



Government of West Bengal
Office of the Block Development Officer
Raiganj Development Block, Uttar Dinajpur

Notice Inviting Online Expression of Interest (EOI) to engage Support Organization for Solid Waste Management initiatives in rural areas under Swachh Bharat Mission (G) / Mission Nirmal Bangla Programme

Memo no. **430** /RAIGANJ

Date **02/08/2023**

Expression of Interest is hereby invited from reputed and bonafide Institution / Professional Organisation / NGO Organisation etc. (having minimum 03 years previous experience in Sanitation sector or waste management related activities & financial capability) to undertake Solid Waste Management (SWM) Unit for operational and maintenance including carrying out of IEC activities in rural areas under Raiganj Block/Panchayat Samity under Uttar Dinajpur District in a systematic and scientific manner on urgent basis as follows:

Name of work	Reserve Price(Rs.)	Participation Charge (Rs.)	Total time allowed for lease
Engagement of Support Organization for operational and maintenance of Solid Waste Management (SWM) initiatives in rural areas including carrying out of IEC activities. (Location of SWM units mentioned in Annexure-I)	Rs. 50,000.00	Rs. 500.00	05 Years

1. IMPORTANT POINTS OF REFERENCE

1.	Name of the Client	Block Development Officer & Executive Officer, Raiganj Block/Panchayat Samity, Uttar Dinajpur, Pincode:733134
2.	Name of the work	Engagement of Support Organization for Solid & Liquid Waste Management initiatives in rural areas
3.	Date of pre bid meeting	After 2-4 days from publishing of EOI notice
4.	Date of Issue of Notice	Date: 03/08/2023 Time: 5:00 PM
5.	Last Date and Time for submission of EOI	Date: 11/08/2023 Time: 3:00 PM
6.	Date & Time for opening of EOI	Date: 14/08/2023 Time: 4:00 PM
7.	Technical Presentation by the Agency	Notified later
8.	Opening financial bid	Notified later
9.	Mode of Submission	Tender Drop Box
10.	Place of Opening of EOI	Block Development Officer & Executive Officer, Raiganj Block/Panchayat Samity, Uttar Dinajpur, Pincode:733208
11.	Name of the Contact person for any clarification	Name & Designation: Nabin Kumar Ghosh,JE, Raiganj Block Contact No. 7602010272

The Institution /Professional Organisation/ NGO Organisation wishing to undertake the above work are required to submit technical and financial bid duly signed. **The suggested methodology and Terms of Reference for this work is enclosed in Annexure-II.**

The financial bid of the prospective tenderer will be considered only if tender qualified in the technical bid and the tenderer is found eligible by the authorised selection committee of Raiganj Block/Panchayat Samity.

The general process of submission of EOI:

EOI are to be submitted in two folders i.e. Technical Proposal & Financial Proposal before the prescribed date & time.

Opening, evaluation of EOI & other desirables:

- I. Technical proposal will be opened by the Authorised Selection Committee of Raiganj Block/Panchayat Samity. If there is any deficiency found in the submitted documents, the EOI/tender will be summarily rejected. The bidders Organisation/NGO/ Institution may remain present at the time of opening, if they so desire.
- II. While evaluation, the committee may summon the tenderers & seek clarification / information or additional documents or original hard copy of any of the documents already submitted & if these are not produced with the stipulated time frame, their proposal will be liable to rejection.
- III. After the completion of technical evaluation, the client will notify the successful Organisations indicating the date and time for opening for opening the Financial proposals. Financial proposal of qualified Organisations will be opened in the presence of the Agency/NGOs' representatives who choose to attend.
- IV. Before handed over the SWM unit, qualified bidder will pay his/her bid amount into 2 (two) phases :
 - a. 1st Phase at the time of Bidding: 50% (According to bid value)
 - b. Final Payment before the time of handover: 50% (According to bid value) within 3 (three) Official days after receiving the acceptance letter.
- V. One bidder can participate in the bidding process for **maximum 02 (two) SWM units** under block jurisdiction. If the participating bidder applies for more than two SWM units, his application will be considered invalid.
- VI. The highest bidder shall deposit the prescribed amount in the cash section of Raiganj Block/Panchayat Samity. If highest bidder fails to deposit the amount within 3(three) Official days after receiving the acceptance letter, 2nd highest bidder will be allowed to deposit the amount and it will be repeated for 3rd bidder if 2nd higher bidder does not deposit the said amount and so on.
- VII. The total bid amount to be kept by the authority as security deposit for 5 years contact period. After successful completion of contact period the same will be refunded to the agency concern.

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- VIII. Any item that is officially prohibited cannot be kept in the store or traded in / through the SWM units.
- IX. Any repairs, alteration, modernization etc. required during the lease period, prior approval should be taken from the District/Block authority.
- X. If any bidder hides his name and applies under a fictitious name or fails to comply with the terms of the notice or agreement or the orders of the authority concern or is proved to have tried to cheat the authority in any other manner, he shall be punished according to law.
- XI. All recurring expenses like water supply, electricity charges, temporary renovations, cleaning expenses etc. and maintenance of all movable & in-movable properties of SWM units for the lease period shall be borne by the lessee and the lessee shall use the property for the purpose for which it applicable.
- XII. Refusal to accept the work order after issuing the work order will result in forfeiture of the deposit advance. Any fraud shall be punishable as per Indian Penal Code.
- XIII. Bidders shall deposit 50% of the bid value along with the tender in favour of the Block Development Officer/Executive Officer, Raiganj Block/Panchayat Samity, Uttar Dinajpur in the shape of Bank Draft payable at Central Bank of India bank Kahata Branch.
- XIV. The SWM unit will be operationalized continuously as per the guidelines issued by State/District/Block authorities time to time and cannot be closed continuously for more than one days in a week after taking over, if it is noticed, the engagement order will be considered as cancelled and the deposit money will be forfeited.
- XV. The bidder will have to deposit the Non Refundable Participation Charge of Rs. 500/- (Five Hundred only) in favour of Executive Officer, Raiganj Panchayat Samity payable at Bank of Baroda, Raiganj Branch Account No. 40110100007258 IFSC BARBORAIGAN(Fifth character is Zero) . Non submission of any stated document along with the Bidding application subject to rejection of bidding application and will not be considered for further process.
Reserve Price: Reserve Price will be deposited in favour of M/S Earnest Money Deposit Fund Account no. 053601001697 IFSC; ICIC0000536, ICICI Bank , Karnajora Branch
- XVI. Qualified bidder requires to purchase two copies formal agreement papers of Rs. 2000/- each (by Cash) with a non-judicial stamp paper of Rs. 100/-(Rupees one hundred)only.
- XVII. Renewal of contract after expiry will be made subject to satisfactory maintaining of all terms & conditions by successful Bidder.
- XVIII. State/District/Block authorities have right to amend, revoke or modify the scheme at any point, without giving any notice of the same.
- XIX. The Authority reserves the right to accept or reject any proposal on evaluation of the technical proposal itself without any assessment of financial proposal or cancel the bidding process and reject all bids at any time.
- XX. **Sub-Contracting of work:** Sub-contracting of the work or part thereof awarded under these terms of contract shall not be permitted in any form. Sub-contracting will lead to termination of contract and forfeiture of performance guarantee in addition to any other actions for violation of ToR.

Successful Organisation will have to undertake Solid Waste Management (SWM) Unit for operational and maintenance including carrying out of IEC activities in rural areas in Raiganj Block at Uttar Dinajpur district as per work order condition as and when work order will be issued.

Important Date & Time:

Sl No.	Particulars	Date	Time
01	Date of floating of EOI & other documents	03/08/2023	5:00 PM
02	Date of start of submission of the documents	11/08/2023	3.00 PM
03	Date of start of submission of Technical & Financial bid	03/08/2023	5:30 PM
04	Date of closing of submission of the documents	11/08/2023	3:00 PM
05	Date of closing of submission of Technical & Financial bid	11/08/2023	3:00 PM
06	Date of opening of Technical bid at the Office of Block Development Officer, Raiganj	14/08/2023	4:00 PM
07	Date of publication of the list of technically qualified bidder	03/08/2023	
08	Date of opening of Financial bid at of Office of Block Development Officer, Raiganj	Notified later	

N.B. Date of opening of Technical / Financial bid is to be considered the next working day if the date specified is a holiday or bandh.

Enclosed: Annexure-I & II


BDO & EO,
Raiganj Block/PS, Uttar Dinajpur

Memo no. 430(1)/RAIGANJ /

Date: 02/08/2023


Copy forwarded for information & necessary action to:

1. The Additional District Magistrate & Additional Executive Officer, Uttar Dinajpur Zilla Parishad.
2. The Secretary, Uttar Dinajpur Zilla Parishad.
3. The District Nodal Officer, District Water & Sanitation Cell, Uttar Dinajpur Zilla Parishad.
4. The FC&CAO, Uttar Dinajpur Zilla Parishad.
5. The DICO, Uttar Dinajpur for wide circulation.
6. The DIA, Uttar Dinajpur Zilla Parishad with a request to upload the EOI and other documents in the website (www.udzp.in) of Uttar Dinajpur Zilla Parishad and Website of P&RD Deptt. <https://wb.tenders.gov.in>
7. The District Coordinator, District Water & Sanitation Cell, Uttar Dinajpur Zilla Parishad.
8. C.A. to the District Magistrate & Executive Officer, Uttar Dinajpur Zilla Parishad.
9. Notice Board, Uttar Dinajpur Zilla Parishad.
10. Office Copy.


BDO & EO,
Raiganj Block/PS, Uttar Dinajpur

Annexure-II

<u>Sl no.</u>	<u>Scheme details</u>	<u>Reserve Price</u>	<u>Participation fees</u>	<u>Completion Period</u>
1	Engagement of Support Organization for operational and maintenance of Solid Waste Management (SWM) initiatives in rural areas including carrying out of IEC activities at Rampur SWM unit	Rs. 50000	Rs.500	5 year
2	Engagement of Support Organization for operational and maintenance of Solid Waste Management (SWM) initiatives in rural areas including carrying out of IEC activities at Rampur SWM unit	Rs. 50000	Rs.500	5 year
3	Engagement of Support Organization for operational and maintenance of Solid Waste Management (SWM) initiatives in rural areas including carrying out of IEC activities at Rampur SWM unit	Rs. 50000	Rs.500	5 year
4	Engagement of Support Organization for operational and maintenance of Solid Waste Management (SWM) initiatives in rural areas including carrying out of IEC activities at Rampur SWM unit	Rs. 50000	Rs.500	5 year


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Raiganj Block/PS, Uttar Dinajpur