



MODEL REQUEST FOR PROPOSAL
For
SELECTION OF AGENCY
For
MECHANIZED AND MANUAL SWEEPING OF
ROADS IN ZONE 1 (As per Old Wards no's. -
1,2,3,4,5,6,7,8,9,10) of MUNICIPAL
COPORATION SONIPAT

(MUNICIPAL CORPORATION SONIPAT, HARYANA)

RFP – 07th May, 2026





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NOTICE INVITING REQUEST FOR PROPOSAL (RFP)

COMMISSIONER, MUNICIPAL CORPORATION SONIPAT, HARYANA

No. _____

DATED: _____

Online bids are hereby invited on behalf of Commissioner Municipal Corporation (CMC) of the Municipal Corporation Sonipat, as the case may be, from eligible entities for the below mentioned work for a duration of 4 (Four) months.

Name of Work	Estimated Project Cost (In Cr.)	Bid Security/ EMD	Performance Security	RFP Document Fee
SELECTION OF AGENCY For MECHANIZED AND MANUAL SWEEPING OF ROADS IN ZONE/AREA of ULB	4.605 cr.	For General / Standard Bidder(s): <ul style="list-style-type: none"> 2% of the Estimated Cost Put to Tender (ECPT). 	For General/Standard Bidder(s): <ul style="list-style-type: none"> 10% of the Contract Amount of the one year of the project cost. 	For General /Standard Bidder(s): <ul style="list-style-type: none"> INR 25,000/- only
		For Micro Enterprises (Registered in Haryana): <ul style="list-style-type: none"> 1% of the Estimated Cost Put to Tender (ECPT). 	For Micro Enterprises (Registered in Haryana) <ul style="list-style-type: none"> 50% of the value applicable for General/ Standard Bidder(s) to Haryana based Firms only subject to fulfilment of conditions as per eligibility criteria. 	For Micro Enterprises (Registered in Haryana) : <ul style="list-style-type: none"> INR 12,500/- only.
		For Cooperative Labour & Construction Societies (CL&CS) and registered in Haryana: <ul style="list-style-type: none"> 1% of the Estimated Cost Put to Tender (ECPT). 	For Cooperative Labour & Construction Societies (CL&CS) and registered in Haryana: <ul style="list-style-type: none"> 50% of the value applicable for General/Standard Bidder(s). 	For Cooperative Labour & Construction Societies (CL&CS) and registered in Haryana: <ul style="list-style-type: none"> INR 12,500/- only.
		For CL&CS (consisting of all members who are Women or those who belong to Scheduled castes and registered in Haryana); <ul style="list-style-type: none"> 1% of the Estimated Cost Put to Tender (ECPT). 	For CL&CS (consisting of all members who are Women or those who belong to Scheduled castes and registered in Haryana); <ul style="list-style-type: none"> 50% of the value applicable for General/Standard Bidder(s). 	<ul style="list-style-type: none"> For CL&CS (consisting of all members who are Women or those who belong to Scheduled castes and registered in Haryana); INR 12,500/- only.



IMPORTANT NOTE:

- A. **Tender(s) having value upto INR 7.00 Crore for Five (5) years shall be reserved exclusively on 1st – Invitation** for Cooperative Labour & Construction Societies (CL&CS) consisting of all members who are Women or those who belongs to Scheduled Castes and registered in Haryana.
- B. **In case above Bidder(s) fail to participate or do not accept the works, then open Tenders shall be invited from all the Bidder(s).**
- C. RFP documents can be seen on and downloaded from the portal: <http://etenders.hry.nic.in> by the eligible entities registered on the portal.
- D. The bidder shall deposit a non-refundable tender document fees towards the purchase of the bidding documents. The documents fee has to be paid online through payment gateway during the “Downloading of RFP document & payment of the RFP document Fee” Stage.
- E. Cost of processing fee of INR 1,180/- (INR One Thousand One Hundred Eighty Rupees & Zero Paise only) i.e. has to be paid online through payment gateway.
- F. As the bids are to be submitted online and are required to be encrypted and digitally signed, the bidder(s) are advised to obtain a Digital Signature Certificate (DSC) at the earliest, as per the process mentioned in the RFP document.
- G. Possession of DSC and registration of the bidder(s) on the portal i.e. <http://etenders.hry.nic.in> is a prerequisite for e-tendering.
- H. The DNIT may be postponed or cancelled at any time due to administrative reasons and no claim shall be entertained on this account.
- I. The Performance security shall be submitted in the form of Fixed Deposit in the name of concerned ULB hereinafter referred as FD. The FD submitted by the selected bidder / contractor/ agency shall be valid for Four (4) months + till the Swachh Survekshan result is declared for that year.
- J. **Additional Performance Security** - If the rates of the successful Bidder are seriously unbalanced in relation to the estimate of work, bidder is required to produce detailed price analysis for any or all items, to demonstrate the internal consistency of those prices. After evaluation of the price analysis, MC will increase the amount of Performance Bank Guarantee to a level sufficient to protect the MC against financial loss in the event of default of the successful Bidder under the Contract. The amount of the increased Performance Security shall be decided at the sole discretion of the Employer, which shall be final, binding and conclusive on the bidder. The amount of additional performance security shall be equal to an amount arrived at as below: - There will be no additional bank guarantee for the bid price quoted up to 10% below DNIT amount. The additional performance security shall be equal to percentage below 10% of DNIT of 01 year of project cost.

For clarity, if a bidder has quoted price 13% below DNIT, the performance security shall be 10% of 01 year of project cost for General/Standard Bidders and 5% of 01 year of project cost for Micro Enterprises, CL&CS, CL&CS (Consisting all women members or all members belong to Schedule Cast) registered in Haryana only plus additional performance security of 3% i.e. total 13% of 01 year of project cost for General/Standard Bidders and 8% of 01 year of project cost for Micro Enterprises, CL&CS, CL&CS (Consisting all women members or all members belong to Schedule Cast) registered in Haryana only respectively .



Similarly, if a bidder has quoted price 14% below DNIT, the performance security shall be 14% of 01 year of project cost for General/Standard Bidders and 9% of 01 year of project cost for Micro Enterprises, CL & CS, CL&CS (Consisting all women members or all members belong to Schedule Cast) registered in Haryana only respectively and so on.....

For further details and e-tendering schedule, visit website <http://etenders.hry.nic.in>

-Sd-
Commissioner,
(Municipal Corporation Sonipat, Haryana)



DISCLAIMER

1. The information contained in this Request for Proposal document (the “RFP”) or subsequently provided to Bidder(s), whether verbally or in documentary or any other form, by or on behalf of ULB or any of its employees or advisors, is provided to Bidder(s) on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.
2. This RFP is not an agreement and is neither an offer nor invitation by ULB to the prospective Bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in making their key submissions, technical bid and financial bid pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by ULB in relation to the Project.
3. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP may not be appropriate for all persons, and it is not possible for ULB, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in this RFP may not be complete, accurate, adequate or correct. Each Bidder 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 RFP and obtain independent advice from appropriate sources on its own.
4. Information provided in this RFP to the Bidder(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. ULB accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.
5. The ULB, its employees and advisors, make no representation or warranty and shall have no liability to any person, including any Bidder, 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 RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way with pre-qualification of Bidders for participation in the Bidding Process.
6. The ULB also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this RFP.
7. The ULB 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 RFP.
8. The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the ULB or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the ULB shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.



DEFINITIONS

The words and expressions beginning with capital letters and defined in this RFP shall, unless repugnant to the context, have the meaning as ascribed herein. The words and expressions beginning with capital letters but not defined herein, but defined in the Contract Agreement, shall, unless repugnant to the context, have the meaning ascribed thereto therein. The under mentioned words and expressions used in this RFP shall have the meaning set out below:

Applicable Law	Shall mean all laws, acts, ordinances, rules, regulations, notifications, guidelines brought into force and effect by the Government of India or the State Government of Haryana, including rules, regulations, notifications including SWM Rules 2016, PWM Rules 2016, CPCB Guidelines, HSPCB guidelines, as amended from time to time and judgments, decrees, injunctions, writs and orders of any court of record including directions issued by Hon'ble NGT from time to time, as may be in force and effect during the subsistence of the Contract Agreement
Applicable Permits	Shall mean all clearances, licenses, permits, authorizations, no objection certificates, consents, approvals etc. from the statutory authorities and exemptions required to be obtained or maintained under Applicable Laws in connection with the services of the Project during the subsistence of the Contract Agreement
Contract Agreement	Shall mean the agreement to be executed by the Bidder with the ULB for discharging obligations related to the Project and includes any amendment or modification made to the said agreement in accordance with the provisions thereof
Contract Period	Shall mean the period of Four (4) months commencing from the date of the execution of the contract agreement.
Contractor/ Agency	Shall mean the Selected Bidder to implement the Project
Commencement of Work	Shall means the date when the Sweeping Work starts, pursuant to the provisions of the contract agreement
Project	Shall mean the selection of agency for mechanized & manual Sweeping of roads / streets/ footpath /cycle track/ parking, collection of litter & horticulture waste (dry leaves at the road side), Bush uprooting, washing of footpath, cleaning of road side drains (up to 60cm width), cleaning of open drains and removal of garbage, silt and blockages
Project Area	Shall mean the municipal areas which lies under the jurisdiction of the ULB or any other area defined/included by the ULB excluding the area which are maintained by the other departments like HSVP, Housing Board, HSIIDC etc.



Selected Bidder	Shall mean the Bidder that has been issued the Letter of Award (LOA) by the ULB for the Project
SWM Rules	Shall mean the Solid Waste Management Rules, 2016 framed by the Government of India under the Environment (Protection) Act, 1986 (Act 29 of 1986)
ULB	Shall mean the Urban Local Body operating in Sonapat city of the State of Haryana
Secondary Points	Refers to multiple locations identified / designated by ULB for the disposal of swept waste



1. INTRODUCTION

1.1. PROJECT BACKGROUND

- 1.1.1. Ministry of Housing and Urban Affairs is the implementing agency of the Swachh Bharat Mission (SBM) in urban India. SBM emanates from the vision of the Government for ensuring hygiene, waste management, and sanitation across the nation and aims for a Clean India under a collaborative framework of multiple stakeholders. As one of the key mission objectives is to provide better sanitation services in the Urban Areas.
- 1.1.2. MC Sonipat has initiated the online bidding process for selection of Bidder (contractor/agency) for providing the services detailed in the Request for Proposal. MC Sonipat has decided to carry out the bidding process (defined hereinafter) for the selection of the bidder to whom the project may be awarded.
- 1.1.3. The Municipal Corporation Sonipat is intending to outsource the work mentioned under definition of “Project” to improve the visual sanitation conditions in the city Sonipat of Haryana.
- 1.1.4. The purpose of this project would be to create an efficient and effective road cleaning mechanism in the ULBs of Haryana, with the following objectives:
 - i. To make ULBs of Haryana litter and dust free.
 - ii. To ensure an integrated cleaning solution for roads
 - iii. To improve the existing standards of public health and environmental quality including air quality by establishing efficient mechanism for road cleaning.
 - iv. To ensure clean and hygiene, collection and transportation system of road sweeps.
 - v. To improve the productivity of man, materials and equipment through introduction of GIS based technology & its monitoring system.
 - vi. To ensure effective redressal of road sweeping related complaints again through GIS technology.
 - vii. To help in making citizen of Haryana a part of “Swachh Bharat Movement”.
- 1.1.5. The Urban roads are categorised as per the followings.
 - Type-I Road: - Roads having central verge, kerb, channels and footpaths
 - Type-II road:- Roads having central verge with katcha berms
 - Type-III road: - Roads having no central verge but having kerb, channels and footpaths
 - Type-IV road:- Roads having width more than 12 meter with no central verge but having katcha berms
 - Type-V road: - Roads having width upto 12 meters having residential on either side
 - Type -VI road: - Road having width upto 12 meter having commercial on either side
 - Parking and commercials area



1.2 GENERAL INFORMATION

- 1.2.1 The statements and explanations contained in this RFP are intended to provide a proper understanding to the Bidders about the subject matter of this RFP and should not be construed or interpreted as limiting in any way or manner the scope of services and obligations of the contractor/agency set forth in the contract agreement or ULB's right to amend, alter, change, supplement or clarify the scope of project, the contract to be awarded pursuant to this RFP or the terms thereof or herein contained. Consequently, any omissions, conflicts or contradictions in the bidding documents including this RFP are to be noted, interpreted and applied appropriately to give effect to this intent, and no claims on that account shall be entertained by the ULB.
- 1.2.2 The ULB shall receive bid proposal(s) pursuant to this RFP in accordance with the terms set forth in this RFP and other documents to be provided by the ULB pursuant to this RFP, as modified, altered, amended and clarified from time to time by the ULB (collectively the "**Bidding Documents**"), and the Bid shall be prepared and submitted in accordance with such terms on or before the date specified for submission of the Bid (the "**Bid Due Date**").

1.3 ANNULMENT OF CONTRACT

- 1.3.1 In case the Contractor/Agency fails to achieve any of the Project Milestones due in accordance with respective Scheduled, Milestones Date, as set in the RFP under **SECTION 7: PROJECT MILESTONES/TIMELINES**.
- 1.3.2 The Contractor/Agency fails to start the operation and deployment of all machinery/assets required for the commencement of work within forty-five (45) days of signing of agreement in case of Municipal Committee, sixty (60) days in case of Municipal Council, ninety (90) days in case of Municipal Corporation. Further, If the Contractor/Agency fails to provide the details of all machinery/assets within stipulated time period, then Contract Agreement shall be revoked by the concerned ULB and performance security in the form of FD shall be forfeited. Further, the Contractor/Agency has to arrange and deploy all machinery/assets/manpower in one go and till then, existing agency shall continue the work.

As and when the new contractor/ agency deploys its total fleet of manpower and machinery in one go, existing contract of agency shall be ceased at the day and time of such new deployment.



2 **BRIEF DESCRIPTION OF BIDDING PROCESS**

2.1 GENERAL

The ULB has adopted a single stage online bidding process consisting of submission of a technical bid and a financial bid (both terms are defined hereafter) (the “**Bidding Process**”) for selection of the Bidder for award of the project. Any person intending to participate in the bidding process online is required to get registered for the electronic tendering system on the portal <http://etenders.hry.nic.in>. For more details, please see the information in registration info link on the home page.

Eligibility and qualification of the Bidder (The “**Bidder**”, which expression shall, unless repugnant to the context, include the members of the Consortium) will be first examined based on the details submitted (“**Technical Bid**”) with respect to eligibility and qualifications criteria prescribed in this RFP. The financial bid submitted online (“**Financial Bid**”) shall be opened of only those bidders whose technical bids are responsive to eligibility and qualifications requirements as per this RFP. For avoidance of doubt, it is clarified that financial bid has to be submitted online only. No physical hard copy of technical bid(s) & financial bid(s) is to be submitted by the Bidder(s).

- 2.1.1 Bidders shall be required to examine the project in greater detail, and carry out, at their cost, such studies with respect to the estimated project cost set out in the project information memorandum (PIM), annexed as **ANNEXURE-12: TYPES AND DETAILS OF URBAN ROADS** to the RFP, before submitting their respective bid for award of the project.
- 2.1.2 The Bids are to be submitted online and are required to be encrypted and digitally signed, therefore, the Bidder(s) are advised to obtain DSC as per details mentioned below;

OBTAINING A DIGITAL CERTIFICATE:

- 2.1.2.1 The Bids submitted online should be signed electronically with a Digital Certificate to establish the identity of the Bidder bidding online.
- 2.1.2.2 The Bidder(s) may obtain Class II Digital Certificate from any Certifying Authority or sub-certifying authority authorized by the Controller of Certifying Authorities on the portal <http://cca.gov.in>. or may obtain information and application format and documents required for issue of Digital Certificate from one such Certifying Authority on given below which is;
- i. TATA Consultancy Services Ltd.
11th Floor, Air India Building, Nariman Point, Mumbai - 400021
Website: www.tcs-ca.tcs.co.in
 - ii. Sify Communications Ltd.
IIIrd Floor, Tidel Park, 4 Canal Bank Road, Taramani, Chennai - 600113
Website: www.safescrypt.com
 - iii. MTNL Trustline CA
O/o DGM (IT-CA), 5515, 5th Floor, Core-V Mahanagar Doorsanchal Sadan, CGO Complex, MTNL, Delhi – 125003
Website: www.mtnltrustline.com



- iv. iTrust CA (IDRBT)
Castle Hills, Road No.1, Masab Tank, Hyderabad, Andhra Pradesh-500057
Website: www.idrbtca.org.in
 - v. (n)Code solutions
301, GNFC Tower, Bodak Dev, Ahmedabad - 380054, Gujarat
Website: www.ncodesolutions.com
 - vi. National Informatics Centre Ministry of Communication and Information Technology,
A-Block CGO Complex, Lodhi Road, New Delhi - 125003
Website: <https://nicca.nic.in>
 - vii. e-Mudhra CA
3i Info-tech Consumer Services Ltd, 3rd Floor, Sai Arcade, Outer Ring Road, Devarabeesanahalli, Bangalore - 560036, Karnataka
Website: <http://www.e-Mudhra.com>
- 2.1.2.3 Bids in response to the RFP may be submitted only using the digital certificate. In case, during the process of a particular tender, the user loses his digital certificate (i.e. due to virus attack, hardware problem, operating system problem), he may not be able to submit the bid online. Hence, the users are advised to have back up of certificate and keep the copies at safe place under proper security to be used in case of emergencies.
- 2.1.2.4 If the digital certificate issued to the authorized user of the Bidder is used for signing and submitting a Bid, it will be considered equivalent to a No objection certificate/power of attorney to that user. The Bidder has to authorize a specific individual via an authorization certificate signed by all partners to use the Digital Certificate as per Indian Information Technology, Act 2000. Unless the certificates are revoked, it will be assumed to give adequate authority to the user to submit a bid on behalf of the entity for the project, as per Information Technology, Act 2000. The digital signature of this authorized user will be binding on the entity submitting the Bid. It shall be the responsibility of the management/ directors/partners of the registered entities/Bidders to inform the certifying authority or sub-certifying authority, in case of change of authorized user and applies for a fresh digital certificate and issues an “Authorization Certificate” for the new user. The procedure for application of a digital certificate will remain the same for the new user.
- 2.1.3 The ULB reserves the right to visit at its own cost, one or more project area(s) listed by the bidder(s) in its list of experience, to independently verify and satisfy itself about the quality of work performed and also verify the certificates filed by the Bidder(s), as part of bidding documents. Bidder(s) shall be responsible to organize meetings with their respective clients and also take around ULB team in the project area(s).
- 2.1.4 Any queries or request for additional information concerning this RFP shall be submitted through email-on-Email ID mentioned in this RFP document (*details to be referred*).



Bidder(s) are advised to be specific and pose clause wise queries in an unambiguous manner. The ULB reserves the right not to respond to vague and frivolous queries.

The subject of the email shall mention the following:

“QUERIES/REQUEST FOR ADDITIONAL INFORMATION: SELECTION OF AGENCY For MECHANIZED AND MANUAL SWEEPING OF ROADS IN ZONE/AREA OF ULB for a (*Municipal Corporation Sonipat area*) of the State of Haryana)”

The Pre-Bid queries should be submitted in the format specified below to be considered for response. Pre-Bid queries not submitted in the prescribed format shall not be responded to. All the queries shall be strictly typed/neatly written as per the following format:

S.No.	Particulars	Details
1	Organization	
2	Document Name	
3	Page Number	
4	Clause Number	
5	Query	
6	Suggestion, if any	
7	Name & Designation of point of Contact	
8	Contact No. & Email ID	

2.2 SCHEDULE OF BIDDING PROCESS

The ULB would endeavour to adhere to the following schedule: However, the ULB may, at its own discretion, revise or extend any of the timelines set-forth in this schedule;

S.No.	The Concerned ULB Stage	Contractor Stage	Start Date & Time	Expiry Date & Time	Stage(s)
1	Release of Tender		05.06.2026 at 6.00 PM	15.06.2026 at 11.00 AM	
2	-	Tender Download	05.06.2026 at 6.00 PM	15.06.2026 at 11.00 AM	
3	Pre-Bid Meeting		-	-	
4	-	Submit Bid(s) Online	05.06.2026 at 6.00 PM	15.06.2026 at 11.00 AM	<ul style="list-style-type: none">• Bid Security/EMD;• Technical Bid;• Financial Bid.
5	Technical Bid/PQ Bid			15.06.2026 at 03.00 PM	<ul style="list-style-type: none">• Opening of Technical Bid

- 2.2.1 The pre-bid meeting will be held *on Nil* in the office of *Municipal Corporation Sonipat* at *NIL*.



- 2.2.2 Any queries relating to bidding document should be given in favour of Commissioner of Municipal Corporation Sonipat (Sonipat City) of the State of Haryana until the Pre-Bid Meeting.
- 2.2.3 Bidder(s) participating in e-tendering shall check his/her validity of Digital Signature Certificate before bidding in the specific work floated online at e-tendering portal of Municipal Corporation Sonipat (*Sonipat City*) of the State of Haryana, on the website <https://etenders.hry.nic.in>. Also, Bidder(s) will be held liable solely, in case, while bidding in particular stage - Date & Time expired as per the key dates available on the RFP Document. Key Dates are subject to change in case of any amendment in Schedule due to any reason stated by authorised official of the concerned ULB.

2.3 INSTRUCTIONS TO BIDDER(S)

2.3.1 Number of Bids and Costs thereof:

No Bidder(s) shall submit more than one Bid for the Project. The Bidders shall be responsible for all of the costs associated with the preparation of their Bids and their participation in the Bidding Process. The ULB will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process. Sub-Letting of the work in no case shall be allowed. **Also, Joint Venture, Consortium are not allowed in this RFP.**

2.3.2 Opening of an Electronic Payment Account:

For purchasing the RFP Documents online, Bidder(s) are required to pay the Documents Fees online using the electronic payments gateway service. For the list of payment options through which the online payments can be made, please refer to the home page of the portal <https://etenders.hry.nic.in>

2.3.3 Cost of RFP Document:

The cost of the RFP Document is INR 25,000/- (INR Twenty-Five Thousand only). This fee is non-refundable. For details, please refer to **NOTICE INVITING REQUEST FOR PROPOSAL (RFP)**.

2.3.4 Submission of RFP Document:

As applicable RFP document fee (i.e. non-refundable) has to be paid online through payment gateway during the “Downloading of RFP document & payment of the RFP document Fee” Stage.

2.3.5 Submission of Bid Security/EMD:

As applicable bid security/EMD has to be paid online through payment gateway available online mode.



2.3.6 Right to accept and to reject any or all Bids:

- 2.3.6.1 Notwithstanding anything contained in this RFP, ULB reserves the right to accept or reject any bid and to annul the bidding process and reject all Bids at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.
- 2.3.6.2 The ULB reserves the right to verify all statements, information and documents submitted by the Bidder(s) in response to the RFP or the bidding documents. Failure of the ULB to undertake such verification shall not relieve the Bidder(s) of its obligations or liabilities hereunder nor will it affect any rights of the ULB thereunder.
- 2.3.6.3 The ULB reserves the right to reject any proposal and appropriate the bid security/EMD if in case it is found during the evaluation or at any time before signing of the contract agreement or after its execution or during the period of subsistence of the contract agreement that:
- The bidder has made a material misrepresentation or has furnished any materially incorrect or false information, or
 - The bidder does not provide, within the time specified by the ULB, the supplemental information sought by the ULB for evaluation of the proposal.
- 2.3.6.4 Any misrepresentation furnishing any improper response shall lead to disqualification of the bidder. The Bidder shall be disqualified forthwith if not yet appointed as the contractor/ agency either by issue of the Letter of Award (“LOA”) or entering into of the contract agreement, and if the bidder has already been issued the LOA or has entered into the contract agreement, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in the RFP, be liable to be terminated, by a communication in writing by the ULB to the Bidder, without the ULB being liable in any manner whatsoever to the bidder or contractor/agency, as the case may be. In such an event, the ULB shall forfeit the bid security or EMD and the bidder/selected bidder or contractor/agency shall be debarred for next two (2) years in the state of Haryana.
- 2.3.6.5 Further, in case disqualification or rejection occur after appointment of selected bidder or in case the selected bidder does not sign the contract agreement, then the ULB shall take any such measure as it deems fit in the sole discretion of the ULB, including annulling the Bidding Process and proceeding with re-tendering the services. In such an event, the ULB shall forfeit the bid security or EMD and the bidder/selected bidder shall be debarred for next two (2) years in the state of Haryana
- 2.3.6.6 Any entity which has been barred by the Central/State Government, or any entity controlled by the Central/State Government, from participating in any project, and the bar subsists as on the date of bid the said entity would not be eligible to submit a bid for the project, either individually or as member of a consortium.
- 2.3.6.7 A Bidder(s), in the last three (3) years, have neither failed to perform any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a



judicial pronouncement or arbitration award against the bidder(s), as the case may be, nor has been expelled from any project or contract by any public entity nor have had any contract terminated by any public entity for breach by such bidder(s).

2.3.7 Other Instructions:

- 2.3.7.1 The bidder(s) shall submit details of their financial bid in the online templates of the online bid.
- 2.3.7.2 The financial bid has to be submitted mandatorily online and shall not be accepted physically under any circumstances. In case any bidder does not comply with procedure given above, the bidder shall be disqualified from the bid. Such defaulting bidder may be de-listed without any notice for failing to abide by the strictly approved terms of notice inviting proposals in response to the RFP.
- 2.3.7.3 The bids which are not accompanied by the bid security/EMD or proof of bid security/EMD or proof w.r.t. exemption of bid security/EMD, do not strictly follow the requirements set out in the bidding documents, are liable to be rejected summarily.
- 2.3.7.4 Bids which are subjective or dependent upon the quotations of another bidder(s) shall be summarily rejected.
- 2.3.7.5 The bids of the bidder(s) which do not satisfy the eligibility criteria in the RFP document are liable to be rejected summarily without assigning any reason and no claim what so ever on any account will be considered in such cases of rejection.

2.4 AMENDMENT OF RFP

- 2.4.1 At any time prior to the deadline for submission of bids, the ULB may, for any reason, whether at its own initiative or in response to clarifications requested by Bidders, modify the terms of this RFP by the issuance of any addendum/corrigendum.
- 2.4.2 In order to provide the bidder(s) a reasonable time for taking an addendum or corrigendum into account, or for any other reason, the ULB may, in its sole discretion may extend the bid due date.

2.5 PREPARATION AND SUBMISSION OF BIDS

2.5.1 LANGUAGE AND CURRENCY

- 2.5.1.1 The bid and all related correspondence and documents shall be written in English. Supporting documents and printed literature furnished by the Bidder(s) with the Bid may be in any other language provided that they are accompanied by an



appropriate translation into English and the same to be notarised. Supporting materials that are not translated into English, shall not be considered. For the purpose of interpretation and evaluation of the bid the English translation shall prevail.

2.5.1.2 The currency for the purpose of the bid shall be Indian National Rupee (INR).

2.5.2 VALIDITY OF BID

2.5.2.1 The bid shall indicate that it would remain valid for a period of One Hundred Eighty Days (180) from the bid due date (Bid Validity Period). The ULB reserves the right to reject any bid that does not meet this requirement.

2.5.2.2 Prior to expiry of the original bid validity period, the ULB may request the bidder(s) to extend the period of validity for a specified additional period. A bidder may refuse the request without forfeiting its bid security. A bidder agreeing to the request will not be allowed to modify its bid, but would be required to extend the validity of its bid security/EMD for the period of extension.

2.6 BID SECURITY/EMD

2.6.1 The bidder(s) will be required to deposit, along with the proposal, a bid security/EMD as specified under **NOTICE INVITING REQUEST FOR PROPOSAL (RFP)** accordingly, As applicable bid security/EMD has to be paid online through RTGS/NEFT/any other available online mode, in the favour of “Commissioner, Municipal Corporation Sonipat, Haryana; A/c No.: _____, IFSC: _____”. The bid shall be summarily rejected if it is not accompanied by the specified bid security/EMD.

2.6.2 The bid Security/EMD shall be returned to unsuccessful bidder(s) within a period of Thirty (30) days from the date of announcement of the successful bidder. The bid security/EMD submitted by the successful bidder shall be released upon furnishing of the performance security in the form and manner stipulated in the contract agreement.

2.6.3 The bid Security/EMD shall be forfeited in the following cases;

2.6.3.1 If the bidder withdraws its Bid during the interval between the bid due date and expiration of the bid validity period, and

2.6.3.2 If successful bidder fails to provide the performance security within the stipulated time or any extension thereof provided by the ULB.

2.6.3.3 For grounds provided in the bid security/EMD, Bidder(s) may note that the ULB will not entertain any deviations to the RFP document at the time of submission of the bid or thereafter. The bid to be submitted by the Bidder(s) will be unconditional and qualified and the bidder(s) would be deemed to have accepted the terms and conditions of the RFP document with all its contents including the



contract agreement. Any conditional bid shall be regarded as non-responsive and would be liable for rejection.

- 2.6.3.4 If during the evaluation of the bids or at any later stage, if any of submitted document is found to be forged. Further, the firm shall be blacklisted/debarred for two (2) years in the state of Haryana and EMD/performance bank security submitted in the form of FD shall be forfeited.

2.7 CORRESPONDENCE

- 2.7.1 All necessary correspondence/enquiries in hard copies should be submitted to the following in writing by courier/email/fax/post:

Attention of	Commissioner, Municipal Corporation Sonipat
Designation	Commissioner, Municipal Corporation Sonipat
Address	Railway Road near Railway Station near PWD Guest House
Fax No.	
E-Mail ID	cmcsnpt@gmail.com

- 2.7.2 No interpretation, revision, or other communication from the ULB regarding this solicitation shall be valid unless it is in writing and is signed by the authorized signatory of the ULB. The ULB may choose to send to all bidder(s) or will upload on the website (*details to be provided*) written copies of ULB's responses, including a description of the enquiry.

2.8 FORMAT AND SIGNING OF BID

- 2.8.1 The bidder shall provide all the information sought under this RFP and upload the same online as a part of its online submission of bid. The ULB will evaluate only those bids that are received in the required formats and complete in all respects.

- 2.8.2 The bidder(s) shall submit their bid(s) online consists of:

2.8.2.1 Bid Security/EMD

The online bid security shall contain reference details of the bid security/EMD deposit instrument and scanned copy of documents.

2.8.2.2 Technical Bid

The online technical bid shall contain the information and scanned copies of the documents/certificates as required to be submitted supporting eligibility criteria and technical bid as specified in Clause 2.8.4.

2.8.2.3 Financial Bid

To be only submitted mandatory online "*Information related to Price Bid of the Tender*". Price bid should not be submitted in the form of hard copy.



- 2.8.3 The bidder(s) can submit their RFP documents as per the dates mentioned in the clause no 2.2 schedule of bidding process, subject to the following conditions:
- 2.8.3.1 The bid without bid security/EMD will not be opened.
 - 2.8.3.2 The bid of the bidder(s) who does not satisfy the eligibility and technical bid criteria in the bid documents is liable to be rejected summarily without assigning any reason and no claim whatsoever on this account will be considered.
 - 2.8.3.3 The bid(s) submitted by the bidder(s) shall remain open for acceptance during the bid validity period to be reckoned from the date of "online bid preparation and submission". If any bidder(s) withdraws his bid(s) before the said period, any modifications in the terms and conditions of the bid(s), the said bid security/EMD shall stand forfeited. Bid(s) would require to be valid for One Hundred Eighty days (180) from the bid due date of "online bid preparation and submission stage".
 - 2.8.3.4 The bid security/EMD shall be returned to unsuccessful bidder(s) within a period of Thirty (30) days from the date of announcement of the successful bidder without any interest.
- 2.8.4 Technical bid shall include scan copies of:
- i. Acknowledgement of RFP document and notification of intent to submit bid appendix as per **APPENDIX-I: FORMAT FOR ACKNOWLEDGEMENT OF RFP DOCUMENT**.
 - ii. Covering letter cum project undertaking as per **APPENDIX-II: FORMAT FOR COVERING LETTER-CUM-PROJECT UNDERSTANDING**.
 - iii. Power of Attorney for signing the bid as per the format at **APPENDIX-III: FORMAT FOR POWER OF ATTORNEY (POA) FOR SIGNING APPLICATION**.
 - iv. Details of technical staff along with their bio-data as per the format at **APPENDIX-IV: FORMAT FOR DETAILS OF MANAGERIAL STAFF**.
 - v. Self-certification regarding non-blacklisting as per the format **APPENDIX-V: FORMAT FOR UNDERTAKING FOR NON-BLACKLISTING OF BIDDER**.
 - vi. Details of bidders as per **ANNEXURE-1: FORMAT FOR DETAILS OF BIDDER**.
 - vii. Details of eligible project(s) as per **ANNEXURE-2: FORMAT FOR DETAILS OF ELIGIBLE PROJECTS**.
 - viii. Average Annual Turnover as per **ANNEXURE-3: FORMAT FOR ANNUAL TURNOVER**.
 - ix. Statement of legal capacity as per **ANNEXURE-4: FORMAT FOR STATEMENT OF LEGAL CAPACITY**.
- 2.8.5 Financial bid as per the format set out in **ANNEXURE-5: FORMAT FOR FINANCIAL BID**.



Financial bid shall be made indicating expected number of establishments for executing scope of project as defined in the Terms of Reference (TOR). For the avoidance of any doubt, the financial bid shall only be submitted online as per the provision of this RFP and no physical financial bid shall be entertained.

2.9 BID DUE DATE

- 2.9.1 Bid(s) should be submitted before [●]1500 Hours IST on the bid due date mentioned in the schedule of bidding process, to the address provided in **2.7 CORRESPONDENCE** in the manner and form as detailed in this RFP Document. Applications submitted by either facsimile transmission or telex will not be acceptable.
- 2.9.2 The ULB, at its sole discretion, may extend the bid due date by issuing an addendum/corrigendum.

2.10 LATE BIDS

- 2.10.1 Any Bid received by the ULB after [●]1500 Hours IST on the Bid Due Date will not be entertained at all.

2.11 MODIFICATION AND WITHDRAWAL OF BIDS

- 2.11.1 The Bidder(s) are not allowed to modify or withdraw the Bid(s); once they are submitted.

2.12 CONFIDENTIALITY

- 2.12.1 Information relating to the examination, clarification, evaluation and recommendation for the short-listed bidder(s) shall not be disclosed to any person not officially concerned with the process. The ULB will treat all information submitted as part of Bid in confidence and will ensure that all who have access to such material treat it in confidence. The ULB will not divulge any such information unless it is ordered to do so by any government authority that has the power under law to require its disclosure.

2.13 CLARIFICATIONS

- 2.13.1 To assist in the process of evaluation of bids, the ULB may, at its sole discretion, ask any bidder for clarification on its Bid. The request for clarification and the response shall be in writing. No change in the substance of the Bid would be permitted by way of such clarifications. However, such clarification(s) may without prejudice includes clarifications with respect to minor deviations found in the Bid and shall be provided within the time specified by the ULB for this purpose. If a Bidder does not provide clarifications sought under this clause above within the prescribed time, its Bid shall be liable to be rejected. Further, it is highlighted that no additional documents will be considered from the bidder and only clarification will be sought on the already submitted documents which are not readable.



In case the Bid is not rejected, the ULB may proceed to evaluate the Bid by construing the particulars requiring clarification to the best of its understanding, and the Bidder shall be barred from subsequently questioning such interpretation of the ULB.

2.14 PROPRIETARY DATA

- 2.14.1 All documents and other information supplied by the ULB or submitted by the bidder(s) to the ULB shall remain or become the property of the ULB. Bidder(s) are to treat all information as strictly confidential and shall not use it for any purpose other than for preparation and submission of their Bid. The ULB will not return any bid or any information provided along therewith.

2.15 CORRESPONDENCE WITH THE BIDDER

- 2.15.1 Save and except as provided in this RFP, the ULB shall not entertain any correspondence with any Bidder in relation to the acceptance or rejection of any Bid.

2.16 ELIGIBILITY OF BIDDER

- 2.16.1 Basic Pre-qualification (PQ) criteria
- 2.16.1.1 The Bidder(s) for Pre-qualification should be a single entity, not a group of entities (the "Joint Venture/Consortium"); Joint Ventures/Consortium are not allowed as per this RFP, to implement the Project. However, no Bidder(s) applying, as the case may be, can be member of another Bidder(s). The term Bidder used herein would apply to a single entity. A Bidder may be a natural person or a body corporate including but not limited to a company incorporated under the Companies Act, 1956/2013 or under the applicable laws of the jurisdiction of its origin or a society registered under the Societies Registration Act, 1860 or any other applicable governing law or a trust registered under the Indian Trusts Act, 1882 or Limited Liability Partnership (LLP) or a Sole Proprietorship registered under the relevant applicable governing law or any combination of them.
- 2.16.1.2 A Bidder(s) shall not have a conflict of interest (the "**Conflict of Interest**") that affects the Bidding Process. Any Bidder(s) found to have a Conflict of Interest shall be disqualified. In the event of disqualification, Municipal Corporation Sonipat shall be entitled to forfeit and appropriate the Bid Security/EMD, as the case may be, without prejudice to any other right or remedy that may be available to Municipal Corporation Sonipat, (*Sonipat City*) under the Bidding Documents or otherwise. Determining the Conflict of Interest shall be the prerogative of the Municipal Corporation Sonipat, (*Sonipat City*).
- 2.16.1.3 Without limiting the generality of the above, a Bidder(s) shall be deemed to have a conflict of interest affecting the Bidding Process, if:
- The Bidder, its member or associate (or any constituent thereof) and any other Bidder, its member or any associate thereof (or any constituent



- thereof) have common controlling shareholders or other ownership interest; provided that this qualification shall not apply in cases where the direct or indirect shareholding of a Bidder, its member or an associate (or any constituent thereof) is less than 25% of the paid up and subscribed capital of the other Bidder, its member or associate (or any constituent thereof): or
- ii. A constituent of such Bidder is also a constituent of another Bidder; or
 - iii. Such Bidder, its member or associate receives or has received any direct or indirect subsidy, grant, loan or subordinated debt from any other Bidder, its member or associate, or has provided any such subsidy, grant, loan or subordinated debt to any other Bidder, its member or associate thereof; or
 - iv. Such Bidder has the same legal representative for purposes of this Bid as any other Bidder; or
 - v. Such Bidder, its member or associate (or any constituent thereof) and any other Bidder, its member or any associate thereof (or any constituent thereof) have common controlling shareholders or other ownership interest.
 - vi. Such bidder has a relationship with another Bidder, directly or through common third parties, that puts either or both of them in a position to have access to each other's' information about, or to influence the Bid of either or each other; org. Such Bidder has participated as a consultant to Municipal Corporation Sonipat, (Sonipat City) of the state of Haryana in the preparation of any documents, design or technical specifications of the project. A Bidder shall be liable for disqualification if any legal, financial or technical adviser of the ULB in relation to the project is engaged by the Bidder, its member or any associate thereof, as the case may be, in any manner for matters related to or incidental to the project. For the avoidance of doubt, this disqualification shall not apply where such adviser was engaged by the Bidder, its member or associate in the past but its assignment expired or was terminated Six (6) months prior to the date of issue of this RFP. Nor will this disqualification apply where such adviser is engaged after a period of five (5) Years from the date of commencement of work.
 - vii. Any entity which has been barred/blacklisted by the Central/State Government, or an entity controlled by it, from participating in any project, and the bar subsists as on the date of bid (even if the litigation is pending on the same dispute (barred/blacklisted) under the jurisdiction/arbitration/laws), would not be eligible to submit a Bid, either individually or as member of a consortium.

Explanation:

For purpose of this RFP, Associate means, in relation to the Bidder, a person who controls, is controlled by, or is under the common control with such Bidder (the "Associate"). As used in this definition, the expression "control" means, with respect



to a person which is a company or corporation, the ownership, directly or indirectly, of more than fifty percent (50%) of the voting shares of such person, and with respect to a person which is not a company or corporation, the power to direct the management and policies of such person by operation of law.

It is clarified that a certificate from a qualified external auditor who audits the book of accounts of a Bidder bidding individually for the project shall be provided to demonstrate that a person is an Associate of the bidder bidding individually, as the case may be.

2.17 OTHER DOCUMENTS

- 2.17.1 The Bidder(s) shall enclose with its application, to be submitted as per the format mentioned in Clause **2.8 *FORMAT AND SIGNING OF BID***, complete with its appendices and annexures, the following:
- 2.17.1.1 In case Bidder(s) is attaching experience certificate in the Bid, then; Experience certificate(s) along with copy of agreement(s) from its concerned client(s) in support of above work undertaken clearly stating the completed project value for the works collection & transportation and processing of MSW, manual & mechanized road sweeping, processing of legacy waste, waste to CBG, waste to energy & bio-methanation should be attached.
- 2.17.1.2 The Bidder(s) shall submit a Power of Attorney (POA) as per the format at **APPENDIX-III: FORMAT FOR POWER OF ATTORNEY (POA) FOR SIGNING APPLICATION**, authorizing the signatory of the Bid to commit the Bidder duly supported by a charter document or board resolution in favour of executants.



3 CRITERIA FOR EVALUATION

3.1 TESTS OF RESPONSIVES

- 3.1.1 Prior to evaluation of the Bid(s), the ULB will determine whether each Bid(s) is responsive to the requirements of the RFP Document. A Bid shall be considered responsive if:
- It is received as per format prescribed under the RFP.
 - It is received by the Bid Due Date including any extension(s) granted by the ULB.
 - It is accompanied by the Power of Attorney as specified in RFP.
 - It contains all the information and documents (complete in all respects) as requested in this RFP.
 - It contains information in Formats specified in this RFP.
 - It does not contain any condition or qualification; and.
- 3.1.2 The ULB reserves the right to reject any bid which in its opinion is non-responsive and no request for modification or withdrawal shall be entertained by the ULB in respect of such Bid.
- 3.1.3 Conditional bid(s) shall not be considered. Any bid(s) found to contain conditions attached, will be rejected.

3.2 BID EVALUATION – TECHNICAL BID – PART I

3.2.1 TECHNICAL CAPACITY

To be considered Technically Qualified (“**Technically Qualified**”), the Bidder(s) shall have to fulfil following criteria:

- In case of tender(s) having value less than or equals to INR 7.00 Crore for Five (5) years - No prior experience of similar nature of works is required for Cooperative Labour & Construction Societies (CL&CS) consisting of all members who are Women or those who belong to Scheduled Castes and registered in Haryana;**
- In case of the tender(s) having value more than INR 7.00 Crore for Five (5) years ; Bidder’s having experience of successfully Completed /Ongoing* (atleast 95% completed) of One (1) Work of Solid Waste Management (SWM***) in India or abroad during the last Seven (7) Years for any Government/Semi-Government Department, Municipal Corporation, or Private entity, ending the day of the Month previous to the one in which tenders are invited.**
 - having value equal to 30% of the one-year cost of the project value (all ULBs except Municipal Corporations).**
 - having value equal to 50% of the one-year cost of the project value (all Municipal Corporation except MC Gurugram & MC Faridabad).**
 - having value equal to 80% of the one-year cost of the project value in case of MC Gurugram and MC Faridabad.**



Notes: -

***Ongoing Project: -** Shall means those works which are at least 95% completed as on the date of submission (i.e. gross value of work done upto the last date of submission is 95% or more of the original contract price or enhanced contract price as the case may be) and continuing satisfactorily.

**** Ongoing Long-Term Projects: -** In the case of ongoing long-term projects, the bidder shall be considered eligible only if the value of work executed up to the date of bid submission is equal to or greater than the technical qualification requirement specified in the tender.

*****Solid Waste Management works means the work of Door-to-Door Collection & Transportation of MSW / Road Sweeping/ Processing of Municipal Solid Waste / Remediation of MSW Dumpsite/ Landfill Mining/ Bio-Mining/Waste to Energy/Bio-Methanation/ Waste to CBG.**

- iii. The Bidder(s) shall provide documentary evidence w.r.t. similar nature of works by way of satisfactory experience certificate of services/operation (duly signed by the competent authority) along with agreement copy, as the case may be, in support of the technical capacity as specified in this Clause. Such documentary evidence shall be duly signed by the authorized signatory of the Bidder(s). The concerned ULB shall mandatorily verify the submitted experience certificate from incharge of the issuing authority before opening of the financial bid.

3.2.2 FINANCIAL CAPACITY

To demonstrating Financial Capacity, the Bidder(s) shall have to fulfil following conditions (“Financial Capacity”):

A. FINANCIAL CAPACITY – FOR OPEN TENDER (More than 7.00 Cr.)

Qualifying Criteria	For General/ Standard Bidder(s)	For Micro Enterprises (Registered in Haryana)	For CL&CS (Registered in Haryana)	For CL&CS (consisting of all members who are Women or those who belong to Scheduled castes and registered in Haryana)
Positive Net Worth	• The Bidder shall be required to have Positive Net Worth at the close of preceding Financial Year.			



Qualifying Criteria	For General/ Standard Bidder(s)	For Micro Enterprises (Registered in Haryana)	For CL&CS (Registered in Haryana)	For CL&CS (consisting of all members who are Women or those who belong to Scheduled castes and registered in Haryana)
<ul style="list-style-type: none"> • Turnover (For all ULBs except Municipal Corporations) 	<ul style="list-style-type: none"> • Average Annual Financial Turnover should be at least 30% of the project value for one year during the immediate last Three (3) consecutive Financial Years at the close of the preceding Financial Year prior to the Bid Due Date. 	<ul style="list-style-type: none"> • Average Annual Financial Turnover should be at least 50% of the General Bidder during the immediate last Three (3) consecutive Financial Years at the close of the preceding Financial Year prior to the Bid Due Date. 	<ul style="list-style-type: none"> • Average Annual Financial Turnover should be at least 50% of the General Bidder during the immediate last Three (3) consecutive Financial Years at the close of the preceding Financial Year prior to the Bid Due Date 	<ul style="list-style-type: none"> • Average Annual Financial Turnover should be at least 50% of the General Bidder during the immediate last Three (3) consecutive Financial Years at the close of the preceding Financial Year prior to the Bid Due Date.
<ul style="list-style-type: none"> • Turnover (For all Corporation except MC, Gurugram & MC Faridabad) 	<ul style="list-style-type: none"> • Average Annual Financial Turnover should be at least 50% of the project value for one year during the immediate last Three (3) consecutive financial years at the clause of preceding financial year prior to the bid due date. 	<ul style="list-style-type: none"> • NOTE: However, the Micro Enterprises (Registered in Haryana) will be required to submit the relevant documents such as registration certificate, ESI, EPF etc. 	<ul style="list-style-type: none"> • NOTE: However, the CL&CS (Registered in Haryana) will be required to submit the relevant documents such as registration certificate, ESI, EPF etc. 	<ul style="list-style-type: none"> • NOTE: However, the CL&CS (consisting of all members who are Women or those who belong to Scheduled castes and registered in Haryana) will be required to submit the relevant documents such as registration Certificate, ESI, EPF etc.
<ul style="list-style-type: none"> • Turnover (For MC, Gurugram & MC Faridabad) 	<ul style="list-style-type: none"> • Average Annual Financial Turnover should be at least 80% of the project value for one year during 			



Qualifying Criteria	For General/ Standard Bidder(s)	For Micro Enterprises (Registered in Haryana)	For CL&CS (Registered in Haryana)	For CL&CS (consisting of all members who are Women or those who belong to Scheduled castes and registered in Haryana)
	the immediate last Three (3) consecutive financial years at the clause of preceding financial year prior to the bid due date.			
Bid Capacity	<p>For works put to tender value above Rs. 25.01 Lacs: Bidders who meet the minimum qualification criteria will be qualified only if their available bid capacity for construction work is equal to or more than the total bid value.</p> <p>The available bid capacity will be calculated as under: -</p> <p>Assessed Available Bid Capacity = (A*N*2- B)</p> <p>Where</p> <p>A = Maximum value of financial turnover (as certified by the Chartered Accountant) in any one year during the last three years (updated to price level of the last financial year at the rate of 8% per year compounded yearly).</p> <p>N = Number of years prescribed for completion of the works for which bids are invited (period up to 6 months to be taken as ½ and more than 6 months as 1 in a year).</p> <p>B = Value, at the current price level (compounded yearly @8% per year), of existing commitments and on-going works to be completed during the period of completion of the works for which bids are invited.</p>			



B. FINANCIAL CAPACITY – FOR RESERVED TENDER (≤7.00 Cr.)

To demonstrating Financial Capacity, the Bidder(s) shall have to fulfil following conditions (“Financial Capacity – for Reserved Tender”)

<u>FINANCIAL CAPACITY – FOR RESERVED TENDER</u>	
Qualifying Criteria	For Cooperative Labour & Construction Societies (CL&CS) consisting of all women members or those who belongs to Scheduled Castes and registered in Haryana.
Net worth	<ul style="list-style-type: none">• The bidder shall be required to have positive net worth at the close of preceding financial year.
Turnover	<ul style="list-style-type: none">• Concession of 100% on Turnover. <p>Note: However, the CL&CS (consisting of all members who are Women or those who belong to Scheduled castes and registered in Haryana) will be required to submit the relevant documents such as registration Certificate, ESI, EPF etc.</p>

- ii. In case the above-mentioned Bidder(s) fail to participate as per reserve tenders of amount INR 7.00 Crore for Five (5) years or do not accept the works, then Open Tenders shall be invited for all Bidder(s).
- iii. For the purposes of this RFP, **Net worth** shall mean:
 - a) **In case of a Company:** the aggregate value of the paid-up share capital and all reserves created out of the profits and securities premium account, after deducting the aggregate value of the accumulated losses, deferred expenditure and miscellaneous expenditure not written off, as per the audited balance sheet, but does not include reserves created out of revaluation of assets, write-back of depreciation and amalgamation; and
 - b) **In case of a Society or a Trust:** the sum of available corpus and reserves.
 - c) **In case of any other entity/body corporate:** the aggregate value of the paid up capital and reserves of such entity, after deducting the aggregate value of the intangible assets.
- iv. For the purposes of this RFP, **Turnover** shall mean:
 - a) **In case of a Company or any other entity/body corporate other than Society or Trust:** the aggregate value of the realization of amount made from the sale, supply or distribution of goods or on account of services rendered, or both, by the company during a financial year. For avoidance of doubt, it is clarified that it shall not include interest earned from financial instruments.
 - b) **In case of a Society or Trust:** the gross receipts which includes donations from individuals and corporations, support from government agencies, income from



activities related to the organization's mission, and income from fundraising activities, membership dues, and financial investments such as stock shares in companies.

- v. In case the annual accounts for the last financial year are not audited and therefore the Bidder(s) cannot make it available, the Bidder(s) shall give an undertaking to this effect, certified by the statutory auditor/chartered accountant. In such a case, the Bidder(s) shall provide the audited annual reports for the financial year preceding the latest financial year for which the audited annual report is not being provided.
 - vi. The bid must be accompanied by the audited annual reports of the Bidder(s) for the last Three (3) consecutive financial years at the close of the preceding financial year prior to the bid due date. The Bidder(s) shall enclose, the certificate(s) from its statutory auditors specifying the net worth and turnover of the Bidder(s) at the close of the financial year preceding the bid due date and also specifying that the methodology adopted for calculating such net worth.
 - vii. The Bidder(s) shall provide documentary evidence by way of statutory auditor's certificate and/ or chartered accountant's certificate in support of its financial capacity, as the case may be, in support of the financial capacity as specified in this Clause. Such documentary evidence shall be duly signed by the authorized signatory of the Bidder.
- 3.2.3 Any entity which has been barred by the Central/State Government, or any entity controlled by it, from participating in any project (Build, Own and Transfer or otherwise), and the bar subsists as on the date of the bid, would not be eligible to submit the Bid, either individually or through any firm/company, etc.
- 3.2.4 In the event that the Bidder(s) submits a Bid for the project, and the Bidder(s) does-not meet the technical capacity or/and financial capacity as described as described under Clause 3.2, the Bidder(s) shall be dis-qualified and the financial Bid(s) of such Bidder(s) shall not be opened.

3.3 BID EVALUATION – FINANCIAL BID – PART II

- 3.3.1 The shortlisted Bidder(s) adjudged as responsive and technically qualified at the end of the Bid evaluation – technical bid – part I shall be notified and informed of the date and time of opening of financial bid(s).
- 3.3.2 Financial Bid(s) of all the shortlisted bidder(s) who meet the technical capacity and financial capacity evaluation criteria, shall be evaluated on the basis of the financial bid(s) (the “**Financial Bid Parameter**”) as specified in this RFP.
- 3.3.3 FINANCIAL BID PARAMETER

The Bidder(s) shall quote in the Financial Bid, INR per square meter for Manual Sweeping and per running kilometre for Mechanized Road Sweeping, (**exclusive of all Taxes**) Amount (in Figures and Words) (hereinafter referred to as the “Fee”) which shall be paid, in lieu of the expenses incurred by the Bidder in rendering the services of Mechanized and Manual Sweeping of roads, subject to and in accordance with the terms hereof and the Contract Agreement.



3.3.4 Goods & Service Tax (GST)

GST, if applicable shall be paid by the ULB as per Applicable Laws in addition to agreed Fee.

- 3.3.5 Financial Bid(s) of shortlisted Bidder(s) who qualify after bid evaluation – technical bid – Part I, may be opened in the presence of the representatives of shortlisted Bidder(s), who choose to attend. The Financial Bid(s) of the shortlisted Bidder(s) shall be read out.
- 3.3.6 The Lowest Bidder L1 and subsequently L2, L3, L4..... Further, the negotiation policy of the state issued from time to time shall be applicable for selection of the successful bidder.
- 3.3.7 In the event that Two (2) or more Bidders quote exactly the same validated Financial Bid Parameter for the project, then the ULB reserves the right either to:
- Invite fresh Financial Bids from only such Bidders in sealed Envelope(s) before Tender Inviting Authority or any constituted committee; or
 - Identify the Selected Bidder by draw of lots, which shall be conducted, with prior notice, in the presence of the Tied Bidders, who choose to attend; or
 - Take any such measure as may be deemed fit in its sole discretion, including annulment of the bidding process.

3.4 NOTIFICATION OF AWARD & ISSUE OF LETTER OF AWARD

- 3.4.1 The Selected Bidder shall be issued a Letter of Award (LOA) within 10 days of the opening of the Financial Bid(s).
- 3.4.2 The ULB shall first examine the proposed “Action Plan including Approach, Project Milestones, Timelines etc. particular to the Project” submitted by Bidder(s) at the time of bid in view of their requirements. If the proposed “Action Plan including Approach, Project Milestones, Timelines etc. particular to the Project” submitted by the Bidder(s) is not viable, ULB shall ask the agency Contractor to revise its action plan as per milestone and timelines of the project.

3.5 FRAUD AND CORRUPT PRACTICES

- 3.5.1 The Bidder(s) participating in the bidding process and responding to the RFP and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the bidding process. Notwithstanding anything to the contrary contained herein, the ULB may reject any Bid(s) without being liable in any manner whatsoever to the Bidder if it determines that the Bidder(s) has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the bidding process may attract criminal proceedings against the contractor/agency.

Without prejudice to the rights of the ULB under the RFP herein above, if Bidder(s) is found by the ULB to have directly or indirectly or through an agent, engaged or indulged in



any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Bidding Process, such applicant shall not be eligible to participate in any tender in state of Haryana or RFP issued by the ULB for a period of minimum Two (2) Years or as specified by ULB from the date such Bidder is found by the ULB to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be. For the purposes of this RFP, the following terms shall have the meaning here in after respectively assigned to them:

- 3.5.1.1 “Corrupt Practice” means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the bidding process (for avoidance of doubt, offering of employment to, or employing, or engaging in any manner whatsoever, directly or indirectly, any official of the ULB who is or has been associated in any manner, directly or indirectly, with the bidding process or the LOA or has dealt with matters concerning the Contract Agreement or arising therefrom, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the ULB, shall be deemed to constitute influencing the actions of a person connected with the bidding process); engaging in any manner whatsoever, whether during the Bidding Process or after the issue of the LOA or after the execution of the contract agreement, as the case may be, any person in respect of any matter relating to the Project or the LOA or the contract agreement, who at any time has been or is a legal, financial or technical adviser of the ULB in relation to any matter concerning the project;
- 3.5.1.2 “Fraudulent Practice” means misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the bidding process;
- 3.5.1.3 “Coercive Practice” means impairing or harming or threatening to impair or harm, directly or indirectly, any person or property to influence any person’s participation or action in the bidding process;
- 3.5.1.4 “Undesirable Practice” means (i) establishing contact with any person connected with or employed or engaged by the ULB with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the bidding process; or (ii) having a conflict of interest; and
- 3.5.1.5 “Restrictive Practice” means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the bidding process.

3.6 PRE-BID MEETING/CONFERENCE

- 3.6.1 A Pre-Bid meeting/conference of the interested Bidder(s) shall be convened at the designated date, time and place. During the course of pre-bid meeting/conference, the Bidder(s) will be free to seek clarifications and make suggestions for consideration of the ULB. The ULB shall endeavour to provide clarifications and such further information as it



may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive bidding process.

3.7 MISCELLANEOUS

3.7.1 The bidding process shall be governed by, and construed in accordance with the laws of India and the Courts at *Sonipat city* ULB shall have the exclusive jurisdiction over all disputes arising under, pursuant to and/ or in connection with the bidding process.

The ULB, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to;

- i. Suspend and/or cancel the bidding process and/or amend and/or supplement the bidding process or modify the dates or other terms and conditions relating thereto;
- ii. Consult with any Bidder(s) in order to receive clarification(s) or further information(s);
- iii. Pre-qualify or not to pre-qualify any Bidder(s) and/or to consult with any Bidder(s) in order to receive clarification(s) or further information(s);
- iv. Retain any information and/or evidence submitted to the ULB by, on behalf of, and/ or in relation to any Bidder(s); and/or
- v. Independently verify, disqualify, reject and/or accept any and all submissions or other information and/or evidence submitted by or on behalf of any Bidder.

It shall be deemed that by submitting the Bid(s) the Bidder(s) agrees that the ULB, its employees, agents and advisers are irrevocably, unconditionally, fully and finally indemnified from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and/or performance of any obligations hereunder and the Bidding Documents, pursuant hereto, and/or in connection with the Bidding Process, to the fullest extent permitted by Applicable Law, and waives any and all rights and/or claims it may have in this respect, whether actual or contingent, whether present or in future.



4 **TERMS OF REFERENCE (TOR)**

4.1 **SCOPE OF WORK**

4.1.1 In order to define the scope of work, urban roads are categorized and has been detailed out in **ANNEXURE-12: TYPES AND DETAILS OF URBAN ROADS** as per the following: -

- Type-I road: - Roads having central verge, kerb, channels and footpaths
- Type-II road: - Roads having central verge with katcha berms
- Type-III road: - Roads having no central verge but having kerb, Channels and footpaths
- Type-IV road: - Roads having width more than 12 meter with no central verge but having katcha berms
- Type-V Road: - Roads having width upto 12 meters having residential on either side
- Type-VI road: - Roads having width upto 12 meters having commercial on either side
- Parking and Commercial Areas

4.1.2 The Contractor shall ensure to conduct sweeping and cleaning of the selected Area/Colony/Wards (as given in annexure) including main roads, service roads, Internal Roads (streets, narrow streets, gullies) footpaths, road berms, central verge, kerb channels, curb stones gully, drains etc., which means complete solution for RoW (right of way), the objective is to keep the areas litter and dust free for 24x7 as per following schedule:

S.No	Type of Roads	Description
1	Type – I Road	Length of road having house/ establishment on either side of the road
		Footpath
2	Type – II Road	Length of road not having house/ establishment on either side of the road
		Length of road having house/ establishment on either side of the road
		Berm where house/ establishment are on either side of the road
3	Type – III Road	Length of road having house/ establishment on either side of the road
		Footpath
4	Type – IV Road	Berm where house/ establishment are on either side of the road
5	Type – V Road	Length of road not having residential establishment on either side of the road
		Length of road having residential establishment on either side of the road
6	Type – VI Road	Length of road having commercials on either side of the road
7	Parking and Commercials Space	Parking Space
		Footpath



4.1.3 Collection & Transportation of sweeping waste is to be carried out in a segregated manner as per the following: -

- Silt, dust
- Horticulture waste (dry leaves at road side)
- Bio-degradable municipal solid waste including waste comes out of vegetable/fruit markets
- Non-Biodegradable MSW
- Waste collected from the Drains
- Cow Dung

Note: - The segregated fractions are to be transported to the designated secondary points as identified by the ULBs (designated sites are annexed in [Annexure 14](#))

4.1.4 Bituminous & cement concrete /pavements roads having width more than 9 meters in NCR ULBs and 12 meter and above in non-NCR ULBs should be swept with Mechanical Road Sweeping machines. Dust suppressant should be used while sweeping with machines. Further, in case where roads width is less than 9 meters are found to be suitable for mechanical sweeping, the use of mechanical road sweeping machines may also be considered, subject to feasibility, in accordance with the guidelines issued by the Commission for Air Quality Management (CAQM). Also, the mechanized sweeping on any type of roads in NCR/Non-NCR ULBs will be done on alternate day basis however, the manual sweeping on all type of roads in NCR/Non-NCR ULBs will be done six days a week.

4.1.5 Sweeping of Roads/ Streets/ Lanes would include Bitumen, Footpath, Ramps portions including sides – end to end.

4.1.6 In case the road is totally closed for renovation/ reconstruction or laying utilities etc. the work shall be carried out by parking the vehicles (auto tipper) at the nearest accessible place and carrying waste by e-rickshaw up-to the point and back. The service provider in such case shall immediately convey the situation to ULB in writing.

4.1.7 The scope of work can be increased or decreased by the ULB as per requirement at any time.

4.1.8 ULB can adopt different strategies for tourist places, where many people are present almost at all hours. In such places, regular cleaning throughout the day (2-3 times) or through night sweeping and during weekends and national holiday may be necessary.

4.1.9 Street/road sweeping, drain cleaning upto 60 cm (600mm) width, road side berm in ULB areas and swept waste (dust from road sweeping, silt from drains or any other dry waste/wet waste collected during sweeping) from the said activities shall be transported to the designated place specified by the MC for disposal. Any other activities specified by ULB from time to time (Conforming Waste) as per 'Scope of Work' and the following services of Municipal Corporation Sonipat will be covered under the scope of work:-



- 1 Street/Road Cleaning along with road side berms i.e. entire right of way (including Night sweeping in commercial area, public areas, major roads) including lifting of horticulture waste (dry leaves etc. at road side) generated in the area.
- 2 Cleaning & De-silting of drains along the roads/streets listed in the project upto 60 cm (600mm) width.

4.2 OBLIGATIONS OF THE CONTRACTOR/AGENCY

- 4.2.1 The contractor/agency shall ensure that all mechanical sweeping machines deployed for the project should be self-propelled, vacuum-based. The detailed technical specifications of the road sweeping machines are provided in Annexure-16.
- 4.2.2 The contractor/agency shall deploy all the machinery as purchased or as on hired basis.
- 4.2.3 The contractor/agency shall provide an interface of its GPS enabled vehicles and Management Information System (MIS) with real time update parameters to the ULBs.
- 4.2.4 The contractor/agency shall submit a detailed operations plan for all areas/colonies/wards, as applicable, prior to the signing of the agreement; the plan shall clearly delineate the coverage under mechanized sweeping (measured in running kilometres) and manual sweeping (measured in square meters), ensuring that there is no overlap or duplication in billing for the same physical stretch under both components.
- 4.2.5 Every Safai Mitra shall be equipped with litter-picking equipment's and all other necessary tools required for the comprehensive manual sweeping of their assigned area, which shall include, but not be limited to, collection of bulk litter such as polythene, paper, and similar waste, sweeping of dust and debris, drain cleaning, and bush uprooting, ensuring complete cleanliness and maintenance of the designated area in accordance with the Scope of Work.
- 4.2.6 The contractor/agency shall ensure that the employees are in PPE kits and also ensure placement of safety devices and signages at project area during the working hours, as per the specification.
- 4.2.7 The contractor/agency shall deploy adequate number of Litter transportation vehicles ensuring that all collected litter and debris is transferred to the designated secondary points without any spillages.
- 4.2.8 The contractor/agency shall ensure that all road sweeping machines deployed for road sweeping in ULB are either CNG-fueled or electric-operated machines.
- 4.2.9 All such vehicles must comply with permissible environmental norms and possess valid registration and insurance documents at all times.



- 4.2.10 All the vehicles operated by the contractor should be in complete compliance to safety norms, Motor Vehicle act & its amendments.
- 4.2.11 The contractor/agency shall carry out regular repairing and maintenance of all equipment's and vehicles at his own cost.
- 4.2.12 The contractor/agency should ensure that all the equipment should be in proper running condition at all times during the contract period. The contractor shall ensure the advanced availability of consumables items.
- 4.2.13 The contractor/agency shall ensure to carry out regular timely maintenance in order to keep the machines in operative status at all the times
- 4.2.14 The basic detail of staff deployed at various places of ULB along with the subordinate(s) shall be submitted to ULB as per **ANNEXURE-6: FORMAT FOR STAFF DEPLOYED LIST**.
- 4.2.15 The contractor/agency shall ensure the biometric attendance of all the manpower through SWM portal provided by DULB and shall submit the attendance sheet of the staff deployed shall be submitted to the ULB by the Contractor/Agency as per **ANNEXURE-7: FORMAT FOR DEPLOYED STAFF ATTENDANCE SHEET**.
- 4.2.16 All the roads described for mechanized & manual cleaning under this project area should be mapped on the APP/Portal provided by ULB by mentioning their category/density and frequency of sweeping.
- 4.2.17 The contractor/agency shall update all manpower & machinery details on the APP/Portal of the ULB department. Further, the GPS link of all vehicles shall be interfaced with ULB département APP/Portal by the contractor/agency
- 4.2.18 All the roads described under this project area should be mapped on the Portal/App developed by DULB mentioning their category, density and frequency of sweeping.
- 4.2.19 The live GPS feed of vehicles and details of manpower should be available on Portal/App developed by DULB.
- 4.2.20 The contractor/agency shall provide the list of workers along with their Aadhaar number, mobile number etc. to ULB before starting the work and also update the details on the portal developed by DULB. All workers should be medically fit.
- 4.2.21 The contractor/agency shall setup a complaint centre in the premises of municipality or place designated by ULB, for registration of complaints. A toll-free helpline number shall be provided by agency which should be working 24x7. (6 AM to 10 PM). The complaints received through the toll-free number or directly at complaint centre should



- be uploaded on online complaint registration mechanism/app by the staff of agency. The agency shall provide the fortnightly reports to ULB.
- 4.2.22 In case of any break down in the machinery/vehicles, agency shall intimate in writing to ULB along with detail of vehicle, type of break down, time required for repair and stop gap arrangement immediately for that period. In case of non – compliance the penalty clause no 6.1.1 will be applicable.
- 4.2.23 The contractor/agency shall ensure road sweeping work as per MSW Rules, 2016 and its amendments from time to time, orders or directions of Hon'ble Courts, Hon'ble NGT / CAQM / CPCB/HSPCB or any other direction from the competent authority. Further, if any penalty of the nature of environmental compensation or otherwise is imposed on the ULB by Hon'ble Courts, NGT, CAQM, CPCB, HSPCB due to non-compliance of rules & regulation then the contractor/agency shall bear the same and the same amount shall be recovered from the contractor/agency by the concerned ULB.
- 4.2.24 The contractor/agency shall be responsible for arranging all the tools and equipment's such as Jhadu, Sura, Belcha, Spade, Angle Canta, Crow Bar, Knife, Axe etc. required for performing project activities to the satisfaction of ULB.
- 4.2.25 Street sweeping should be carried out as per the action plan submitted by contractor/agency and approved by the concerned ULB.
- 4.2.26 The contractor/agency shall ensure that all waste collected from street sweeping, drain de-silting and horticulture waste (only leaves at road sides) shall be transported to the designated secondary points without mixing with domestic or other commercial establishment waste.
- 4.2.27 The contractor/agency should put small signs indicating no parking of vehicles and indicating sweeping hours on streets or roads where mechanical sweeping will be carried out. If any vehicle found parked in no parking area, the agency shall submit the photographs of the vehicles to the ULB and ULB shall take action/challan against the owner of vehicle.
- 4.2.28 The contractor/agency should submit the deployment plan on SWM portal provided by DULB.
- 4.2.29 The contractor/agency shall retain the existing Safai Mitras deployed by the outgoing contractor/agency for the same work. Further, if any additional Safai Mitras is required by the contractor/agency for the same work, in addition to existing Safai Mitras, then the contractor/agency shall hire the additional Safai Mitras from the person registered as Safai Mitras/sweeper at Haryana Kaushal Rozgar Nigam (HKRN) portal.
- 4.2.30 The contractor/agency shall consider the following for operational conditions for mechanized street sweeping as per CPHEEO manual: -



- Each mechanized sweeping machine shall be deployed with one (1) driver and two (1) helpers during operation
 - All sweeping brushes shall be replaced or refurbished after approximately every 1,000 km of sweeping operations, equivalent to 7–10 days of actual operations in two shifts, to ensure effective cleaning and prevent damage to road surfaces.
- 4.2.31 The contractor/agency shall mandatorily maintain valid and comprehensive insurance coverage for all vehicles deployed under this project throughout the contract period.
- 4.2.32 In the event of any mishap, accident, damage, injury, or loss occurring on the road or at the work site, the contractor/agency shall be solely and fully responsible for all consequences thereof. This shall include, but not be limited to, registration of police complaints/FIRs, lodging, processing, and follow-up of insurance claims, payment of compensation, and attending and contesting any legal proceedings or court trials arising out of such incidents, at its own cost and risk. Also, the contractor/agency shall ensure that such incidents do not, under any circumstances, disrupt or adversely affect the scheduled cleaning and sanitation activities, and uninterrupted service shall be maintained at all times.
- 4.2.33 The contractor/agency shall be responsible for sweeping, collection, and removal of cow dung and other animal waste deposited by stray cattle on roads, streets, footpaths, as part of routine road sweeping operations.
- 4.2.34 The contractor/agency shall pick, remove and dispose of the small dead animals like Dogs & Cats and small birds when found on roads in scientific manner (by following at-least digging method i.e. digging of ground upto 3 feet and disposing off the dead animal) and in the vicinity area under contract to concerned ULB. The contractor/agency may also take advice from the officer in-charge of concerned ULB for digging of small animals. The contractor/agency shall have to report concerned ULB about the dead big animals like Cows, Ox, Horses etc. for further action.
- 4.2.35 The contractor/agency shall ensure to provide dedicated Litter Control Team and Emergency Control Team for cleaning of roads wherein litter control shall be done along with the Mechanical Sweeping. For Emergencies such as accidents, VIP movement etc., the Emergency Response Team shall be made readily available by the contractor/agency as per the directions from the concerned ULB at all days in a week.
- 4.2.36 The contractor/agency shall ensure that work of sweeping and cleaning of roads via mechanized sweeping shall be undertaken/carried out preferably during the night hours i.e. from 10 PM to 6 AM, when traffic density is minimum. However, depending on the requirement of the concerned ULBs, the said timings can be changed as per directions of concerned CMC/DMC.
- 4.2.37 The contractor/agency ensure to make arrangement for washings of all vehicles and equipment's at least once a week and shall also ensure that each machine is provided



with fire extinguisher and first aid kit along with other necessary tool-kits and accessories.

- 4.2.38 The contractor/agency shall ensure that all data generated and captured during road sweeping operations including but not limited to GPS tracking data, route coverage details, time logs, machine operation records, geo-tagged photographic/videography evidence (before and after cleaning), and daily performance reports is systematically compiled and submitted to the concerned authority on a monthly basis. The complete data set for the respective month shall be provided in digital form through a pen drive, along with a duly signed and certified hard-copy summary report by the authorized representative of the contractor/agency. Further, proof of handover and receipt of the above documents by the concerned authority shall be mandatorily obtained and maintained by the contractor/agency.
- 4.2.39 The Contractor/Agency shall ensure that all personnel deployed for manual road sweeping operations are provided with proper uniforms and prescribed safety gear, and shall ensure effective monitoring of field activities through geo-tagged and time-stamped photographs clearly capturing the condition of the site before commencement of sweeping and after completion of cleaning, with identifiable location details sufficient to establish route coverage and proof of work completion; all such photographic records, along with relevant activity reports, shall be compiled, uploaded on the portal developed by DULB, securely stored, and submitted as part of the monthly reporting requirements to the concerned authority in accordance with Clause 4.2.38 of the Contract, and the Contractor/Agency shall remain solely responsible for the authenticity, accuracy, completeness, and timely submission of these records throughout the entire contract period.
- 4.2.40 The contractor/agency shall mandatorily develop, install and maintain a robust, web-based Integrated Sweeping Management System (ISMS) on all mechanical sweeping machines deployed under this contract.
- 4.2.41 The contractor/agency shall ensure that each road sweeping machine deployed under this contract is mandatorily equipped with an Integrated Vehicle Tracking and Telematics Unit capable of capturing, recording and transmitting real-time operational data to the Authority's centralized monitoring dashboard/server. The system shall, at a minimum, provide the following functionalities: -
- Global Positioning System (GPS): - Real-time tracking of the vehicle's geographical location (Latitude and Longitude) with a positional accuracy of not more than 5 meters, along with date and time stamping of all location records.
 - Broom / Brush Engagement Sensors: - Provision of magnetic or hydraulic limit switches installed on both side brooms and central brush to determine operational status. The system shall record the sweeping operation as "Active" only when:
 - Brooms are in down position,
 - Brooms are in rotating condition, and



- The vehicle is in motion within the prescribed operational speed range.
- Suction / Vacuum Fan Sensors: - Sensors to continuously detect and record the ON/OFF status of the suction turbine / vacuum fan during sweeping operations.
- Vehicle Speed Sensor: - Continuous monitoring and recording of the vehicle's operational speed to ensure compliance with prescribed sweeping speed norms to be decided by the concerned CMC/DMC based on machine deployed manual and to validate actual sweeping activity.
- Camera Surveillance System: - Each machine shall be equipped with front-view and rear-view cameras with:
 - Local data storage facility, and
 - Capability to transmit snapshots and/or video clips either:
 - at fixed configurable intervals, or
 - on real-time demand by the authority.

All data generated by the above systems shall be transmitted in real time to the authority's dashboard and shall remain accessible to the authority for monitoring, verification, audit, and performance evaluation purposes. The contractor shall ensure uninterrupted functioning, calibration, maintenance, and data integrity of the entire telematics system throughout the contract period.

4.2.42 The contractor/agency shall ensure that all sweeping operations are performed using mechanized sweeping machines that continuously transmit real-time operational data to the ISMS. For the purpose of this Contract, "Verified Sweeping" shall mean only such sweeping activity that is algorithmically authenticated by the ISMS when all of the following conditions are satisfied simultaneously:

- The vehicle is operating strictly within the geo-fenced boundary of the assigned route;
- The vehicle ignition remains in ON condition throughout the sweeping activity;
- The vehicle maintains a sweeping speed greater than 0 km/hr and less than recommended sweeping speed of the machine or the speed decided by the concerned CMC/DMC based on machine deployed manual.
- All sweeping brooms remain in DOWN position and actively rotating, as confirmed by machine sensors;
- The suction fan remains ON and fully operational, as confirmed by machine sensors.

4.2.43 The Contractor /Agency shall design, develop, operate, and maintain a web-based Integrated Sweeping Management System (ISMS) dashboard along with a mobile application at its own cost. The system shall be fully integrated with the Urban Local Body (ULB) portal to enable seamless data exchange. The Contractor /Agency shall



ensure seamless, real-time integration of all relevant operational data from the ISMS dashboard with the SWM portal provided by the ULB, through secure APIs or other approved digital interfaces. All data captured and reflected on the SWM portal shall be treated as the primary and authoritative source for monitoring performance and compliance with the scope of work. Further, the data available on the SWM portal shall form the sole basis for performance evaluation, certification of work executed, and processing of payments to the Contractor/Agency.

4.2.44 The contractor/agency shall be solely responsible for ensuring that the system automatically generates and transmits a Daily Performance Report (DPR) by 09:00 hours each day for the immediately preceding night shift. The DPR shall be system-generated, tamper-proof, and shall mandatorily include the following information for each deployed vehicle:

- Vehicle Registration Number
- Shift Start Time and Shift End Time
- Total Distance Travelled as recorded by the odometer
- Verified Sweeping Distance (hereinafter referred to as “Payment Kilometer”), calculated strictly in accordance with the Verified Sweeping logic prescribed under this contract
- Geo-referenced map Snapshot clearly depicting the actual area and route covered during the shift

4.2.45 The contractor/agency shall ensure that the DPR is automatically emailed to the designated representatives of the Authority, and such DPR shall constitute an official performance and payment reference document under this Contract.

4.2.46 In the event the contractor/agency is unable to carry out mechanical or manual sweeping due to heavy rainfall, the contractor/agency shall ensure that sweeping and cleaning of roads and carriageways is undertaken immediately after cessation of rainfall and once the roads/carriageways become conducive for safe and effective mechanical or manual sweeping.

Note: No payment towards mechanical sweeping shall be admissible to the contractor/agency for the period during which sweeping/cleaning could not be carried out due to heavy rainfall or due to disruption caused by law-and-order situations or where operations are suspended pursuant to instructions issued by the CMC/DMC for any reason. However, no penalty shall be imposed on the contractor/agency for non-performance during such period, provided the approved working schedule is disrupted for reasons beyond the control of the contractor/agency.

4.2.47 The contractor/agency shall ensure uninterrupted and timely payment of wages from its own funds and shall under no circumstances link or subject such payments to the receipt of funds from the concerned ULB.



- 4.2.48 The contractor/agency shall ensure that all applicable labour laws, rules, regulations, and statutory provisions in force from time to time are strictly complied with for the said project
- 4.2.49 The contractor/agency shall deploy the minimum, manpower, machinery and equipment at the project site as specified in **Annexure-15**. The contractor/agency at its own cost shall deploy additional manpower, machinery, and equipment as and when required to ensure effective, efficient, and uninterrupted sanitation services during the contract period, without any additional financial implication on the concerned ULB.
- 4.2.50 The contractor/agency shall ensure that only treated water, is used for all sprinkling and dust suppression activities at the project site.
- 4.2.51 In the event that the performance of any mechanized road sweeping machine deployed during the Contract Period is found to be unsatisfactory, no payment shall be made for the said machine for that particular day. The Contractor/Agency shall immediately replace the non-performing machine with a suitable alternative machine (with same technical specification). In case of failure to replace the machine forthwith, penalties shall be levied in accordance with the applicable penalty provisions mentioned in the RFP.
- 4.2.52 The contractor/agency shall ensure that footpaths to be washed by the treated water atleast once a week.
- 4.2.53 The contractor/agency shall carry bush uprooting on the roadsides within the MC limit once in fortnight (14 days) or as per instruction of CMC/DMC of the concerned ULB. In case of emergency time such as cyclone etc., the contractor/agency shall clear all roads by cutting all uprooted trees and transport it to designated site identified by concerned ULB.
- 4.2.54 The contractor/agency shall provide adequate handheld vacuum-cleaning machines and litter picking equipment's to the sweeping staff for effective cleaning of roadsides, kerbs, medians, footpaths, and other inaccessible areas not reachable by mechanized sweeping equipment. The contractor/agency shall be responsible for operation, maintenance, and timely replacement of such equipment during the contract period.
- 4.2.55 The contractor/agency shall carry out mechanized sweeping of designated roads and ensure the safe collection, transportation, and scientific disposal of the road dust at approved facilities or designated sites. The entire process shall be executed in a manner that prevents re-entry of dust particles into the ambient air and avoids any secondary environmental pollution.



4.3 PROPOSED FEATURES/COMPONENTS TO BE UPDATED ON DULB PORTAL: -

Sr. no.	Proposed Components/features of Mobile App	Remarks
Part-I		
1.	Mapping of all Roads within project area as per their density, type, width, side drains etc.	By ULB
2.	Frequency of sweeping. <ul style="list-style-type: none">● Fix the days of sweeping as per category/density of road.● Scheduling of sweeping (fix working hours along with the detail of road)	Agency shall carry out sweeping work as per plan approved by the ULB.
3.	Assigning of manpower on particular road stretches with their Name, Mobile Number, Aadhaar Number, GPS code of hand bands etc.	By Agency
4.	Assigning of machinery on particular road stretches with GPS code, detail of Driver & helper such as Name, Mobile Number, Aadhaar Number etc.	By Agency
5.	Daily sweeping report to be uploaded by employee of agency with two Geo tagged photos of the particular area assigned to the manpower (before and after).	By Agency
6.	Verification of daily swept area report by Officer/Officials authorized by of ULB	By ULB
7.	Generation of online reports at month end	By ULB and Agency
Part-II		
1.	Online complaint option for citizens & integration with existing online mechanism of ULB for receiving of complaints from citizens	By ULB
2.	Resolution of complaint along with geo tagged photos	By agency and to be monitored by ULB
3.	Intimation to citizen & feedback of citizen	By ULB and Agency
4.	Generation of online reports at month end along with feedbacks of citizens, if any	By ULB and Agency



Sr. no.	Proposed Components/features of Mobile App	Remarks
Part-III		
1.	Live feed of Vehicles through GPS	By Agency
2.	Dashboard for biometric attendance of manpower	By Agency

4.4 SETTING UP COMPLAINT REDRESSAL CENTRE BY THE CONTRACTOR/AGENCY

- 4.4.1 The contractor/agency working in the ULB shall setup at least 1 (one) complaint redressal centre for easy monitoring of operations of the project and establishment of standard protocol to address customer complaints.
- 4.4.2 The compliant register for all the written as well as telephonic complaints shall be maintained by contractor/agency.
- 4.4.3 The complaints received in complaint redressal centre shall be recorded by contractor/agency as per format given in **ANNEXURE-8: FORMAT FOR CONTRACTOR/AGENCY COMPLAINT REGISTER.**
- 4.4.4 The complaints received telephonically or written should be entered on online complaint portal of the concerned ULB. This should be ensured by the contractor/agency that all such complaints should be entered on portal on same day as and when received.
- 4.4.5 Brief mechanism of complaint redressal centre is provided as below:

S.No.	DESCRIPTION	REQUIREMENTS
1	Modes of complaint registration	<ul style="list-style-type: none"> Complaints received on online portal. The complaint redressal centre should be capable of registering complaints through written communication, telephone calls, and personal visits by consumers. The complaint redressal centre should provide support in English, Hindi, and the regional language to cater to the language preferences of the customers. The complaint redressal centre shall also associate with available online complaints portals, apps, etc. and fetch registered complaint data on daily basis.
2	Dedicated phone lines to be set up	<ul style="list-style-type: none"> The complaint redressal centre should have a minimum of three operational dedicated phone lines for receiving customer calls and complaints.
3	Display of contact information	<ul style="list-style-type: none"> The telephone numbers of the complaint redressal centre should be clearly displayed on



S.No.	DESCRIPTION	REQUIREMENTS
		vehicles used in sweeping work. <ul style="list-style-type: none">The contact numbers should be mentioned in English, Hindi, and the regional language to ensure accessibility for all customers.
4	Operational hours	<ul style="list-style-type: none">The complaint redressal centre should remain operational from 8 AM to 8 PM, Seven (7) days a week.
5	Complaint verification and redressal	<ul style="list-style-type: none">All received complaints should be verified by the complaint redressal centre.Complaints should be redressed within timelines provided in right to service act.
6	Complaints through participating ULB	<ul style="list-style-type: none">Aggrieved residents can also register their complaints directly with the offices of the participating ULB.Each participating ULB should designate a nodal officer to receive and forward such complaints to the complaint redressal centre.
7	Immediate action and status report	<ul style="list-style-type: none">The contractor/agency working in the ULB should take immediate action on the complaints forwarded by the participating ULB's nodal officers.The contractor/agency should send a status report to the nodal officer within 24 hours of redressing the complaint, specifying the action taken.
8	Penalty for delayed action or status report	<ul style="list-style-type: none">If the contractor/agency working in the ULB fails to take action or send the status report within the specified time period, it shall be liable to pay liquidated damages as mentioned in the penalty clause for each day of delay.

4.5 OBLIGATIONS OF ULB

- 4.5.1 ULB shall review the work deployment plan submitted by the agency and give necessary inputs for finalizing the work deployment plan. Further, the ULB will approve the plan before signing of the agreement.
- 4.5.2 For ensuring effective implementation of above said works ULB can amend work deployment plan at its own discretion within the cost of agreement value throughout the project period.
- 4.5.3 ULB shall Handover existing vehicles/ to the Agency with details of vehicle along with user charges/Rent Basis, if any.



- 4.5.4 ULB shall designate the place for disposal of street sweeping, drain de-silting and horticulture waste (only leaves at road sides). In case, if not done by the ULB, then Nodal officer of the concerned ULB shall be liable for disciplinary action.
- 4.5.5 Appoint supervising staff such as Municipal Health Office/Chief Sanitary Inspector /Sanitary Inspector etc. as delegated by the Commissioner /DMC/ EO/Secretary.
- 4.5.6 ULB shall ensure the payment of the agency within 10 days upon receipt of the bill. If not done by the ULB, then Nodal officer of the concerned ULB shall be liable for disciplinary action.
- 4.5.7 ULB shall have to declare all the secondary points for depositing the swept waste collected during sweeping in the DNIT/RFP while inviting the tender.
- 4.5.8 The concerned ULB will ensure that the onboarded contractor/agency shall retain the existing Safai Mitras deployed by the outgoing contractor/agency for the same work. Further, if any additional Safai Mitras is required by the contractor/agency for the same work, in addition to existing Safai Mitras, then the concerned ULB shall make sure that the contractor/agency hire the additional Safai Mitras from the person registered as Safai Mitras/sweeper at Haryana Kaushal Rozgar Nigam (HKRN) portal.
- 4.5.9 ULB shall provide suitable and encumbrance-free vacant space, free of cost, for establishment of a workshop, fuelling/charging station, parking of vehicles/machines during the contract period. And the cost for establishment of the infrastructure will be borne by the contractor/agency. No washing, cleaning, or water-based maintenance activities of vehicles or equipment shall be carried out at the space provided by the ULB.
- 4.5.10 The concerned ULB shall be responsible for monitoring, verification and certification of the contractor's performance exclusively through the Integrated Sweeping Waste Management System (ISMS). The authority shall use ISMS-validated data as the sole basis for approving measured quantities and authorizing payments under this contract and may conduct random field inspections and audits for quality assurance and regulatory compliance.
- 4.5.11 The concerned ULB shall prescribe the minimum requirement of manpower and machinery to be deployed at the project site, as detailed in **Annexure-15**.

4.6 MONITORING AND ENFORCEMENT

Effective enforcement of the directives is crucial for establishing an efficient solid waste management system in the concerned ULB. It is essential to constitute committees tasked with monitoring the progress and enforcing penalties, if necessary.

- 4.6.1 In case of Municipal Corporation, Deputy Municipal Commissioner shall be nominated as the overall in charge of the enforcement teams.
- 4.6.2 In case of Municipal Council, Executive Officer will be the overall in charge of the enforcement teams.



4.6.3 In case of Municipal Committee, Secretary will be the overall in charge of the enforcement teams.

4.6.4 Chief Sanitary Inspector/Sanitary Inspector will be the nodal officer.

4.6.5 At Ward Level, Ward-wise committees/Task force will be constituted to ensure implementation/enforcement as under: -

Sr. No.	Member	Designation
1.	Ward Councilor	Chairman
2.	Sanitary Inspector	Member
3.	Chairman of Resident Welfare Association	Member
4.	Chairman of Market Welfare Association	Member
5.	Volunteers from Public (maximum 5 members, preferably women)	Member
6.	NGOs working in the ward	Member

4.6.6 List of manpower & machinery, roads under project area, frequency of sweeping shall be shared with the ward committees.

4.6.7 The head committee will inspect the sweeping/cleaning activities in their locality and short comings will be communicated to the ULBs.

4.6.8 The ULB or ward committee's report shall take action as per terms and conditions mentioned in this RFP.

4.7 MONITORING BY IN-CHARGE i.e. DMC/ CMC

4.7.1 The District Municipal Commissioner/Commissioner Municipal Corporation will be the overall in charge of the Enforcement teams at various levels.

4.7.2 The DMC/CMC shall monitor the progress of each task of sanitation and conduct a review meeting every month under his jurisdiction.

4.7.3 The DMC/CMC shall assign targets to nodal officers for efficient and time-bound implementation.

4.7.4 ULB LEVEL ENFORCEMENT UNITS

4.7.4.1 To ensure effective monitoring & evaluating the overall project success, the enforcement unit has to be constituted by the District Municipal Commissioner.



- 4.7.4.2 ULB enforcement unit shall conduct random inspection visits to check the ground level situation and penalize the contractor/agency, if required as per penalty clauses.
- 4.7.4.3 ULB enforcement unit shall ensure that the contractor/agency is executing the scope of work defined by ULB in true letter and spirit.

4.8 DOCUMENTATION/CHECKLIST FOR CLAIMING THE PAYMENT

The Contractor/Agency should submit the following documents for claiming the payment along with the Monthly Invoice. In case the bill is generated online through the portal then the concerned CMC/DMC may examine the need of these documents and may pass orders regarding requirements of the documents listed below.

Sr. No.	Description	Remarks
1.	Online report generated from Mobile APP/portal showing the area swept & along with the category of roads/area swept along with frequency/schedule of sweeping	
2.	GPS based report of all machines deployed for sweeping purpose derived from Mobile APP	
3.	Biometric attendance report of all manpower deployed for sweeping purpose derived from Mobile APP/Portal.	
4.	Status report generated from Mobile APP of all complaints received regarding road sweeping	
5.	Report generated from Mobile APP of online verification done by ULB officials of road sweeping	
6.	Report of ward committees	
7.	Report regarding functioning of complaint Centre	
8.	Report regarding functioning of Toll-Free Number	
9.	Detail of penalties, if any	



5. PAYMENTS & INCENTIVES

5.1 PAYMENTS

- 5.1.1 Agency shall be paid a Lumpsum amount on monthly basis for the sweeping work either by mechanically or Manual Sweeping as per terms and conditions of RFP.
- 5.1.2 Agency must submit the invoice by the 10th of each month. In case of non-compliance the penalty clause no 6.1.1 will be applicable.
- 5.1.3 Bidders shall quote as per the format provided in **Annexure 5**.
- 5.1.4 The payment shall be processed through sanitation portal only and the contractor/agency is bound to comply the amendments made, for the betterment of solid waste management, in the data updation means, modes and categories at SWM portal.
- 5.1.5 Yearly Escalation in the quoted price will be subject to inflation rates linked with the Wholesale Price Index (WPI) of the financial year. However, in the event of a negative increase in WPI in any of the financial year, then no escalation as well as deduction shall be made to the contractor/agency for that particular year. For this purpose, the concerned CMC/DMC shall pass the speaking order on the first day of that financial year i.e., 1st April, 20___. In addition to this, in future, if the Government/Competent Authority revises the minimum wages or adopt HKRN rates or any other wages during the contract, the concerned ULB shall compensate the concessionaire for the newly applicable rates/wages limited for the nos. of manpower approved in the action plan submitted by contractor/agency and the contractor shall pay the revised wages to the manpower as per revised wages.
- 5.1.6 The authority shall release payments to the contractor/agency strictly on the basis of ISMS-Verified Sweeping data through online SWM portal only and shall have the right to reject, or withhold payment for any sweeping activity that does not comply with the Verified Sweeping conditions or in cases where the integrity, accuracy or reliability of the operational data is found to be compromised.
- 5.1.7 The quoted rate shall be an all-inclusive, performance-based fee covering all costs associated with the integrated cleaning and maintenance of the entire Right of Way (RoW), as defined in the Scope of Work, including but not limited to machinery, fuel, manpower, IT systems, maintenance, consumables, transportation, and disposal; this shall further include the execution and management of all allied activities such as drain desilting (for drains up to 60 cm width), bush uprooting, lifting of horticulture waste (roadside leaves), and collection of litter, and no separate payment shall be admissible for any such activities, the quoted rate being deemed to cover all incidental and ancillary works required for satisfactory performance of the contract.



5.2 INCENTIVES

- 5.2.1 If the cumulative amount of penalties imposed upon the agency is less than 5% of 1 year cost of project value for the consecutive 5 years, then interest accumulated during project time period will be given to the agency as incentive otherwise no interest shall be paid.



6. PENALTIES

6.1 PENALTIES & DEFAULTS

6.1.1 The Penal provisions in case of Non-Compliance shall be ensured for proper implementation as given below: -

Sr. No.	Default	Penalty
1.	Non-sweeping of road-by-Road Sweeping Machine	@1500/ per instance (per running KM)
2.	Non-sweeping of road by Manual means	@1000 / per instance (per running KM)
3.	In case of breakdown of Machinery, three (03) days will be given as a grace period. In that time, the sweeping has to be done by alternative mode so that meanwhile, alternate machine can be arranged. Further, in case after 3 days the sweeping is not carried out by the mechanized machines than no payment will be given for the work and penalty will be imposed accordingly.	@20000 / per day
4.	Non-cleaning of Nalas	@Rs. 1500/- per KM
5.	Nala silt found mixed with street sweeping solid waste.	@Rs. 2000/- per day per instance, max upto 10,000 per day
6.	For non-redressal of Complaints received through online app/on complaint center within 3 hrs. If it is not resolved within 24 hours, then penalty shall be increased to double the penalty per day.	@ Rs. 500/- per complaint
7.	Any littering on the road/street while transportation/ any overflow drain/Nala	@ Rs. 500/- per complaint
8.	If waste is not removed within 3 hours of the complaint by the agency. In case the waste is picked after 24 hours, then	@ Rs. 500/- per complaint.



	the penalty will be doubled.	
9.	If, ID Card of worker not found during the Checking/ sanitation worker without PPE	@Rs. 200/-per violation per person per instance.
10.	Safai Mitra without personal protective equipment (PPE) (safety requirement)	@Rs. 500 per default per person
11.	Horticulture waste (only dry leaves at road side) /any other waste of street sweeping should be collected separately, If the waste is found mixed,	@ Rs. 2000/- per day per instance
12.	If agency failed to establish complaint center within 15 days of commencement of work	@Rs. 5000/-per day till the establishment of complaint center
13.	If agency failed to provide toll free number within 15 days of commencement of work	@Rs. 5000/-per day
14.	If agency/Safai Mitra found burning of the MSW. In case of Bulk burning of waste than the penalty will be five times per instance.	@Rs. 5000/-per instance
15.	If agency does not raise the Bill of every month before 10 th	@ 0.5% of the billing amount (for that particular month) for every day delay
16.	If agency does not submit the bill till 30 th of the month	50% of payment of monthly billing will be deducted for that particular month.
17.	If agency does not deploy the manpower/machinery as per action plan approved by the ULB, within forty-five (45) Days of signing of the Contract Agreement in case of Municipal Committee, sixty (60) Days of signing of the Contract Agreement in case of Municipal Council, ninety (90) Days of signing of the Contact Agreement in	<ul style="list-style-type: none">▪ @ Rs. 500 per person per day▪ @ Rs. 1000 per day per vehicle <p>Note: - If agency fails to deploy required machinery & manpower after 30 days of prescribed time limit specified above (45, 60 & 90 days in case of Committee, Council, Corporation) then the Contract agreement will be terminated and the performance security will be forfeited and agency will not be allowed to</p>



	case of Municipal Corporation then the contractor/agency will face a penalty	participate in sanitation tenders in Haryana for 2 years.
18.	Non-Transmission of Data (GPS /Sensor not working)	No payment will be done for that particular shift of particular machine.
19	In case Tampering of Device which includes disconnecting sensor/GPS manipulate data	Rs 10,000/- per day (i.e. Rs. 1250 per hour). In case of severe tampering may lead to termination of contract
20	Over speeding during sweeping (above recommended speed by the agency) while sweeping	No payment will be done for that particular shift of particular machine.
21	Shortfall in Target Kilometers (Actual vs. Scheduled)	Pro-rata deduction of the payment for unswept length + Penalty of 25% of the rate for the shortfall distance.
22	Dust Generation (Water sprayers not working)	Rs. 2,000/- per day (Strict adherence to pollution control norms is mandatory).
23	Visual Debris/Litter Left Behind (Verified by Inspection)	Rs. 1,000/- per km stretch. The Agency must re-sweep the area at their own cost within 4 hours.
24.	Non-compliance for small dead animals	Rs. 2000/- per animal for failure to pick, remove and dispose of small dead animals like dogs & cats and small birds in a scientific manner
25.	Non-compliance of collection and transportation of Cow Dung of Stray Cattle	Rs. 200/- per day per instance for failure to collect and transport of cow dung of Stray cattle.
26.	In the event of non-compliance with any other condition of the RFP	Rs. 500/- per day shall be levied for non-compliance with any condition of the RFP



- 6.1.2 The penalties should be imposed on daily basis, if any. Penalty for each default should be recorded in format given below & should be signed by representative of MC & agency: -

Sr. No.	Type of Default (As per table given above)	Location of default	No. of defaults	Penalty imposed (In Rs.)	Name & Signature of representative of agency	Name & Signature of Officer/official of MC	Remarks

6.2 OTHER PENALTIES

- 6.2.1 In addition to above, following Penalties shall also be imposed based on the score obtained during respective “Swachh Survekshan”:

S.No.	Score in “Swachh Survekshan” (For the component of road sweeping)	Penalty
1	Below 80%	10% of the Annual Bill Amount
2	80 to 85% of Total Score	5% of the Annual Bill Amount
3	85 to 90% of Total Score	2% of the Annual Bill Amount
4	90 to 95% of Total Score	NIL



7. PROJECT MILESTONES/TIMELINES

7.1 BIDDING MILESTONES/TIMELINES

S.No.	MILESTONE	TIMELINES	
		DATE & TIME	REMARKS
1	Invitation of Bid(s)		-
2	Pre-Bid Meeting		within Seven (7) Days from Invitation of Bid(s)
3	Submission of Bid(s)		On or before to Twenty-First (21) Day from Invitation of Bid(s)
4	Opening of Bid(s): Pre-Qualification /Technical Bid(s)		on Twenty-First (21) Day from Invitation of Bid(s)
5	Submission of Physical Hard Copies of Power of Attorney in original		on Twenty-First (21) Day from Invitation of Bid(s); prior to Opening of Bid(s): Pre-Qualification /Technical Bid(s)
6	Opening of Bid(s): Financial Bid(s)		After completion of Bid Evaluation – Technical Bid – Part I
7	Issuance of Letter of Award (LOA)		After completion of Bid Evaluation – Financial Bid – Part II

7.2 AGREEMENT MILESTONES

S.No.	MILESTONE	TIMELINES	
		DATE & TIME	REMARKS
1	Submission of Performance Security		within Five (5) Days from Issuance of Letter of Award (LOA)
2	Signing of the Contract Agreement		within Five (5) Days from Acceptance of Performance Security or within Fifteen (10) Days from Issuance of Letter of Award (LOA); whichever is earlier
3	Commencement of Work		<ul style="list-style-type: none"> • Within Forty-Five (45) Days of signing of the Contract Agreement in case of Municipal Committee, • Sixty (60) Days of



			signing of the Contract Agreement in case of Municipal Council, • Ninety (90) Days of signing of the Contract Agreement in case of Municipal Corporation
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7.3 PROJECT MILESTONES

S.No.	MILESTONE	TIMELINES	
		DATE	REMARKS
1	Mobilization of Team		On or before the Commencement Date of Work
2	Submission of Detailed Action Plan		Within One Week after issuance of LoA
3	Installation of GPS & RFID		On or before the Commencement Date of Work
4	Setting-up Complaint Redressal Centre		On or before the Commencement Date of Work
5	Commencement of Work & Mobilization of Machinery & Manpower		<ul style="list-style-type: none">• Within Forty-Five (45) Days of signing of the Contract Agreement in case of Municipal Committee,• Sixty (60) Days of signing of the Contract Agreement in case of Municipal Council,• Ninety (90) Days of signing of the Contract Agreement in case of Municipal Corporation



8. APPENDICES

- 8.1. APPENDIX-I: FORMAT FOR ACKNOWLEDGEMENT OF RFP DOCUMENT**
- 8.2. APPENDIX-II: FORMAT FOR COVERING LETTER-CUM-PROJECT UNDERSTANDING**
- 8.3. APPENDIX-III: FORMAT FOR POWER OF ATTORNEY (POA) FOR SIGNING APPLICATION**
- 8.4. APPENDIX-IV: FORMAT FOR DETAILS OF MANAGERIAL STAFF**
- 8.5. APPENDIX-V: FORMAT FOR UNDERTAKING FOR NON-BLACKLISTING OF BIDDER**



APPENDIX-I: FORMAT FOR ACKNOWLEDGEMENT OF RFP DOCUMENT

(To be submitted on the Letter-Head of the Bidder)

DATE: _____

To
Commissioner,
Municipal Corporation Sonipat

REFERENCE: RFP FOR SELECTION OF AGENCY For MECHANIZED AND MANUAL SWEEPING OF
ROADS IN ZONE/AREA of ULB

Dear Sir/Madam,

The undersigned hereby acknowledges and confirms receipt of the Request for Proposal (RFP) Document for the captioned project from the ULB and conveys its intention to submit a Bid for the said Project.

Name of the Bidder

Signature of the Authorised Personal

Name of the Authorised Personal

NOTE:

- 1. The Acknowledgement should be sent within Five (5) Days of Purchase/Downloading of the RFP Document.*



APPENDIX-II: FORMAT FOR COVERING LETTER-CUM-PROJECT UNDERSTANDING

(To be submitted on the Letter-Head of the Bidder)

DATE: _____

**To
Commissioner,
Municipal Corporation Sonipat**

**REFERENCE: RFP FOR SELECTION OF AGENCY For MECHANIZED AND MANUAL SWEEPING OF
ROADS IN ZONE/AREA of ULB**

Dear Sir/Madam,

I/We have read and understood the Request for Proposal (RFP) Document in respect of the project captioned above. We hereby submitting our Bid online for the captioned project.

I/We confirm that our Bid is valid for a period of One Hundred Eighty (180) Days from the Bid due Date.

I/We hereby agree and undertake as under:

Notwithstanding any Qualifications or Conditions, whether implied or otherwise, contained in our Bid we hereby represent and confirm that our Bid is qualified and unconditional in all respects and we agree to the terms of the Draft Contract Agreement, a draft of which also forms a part of the RFP Document provided to us.

Dated this _____ Day of _____ of Year _____.

Name of the Bidder

Signature of the Authorised Personal

Name of the Authorised Personal



APPENDIX-III: FORMAT FOR POWER OF ATTORNEY (POA) FOR SIGNING APPLICATION

(To be executed on the Stamp Paper of INR 100/-)

DATE: DD.MM.YYYY

Know all men by these presents, We (Name of the Firm and Address of the Registered Office) do hereby irrevocably constitute, nominate, appoint and authorise Mr./Ms. (Name) son/daughter/wife of (Name) and presently residing at (Address), who is presently employed with us/and holding the position of (Designation), as our true and lawful attorney (here in after referred to as the “**Attorney**”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our application for Pre-Qualification and submission of our Bid for **RFP FOR SELECTION OF AGENCY For MECHANIZED AND MANUAL SWEEPING OF ROADS IN ZONE/AREA of ULB** by the ULB including but not limited to signing and submission of all applications, bids and other documents and writings, participate in Pre-Applications and other conferences and providing information/responses to the ULB, representing us in all matters before the ULB, signing and execution of all contracts including the Contract Agreement and undertakings consequent to acceptance of our bid, and generally dealing with the ULB in all matters in connection with or relating to or arising out of our bid for the said Project and/ or upon award thereof to us and/or till the entering into of the Contract Agreement with the ULB.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, _____, THE ABOVE-NAMED P*INCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS _____ Day of _____ of Year _____.

The undersigned hereby acknowledges and confirms receipt of the Request for Proposal (RFP) Document for the captioned project from the ULB and conveys its intention to submit a Bid for the said Project.

For

Signature, Name, Designation & Address

(NOTORISED)

Witnesses:

- 1.
- 2.

Accepted:

Signature, Name, Title & Address of
Attorney

NOTE:

1. The mode of execution of the Power of Attorney (POA) should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants (s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.
Wherever required, the Bidder should submit for verification the extract of the charter documents such as a board or shareholder's resolution/power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.
For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Bidders from countries that have signed the Hague Legislation Convention, 1961 are not required to be legalised by the Indian Embassy if it carries a conforming Apostille certificate.



APPENDIX-IV: FORMAT FOR DETAILS OF MANAGERIAL STAFF

(To be submitted on the Letter-Head of the Bidder)

DATE: DD.MM.YYYY

S.No.	Name of Staff	Qualification	Institute	Experience with Name of Organisation

NOTE:

- 1. Bidders are expected to provide information of each Managerial Staff attaching the self-attested copies of supporting Documents.*
- 2. Name of Organization should be mentioned in the Experience Letter.*



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APPENDIX-V: FORMAT FOR UNDERTAKING FOR NON-BLACKLISTING OF BIDDER

(To be submitted on the Letter-Head of the Bidder)

DATE: DD.MM.YYYY

**To
Commissioner,
Municipal Corporation Sonipat**

**REFERENCE: RFP FOR SELECTION OF AGENCY For MECHANIZED AND MANUAL SWEEPING OF
ROADS IN ZONE/AREA of ULB**

Dear Sir/Madam,

I/We (*Name of the Firm and Address of the Registered Office*) undertake and certify that we have not been barred by the central/state government, or any entity controlled by the central/state government, from participating in any project, as on the date of bid submission.

Company Seal/Stamp, Sign

Name of the Bidder's Authorised Personal

Designation of the Bidder's Authorised Personal

Address of the Bidder's Authorised Personal

Attested By

(NOTORISED)



9. ANNEXURES

9.1.ANNEXURE-1: FORMAT FOR DETAILS OF BIDDER

9.2. ANNEXURE-2: FORMAT FOR DETAILS OF ELIGIBLE PROJECTS

9.3. ANNEXURE-3: FORMAT FOR AVERAGE ANNUAL TURNOVER

9.4. ANNEXURE-4: FORMAT FOR STATEMENT OF LEGAL CAPACITY

9.5. ANNEXURE-5: FORMAT FOR FINANCIAL BID

9.6. ANNEXURE-6: FORMAT FOR STAFF DEPLOYED LIST

9.7. ANNEXURE-7: FORMAT FOR DEPLOYED STAFF ATTENDANCE SHEET

9.8. ANNEXURE-8: FORMAT FOR CONTRACTOR/AGENCY COMPLAINT REGISTER

9.9. ANNEXURE-9: FORMAT FOR ROAD SWEEPING VEHICLES

9.10. ANNEXURE-10: FORMAT FOR ULB COMPLAINT REGISTER

9.11. ANNEXURE-11: FORMAT FOR PAYMENT

9.12. ANNEXURE-12: TYPES AND DETAILS OF URBAN ROADS

9.13. ANNEXURE-13: LIST OF EXISTING VEHICLES

9.14. ANNEXURE-14: LIST OF SECONDARY POINTS

9.15. ANNEXURE-15: MINIMUM MANPOWER & MACHINERY REQUIREMENT

9.16. ANNEXURE-16: ROAD SWEEPING MACHINE SPECIFICATIONS



ANNEXURE-1: FORMAT FOR DETAILS OF BIDDER

DATE: DD.MM.YYYY

A	General Information:	
1.	Name	
2.	State & Country of Incorporation:	
3.	Address of the corporate headquarters and its branch office(s), if any, in India:	
4.	Date of Incorporation and/ or commencement of Business:	
B	Brief description of the Company including details of its main lines of Business and proposed Role and Responsibilities in this Project	
C	Details of individual(s) who will serve as a Point of Contact/Communication for the ULB:	
1.	Name	
2.	Designation	
3.	Correspondence Address	
4.	Contact No.	
5.	E-mail	
D	Particulars of the Authorised Signatory of the Bidder:	
1.	Name	
2.	Designation	
3.	Correspondence Address	
4.	Contact No.	
5.	E-mail	

NOTE:

1. A statement by the Bidder disclosing material non-performance or contractual non-compliance in past projects, contractual disputes and litigation/arbitration in the recent past is given below (attach extra sheets, if necessary).



ANNEXURE-2: FORMAT FOR DETAILS OF ELIGIBLE PROJECTS

DATE: DD.MM.YYYY

1.	Name of the Project	
2.	Nature of the Project	
3.	Entity for which the project was executed	
4.	Location of the Project	
5.	Project Cost (INR)	
6.	Date of commencement of Project/Contract	
7.	Date of successfully completion of work	
8.	Equity shareholding (<i>with period during which equity was held</i>)	

NOTE:

- 1. Bidders/Members are expected to provide information in respect of each Eligible Project in this Annexure.*
- 2. A separate sheet should be filled for each Eligible Project.*
- 3. Certificate from respective Clients must be furnished along with w.r.t. each Eligible Project.*



ANNEXURE-3: FORMAT FOR AVERAGE ANNUAL TURNOVER

DATE: DD.MM.YYYY

S.No.	Financial Year	Figures
1.		
2.		
3.		

NOTE:

- 1. The Audited Annual Reports for the last Three (3) consecutive Financial Years certified by CA along with UDIN no. must be submitted by the Bidder(s).*
- 2. The Certificate(s) from its Statutory Auditors specifying the Networth and Turnover of the Bidder(s) at the close of the Financial Year must be submitted by the Bidder(s).*



ANNEXURE-4: FORMAT FOR STATEMENT OF LEGAL CAPACITY

To
Commissioner,
Municipal Corporation Sonipat

REFERENCE: RFP FOR SELECTION OF AGENCY For MECHANIZED AND MANUAL SWEEPING OF
ROADS IN ZONE/AREA of ULB

Dear Sir/Madam,

We hereby confirm that I/We (*Name of the Firm and Address of the Registered Office*) (constitution of which has been described in the application) satisfy the terms and conditions laid out in the RFP Document

I/We (*Name of the Firm*) have agreed that (*Name of the Individual*) will act as our representative on its behalf and has been duly authorized to submit this RFP. Further, the authorised signatory is vested with requisite powers to furnish such Letter and authenticate the same.

Thanking You

Bidder(s) Seal/Stamp, Sign

Name of the Bidder's Authorised Personal

Designation of the Bidder's Authorised
Personal

Address of the Bidder's Authorised Personal

For and on behalf of _____



ANNEXURE-5: FORMAT FOR FINANCIAL BID

DATE: DD.MM.YYYY

To
Commissioner,
Municipal Corporation Sonipat

REFERENCE: RFP FOR SELECTION OF AGENCY For MECHANIZED AND MANUAL SWEEPING OF
ROADS IN ZONE/AREA of ULB

Dear Sir/Madam,

I/We are pleased to submit our Financial Bid for **Mechanized and Manual Road Sweeping**.

S.No.	Description	Units	Quantity	Rate per Unit per day (in Rs.) (Exclusive of all Taxes etc.	Total Amount for 4 months (exclusive of all Taxes etc. (in Rs.)
A	B	C	D	E	F
1	Integrated Manual Sweeping of the selected Area/Colony/Wards including main roads, service roads, Internal Roads (streets, narrow streets, gullies) footpaths, road berms, central verge, kerb channels, curb stones gully, drains, bush uprooting and washing of footpaths etc., which means complete solution for RoW (right of way),	Per Sq.m	1736714.225 Sq. Meters		$F = D \times E \times 122$
2	Integrated Mechanised Sweeping of the selected Area/Colony/Wards including main roads, service roads, Internal Roads (streets, narrow streets, gullies) footpaths, road berms, central verge, kerb channels, curb stones gully, drains etc., which means complete solution for RoW (right of way),	Per Running KM	159.23 Kms.		$F = (D \times E \times 122)/2$ (As mechanized Sweeping is to be carried out on alternate days)
3	Total Cost (1 + 2) for 4 Months (in Rs.)				
	Total Cost in words (for 4 months)				



Note:- The L1 bidder shall be determined based on the lowest quoted amount as mentioned in sr. no. 3 of the table in Annexure 5 for the entire four-months period.

Bidder(s) Seal/Stamp, Sign

Name of the Bidder's Authorised Personal

Designation of the Bidder's Authorised Personal

Address of the Bidder's Authorised Personal

Dated this _____ Day of _____ of Year _____ at _____.



ANNEXURE-6: FORMAT FOR STAFF DEPLOYED LIST

(To be filled by the Contractor/Agency)

DATE: DD.MM.YYYY

Name & Location
Name of In-Charge
Contact Details
Place of Attendance

List of Staff Deployed at staff for Project						
S.No.	Name of Personnel	Contact Details	Aadhar No.	Code No.	Work Allocation	Remarks
List of Drivers						
List of Helpers						
List of Labours						

Data/Detail Provided By (authorized Personnel of Agency)

Name: _____
Designation: _____
Date: _____

Verified By (authorized Personnel of MC)

Name: _____
Designation: _____
Date: _____

Checked/Verified By (authorized Personnel of MC)

Name: _____
Designation: _____
Date: _____

Approved By (authorized Personnel of MC)

Name: _____
Designation: _____
Date: _____



ANNEXURE-7: FORMAT FOR DEPLOYED STAFF ATTENDANCE SHEET

(To be filled by the Contractor/Agency)

DATE: DD.MM.YYYY

Name & Location _____

Attendance Sheet					
DATE	Personnel Details				Service Area/Street/Colony/ Apartment
	(Name)	(Name)	(Name)	(Name)	

NOTE:

1. The Given Format is indicative. Daily Attendance can be marked with Biometric based Attendance System. In that case Total Attendance may be calculated using Biometric based system.

Signature _____
Name of In-Charge _____
Contact Details _____
Date _____
Location _____

Data/Detail Provided By (authorized Personnel of Agency)

Name: _____
Designation: _____
Date: _____

Verified By (authorized Personnel of MC)

Name: _____
Designation: _____
Date: _____

Checked/Verified By (authorized Personnel of MC)

Name: _____
Designation: _____
Date: _____

Approved By (authorized Personnel of MC)

Name: _____
Designation: _____
Date: _____



ANNEXURE-8: FORMAT FOR CONTRACTOR/AGENCY COMPLAINT REGISTER

(To be filled by the Contractor/Agency)

DATE: DD.MM.YYYY

Name, _____
Location

Complaint & Redressal Register									
S.No.	Name of Complainant	Contact Details of Complainant with Address	Complaint Description	Date	Time	Complaint received by:	Action Taken	Complaint Resolution Time taken	Complaint Disposed of Time and Date

Data/Detail Provided By (authorized Personnel of Agency)

Name: _____
Designation: _____
Date: _____

Verified By (authorized Personnel of MC)

Name: _____
Designation: _____
Date: _____

Checked By (authorized Personnel of MC)

Name: _____
Designation: _____
Date: _____

Approved By (authorized Personnel of MC)

Name: _____
Designation: _____
Date: _____



ANNEXURE-9: FORMAT FOR ROAD SWEEPING VEHICLES

(To be filled by the Contractor/Agency)

DATE: DD.MM.YYYY

Waste Collection Vehicles						
Sr No.	Vehicle Type	Capacity of Vehicle	Registered Number	Year and Model of Vehicle	GPS ID	

Waste Collection Vehicles - Spare						
Sr No.	Vehicle Type	Capacity of Vehicle	Registered Number	Year and Model of Vehicle	GPS ID	

Data/Detail Provided By (authorized Personnel of Agency)

Name: _____

Designation: _____

Date: _____

Verified By (authorized Personnel of MC)

Name: _____

Designation: _____

Date: _____

Checked By (authorized Personnel of MC)

Name: _____

Designation: _____

Date: _____

Approved By (authorized Personnel of MC)

Name: _____

Designation: _____

Date: _____



ANNEXURE-10: FORMAT FOR ULB COMPLAINT REGISTER

					DATE: DD.MM.YYYY		
Name of Colony/Sector/Townships/GHS etc. _____							
Colony/Sector/Townships/GHS etc. wise Complaint & Redressal Register for Road Sweeping							
S.No.	Name of Complainant	Contact Details of Complainant with Address	Complaint Description	Date	Time	Complaint received by:	Complaint assigned to Contractor (Y/N)
Data/Detail Provided By (authorized Personnel of Agency)					Checked By (authorized Personnel of MUNICIPALITY)		
Name: _____					Name: _____		
Designation: _____					Designation: _____		
Date: _____					Date: _____		
Verified By (authorized Personnel of MUNICIPALITY)					Approved By (authorized Personnel of MUNICIPALITY)		
Name: _____					Name: _____		
Designation: _____					Designation: _____		
Date: _____					Date: _____		



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ANNEXURE-11: FORMAT FOR PAYMENT

(To be filled by Contractor/Agency and to be verified by the Municipality)

DATE: DD.MM.YYYY

Checklist for Payment		
S.No.	Requirement	Yes/No
1.	Online report generated from Mobile APP showing the area swept & category of roads swept along with frequency/schedule of sweeping	
2.	GPS based report of all machines deployed for sweeping purpose derived from Mobile APP	
3.	Biometric attendance report of all manpower deployed for sweeping purpose derived from Mobile APP/Portal	
4.	Biometric Attendance System has been installed for all the Employees.	
5.	Status report generated from Mobile APP of all complaints received regarding road sweeping	
6.	Report generated from Mobile APP of online verification done by MC officials of road sweeping	
7.	Report of ward committees	
8.	Report regarding functioning of complaint Centre	
9.	Report regarding functioning of Toll-Free Number	
10	Contractor/Agency working in the ULB has setup at least One (1) Complaint Redressal Center for easy monitoring of Operations of the Project and establishment of Standard Protocol to address Customer complaints.	
11	Contractor/Agency has arranged the Machinery required for the cleaning of Roads within 45 Days of signing of Contract Agreement.	
12	All the Vehicles are GPS enabled or not.	
13	All data generated and captured during road sweeping operations — including but not limited to GPS tracking data, route coverage details, time logs, machine operation records, geo-tagged photographic evidence (before and after cleaning), and daily performance reports submitted to the authority	

Data/Detail Provided By (authorized Personnel of MC)

Name: _____

Designation: _____

Date: _____

Verified By (authorized Personnel of MC)

Name: _____

Designation: _____

Date: _____

Checked/Verified By (authorized Personnel of MC)

Name: _____

Designation: _____

Date: _____

Approved By (authorized Personnel of MC)

Name: _____

Designation: _____

Date: _____

ANNEXURE-12: TYPES AND DETAILS OF URBAN ROADS

The following information need to be filled by each ULB's in the format given below and shall be a part of the DNIT.

i. Type-I Road

For Type-I Road — Zone 1 (Wards 1 to 13)								
Sr. No.	Name of the Road	Length of Road (KM)	Not Having House/Estab.	Footpath			Drain ≤60cm (KM)	Type of Sweeping (Manual/Mechanized)
				Length (Meter)	Width (Meter)	Area (Sq Mtr)		
1	Matka Chowk to Maharana Partap Chowk (Ghoda Chowk)	0.92	—	915	4.00	3,660	—	Road Length - Mechanical, Drains – Manual, Footpath - Manual
2	Agarsain Chowk to Maharana Partap Chowk (Ghoda Chowk) (Sector 14-15 Road)	1.93	—	1,930	5.00	9,650	3.86	Road Length - Mechanical, Drains – Manual, Footpath - Manual
3	Agarsain Chowk Road to Sector-15, Kailashpur Village Mod to Garh Shejanpur	3.52	—	3,523	4.00	14,092	7.05	Road Length - Mechanical, Drains – Manual, Footpath - Manual
4	Vivekanand Chowk to Maharaj Arut Chowk to Gateway Chowk Sector 12,15	1.29	—	1,288	3.00	3,864	2.58	Road Length - Mechanical, Drains – Manual, Footpath - Manual
5	Devilal Chowk to Drain No. 6 (Bahalgarh Road)	0.30	—	300	2.00	600	—	Road Length - Mechanical, Drains – Manual, Footpath - Manual
Total		7.96	0	7,956		31,866	13.48	

ii. Type-II Road

For Type-II Road — Zone 1 (Wards 1 to 13)

Sr. No.	Name of the Road	Length (KM)	Having House/Establishment	Not Having	Berms (House/Establishment both sides)		Area (Sq. Mtr)	Drain ≤60cm (KM)	Type of Sweeping (Manual/Mechanized)
					Berm Length (Mtr)	Berm Width (Mtr)			
1	Drain No. 6 to Agarsain chowk to NH44 Flyover to M.C. Limit	4.84	4.84	—	4,837	4.00	19,348.00	—	Road Length - Mechanical, Drains - Manual, Berm - Manual
2	Maharana Partap chowk to Bahalgarh chowk M.C. Limit	6.34	6.34	—	6,335	5.00	31,675.00	—	Road Length - Mechanical, Drains - Manual, Berm - Manual
3	I.T.I chowk to The Golden Era Public School	1.62	1.62	—	1,616	3.00	4,848.00	3.23	Road Length - Mechanical, Drains - Manual, Berm - Manual
4	The Golden Era Pub. School to Drain No. 6 Rathdhana Mod	1.85	1.85	—	1,854	4.00	7,416.00	3.71	Road Length - Mechanical, Drains - Manual, Berm - Manual
5	Drain No. 6 Rathdhana Mod to Barota Chowki M.C. Limit	0.98	0.98	—	978	4.00	3,912.00	—	Road Length - Mechanical, Drains - Manual, Berm - Manual



6	By Pass Sector-12,13 Drain No. 6 to Truck Union	0.75	0.75	—	754	4.00	3,016.00	—	Road Length - Mechanical, Drains – Manual, Berm - Manual
7	Biswamil to Murthal Toll Plaza	18.00	18.00	—	18,000	8.00	1,44,000.00	—	Road Length - Mechanical, Drains – Manual, Berm - Manual
8	Geeta Bhawan chowk to Bus stand Devilal chowk	0.27	0.27	—	270	3.00	810.00	—	Road Length - Mechanical, Drains – Manual, Berm - Manual
9	Rest House to ITI chowk	2.00	2.00	—	2,000	2.00	4,000.00	0.05	Road Length - Mechanical, Drains – Manual, Berm - Manual
10	Subhash chowk to Old D.C. Road	0.60	0.60	—	600	2.00	1,200.00	—	Road Length - Mechanical, Drains – Manual, Berm - Manual
11	Mittal Hospital to Old D.C. Road	0.45	0.45	—	450	2.00	900.00	—	Road Length - Mechanical, Drains – Manual, Berm - Manual
Total		37.69	37.69	0.00	37,694.00		2,21,125.00	6.99	

iii. Type-III Road

For Type-III Road — Zone 1 (Wards 1 to 13)								
Sr. No.	Name of the Road	Length (KM)	Having House/Establishment (KM)	Footpath			Drain ≤60cm (KM)	Type of Sweeping (Manual/Mechanized)
				FP Length (Mtr)	FP Width (Mtr)	FP Area (Sq Mtr)		
1	Jyotibaphule (Chandal Chabutra) to Sugar Mill (MC Limit)	1.50	1.50	1,500	4.00	6,000	3.00	Road Length - Mechanical, Drains - Manual, Footpath - Manual
2	Devilal Chowk to Gandhi Chowk to Old Police Chowki Sector-14 Road	1.10	1.10	1,100	3.00	3,300	—	Road Length - Mechanical, Drains - Manual, Footpath - Manual
3	Murthal Adda (ShriRam Sharma Chowk) to Drain No. 6 (Murthal Road)	0.28	0.28	282	4.00	1,128	0.56	Road Length - Mechanical, Drains - Manual, Footpath - Manual
4	Road Drain No. 6 to Civil Hospital	0.78	0.78	780	4.00	3,120	—	Road Length - Mechanical, Drains - Manual, Footpath - Manual

5	Purkhas Road Chowk to Jyotibaphule Chowk (Chandal Chabutra)	1.45	1.45	1,450	3.00	4,350	2.90	Road Length - Mechanical, Drains – Manual, Footpath - Manual
6	Jatwada Chungi to Jahari Chowk	1.60	1.60	1,600	4.00	6,400	—	Road Length - Mechanical, Drains – Manual, Footpath - Manual
7	Devilal Chowk to Murthal Adda to Jyotiba Phule Chowk (Chandal Chabutra)	1.08	1.08	1,076	4.00	4,304	2.15	Road Length - Mechanical, Drains – Manual, Footpath - Manual
Total		7.79	7.79	7,788.00		28,602.00	8.61	

iv. Type-IV Road

For Type-IV Road — Zone 1 (Wards 1 to 13)

			Berms (House/Estab. both sides)				
Sr. No.	Name of the Road	Lengt h (KM)	Berm Length (Mtr)	Berm Widt h (Mtr)	Berm Area (Sq Mtr)	Drain ≤60c m (KM)	Type of Sweeping (Manual/Mechanize d)
1	By Pass M.C. Limit to Sugar Mill Kami Road	1.19	1,193	4.00	4,772.00	—	Road Length - Mechanical, Drains – Manual, Berm - Manual

2	Barota Chowki to Biswa Mill (Via Jathedi Village)	3.98	3,978	4.00	15,912.00	4.00	Road Length - Mechanical, Drains – Manual, Berm - Manual
3	Shani Mandir to Gurudwara Chowk Geeta Bhawan Chowk	1.09	1,091	3.60	3,927.60	—	Road Length - Mechanical, Drains – Manual, Berm - Manual
4	Devilal chowk to Railway Line	0.89	890	2.00	1,780.00	—	Road Length - Mechanical, Drains – Manual, Berm - Manual
5	Geeta Bhawan to Railway Station	0.70	700	4.00	2,800.00	—	Road Length - Mechanical, Drains – Manual, Berm - Manual
6	Old D.C. Road to Mama Bhanja chowk	0.20	200	4.00	800.00	—	Road Length - Mechanical, Drains – Manual, Berm - Manual
7	Sarang Road	0.30	300	4.00	1,200.00	—	Road Length - Mechanical, Drains – Manual, Berm - Manual
Total		8.35	8,352.00		31,191.60	4.00	

v. Type-V Road

Mechanical Sweeping as per CAQM guidelines of 10.02.2026

Sr. No.	Ward	Road Length (KM)	Not Having Residential (Either Sides)			Having Residential (Either Sides)			Type of Sweeping (Manual/Mechanized)
			Length (Mtr)	Width (Mtr)	Area (Sq Mtr)	Length (KM)	Width (Mtr)	Area (Sq Mtr)	
1	Ward - 01	1.06	—	—	—	1.06	7.05	7,456.08	Mechanical
2	Ward - 02	0.84	—	—	—	0.84	6.60	5,533.44	Mechanical
3	Ward - 03	5.85	—	—	—	5.85	9.58	56,024.80	Mechanical
4	Ward - 04	7.25	—	—	—	7.25	8.90	64,556.15	Mechanical
5	Ward - 05	3.17	—	—	—	3.17	8.06	25,514.74	Mechanical
6	Ward - 06	27.20	—	—	—	27.20	9.45	2,57,010.71	Mechanical
7	Ward - 07	12.62	—	—	—	12.62	8.49	1,07,125.97	Mechanical
8	Ward - 08	10.19	—	—	—	10.19	8.05	81,998.91	Mechanical
9	Ward - 09	7.70	—	—	—	7.70	6.67	51,387.01	Mechanical
10	Ward - 10	3.63	—	—	—	3.63	7.29	26,472.18	Mechanical
11	Ward - 11	2.67	—	—	—	2.67	8.26	22,087.24	Mechanical
12	Ward - 12	7.42	—	—	—	7.42	8.08	59,959.26	Mechanical
13	Ward - 13	2.20	—	—	—	2.20	7.85	17,230.75	Mechanical
Total		91.79	—	—	—	91.79		7,82,357.23	

- As per the CAQM circular dated 10/02/2026 for technical and operational norms of MRSMs and MC Sonipat assessment roads below the width of 10 meters and above 6 meters must be swept and cleaned mechanically.

- Type VI Roads

For Type-V and VI Roads — MC Sonipat (All 20 Wards) Manual Sweeping below and equal to 6 meters

Sr. No.	Ward	Road Length (KM)	Not Having Residential/Commercial (Either Sides)			Having Residential/Commercial (Either Sides)			Drain ≤60cm (KM)	Type of Sweeping (Manual/Mechanized)
			Length (Mtr)	Width (Mtr)	Area (Sq Mtr)	Length (KM)	Avg. Width (Mtr)	Area (Sq Mtr)		
1	Ward - 01	28.29	—	—	—	28.29	3.92	1,10,879.94	5.00	Manual
2	Ward - 02	13.77	—	—	—	13.77	3.45	47,496.84	7.50	Manual
3	Ward - 03	28.02	—	—	—	28.02	5.74	1,60,810.12	—	Manual
4	Ward - 04	44.96	—	—	—	44.96	5.45	2,45,035.82	—	Manual
5	Ward - 05	45.80	—	—	—	45.80	4.42	2,02,428.93	12.50	Manual
6	Ward - 06	61.26	—	—	—	61.26	5.03	3,08,117.18	16.00	Manual
7	Ward - 07	40.03	—	—	—	40.03	4.77	1,90,952.64	12.00	Manual
8	Ward - 08	72.81	—	—	—	72.81	4.73	3,44,374.75	8.00	Manual
9	Ward - 09	84.48	—	—	—	84.48	4.45	3,75,925.77	5.50	Manual
10	Ward - 10	29.39	—	—	—	29.39	5.01	1,47,236.39	—	Manual
11	Ward - 11	19.38	—	—	—	19.38	4.24	82,175.02	2.50	Manual
12	Ward - 12	26.03	—	—	—	26.03	4.82	1,25,449.18	4.50	Manual
13	Ward - 13	31.00	—	—	—	31.00	4.34	1,34,546.08	7.50	Manual
Total		525.20	—	—	—	525.20		24,75,428.63	81.00	

- Parking and Commercial areas: -

Parking and Commercial Area — Zone 1 (Wards 3 to 10)				
Sr. No.	Name of Commercial/Parking Area	Parking Area (Sq. Mtr)	Footpath Area (Sq. Mtr)	Drain ≤60cm (KM)
1	Sector 15 Parking Ward - 4	11,228	0	—
2	Sector 14 Ward - 3 Parking	7,298	0	—



3	Sector 14 Park Murthal Road Ward - 3	2,038	0	—
4	Housing Board Parking Ward - 5	546	0	—
5	Sector 13 Ward - 10 Parking	3,423	0	—
6	Sector 15 Housing Board Ward - 4	1,069	0	—
7	Sector 12 Market Parking Ward - 4	13,621	0	—
8	Bus Stand Ward - 2 Parking	354	0	—
9	Phool Point near Kapda Market Ward - 2 Parking	1,261	0	—
10	MC Office Ward - 11	809	0	—
11	Kacchey Quarter Ward - 11	1,854	0	—
Total		43,501	0	0



ANNEXURE-13: LIST OF EXISTING VEHICLES

S.No.	Name of the ULB	Type of Vehicle	Quantity	Registration Valid Upto
1.	Municipal Corporation Sonipat	Mechanical Road Sweeping Machine	1	Manufacturing date – 03/2025 Registration Date – 14/08/2025 Registration Valid Upto - As per Fitness

*MC Sonipat will provide 1 MRSM (as it is) to Agency/ Contractor. Operation and Maintenance (including 1 Driver and 2 helpers), Insurance and Fitness of that MRSM will be the sole responsibility of Contractor/Agency and MC Sonipat will deduct **INR 1,92,756/- as monthly rent** from the monthly bill of the contractor/Agency.

Note: - If registration of the vehicle expired during the project period than in that case new registration will be done by the concerned ULB at his own cost.

Data/Detail Provided By (authorized Personnel of MC)

Name: _____

Designation: _____

Date: _____

Checked/Verified By (authorized Personnel of MC)

Name: _____

Designation: _____

Date: _____

Verified By (authorized Personnel of MC) Approved By (authorized Personnel of MC)

Name: _____

Designation: _____

Date: _____

Name: _____

Designation: _____

Date: _____



ANNEXURE-14: LIST OF SECONDARY POINTS

S.No.	Name of the ULB	Ward No	Location of the Secondary Points
1.	Municipal Corporation Sonipat	Ward no. 5	Baba Dham near Subzi Mandi
		Ward no. 18	Sector 23 Chowk
		Ward no. 6	Bahalgarh Chowk

*If there is any change in the secondary points location or addition of new secondary points in MC Sonipat than contractor/agency must abide by the written communication given by MC Sonipat and use that location as secondary point (whether new or change in location).

Data/Detail Provided By (authorized Personnel of MC)
of MC)

Name: _____

Designation: _____

Date: _____

Checked/Verified By (authorized Personnel

Name: _____

Designation: _____

Date: _____

Verified By (authorized Personnel of MC)

Name: _____

Designation: _____

Date: _____

Approved By (authorized Personnel of MC)

Name: _____

Designation: _____

Date: _____



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ANNEXURE-15: MINIMUM MANPOWER & MACHINERY REQUIREMENT

(To be filled by ULB & shall be a part of DNIT)

Mechanized Road Sweeping Machine				
S.No.	Ward No./Area	No. of Machine	No. of Manpower Required on each Machine	
			Driver	Helper
1	Ward no. (1,2,3,4,5,6,7,8,9,10,11, 12,13 as per Old Wards) of Municipal Corporation Sonipat	Total 3 numbers Large Mechanical Road Sweeping machines required in MC Sonipat area (1 will be provided by MC Sonipat and 2 will be provided by Contractor/Agency)	3 (1 per Machine)	6 (2 per Machine)
2	Ward no. (1,2,3,4,5,6,7,8,9,10,11, 12,13 as per Old Wards) of Municipal Corporation Sonipat	Total 5 Numbers of Small Size Road sweeping machine required in MC Sonipat	5 (1 per Machine)	10 (2 per Machine)
Manual Road Sweeping				
S.No.	Ward No./Area	No. of Equipment's Required	No. of Manpower Required for Ward no. (3,4,5,6,7,8,9,10 as per Old Wards) of Municipal Corporation Sonipat	
1	Ward no. (1,2,3,4,5,6,7,8,9,10,11,12,13 as per Old Wards) of Municipal Corporation Sonipat	Tractor trolley – 17 (including 17 Drivers for these tractor trolleys) (For complete Zone 1 of MC Area, Wards 1 to 13 wards)	Sweepers required from Contractor/Agency – 431	
		Tricycle Rickshaws – 69	Supervisors - 22	
		Sanitizer/soap, masks Jacket, Gloves, Goggles etc. per month – 453 and dress for the Sweepers and Supervisors.		
		Broom, kassi, belcha, tasla etc. per month- 431		

*The size of trolley in tractor trolley must not be smaller than the 6 feet width, 12 feet length and 2 feet height (6*12*2).

*Please note that no. of tricycle rickshaws mentioned above is the minimum requirement, MC Sonipat may ask the contractor/agency to add more tricycle rickshaws as per the requirement MC Sonipat and contractor/agency must provide additional tricycle rickshaws as per the directions of MC Sonipat.

Data/Detail Provided By (authorized Personnel of MC)

Name: _____

Designation: _____

Date: _____

Checked/Verified By (authorized Personnel of MC)

Name: _____

Designation: _____

Date: _____

Verified By (authorized Personnel of MC) Approved By (authorized Personnel of MC)

Name: _____

Designation: _____

Date: _____

Name: _____

Designation: _____

Date: _____

ANNEXURE-16: ROAD SWEEPING MACHINE SPECIFICATIONS

S.No.	Particulars	Details
1	Type	Self-Propelled vacuum Road Sweeping Machine
2	Dust Control System	Water Sprinkling Nozzles on each Brushes
3	Emission Norms	As per current applicable Government norms Copy of registration on Vahan website to be submitted.
4	Engine Standard	BS-VI
5	Noise Level	As per CPCB norms
6	Filtration System certified by the reputed national/international agency	Filtration System PM 2.5 and PM 10 Certified
7	Operating Width & Waste Container Capacity	<p>Small size Mechanized Road Sweeping Machine (MRSMs) with hopper capacity less than 1m³ and operating width of < 2 m for sweeping of roads with a RoW < 10 m.</p> <p>Medium-size MRSM with hopper capacity between 1m³ to 4m³ and operating width of 1.5m-3.0m for sweeping of roads with a RoW of 10m - 15m.</p> <p>Large-size MRSM with hopper capacity Above 4m³ and operating width of > 3 m for sweeping of roads with a RoW > 15 m.</p>
8	Safety Lights	2 Nos. Revolving Light, One on the cabin and other on rear side of the machine
9	GPS Tracking	One per vehicle
10	Cameras	Front, Rear, Side cameras on each brush
11	Sensors	Brush / Broom Engagement. Suction / Vacuum Fan sensors. Vehicle Speed Sensor
12	Operating Hours	At least 8 hours on a shift basis
13	Coverage during the Sweeping	<p>Large-size and medium-size machine should be able to cover a distance of approximately 40 running km during an 8-hour operational shift</p> <p>Small-size MRSM should be able to cover a minimum distance of 20 running km during an 8-hour operational shift.</p>



Additional Important Performance Requirements

Table A - Key Technical Requirements of Electric/CNG MRSM (Less than 1 CuM Hopper Capacity)

Parameter	Minimum Requirement
Emission Standard	BS-VI
Designed life	Minimum 30,000 Hours and 10 years
Hopper Volume	Less than 1 CuM
Hopper functionality	Automatic lifting mechanism in order to transfer dust directly to the Dump Vehicle without dropping on the floor
SPM Reduction	PM10 (100%) & PM 2.5 (90%) dust particle
Hopper Material	SS304 or superior
Max. Noise Level	As per CMVR for CEV
Type	Both Wet & Dry
Water Tank Capacity	Min 200 liter
Single Prime Mover	Self-Propelled type
Sweeping mechanism	Mechanical and/or Vacuum
Battery size/Fuel tank	Vehicle should be able to perform designated services on the ground for 10 hours (excluding dead mileage) without the need for charging/ re-fuelling
IT On-board equipment	within-built IT On-board equipment as specified in Technology System Specifications



Table B - Key Technical Requirements of Electric/CNG MRSM (1-4 CuM Hopper Capacity)

Parameter	Minimum Requirement
Emission Standard	BS-VI
Designed life	Minimum 30,000 Hours and 10 years
Hopper Volume	Min 1 CuM
Hopper functionality	Automatic lifting mechanism in order to transfer dust directly to the Dump Vehicle without dropping on the floor
SPM Reduction	PM10 (100%) & PM 2.5 (90%) dust particle
Hopper Material	SS304 or superior
Max. Noise Level	As per CMVR for CEV
Type	Both Wet & Dry
Water Tank Capacity	Min 400 liter
Single Prime Mover	Self-Propelled type
Sweeping mechanism	Mechanical and/or Vacuum
Battery size/Fuel tank	Vehicle should be able to perform designated services on the ground for 10 hours (excluding dead mileage) without the need for charging/ re-fuelling
IT On-board equipment	within-built IT On-board equipment as specified in Technology System Specifications



Table C: Key Technical Requirements of Electric MRSM (4-6 CuM Hopper Capacity)

Parameter	Minimum Requirement
Emission Standard	BS-VI
Designed life	Minimum 30,000 Hours and 10 years
Hopper Volume	Min 4 CuM
Hopper functionality	Automatic lifting mechanism in order to transfer dust directly to the Dump Vehicle without dropping on the floor
SPM Reduction	PM10 (100%) & PM 2.5 (90%) dust particle
Hopper Material	SS304 or superior
Max. Noise Level	As per CMVR for CEV
Type	Both Wet & Dry
Water Tank Capacity	Min 800 liter
Single Prime Mover	Self-Propelled type
Sweeping mechanism	Mechanical and/or Vacuum
Battery size/Fuel tank	Vehicle should be able to perform designated services on the ground for 10 hours (excluding dead mileage) without the need for charging
IT On-board equipment	Fitted with in-built IT On-board equipment as specified in Technology System Specifications



Table D: Key Technical Requirements of CNG fueled self-propelled MRSM (Min 4 CuM Hopper Capacity)

Parameter	Minimum Requirement
Emission Standard	BS-VI
Designed life	Minimum 30,000 hours and 10 Years
Hopper Volume	Min 4 CuM (Heavy Duty)
Hopper functionality	Automatic lifting mechanism in order to transfer dust directly to the Dump Vehicle without dropping on the floor
SPM Reduction	PM10 (100%) & PM 2.5 (90%) dust particle
Hopper Material	SS304 or superior
Max. Noise Level	As per CMVR for CEV
Type	Both Wet & Dry
Water Tank Capacity	Min 800 liter
Single Prime Mover	self-propelled type
Sweeping mechanism	Mechanical and/or Vacuum
Fuel tank capacity	Vehicle should be able to perform designated services on the ground for 10 hours (excluding dead mileage) without the need for re-fuelling
IT On-board equipment	Fitted with in-built IT On-board equipment as specified in Technology System Specifications

Table E – The following vehicles deployed by the Operator must be equipped with the following minimum IT equipment and IoT devices:

S. No.	IT/IoT equipment to be Installed	Required data from the IT/IoT equipment Installed
1	Mechanical Road Sweeping Machine (Applicable on Large, Medium & Small MRSMs)	
	GPS device (separate unit or part of DVR)	Real time Vehicle location data @ 10 seconds
	DVR and CCTV cameras with night vision in front & rear and both the sides of MRSM	Transfer the real-time CCTV live data to the backend system for operation monitoring
	RPM Sensor for main Brush and Side Brush	<ul style="list-style-type: none"> • Broom Rotation Speed • Brushes On/Off • Speed of Blowers/fans • Trigger alerts if below/ above threshold RPM
	Broom Wear Sensor (optical)	<ul style="list-style-type: none"> • Monitors broom degradation • Detects the reduction in broom diameter or bristle length due to wear & tear • Alert for maintenance & broom needs adjustment or replacement
	Level sensors	<ul style="list-style-type: none"> • Level of dust filled in the hopper of MRSM • Alert for complete filling of the hopper to prevent overflow
	Telemetry Unit & Battery Parameters	<ul style="list-style-type: none"> • Vehicle Health, CAN data & Battery parameters State of Charge (SOC), State of Health (SOH) and cell voltage
	Water Sensors	<ul style="list-style-type: none"> • Water level of tank to avoid dry sweeping, alert in case water level is less than the threshold limit • Pressure in the water line to confirm proper sprinkler functioning
	Sprinkler On/Off Sensor	<ul style="list-style-type: none"> • Sprinkling Status (ON/ OFF) • Leaks or blockages
	Hydraulic Pressure Sensor	<ul style="list-style-type: none"> • Monitors the pressure in the hydraulic system that controls broom lifting and positioning. Alerts if there's a fault or leakage
	Downforce Load Sensor	<ul style="list-style-type: none"> • Detects physical pressure/ load being applied by the broom on the road surface • Alert Broom engaged/idle
	Vehicle-Mounted Biometric Device	<ul style="list-style-type: none"> • Capture driver attendance with timestamp and location
	PM measurement sensor	<ul style="list-style-type: none"> • To measure PM10 and PM2.5 at exhaust of air from vacuum system
	Ambient Pollution Sensor	<ul style="list-style-type: none"> • To measure level of pollutants including PM10, PM2.5
	Android Mobile Phone with Driver	<ul style="list-style-type: none"> • To work with mobile app to be provided by the PMC to capture Duty Start/ End, Report incident, etc.



2	Dust Dump Vehicle	
	GPS device (separate unit or part of DVR)	• Real time Vehicle location data @ 10 seconds
	DVR and CCTV cameras with night vision in front & rear of Dust Dump Vehicle	• Transfer the real time CCTV live data to the backend system for operation monitoring
	Level sensors	• Level of dust filled in the hopper of MRSM • Alert for complete filling of the hopper to prevent overflow
	Ambient Pollution Sensor	• To measure level of pollutants including PM10, PM2.5
3	Water Tanker	
	GPS device (separate unit or part of DVR)	• Real time Vehicle location data @ 10 seconds
	DVR and CCTV cameras with night vision in front of Water Tanker	• Transfer the real time CCTV live data to the backend system for operation monitoring
	Water level sensor	• Water level of the tank, alert in case water level is less than the threshold limit
	Ambient Pollution Sensor	• To measure level of pollutants including PM10, PM2.5

Note: -

1. The Operator shall provide complete technical documentation of all the equipment installed in all Project Vehicles required for their integration with ISMS, including but not limited to SDKs/APIs, protocol documents, etc.
2. The Operator shall ensure that all the equipment installed on all Project Vehicles are always in functional condition during operation of the vehicles and send data in real time to the monitoring system in the required format and frequency.
3. In addition to the Integrated Sweeping Management System (ISMS) to be provided by the Operator, concerned ULB may also get a comprehensive software application developed through PMC or any other third party for monitoring of the Operator's services. In such case, the Operator shall provide real-time data/inputs from all devices/ sensors installed on the machines/vehicles. The Operator shall support integration of all devices/ sensors etc. with such software application by providing all required technical information including but not limited to protocol documents, SDKs, etc.

Table F - Minimum Technical Specifications for the IT equipment/ IoT devices to be installed on the vehicles given in Table E is as follows:

a. GPS Device:

Parameter	Specification
Device Type	Automotive-grade GPS/GNSS tracker with GSM/GPRS or LTE
Satellite Systems Supported	GPS, GLONASS, Galileo, NavIC
Position Accuracy	≤ 2.5 meters CEP
Update Rate	Configurable: 1 to 60 seconds
Data Transmission	TCP/IP over GSM
Network Support	4G LTE/ 2G GSM fallback with inbuilt SIM or external SIM slot
Communication Protocols	TCP/IP, HTTP, SMS (for failover), REST API compatible
Power Supply	9–36V DC, vehicle battery-powered
Backup Battery	Rechargeable Li-ion (minimum 1000 mAh, ≥ 4 hours backup)
Internal Memory	≥ 8 MB for offline storage (minimum 50,000 location records)
Digital Inputs	Min. 2 (e.g., ignition status, broom active signal)
Digital Outputs	Min. 1 (e.g., relay for immobilizer or alert horn)
Analog Input	Optional (for battery charge, temperature, hydraulic pressure monitoring)
Sensor Support	Optional CAN/OBDII data reading or RS232/RS485 port for integration
Built-in Sensors	Accelerometer (for harsh braking/acceleration detection)
Enclosure	IP65 or better, rugged casing, vibration-resistant
Installation Type	Tamper-proof, concealed or dashboard-mounted
Antenna	Internal or external (for GPS and GSM)
Operating Temperature	-20°C to $+70^{\circ}\text{C}$
Certifications	AIS-140 (optional), ISO 9001-compliant
Security Features	Data encryption, access control, tamper detection alert
Integration	Compatible with IoT gateways, smart dashboards, and fleet monitoring software
Configuration	Shall support Over the Air (OTA) firmware upgrade and shall be

	remotely configured for the required GSM Service Provider, Server IP connection, GPS data Update Interval etc.
Device I/O	GPS tracking device should have minimum 3 digital input and One Analog input and One input

Note:

The Operator may either use a dedicated GPS device to transmit location data to the backend monitoring system or utilize the GPS integrated within the CCTV camera's DVR, provided it meets the required technical specifications.

b. DVR and CCTV Cameras

Parameter	Specification
Camera Type	Low-Light/ Starlight CCTV Camera High-Resolution Night vision camera (At least 1080p with night vision for clarity) with GPS tagging
Image Sensor	1/2.8" or 1/1.8" STARVIS CMOS sensor
Resolution	Minimum Full HD 1080p (1920 x 1080)
Minimum Illumination (Color Mode)	≤ 0.005 Lux @ F1.2 (Color)
Night Vision	IR (Infrared) LEDs with ≥ 20 meters range OR starlight sensor
Low Light Sensitivity	≤ 0.01 Lux (Color), 0 Lux (B/W with IR on)
Frame Rate	25/30 FPS (real-time streaming) (configurable)
Lens	Fixed or varifocal (2.8mm–6mm), wide-angle preferred
Shutter Type	Electronic shutter (adjustable exposure)
WDR (Wide Dynamic Range)	120dB or better for balanced exposure with headlights
DNR (Digital Noise Reduction)	2D/3D DNR for clear image in low light
IR LEDs	Optional (can be disabled if vehicle light is sufficient)
Day/Night Mode	True Day/Night with IR-cut filter (optional, auto/manual switch)
Enclosure Rating	IP66
Power Supply	12V DC
Video Output	AHD, TVI, or IP (RTSP stream for smart integration)
Housing	Metal body or rugged plastic (vibration and heat- resistant)
Operating Temp	-20°C to +60°C
Integration/Storage	Compatible with NVR/DVR or edge processor; to send CCTV feed to backend monitoring system. Local storage to store at least one week video data.

c. RPM Sensor for Main Brush and Side Brush

Parameter	Specifications
Measuring Range	0 – 10,000 RPM (or higher for industrial use)
Output Signal	Digital (PWM, PNP/NPN) or Analog (0-5V, 4–20 mA)
Power Supply	5V, 12V, or 24V DC
Accuracy	±1% or better
Response Time	<1 ms
Operating Temp. Range	-40°C to +125°C (depending on model)
Housing	IP67/IP68 (for outdoor/vehicle use)
Mounting Type	Threaded (M12/M18) or flange mount
Distance to Target	1–5 mm

d. Broom Wear Sensor (Optical)

Parameter	Specifications
Type	Photoelectric/Infrared Distance Sensor
Sensing Range	10 mm – 200 mm (adjustable depending on broom size)
Sensing Method	Reflective or diffuse mode
Output Type	PNP/NPN, Analog (0-10V or 4-20mA), or Digital
Response Time	<10 ms
Resolution	±1 mm (depends on model)
Power Supply	10–30 VDC
Enclosure Rating	IP67 or higher (for dust/water resistance)
Operating Temperature	-20°C to +70°C
Material	ABS or stainless steel housing
Mounting	Bracket or panel mount, adjustable angle
Communication (Optional)	Modbus/RS-485/IoT-ready

e. Level Sensors

Parameter	Specifications
Type	Load Cell (Weighing Sensor)/ Ultrasonic Level Sensor for top-mounted fill detection
Capacity Range	0–500 kg/ 0–1000 kg/ up to 5 tons (customizable)
Accuracy	±0.5% FS or better
Output Signal	mV/V (raw), 0–10V, 4–20 mA (with signal conditioner)

Power Supply	5V or 12–24V DC
Material	Stainless Steel/ Aluminum
Ingress Protection	IP65 to IP68
Operating Temp.	-20°C to +80°C
Mounting	Bolted under the hopper/ integrated to lifting arm
Interface	Analog/ RS485/ CAN Bus

f. Water Sensors

Parameter	Specifications
Sensor Type	Ultrasonic/ Capacitive/ Pressure-based
Measurement Range	0 – 100% of tank height (or customized: e.g. 0–1000 mm)
Accuracy	±1% of full scale
Output Type	Analog (4–20 mA/ 0–5 V/ 0–10 V) or Digital (RS-485/ Modbus/ CAN)
Power Supply	9 – 36 V DC (typical 12V/24V DC from vehicle power)
Ingress Protection (IP)	IP67/ IP68 rated for dust and water resistance
Operating Temperature	-10°C to +70°C
Material	Stainless Steel/ Polycarbonate/ Nylon (corrosion and vibration resistant)
Mounting Type	Top-mounted
Tank Compatibility	Suitable for Stainless Steel
Communication Interface	CAN Bus/ IoT Gateway Compatible/ Bluetooth for mobile diagnostics (optional)
Alarm Functionality	Low water level warning output (relay or digital trigger)
Response Time	≤ 1 second (real-time update)
Certification	Automotive grade

g. Sprinkler On/Off Sensors

Parameter	Specifications
Sensor Type	Flow Switch Sensor & Pressure Switch Sensor
Detection Method	Flow detection (senses water movement) or valve actuation sensing
Output Signal	Digital (Dry contact/ NPN or PNP transistor output/ 12– 24V logic output)
Power Supply	12V/ 24V DC (typical vehicle system compatible)
Switching Threshold	Flow threshold: 0.3 – 1.0 L/min (adjustable)
Response Time	< 1 second (real-time status detection)
Operating Pressure	0 – 10 bar (depending on system pressure) or Configurable



Ingress Protection	IP67/ IP68 (resistant to water, dust, and vibrations)
Mounting Type	Inline (flow switch)/ Threaded/ Clamp-on (for non- intrusive detection)
Material	Brass/ Stainless Steel/ Nylon (corrosion-resistant)
Temperature Range	-10°C to +80°C
Communication Interface	Optional: Digital I/O/ CAN Bus/ RS-485/ Modbus
Certification	Automotive grade compliant

h. Hydraulic Pressure

Parameter	Specifications
Sensor Type	Pressure Transducer/ Pressure Sensor
Pressure Range	0 – 250 bar, optional: 0–400 bar
Overpressure Protection	Up to 1.5x to 3x full scale pressure (375–750 bar for 250 bar model)
Burst Pressure	≥ 4x rated pressure (≥1000 bar)
Output Signal	4–20 mA (2-wire), 0–10V (3-wire), CAN Bus
Power Supply	9 – 32 V DC
Accuracy	±0.25% Full Scale (FS); optional: ±0.5% FS
Response Time	<5 ms
Operating Temperature	-40°C to +125°C
Media Compatibility	Hydraulic oils, water-based fluids, and air
Material (Wetted Parts)	Stainless Steel 316L or Brass
Electrical Connection	DIN 43650, M12x1 (4-pin), or cable outlet
Mechanical Connection	G 1/4", G 1/8", NPT 1/4", M10x1 (ISO threads)
Ingress Protection (IP Rating)	IP65/ IP67
Vibration Resistance	20 g
Shock Resistance	50 g

i. Downforce Load Sensors

Parameter	Specifications
Sensor Type	Compression Load Cell/ Strain Gauge Type/ Force Transducer
Capacity Range	0 – 500 kgf/ 0 – 1000 kgf (customizable based on brush assembly force)
Output Signal	Analog (mV/V) or Amplified (4–20 mA/ 0–10 V)
Accuracy	±0.25% of Full Scale (FS) or better
Overload Protection	150–200% of rated capacity
Material	Stainless Steel or Alloy Steel (IP67/68 rated)

Ingress Protection	IP67/ IP68 (dustproof and waterproof)
Operating Temperature	-20°C to +80°C
Mounting Configuration	Compression-mounted under brush arm/ brush cylinder
Cable Length	1–3 meters shielded cable (standard)
Excitation Voltage	5–15 V DC (for strain gauge type) or 12–24 V DC (for amplified versions)
Electrical Interface	Direct to data logger/ IoT gateway/ PLC via signal conditioner
Optional Features	Digital output (RS-485/ CAN), wireless telemetry unit
Calibration	Factory calibrated with traceable certificate
Shock Resistance	>1000 g (for mobile vehicle operation)

j. Vehicle Mounted Biometric Device

Parameter	Specifications
Device Type	Rugged Biometric Attendance Terminal (vehicle- mounted, 12V/24V compatible)
Biometric Modalities	Fingerprint (mandatory); Face Recognition (optional)
Fingerprint Sensor Type	Optical or capacitive
FRR/ FAR	FRR < 1%; FAR < 0.001%
Face Recognition (Optional)	Infrared + RGB camera module for anti-spoofing
User Capacity	Minimum 1,000 fingerprint templates
Transaction Log Capacity	Minimum 100,000 entries (offline storage with sync)
Display	3.5" or larger color TFT/ capacitive touchscreen (800x480 px or better)
Keypad	Touchscreen/ physical numeric keypad (optional)
Audio Feedback	Buzzer or speaker for success/failure prompts
Communication Interface	4G LTE/ 3G/ GPRS/ Wi-Fi/ GPS
Location Tracking	Built-in GPS with geotagging of attendance logs
Power Supply	12V/24V DC (vehicle battery compatible); battery backup (minimum 4 hrs)
Mounting Type	Vehicle dashboard/wall-mounted with anti-vibration fitting
Ingress Protection	IP65 minimum (dust & water splash resistance)
Operating Temperature	-10°C to +60°C
Anti-Tamper Features	Tamper detection alert; secure firmware
Data Sync	Automatic sync to central monitoring system
Software Support	Compatible with Android/Linux OS; supports custom app or SDK integration
Report Generation	Attendance + GPS + time logs exportable in real-time

Optional Features	NFC/RFID card support, QR code scanner, driver authentication system
Certifications	STQC/Aadhaar Authentication Compliance

k. AQI Sensor

Parameter	Specifications
Sensor Type	Integrated multi-parameter air quality sensor module
Measurement Parameters	PM1.0, PM2.5, PM10 (particulate matter) CO, NO ₂ , SO ₂ , O ₃ , CO ₂ (gaseous) Temperature, Humidity
Sensing Principle	Laser scattering (for PM), Electrochemical (for gases), MEMS/Digital (T&H)
Measurement Range	PM: 0 – 1000 µg/m ³ CO: 0 – 1000 ppm NO ₂ : 0 – 20 ppm, etc.
Accuracy	PM: ±10 µg/m ³ or ±10% Gases: ±2% of FS (typical)
Resolution	PM: 1 µg/m ³ Gases: 0.01 ppm
Response Time	≤ 10 seconds (real-time)
Output Interface	Digital: RS-485/ UART/ Modbus/ CAN/ I2C; Optional: Analog (4–20 mA)
Connectivity Options	LoRa/ NB-IoT/ 4G LTE/ Wi-Fi (via IoT gateway or integrated)
Power Supply	5V DC/ 12V DC/ 24V DC (vehicle or pole mount compatible)
Operating Temperature	-10°C to +60°C
Operating Humidity	0–95% RH, non-condensing
Data Logging	Internal storage (≥30 days) + live transmission
Calibration	Pre-calibrated with factory certificate; field calibration port available
Mounting Type	Vehicle roof/ pole-mounted/ external enclosure
Enclosure Rating	IP65 or higher (outdoor/vehicle-compatible)
Dimensions/Weight	Compact (≤ 20x20x10 cm), lightweight (< 2 kg)
Compliance & Standards	CPCB guidelines/ EN 14626 (for CO ₂), ISO 4224, AQI- India format