** (iii) A Agency (including its Personnel and Sub-Agencies) that has a business or family relationship with a member of the Employer's staff who is directly or indirectly involved in any part of (i) the preparation of the Terms of Reference of the Assignment/ job, (ii) the selection process for such Assignment/ job, or (iii) supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Employer throughout the selection process and the execution of the Contract.

5.3 Agencies have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of their Employer, or that may reasonably be perceived as having this effect. Any such disclosure shall be made as per the Standard forms of technical proposal provided herewith. If the Agency fails to disclose said situations and if the Employer comes to know about any such situation at any time, it may lead to the disqualification of the Agency during bidding process or the termination of its Contract during execution of assignment.

6. Unfair Advantage

- 6.1. If a Agency could derive a competitive advantage from having provided consulting Assignment/job related to the Assignment/job in question and which is not defined as conflict of interest as per para 5 above, the Employer shall make available together with this EOI all information that would in that respect give such Agency any competitive advantage over competing Agencies.

7. Proposal

- 7.1. Agencies may only submit one proposal. If a Agency submits or participates in more than one proposal, such proposals shall be disqualified.
- 7.2 CEO, Greater Noida Industrial Development Authority reserved the rights for cancelation of EOI at any time.

8. Proposal Validity

8.1. The Data Sheet to Agency indicates how long Agencies' Proposals must remain valid after the submission date. During this period, Agencies shall maintain the availability of Professional staff nominated in the Proposal and also the financial proposal unchanged. The Employer will make its best effort to complete negotiations within this period. Should the need arise, however, the Employer may request Agencies to extend the validity period of their proposals. Agencies who agree to such extension shall confirm that they maintain the availability of the Professional staff nominated in the Proposal and their financial proposal remain unchanged, or in their confirmation of extension of validity of the Proposal, Agencies could submit new staff in replacement, who would be considered in the final evaluation for contract award. Agencies who do not agree have the right to refuse to extend the validity of their Proposals, under such circumstance the Employer shall not consider such proposal for further evaluation.

9. Preparation of Proposals

- 9.1 The Proposal as well as all related correspondence exchanged by the Agencies and the Employer, shall be written in English language.
- 9.2 In preparing their Proposal, Agencies are expected to examine in detail the documents comprising the EOI. Material deficiencies in providing the information requested may result in rejection of a Proposal.
- 9.3 While preparing the Technical Proposal, Agencies must give particular attention to the following:
- (a) If a Agency considers that it may enhance its expertise for the Assignment/ job by associating with other Agencies in sub-consultancy, it may associate with other Agency.
- 9.4 Depending on the nature of the Assignment/ job, Agencies are required to submit a Technical Proposal (TP) in forms provided in the EOI. Submission of the wrong type of Technical Proposal will result in the Proposal being deemed non-responsive. Form Tech – I is a sample letter of technical proposal which is to be submitted along with the technical proposal.
- (a) A brief description of the Agency's, organization will provide details of experience of assignments which are similar to the proposed assignment/ job as per the terms of reference. For each Assignment/ job, the outline should indicate the names of Sub- Agencies/ Professional staff who participated, duration of the Assignment/ job, contract amount, and Agency's involvement. Information should be provided only for those Assignment/ jobs for which the Agency was legally contracted by the Employer as a firms within a joint venture. Agencies should be prepared to substantiate the claimed experience along with the proposal and must submit letter of award / copy of contract for all the assignments mentioned in the proposal.
 - (b) A description of the approach, methodology and work plan for performing the Assignment/ job covering the following subjects: technical approach and methodology, work plan, and organization schedule. Guidance on the content of this section of the Technical Proposals is provided.
- 9.5 The Technical Proposal shall not include any financial information. A Technical Proposal containing financial information may be declared non-responsive.

10. Taxes

- a. The Agency shall fully familiarize themselves about the applicable to Domestic taxes (such as: GST or income taxes, fees, levies).

11. Empanelment Fee Deposit (EFD) and Security Fees

11.1 Empanelment Fee Deposit

- The Applicant shall deposit an Empanelment Fee of Rs. 1000/- (Rupees One thousand only) along with Rs 5000/- (Rupees Five Thousand only) in accordance with the provisions of this EOI document. The Applicant has to provide the empanelment fee as an online payment in favour of GNIDA". A brief manual on Online payment is provided in the addendum attached to this document.
- Proposals not accompanied by Empanelment Fee shall be rejected as non-responsive.
- No interest shall be payable by the Employer for the sum deposited as earnest money deposit.
- The EFD of the unsuccessful Agencies would be returned back within 30 days of signing of the contract.

11.2 The Empanelment Fee shall be forfeited by the Employer in the following events:

- If Proposal is withdrawn during the validity period or any extension agreed by the Agency thereof.
- If the Proposal is varied or modified in a manner not acceptable to the Employer after opening of Proposal during the validity period or any extension thereof.
- If the Agency tries to influence the evaluation process.

12. Submission, Receipt and Opening of Proposal

12.1 The original proposal, only technical proposal shall contain no interlineations or overwriting, except as necessary to correct errors made by the Agencies themselves. The person who signed the proposal must initial such corrections. Submission letter for Technical should respectively be in the format of TECH-1.

12.2 An authorized representative of the Agencies shall initial all pages of the original Technical Proposal. The authorization shall be in the form of a written power of attorney accompany the Proposal or in any other form demonstrating that the representative has been dully authorized to sign.

12.3 Applicant (authorized signatory) shall submit its offer for preliminary qualification, technical proposal on e-procurement system. However, Empanelment Fee and Security Fee should be deposited as per details provided in the proposal document. The proposal document complete in all respect is to be submitted on or before the time of last date of submission of proposal through e-procurement system. GNIDA will not be responsible for delay in submission due to any reason.

12.4 Agencies who wish to participate in this proposal will have to register on e-procurement system of UP Govt. to participate in online proposals, Agencies will have to procure Digital Signature Certificate. Agencies may contact e-procurement cell, GNIDA, Agencies who already have a Valid Digital Certificate need not procure a new digital certificate. Before electronic submission of proposal, it should be ensured that all the proposal papers including conditions of contract

are read, understood by the Applicant. The uploaded document of the proposal shall contain no alteration, or additions, unless notified. In case, the Agency makes addition and/or correction, the provision written in the original document, read with the addendum or corrigendum issued shall prevail. However, scanned copy or proposals technical eligibility document and financial eligibility documents and all original papers related to Bank Guarantee, Power Attorney etc. should be uploaded with the technical bid. The Applicant shall provide all the information sought under this EOI document. The GNIDA will evaluate only those Bids that are received in the required formats and complete in all respects.

- 12.5 The Proposal shall be typed or written in indelible ink and signed by the authorized signatory of the Applicant who shall also initial each page, in blue ink. All the alterations, omissions, additions or any other amendments made to the Proposal shall be initialed by the person(s) signing the Bid.

Agency shall submit their offer only in online electronic format both for technical and financial proposal and all documents should be digitally signed. However, scanned copy of Proposal fees, Empanelment Fee, Security Fee and all original papers, power of attorney etc. as mentioned in Table and should be uploaded along with the technical bid.

13. Proposal Evaluation

- 14.1 From the time the Proposals are opened to the time the Contract is awarded, the Agencies should not contact the Employer on any matter related to its Proposal. Any effort by Agencies to influence the Employer in the examination, evaluation, ranking of Proposals, and recommendation for award of Contract may result in the rejection of the Agencies' Proposal.
- 14.2 The employer has constituted an Evaluation Committee which will carry out the entire evaluation process.
- 14.3 **Evaluation of Proposals:** The Evaluation Committee while evaluating the Technical Proposals.
- 14.4 EOIs of such Applicants satisfying eligibility criteria and agree to comply with all the terms and conditions specified in this document, shall become eligible for Selection.

14. Award of Empanelment letter

- 15.1 Employer shall issue a Letter of Intent to the selected Agencies and promptly notify all other Agencies who have submitted proposals about the decision taken.
- 15.2 The Agencies will sign the contract after fulfilling all the formalities/ pre-conditions including in the EOI.
- 15.3 The Agency is expected to commence the Assignment/ job on the date and at the location specified in the document.

16. Services:

- 16.1 The Vendor(s) is/are required to provide Services as required under this document
- 16.2 Agency should ensure that the quality of methodologies for delivering the services, adhere to quality standards/timelines stipulated therefore.
- 16.3 Prompt support shall be made available as desired in this document during the support period at the locations as and when required.
- 16.4 Agency support staff should be well trained to effectively handle queries raised by the customers/citizen/RWA/Societies/ Authority officials.

16.5 Liquidated damages / Penalties will be applicable for the any kind of default in delay in providing services.

16.6 In addition to the penalty on delayed supplies, GNIDA/RWAs/ Societies/ AoAs also reserves the right to cancel the Order to dispose Waste and forfeit the BG. In the event of such cancellation, the Vendor is not entitled to any compensation, whatsoever

17. Confidentiality

- 17.1 Information relating to evaluation of Proposals and recommendations concerning awards shall not be disclosed to the Agencies who submitted the Proposals or to other persons not officially concerned with the process, until the publication of the award of Contract. The undue use by any Agency of confidential information related to the process may result in the rejection of its Proposal and may be subject to the provisions of the Employer's antifraud and corruption policy.
18. The employer reserves the right to verify all statements, information and documents submitted by the Applicant in response to the EOI. Any such verification or the lack of such verification by the Employer to undertake such verification shall not relieve the Applicant of its obligation or liabilities here under nor will it affect any rights of the Employer here under.
19. The selection process shall be governed by and construed in accordance with the laws of India and Distt. Courts at Gautam Budh Nagar and High Court of judicature at Allahabad shall have exclusive jurisdiction and all disputes arising under pursuant to and/or in connection with the Selection Process.

Instructions to Agencies
Part II DATA SHEET

| Sr. | Particulars | |
|-----|---|--|
| 1. | Name of the Employer: | Greater Noida Industrial Development Authority (GNIDA) |
| 2. | Name of the Assignment/ job: | Empanelment of Agencies for Waste Management of Bulk Waste Generators in Greater Noida |
| 3. | The Employer's representative is: | General Manager (Health), GNIDA |
| | Address: | Knowledge Park-IV, Greater Noida Industrial Development Authority. |
| 4. | Selection Duration | 12 months |
| 5. | Proposals must remain valid days after the submission date, i.e. until: | 45 days |
| 6. | Name of Sub Agency (if proposed) shall also be mentioned along with technical details | |
| 7. | Agencies are required to submit proposal as per forms prescribed. Submission of the proposal in improper form will render the proposal liable to be rejected. | |
| 8. | Evaluation Criteria : Criteria, sub-criteria, for evaluation of Technical Proposals have been prescribed: | Detailed evaluation as mentioned below this Table of Data Sheet. |
| 9. | Method of Selection | The technical quality of the proposal will be given weight of 100%. The method of evaluation of technical qualification will follow the procedures indicated in the EOI document. (Minimum Qualifying Marks: 70%). The proposals obtaining minimum 70% out of 100 % will be empaneled for Waste Management of Bulk Waste Generators in GNIDA. |

Procedure for Detailed evaluation of technical qualifications

The firms will be shortlisted against the pre-qualification criteria. Those who qualify/fulfill these criteria, shall be considered for technical evaluation.

| Sr. | Particulars | Supporting Documents to be submitted |
|-----|--|---|
| 1. | The Applicant shall be an Indian firm / company/ organization registered under applicable Act in India/ a non-profit organization and registered under trust act or societies act, The Agency shall be required to submit a true copy of its Incorporation/ registration Certificate. | Copy of Certificate of trusts/societies Act/ Copy of the Partnership deed/Bye Law/ Certificate of Incorporation issued by Registrar of Companies along with Memorandum & Articles of Association and full address of the registered office, whichever applicable. |
| 2. | The applicant must have a valid GSTN certificate and EPF registration. | Copy of GSTN Certificate & EPF registration certificate |
| 3. | The applicant should not be blacklisted/ debarred/ terminated of contract except by any Government/ Government Board/ Corporation Agency/ firm/ Statutory Board/ PSU agency/ firm/ Non- Government/ Government of any sovereign countries/ Private agencies and Funding agencies in the last 05 years. | Self-Certification by the Agency |
| 4. | The Agency should have an experience of 1 years in such kind of work related to waste management. | Copy of the Order/ MoU/ evidence of managing and dispose Waste from any ULB/Authority/CSR. |
| 5. | Client references and contact details (email/ landline/ mobile) of customers for whom the Applicant has supplied similar products. | At least one client references shall be provided. 1. 2. 3. |
| 6. | Past/present litigations, disputes, if any (Adverse litigations could result in disqualification, at the sole discretion of the authority) | Brief details of litigations, disputes, if any or confirmation of no current litigations is to be given on Company's letter head. |

*Along with the above submission the Agencies are also required to upload the bank payment challan issued by the EBS portal (Brief attached at appendices for both EFD).

The detailed technical evaluation of Proposals satisfying minimum eligibility conditions as above shall be done. The Criteria, sub-criteria and point system for detailed evaluation shall be as follows:

| # | Evaluation parameter | Marks |
|------------|---|------------|
| I. | Specific experience of the Agency firm relevant to the assignment / job* | 100 |
| 1. | Municipal Solid Waste Management Projects experience | 10 |
| | a) More than 1 City | 10 |
| | b) 1 City | 5 |
| 2. | Involved in Door to Door Solid Waste Collection at household level * | 10 |
| | a) More than 2 City | 10 |
| | b) 2 City | 7 |
| | c) 1 City | 5 |
| 3. | Collection of waste from household/Shops* | 10 |
| | a) More than 1000 house/Shops | 10 |
| | b) 750 - 1000 houses/Shops | 7 |
| | c) 500 houses/Shops | 5 |
| 4. | Processing of waste at the local level* | 10 |
| | a) More than 2 City | 10 |
| | b) 2 City | 7 |
| | c) 1 City | 5 |
| 5. | Selling of dry waste at local level after segregation * | 10 |
| | a) Yes | 10 |
| | b) No | 0 |
| 6. | Processing of plastic waste and selling it * | 10 |
| | a) Yes | 10 |
| | b) No | 0 |
| 7. | Collection of the user charges/ collection charges from the household* | 10 |
| | a) Yes | 10 |
| | b) No | 0 |
| 8. | Kind of vehicle used for collecting waste per household* | 10 |
| | a) Separate compartment for wet and dry Waste | 10 |
| | b) Single compartment for wet and dry Waste | 0 |
| 9. | Use of safety gears in collection and Segregation of the waste.* | 10 |
| | a) Yes | 10 |
| | b) No | 0 |
| 10. | Medical Insurance/Coverage or Medical card for the employees* | 10 |
| | a) Yes | 10 |
| | b) No | 0 |

Note:

* Provide Documentary evidence with affidavit in reference of marks claimed.

Any organization scoring more than 70 marks will qualify and will be eligible for doing waste management in the city.

Section 3: Terms of Reference (TOR)

1. BACKGROUND

Greater Noida Industrial Development Authority (hereinafter referred to as “GNIDA” or “the Authority”), is one of the largest planned industrial townships of Asia. Greater Noida development area encompasses about 20,316 hectares of land consisting of 122 villages in Gautam Budh Nagar district. The city is divided into 10 fully, partially and under developed work circles.

Greater Noida has total population of approx. 5 Lacs (as per SWM DPR), The project implementation period is of 12 months.

2. Objective

Project objectives are aligned with the objectives of Swachh Bharat Mission (Urban). The key objectives of the project are as following:-

- Modern and Scientific Municipal Solid Waste Management, handling and disposal,
- To effect behavioral change regarding healthy sanitation practices & good waste management,
- Generate awareness about sanitation and its linkage with public health

3. Scope of Work:

| S. No | Work to be Done |
|-------|--|
| 1 | Door to door collection of the waste from the premises (Only segregated waste to be collected) |
| 2 | Transportation of waste to the compost center in covered vehicle (Wet and dry separate) |
| 3 | Secondary segregation of the waste at the compost center (Space provided by concern RWA/Society/Bulk Waste Generator). |
| 4 | Segregation of the dry-waste and selling it to the authorized seller |
| 5 | Composting of waste at the space provided by concern RWA/Society/Bulk Waste Generator. |
| 6 | Selling of the compost from the center or using it in the locality |
| 7 | Selling of the dry waste from the MRF center |
| 8 | Putting up incinerators for handling the household level bio-medical waste (With RWA/Society/Bulk Waste Generator consent) |
| 9 | Segregation of the plastic waste and its recycling into granules and selling it or any other value addition to be done from time to time |
| 10 | No construction and demolition waste to be collected. |
| 11 | No dead animals to be collected. |
| 12 | No plastic waste below 50 microns to be collected (If anyone is using it the same to be reported to the authority) |

Section 4: Technical Proposal

FORM TECH-1

LETTER OF PROPOSAL SUBMISSION

[Location, Date]

To,
The General Manager (Health),
GNIDA

Dear Sir,

We, the undersigned, offer to provide the consulting Assignment/ job for **“Empanelment of Agencies for Waste Management of Bulk Waste Generators in Greater Noida”** in accordance with your Expression of Interest dated *[Insert Date]* and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal with requisite EFD.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signatory *[In full and initials]*

Name and Title of Signatory:

Name of Firm:

Address:

FORM TECH-2

Form 2: ORGANIZATION AND EXPERIENCE

Form 2A: Format for Details of Agency

Details of Agency

| | | | |
|----|--|---|--|
| a. | Name of Agency with full address | : | |
| b. | Tel. No. | : | |
| c. | Fax No. | : | |
| d. | Email | : | |
| e. | Year of Incorporation. | : | |
| f. | Name and address of the person holding the Power of Attorney. | : | |
| g. | (i) Place of Business. | : | |
| | (ii) Date of Registration. | : | |
| h. | Name of Bankers with full address. | : | |
| i. | GSTN Registration Number (copy). | : | |
| j. | Permanente Account Number (copy). | : | |
| k. | Are you presently debarred / Blacklisted by any Government Department /Public Sector Undertaking /Any Employer? (If Yes, please furnished details) | : | |
| l. | Name and details (Tel / Mobile / E mail) of contact persons | : | |

Form 2B: Format for Financial Capability of the Agency

(Equivalent in Rs. crores)

| | | | | | |
|---|--------------------------------|----------------|----------------|--------------|----------------|
| Agency* | -----(<i>Name of Agency</i>) | | | | |
| FY | 2015-16 | 2016-17 | 2017-18 | Total | Average |
| Annual Turnover | | | | | |
| Certificate from the Statutory Auditor | | | | | |
| <p>This is to certify that..... (<i>Name of the Agency</i>) <i>has</i> received the payments and annual turnover as shown above against the respective years.</p> <p>Name of the audit firm:</p> <p>Seal of the audit firm</p> <p>Date:</p> <p><i>(Signature, name and designation of the authorised signatory)</i></p> | | | | | |

The Agency should provide the Financial Capability based on its own financial statements. Financial Capability of the Agency's parent agency/ firm or its subsidiary or any associate agency/ firm will not be considered for computation of the Financial Capability of the Agency.

* Agency should fill in details as per the row titled Annual turnover in the row below.

Form 2C: Engagement Experience

List projects in the last ten years which are similar to that in the EOI.

| | |
|---|--|
| Assignment name: | Value of the contract (in current INR): |
| Country: | Duration of assignment (months): |
| Name of Employer: | Total No of staff-months of the assignment: |
| Address: | Approx. value of the services provided by your firm under the contract (in current INR): |
| Start date (month/year): Completion date (month/year): | |
| Narrative description of Project: | |

(Along with the details the Agency is also required to submit the certificate of completion/ Work undertaken for each of the projects)

FORM TECH-4
Letter of Declaration for not have been black listed

[Location, Date]

To,
The General Manager (Health),
GNIDA

Subject: Letter of Declaration for not have been Blacklisted

We, *[Name of Firm]* have not been black listed/ debarred/ termination of contract except for reasons of convenience of Employer by any Government/ Government board/ Corporation/ Agency/ firm/ Statutory Body/ PSU Agency/ firm/ Non-Government/ Government of any sovereign countries/ Private Agencies and Funding Agencies in the last 10 years.

For *[Name of Firm]*,

Authorized Signatory [In full and initials]

Name and Title of Signatory:

Name of Firm:

Address:

FORM TECH-5

Power of Attorney

(To be on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of execution.)

Power of Attorney to be provided by the Bidding Agency/ firm in favor of its representative as evidence of authorized signatory's authority.

Know all men by these presents, We.....(name and address of the registered office of the Bidding Agency/ firm, as applicable) do hereby constitute, appoint and authorize Mr./ Ms.....(name and residential address) who is presently employed with us and holding the position of, as our Attorney to do in our name and our behalf all or any of the acts, deeds or things necessary or incidental to submission of our “.....” in response to the TOR Document dated.....issued by Greater Noida Industrial Development Authority (GNIDA), (the Agency/ firm) including signing and submission of the Proposal and all other documents related to the Bid, including but not limited to undertakings, letters, certificates, acceptances, clarifications, guarantees or any other document which the Agency/ firm may require us to submit. The aforesaid Attorney is further authorized for making representations to the Agency/ firm or any other authority, and providing information/responses to the Agency/ firm, representing us in all matters before the Agency/ firm, and generally dealing with the Agency/ firm in all matters in connection with our Proposal till the completion of the bidding process as per the terms of the TOR Document and further till the Contract is entered into with the Agency/ firm and thereafter till the expiry of the Contract.

We hereby agree to ratify all acts, deeds and things done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall be binding on us and shall always be deemed to have been done by us.

All the terms used herein but not defined shall have the meaning ascribed to such terms under the TOR Document.

Signed by the within named

----- [Insert the name of the executant agency/ firm]

Through the hand of

Mr.....

Duly authorized by the Board to issue such Power of Attorney

Date this.....day of.....

Accepted

.....

Signature of Attorney

(Name, designation and address of the Attorney)

Attested

.....

(Signature of the executant)

(Name, designation and address of the executant)

.....

Signature and tamp of Notary of the place of execution

FORM TECH-6

Affidavit

(To be on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of execution.)

Affidavit to be provided by the Bidding Agency/ firm of authorized signatory's authority.

Know all men by these presents, We.....(name and address of the registered office of the Bidding Agency/ firm, as applicable) do hereby confirm that all below information are correct as per my/our knowledge:

| # | Evaluation Parameter | Check the applicable |
|-----------|---|----------------------|
| 1. | Specific experience of the Agency firm relevant to the assignment / job* | |
| 1. | Municipal Solid Waste Management Projects experience | |
| | a) More than 1 City | |
| | b) 1 City | |
| 2. | Involved in Door to Door Solid Waste Collection at household level * | |
| | a) More than 2 City | |
| | b) 2 City | |
| | c) 1 City | |
| 3. | Collection of waste from household/Shops * | |
| | a) More than 1000 house/Shops | |
| | b) 750 - 1000 houses/Shops | |
| | c) 500 houses/Shops | |
| 4. | Processing of waste at the local level * | |
| | a) More than 2 City | |
| | b) 2 City | |
| | c) 1 City | |
| 5. | Selling of dry waste at local level after segregation | |
| | a) Yes | |
| | b) No | |
| 6. | Processing of plastic waste and selling it * | |
| | a) Yes | |
| | b) No | |
| 7. | Collection of the user charges by the household * | |
| | a) Yes | |
| | b) No | |
| 8. | Kind of vehicle used for collecting waste per household * | |

| # | Evaluation Parameter | Check the applicable |
|------------|---|----------------------|
| | a) Separate compartment for wet and dry Waste | |
| | b) Single compartment for wet and dry Waste | |
| 9. | Use of safety gears in collection and Segregation of the waste.* | |
| | a) Yes | |
| | b) No | |
| 10. | Medical Insurance/Coverage or Medical card for the employees* | |
| | a) Yes | |
| | b) No | |

We hereby agree to ratify all acts, deeds and things done by our said pursuant to this.

All the terms used herein but not defined shall have the meaning ascribed to such terms under the TOR Document.

Signed by the within named

----- [Insert the name of the executant agency/ firm]

Date this.....day of.....

Attested

.....

(Signature of the executant)

(Name, designation and address of the executant)

.....

Signature and tamp of Notary of the place of execution

FORM TECH-7
Format of Service Level Agreement

| S. No | Work to be Done | Benchmark |
|--------------|--|--|
| 1 | Door to door collection of the waste from the premises (Only segregated waste to be collected) | Daily Basis Door to Door Collection of waste from all establishment in the boundary. (all 7 days in week) |
| 2 | Transportation of waste to the compost center in covered vehicle (Wet and dry separate) | Ensure transportation all waste (Wet/Dry) generated in Society/ BWG boundary. |
| 3 | Secondary segregation of the waste at the compost center (Space provided by concern RWA/Society/Bulk Waste Generator). | Segregation of waste in a scientific manner with ensuring odorless environment. |
| 4 | Segregation of the dry-waste and selling it to the authorized seller | Keeping record of daily collection of waste after segregation and sell. |
| 5 | Composting of waste at the space provided by concern RWA/Society/Bulk Waste Generator. | Maintain daily logbook of wet waste collection and compost manufacturing with ensuring odorless environment. |
| 6 | Selling of the compost from the center or using it in the locality | Maintain register/ MIS System of use of compost. |
| 7 | Selling of the dry waste from the MRF center | Maintain register/ MIS System of sell of dry waste. |
| 8 | Putting up incinerators for handling the household level bio-medical waste (With RWA/Society/Bulk Waste Generator consent) | Ensure no household level bio-medical waste present in the waste. |
| 9 | Segregation of the plastic waste and its recycling into granules and selling it or any other value addition to be done from time to time | Maintain daily log book/ MIS System. |
| 10 | No construction and demolition waste to be collected. | Ensure no collection of construction and demolition waste and maintain separate record if found. |
| 11 | No dead animals to be collected. | Ensure no collection of dead animals and maintain separate record if found. |
| 12 | No plastic waste below 50 microns to be collected (If anyone is using it the same to be reported to the authority) | Ensure no collection of plastic waste below 50 microns and maintain separate record if found. |

All above benchmarks are mandatory for Both RWA/Society/Bulk Waste Generators and agency. But if RWA/Society/Bulk Waste Generators wants to add more benchmarks and scope, they are free. Both RWA/Society/Bulk Waste Generators and agency should follow the service level agreement. They can add more parameters as per mutual understanding.

Signed by the within named

----- [Insert the name of the executant agency/ firm]

Date this.....day of.....

Signed by the within named

----- [Insert the name of the RWA/Society/Bulk Waste Generators]

Date this.....day of.....