



**REQUEST FOR PROPOSAL
FOR SELECTION OF AGENCY
FOR PRIVATISATION
OF SANITATION WORKS
RAIRANGPUR MUNICIPALITY
RAIRANGPUR**

Signature of the Bidder

**Executive Officer
Rairangpur Municipality**



**OFFICE OF THE MUNICIPAL COUNCIL: RAIRANGPUR
NATIONAL COMPETITIVE BIDDING THROUGH e-Procurement.**

Letter No:-1279

Dt.18.05.2026

BID INDENTIFICATION NO-T2RRP2026-27

BID DOCUMENTS FOR THE WORK

“ FOR PRIVATISATION OF SANITATION WORKS : Road sweeping, cleaning of drains, bush cutting and other sanitation works in ward no 01 to 15 and transportation of road sweeping waste to identified dumping yard /MRF Centre under Rairangpur Municipality & land filling”.

Cost of Bid Document	: Rs.10000.00
Period of Sale of Bid Document	: Dt.19.05.2026 at 11:00AM
Last Date &Time for Receipt Of Bid Document	: Dt.28.05.2026 up to 1.00 P.M
Hard Copy Deposit Off line In Office Tender Box Like. Tender Paper Cost, EMD PAN, GST as per DTCN.	: on or before Dt.29.05.2026 up to 5.00 PM
Pre bid Meeting	:Dt.22.05.2024 at 12:00PM
Date & Time of Opening of Technical Bid Document	:Dt.30.05.2025 0 at 8.00 A.M
Officer Invited the Bid	: The Executive Officer On behalf of Rairangpur Municipality.
Estimated Cost (Yearly)	: Rs. 2,95,63,524/-
Period of Contract	: 01 (One) Years
Earnest Money Deposit	: 1%

- The bidders have to participate in Online bidding in www.tenderodisha.gov.in
- Hard copies of the tender documents accepted.
- Any addendum/corrigendum of tender canal so be seen in the said website only

Memo No. 1280 (2)/dt.18.05.2026

Copy Submitted to the P.D. DRDA-CUM,DUDA,Mayurbhanj/ Superintending Engineer, PHED-cum-ILW, Baleswar for information. and necessary action .They are requested to publish the same in their Office Notice Board for wide publication.

*Executive Officer
Rairangpur Municipality*

Memo No. 1281 (7)/dt. .18.05.2026

Copy Submitted to Sub-Collector , Bamanghaty / P.A. I.T.D.A Rairangpur /Tahasildar ,Rairangpur / Superintending Engineer (R&B) ,Rairangpur / Superintending Engineer (R.D), Rairangpur/ Superintending Engineer , RWSS ,Rairangpur / Asst. Manager WATCO Sub-Division, Rairangpur for information and necessary action. They are requested to publish the same in their Office Notice Board for wide publication.

*Executive Officer
Rairangpur Municipality*

Memo No. 1282 (4)/dt. .18.05.2026

Copy to Office Notice Board /1nos case records/ Tender file /Tender Guard file for wide publication .

*Executive Officer
Rairangpur Municipality*

Eligibility criteria:

The technical bids shall be accompanied with self-attested photo copy of following requisite documents failing which the bid shall be rejected outrightly.

Minimum Eligibility Criteria

- a. Bid document Cost & EMD.
- b. Should be registered in as a Company, Proprietorship Firm, Society or a Trust.
- c. Consortium is not allowed.
- d. Should have an average Annual Turnover of Rs. 3 Crores or more during the last three financial years (2023-24,2024-25&2025-26). Photocopy of the audited Profit & Loss Statement of the last three financial years in support of the turnover certificate must be submitted along the income tax returns. Provisional statement is not allowed.
- e. IT returns for last 3 consecutive financial years.
- f. Should have minimum 2 years of similar working experience in any ULBs in India.
- g. Should have enrolled at least 110 employees as on date of bid submission. EPF Challan & payment confirmation slip of last 3 months must be submitted in support.
- h. The Bidder must not have been ever black listed or debarred either by the tender inviting authority or by any State Govt. or Govt. of India organization. The agency shall submit undertaking regarding the same on Non-Judicial Stamp paper of Rs. 20/-.
- i. Noncriminal case/proceeding is pending against organization/agency and in the name of owner. It should be notarized.
- j. Must have labour license for at least 200 workers.
- k. Must have ISO9001&ISO14001certification.
- l. Must be registered under EPF.
- m. Must be registered under ESI.
- n. Must have a PAN.
- o. Must have GST registration number.
- p. Must have own bank account statement of last 1 month must be submitted in support.
- q. **The minimum service charge shall be 3.85% (inclusive of profit and transaction charges). Any bid quoting less than 3.85% shall be rejected outright.; however, it shall not exceed 7% in any case as per govt Guide line.**

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Scope of Work

(1) **Sweeping of Roads:**

The entire geographical area of ward should remain always clean i.e. throughout the day. The solid wastes generated in the area are to be collected from various sources like: Biodegradable and non degradable solid waste should be separately collected. • Sweeping of the entire ward area both road and road sides. • Lifting of garbages from all Municipal primary collection point. • Lifting of gar bages from market places including commercial/industrial institutional units. • Lifting of dead animals and carcasses • All Municipal drains including earthen drains should be clean and waste including silt deposition should be lifted out side. • Commercial areas, Market areas and prominent roads are to be swept two times daily. • Removal dust and sand lying on the roads (if any) • Affixing services provider's name, ward supervisor's name & their contact nos. in conspicuous places inside the wards so as to migrate the complaints of the public without any delay.

(2) **Cutting of Road side Bushes:**

The bushes & shrubs from roadside beams & conservancy lanes are to be cleaned by the agency at regular interval of time

(3) **Cleaning of Drains & Transportation of solid waste:**

The road side drains are also to be cleaned i.e. removal of polythene, paper, foreign materials and other floating materials to avoid chocking of the drains & the MSW generated are to be accumulated in the dustbins/garbage bins placed on the road side & temporary collection points identified by Rairangpur Municipality from which daily lifting is to be made to the temporary dumping point by the agency.

All type of solid wastes separately collected from different places is to be start separately at the identified primary collection point of the Municipality. There after the same are to be suitably loaded in to transporting vehicles with green covered such as truck/mini truck/tractors as per requirements and shall have to be transported to the approved dumping yards /MRF centre identified by the Municipality and will be unloaded systematically by the agency as per direction of the officer in-charge of the Municipality. The costoftransportationshouldincludethecostoflabourersforloadingandunloadingofsolidwasteinto thevehiclesandthewagesofthedrivers/helpersattachedtothevehicles.Innocasesolidwastes generated on a day shall be retained in the area for more than 24 hours.

The bidder must be given an undertaking towards execution of transportation of waste as per the estimate prepared by the authority for each package at the time of submission of bid documents.

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(4) **Service delivery performance Criteria:**

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

Parameter Description	Minimum Achievement Target	Actual monthly Achievement	Non Compliance Penalty
Street Sweeping	95% Coverage	Total road length in the service area.	0.5% of monthly bill for every 5% short Fall or part hereof.
Drain Cleaning	95% Coverage	Total drain cleaning covered during the month.	0.5% of monthly bill for every 5% short fall or part thereof.
Bush cutting, de weeding	95% Coverage	Total bush cutting, uprooting & de weeding covered during the month.	0.5% of monthly bill for every 5% short fall or part thereof.
Compliant Redresses	90% within 24 hrs	During the month total no. of Complaint redressed within 24hrs. Total Complain received During the month.	0.5% of monthly bill for every 5% short fall or part thereof.

1. The service provider in close coordination with employer shall undertake sample survey to access the extent of waste generated. Secondary data from employers past experience can be referred to conclude the assessment. The sample should comprise of all Income groups equally spread over the service area and stretched over a period of lime, lo give a fair average.
2. A detail performance monitoring, reporting and evaluation system shall have to be developed in consultation with to employer. The broad outline of the computation procedure is provided in the table above.

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**Covers Information,
No. Of Covers - 2**

Payment Instruments	Cover No	Cover Type	Description	Document Type
Offline mode	1	Fee/Pre Qual/Technical	Paper cost, EMD, GSTIN, PAN, License, Affidavit As per DTCN	PDF
			Machineries and other documents as per DTCN	PDF
	2	Finance	Bill of Quantities	Xls.

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General Term sand Conditions:

1. The Bidder is expected to examine all the instructions, terms and specifications in the bid document. Failure to furnish all information as per the bid document or submission of bid not substantially responsive to bid document in every respect will be at bidder's risk and result in rejection of bid.
2. The bidders are required to inspect and assess the entire geographical area and quote their rates inclusive of the labor charges conservancy material for sweeping, bush cutting, drain cleaning, including lifting of MSW and other miscellaneous expenditures as may be required such as T&P charges. O.H charges are mentioned detail in scope of work. The cost of documentation like taking photograph whenever necessary will be borne by the agency as per direction of officer-in-charges.
3. The bidders are expected, to examine all the instruction, terms and specifications in the bid document. Failure to furnish all information as per the bid document & submission of bids not substantially responsive to bid document in every respect will be at bidder's risk and shall result in rejection of bid.
4. The bidder must have appropriate resource, necessary expertise, requisite manpower and supervisory ability to undertake the work.
5. This bid is meant for carrying out of the work for a period of three (02) years which can extendable up to two more years after satisfactory completion and mutual discussion between the Authority and the service provider.
6. The Rairangpur Municipality shall have the right to terminate the contract on the ground for improper performance and violation of the terms and the contract without assigning any reason by giving 30 days prior notice.
7. The conditional and incomplete bid is liable for rejection
8. Letter of authorization for representing the firm / entrepreneur /Agency / NGOs and to sign the bid document should be enclosed along with the bid document.
9. Bids containing overwriting, additions, alterations, erasures, obliteration and other discrepancies should be properly attested all corrections made by them.
10. The bidders shall sign every page of the tender documents and submit all of them.
11. All the documents furnished by the bidders are subject to verification from the issuing authority. In case any manipulation is found, the EMD will be forfeited.
12. The Agency/Organization shall not be allowed to transfer, assign, pledge or sub-contract its right and liabilities under this agreement to any other agency or organization.
13. The Agency/Organization shall nominate a coordinator who shall be responsible for immediate interaction with the office so that optimal service could be availed without any disruption.

14. For all intents and purposes, the agency shall be the employer within the meaning of different rules and act in respect of work assigned. The person deployed in this work by the agency shall not claim what so ever like employer and employee's relationship.
15. The agency/organization shall be solely responsible for re-dressal of grievance.
16. The municipality shall not be responsible for any financial loss or any injury to any person deployed by the agency.
17. The jhadu, kanta, kudi, fawda, gangula, Rampda, Kudali, Drain Cleaner Kudali/Dongi, Bush cutter, Sabal, Goita, Gum boot, Glooves, Safety Jacket, Cap, Rain Coat, Dutpain, Katuri, Bucket, Hatudi etc will be sanitation agency. The detail list is attached for reference.
18. The Municipality will provide uniform/ID card and all type of safety articles like Mask, gloves, soap, gun boot, sanitizer to the deployed staff.
19. Since this is a Sanitation work no GST is payable.
20. After completion of each month the total bill in duplicate will be submitted by the agency to the Authority in 1st week of the next month.
21. Whenever the Govt. of Odisha will enhance the rate of minimum wages then the Authority shall pay the enhance amount to the agency /Organization from the day effect to.
22. In case of any dispute arising out of the contract the matter shall be decided either mutual understanding between the two or as per the law inside the jurisdiction of Rairangpur.
23. Whenever there is requirement of additional manpower then the Authority can increase the number of manpower to meet the requirement & need of the municipality.
24. The minimum service charge shall be 3.85% (inclusive of profit and transaction charges). Any bid quoting less than 3.85% shall be rejected outright.; however, it shall not exceed 7% in any case as per govt Guide line.
25. The successfully tenderer must be depositing the additional performance security & ISD as per OPWD rules. At time of agreement.
26. The Executive Officer, Rairangpur Municipality, Mayurbhanj on behalf of Governor of Odisha invites on-line percentage rate tenders in double cover system through e-procurement.
27. The tenderer must be submitted the employees details along with phone number at the time of agreement If any employees absent regularly or more than 5 days. The tenderer must be replacing that employee immediately.
28. if the performance of any employees found unsatisfactory by the officials of Rairangpur Municipality the employees must be replaced immediately and no further consideration will be allowed.

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Sanitation Item for 12 month

Sl no	Items	Quantity	Remark
1	Uniform	124	Total 2 no uniform in each 6 month
2	Jhadu	600	Total no sweeper 25 and 2 Jhadu in each month
3	Soap	2400	Total 100 Worker 2 soaps in each month
4	Rampda	52	Total 26 nos of Drain cleaning worker .26 nos in 3 months
5	Kudali	52	Total 26 nos of Drain cleaning worker .26 nos Kudali will be given in each 4 months
6	Drain Kudali/Dongi	52	Total 26 nos of Drain cleaning worker .26 nos Dongi will be given in each 6 months
7	Bush cutter	78	Total 26 nos of Drain cleaning worker .26 nos Bush cutter will be given in each 4 months
8	Sabal	6	For Whole 12 month
9	Goita	6	For Whole 12 month
10	Gum-boot	26	Total 26 nos of Drain cleaning worker .26 nos Gum-boot will be given in each 6 months
11	Gloves	1200	Total 100 Worker 1 pair of Gloves in each month
12	Safty jacket	100	Total 100 Worker 1 Safty jacket in each month
13	Cap	100	Total 100 Worker 1 Cap for whole year
14	Rain-Coat	124	Total 100 Worker 1 Cap for whole year
15	Winter Jacket	124	Total 100 Worker 1 Cap for whole year
16	Hatudi	4	For Whole 12 month
17	Gamala	30	For Whole 12 month
18	Bucket	50	Total no sweeper 25 and 1 Bucket in each 4 month
19	Dustpan	50	Total no sweeper 25 and 1 Bucket in each 4 month
20	Katuri	10	For Whole 12 month
21	Other		Othe miscellaneous

CRITERIA FOR EVALUATION
Evaluation of Technical Proposals

Evaluation of proposals shall be made by the authority. In the first stage, the Technical Proposal will be evaluated on the basis of bidder's fulfillment of eligibility criteria. Only those bidders whose Technical Proposals becomes responsive based on the eligibility criteria, shall qualify for further detail technical evaluation :

Sl. No.	Evaluation Parameters	Total Mark	Criteria for award of Mark			
1	Years of Experience in handling MSW in Municipal Corporation /Municipality/ Municipal Council Area/PSU (to be determined from the work order/contract copies/ Experience Certificate)	15	<ul style="list-style-type: none"> • 0-05Years :05 marks • 05-10Years :10marks • Above :15marks 10Years 			
2	Service rendered for particular numbers of year and number of populations under SWM in single ULB under single contract package or multiple contract packages in any state of India. (to be determined from the work order / contract copies/Experience Certificate)	20	Years	0 years to 2 years	2 years to 3 years	More than 3years
			Population			
			Less than 1,00,000	6	8	10
			1,00,000 To 1,50,000	10	12	15
			More then 1,50,000	15	18	20
3	Annual Average Turn over for Last 3 FY (2022-23, 2023-24 & 2024-25)	10	<ul style="list-style-type: none"> • 05-07 Crore :03marks • 07-10 Crore :05marks • More than 10 Crore :10marks 			
4	Experience in handling ULBs in similar nature of work with strength of sweepers in single work order (To be determined from Work order Only)	15	<ul style="list-style-type: none"> • $\geq 50 < 100$: 5marks • $\geq 100 < 200$:10marks • ≥ 200 :15 marks 			
5	No of projects executed/ongoing in collection & transportation of 10 TPD of waste in last 3 years of operation	10	<ul style="list-style-type: none"> • 0 to 2 no of ULBs:5marks • 3 to 5 no of ULBs:7marks • More than 5 no of ULBs:10marks 			
6	ISO Certification and Other	10	<ul style="list-style-type: none"> • ISO 9001 :2 Mark • ISO 14001 :2 Mark • ISO 45001 :2Mark • SA 8000:2014 :2 Mark • Specialization like Diploma/Degree in sanitation/Environmental Engineering:2 Mark 			
7	Presentation on Proposed work plan, latest technology advancement and adaptation, Viva-voice	20	<ul style="list-style-type: none"> • The committee will assign marks according to the presentation. 			
Total		100				

* Financial proposal shall be opened after the technical evaluation is completed and only those bidders who score at least 60 marks out of 100 marks in technical evaluation shall qualify for financial bid opening.

Financial proposal evaluation: (Quality and Cost Based Selection-QCBC)

The financial proposal(F)is the total cost as indicated in the price bid (P) The financial score (FS)for each proposal shall be calculated using the following formula:

$$FS=100 \times FM/F$$

Where: FS=Financial Score of the proposal under consideration
FM= Lowest price among the financial proposals
F=Price of the proposal under consideration.

Technical and Financial Weights

The technical proposal will be given a weight of T= 0.70

The financial proposal will be given a weight of P = 0.30

Combined Score

The combined score (S)for each proposal shall be calculated as follows:

$$S= (TS \times T) + (FS \times P)$$

Where: TS=Technical score of the proposal under consideration.

T= Weight of the technical proposal (i.e. 0.70)

FS=Financial score of the proposal under consideration

P= Weight of the financial proposal (i.e. 0.30)

Final Ranking:

Proposal shall be ranked according to their combined score (S). The proposal with the highest combined score shall be considered the best offer and liable for Acceptance.

In case of a tie in the final score, the selection shall be made through a **transparent lottery system** in presence of the bidders or their authorized representatives.

Signature of the Bidder

**Executive Officer
Rairangpur Municipality**

DECLARATION BY THE TENDERER

1. I/We have visited the site and have fully been acquainted myself with the local situation regarding materials, labour and the factors pertaining to the work for completion in all respect before submitting the tender.
2. I/We have carefully studied the conditions of the contract specification and other documents of this work and agreed to execute the same accordingly.
3. I/We solemnly pledge that I/We shall be sincere in discharging my /our duties as responsible executants and complete the work within the prescribed time limit. I/We shall submit detailed sanitation programmed with target dates for various items of works keeping in view the time limit and shall accordingly arrange for necessary labours, punctually. In case there are any deviations from the sanitation programme, I/We shall abide by the decision of the Officer-in-charge for revision of the programme and shall arrange for labours to maintain the sanitation work.
4. I/We shall follow all rules and regulations of the state in force with regard to engagement of labour for the sanitation work.
5. No one my /our relative is/are working in this office.
6. The documents furnished with the tender are correct to the best of my knowledge and belief and if any information found to be incorrect in future, the Department has the liberty to take any action as deemed fit.
7. I/We shall abide by the decision of the Executive Officer, Rairangpur Municipality for effectiveness of the sanitation programme and the instructions communicated from Housing and Urban Development Department, Odisha, Bhubaneswar.

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**Executive Officer
Rairangpur Municipality**

FORM OF BID SECURITY DECLARATION

Name of Work:-

Date :-

Bid Identification No. :-

To

**The Executive Officer
Rairangpur Municipality
Rairangpur.**

We, the undersigned, declare that:

1. We understand that, according to your conditions, bids must be supported by a Bid-Security Declaration.
2. We accept that the Authority/Employer/Tender Inviting Authority shall cancel our empanelment and/or suspend/prohibit/debar/black list from participating in bidding in any contract of the State for a minimum period of 2years, if we are in breach of our obligation(s) under the bid conditions, because we:
 - (a) Have withdrawn out Bid prior to the expiry date of the bid validity specified in the Letter of Bid or any extended date provided by user
 - (b) Having been notified of the acceptance of our Bid by the Employer prior to the expiry date the bid validity in the Letter of Bid or any extended date provided by us,
 - i. Failure of use to furnish the Performance Security and, Additional Performance Security, if required in accordance with the ITB/ Terms of the Bid Document/RFP,or
 - ii. Fail to agree to the decisions of the e contract negotiation meeting or
 - iii. Failure refuses to execute the Contract.
3. We understand this Bid-Security Declaration shall expire if we are not the successful Bidder, upon the earlier of your notification of the name of the successful bidder through award of contract; or after the expiry date of the Bid validity.

Name of the Bidder:

Name of the person duly authorized to sign the Bid on behalf of the Bidder :

Title of the person signing the Bid:

Signature of the person named above: _____

Date Signed

Authorized Signatory

Name :

Designation :

Name of the Firm :



FOR ANY ENQUIRY RELATED TO
**SANITATION WORK
TENDER INFORMATION**



Swadhin Babu



Sanitation Expert –
Rairangpur Municipality



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