

SONEPUR MUNICIPALITY

**REQUEST FOR PROPOSAL (RFP) FOR
"SUPPLYING FOR HIRING OF LIGHT COMMERCIAL VEHICLES (LCV)
FOR "DOOR-TO-DOOR COLLECTION OF SEGREGATED SOLID
WASTE" IN SONEPUR MUNICIPALITY**

OFFICE OF THE MUNICIPAL COUNCIL: SONEPUR

DETAILED TENDER CALL NOTICE (DTCN)

DTCN No. 441

Date 18.02.2026

Tender paper for hiring of 1 No of Light Commercial Vehicles (LCV) for Door-To-Door Collection of Segregated Solid Waste in ward No.01 to 15 of Sonepur Municipality.

Bidding Schedule	:	Deadline
Name of the tenderer to whom the tender paper issued	:	
Cost of Tender Paper (non refundable) in shape of DD in any Nationalized bank	:	Rs.10,000/- Rupees ten thousand) only
Starting date of bidding of Tender	:	18/02/2026
Last date and Time of bidding of Tender	:	02/03/2026 at 4.00 PM
Opening of Technical Bid	:	05/03/2026 at 11.00 AM
Opening of Financial Bid of Qualified Bidder	:	To be intimated later
Likely date for commencement of the service	:	

Executive Officer,
Sonepur Municipality

FOR OFFICE USE

Documents furnished by the bidder

1. Whether the bidder submitted the required documents as per checklist of the DTCN.

: Yes/ No.

2. If No,

- a. Whether the technical Bid is considered by the Committee:
b. Whether the technical bid was cancelled and ordered not to open the Financial Bid.

Yes /No
Yes/ No

Executive Officer,
Sonepur Municipality

DTCN containing 23 Pages is approved.

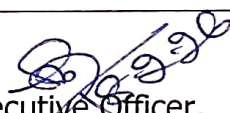
Executive Officer
Sonepur Municipality



OFFICE OF THE MUNICIPAL COUNCIL, SONEPUR
Ph.06654-220475, e-Mail-sonepurm.hud@nic.in

No. 441 / Date 18.02.2026

1	Name of the work for which tender is invited	:	Hiring of 1 No of Light Commercial Vehicles (LCV) for Door-to-Door Collection of Segregated Solid Waste in ward No.01 to 15 of Sonepur Municipality
2	Estimated cost of work	:	
3	Eligible class of bidder	:	Intending Firms/ Service Providers/ Contractor/ Company those have experience in similar nature of work for at least three years and other criteria given in the D.T.C.N (Consortium is not allowed)
4	The bid documents will be available in the office of the undersigned	:	
5	Last date and time of receipt of bid	:	02/03/2026 at 4.00 PM
6	Opening of technical bid documents	:	05/03/2026 at 11 AM
7	Opening of financial bid documents	:	To be intimated later
8	Cost of tender paper (non refundable)	:	Rs.10,000/-(Rupees ten thousand) only excluding GST in shape of Executive Officer Sonepur payable at Sonepur
9	The DTCN may also be downloaded from the website	:	www.subarnapur.nic.in/ www.sonepurmunicipality.in
10	Any other details can be found in the DTCN	:	


Executive Officer,
Sonepur Municipality

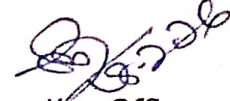
Memo No. 442 / Date 18.02.2026

Copy submitted to the Joint Secretary, I & P.R Department, Govt. of Odisha, Bhubaneswar for information with a request to publish this notice in one Odia and one English daily newspaper for one day with the minimum space, approved rate and submit one copy of publication for reference and copy in duplicate along with the bill for making payment.


Executive Officer,
Sonepur Municipality

Memo No. 443 / Date 18.02.2026

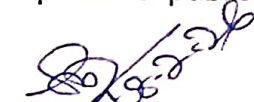
Copy submitted to the Collector, Sonapur / / Project Director, DUDA, Subarnapur / Sub-Collector, Sonapur/ Tahasildar, Sonapur for favour of kind information and necessary action. They are requested to display the above notice in their notice board for wide publication.



Executive Officer,
Sonapur Municipality

Memo No. 444 / Date 18.02.2026

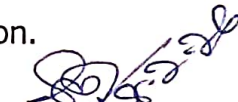
Copy to the DIO, NIC, Sonapur for information with a request to publish the above notice in the district website.



Executive Officer,
Sonapur Municipality

Memo No. 445 / Date 18.02.2026

Copy to this Notice Board/Office website for wide publication.



Executive Officer,
Sonapur Municipality



OFFICE OF THE MUNICIPAL COUNCIL, SONEPUR
Ph.06654-220475, e-Mail-sonepurm.hud@nic.in

No. 441 / Date 18.02.2026

The Executive Officer, Sonapur Municipality invites tender through online for hiring of 1 No of Light Commercial Vehicles (LCV) preferably of TATA ACE/ Force/ Mahindra make or equivalent hydraulic hopper tipper dumper of BS - VI vehicle emission compliance with capacity of 2 cum and above. The vehicle must have two company built separate container of dry & wet waste compartments/ tipper body with facility of mike announcement using pre-recorded voice / GPS tracking system. The vehicle must have support with driver and two nos of helpers each per vehicle for door to door collection of solid waste complete in all respect including cost of fuel and lubricants in Sonapur Municipality on monthly rent basis.

The Rs.10,000/- (Rupees ten thousand) only non refundable cost of tender paper may be deposited in shape of demand draft in favour of Executive Officer, Sonapur Municipality payable at Sonapur.

The contract period of tender is three years subject to renewal in every year on satisfactory performance.

The Executive Officer, Sonapur Municipality invites bids on monthly rate basis in online mode for the work as detailed in the table stated below.

Sl. No	Name of the work	Estimated cost of work / month (including all charges)	Cost of tender paper	Agency	Period of contract
1	2	3	4	5	6
1	Hiring of 1nos. of Light Commercial Vehicles (LCV) preferably of TATA ACE/ Force/ Mahindra make or Equivalent hydraulic Hopper tipper dumper of BS - VI vehicle emission compliance with capacity of 2 cum and above having two company built separate container of dry and wet waste compartments/ tipper body with mike announcement using pre-recorded voice / GPS tracking system including driver and two	Rs...../-	Rs.10,000/- (Non-refundable)	As per DTCN.	3 Years subject to renew every years

helpers each per vehicle for door to door collection of solid waste complete in all respect including cost of fuel & lubricants in Sonepur Municipality on monthly rent basis".				
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1. Bid documents will be available in the official website www.sonepurmunicipality.in and district website www.subarnapur.nic.in from dated.18.02.2026 at 10.00A.M to dt.02.03.2026 upto 4.00P.M. The bidder may be downloaded the document from website and advised to have a sharp look through the terms and conditions.
2. Bidders must deposit the cost of tender paper may be deposited in shape of demand draft in favour of Executive Officer, Sonepur Municipality payable at Sonepur.
3. Earnest money of Rs. 1,00,000/- (Rupees one lakh) only in shape of Fixed Deposit Pledged in any nationalized bank/ National Savings Certificate/ DD shall be deposited in favour of **"The Executive Officer, Sonepur Municipality, Sonepur"** should be attached with their offer. In the absence of above criteria the authority has the power to reject the same with out intimate the bidders. Adjustment of EMD from other Tender will not be considered. The earnest money deposit of the unsuccessful tenderer shall be refunded only after finalization of the Tender and execution of the agreement with the successful bidder. No EMD exemption is allowed for MSME/ NSIC registered units.
4. Bidders are allowed to participate in the tender based on the financial data provided in the price bid page.
5. Bid must have two covers: one technical bid and one financial bid failing which the bid will be out rightly rejected.
6. The financial bid and the technical bid must be submitted through online in the Speed Post/Regd.post from 18.02.2026 at 10 AM till 02.03.2026 at 4.00 PM.
7. Technical bid shall be opened at 11.00 AM on dt.05.03.2026 in the office of the Undersigned in presence of the Tender Committee and bidders or their authorized agents. If the office happens to be closed on the same date, the bid will be opened on the next working date at the same time and venue.
8. The bid documents shall contain copies of all documents duly signed by the bidder as mentioned in the eligibility criteria of the bidder of the DTCN.
9. The authority reserves the right to reject any or all bids without assigning any reason thereof.


 Executive Officer,
 Sonepur Municipality

A. GENERAL INSTRUCTIONS, TERMS & CONDITIONS FOR HIRING OF 1NO OF LIGHT COMMERCIAL VEHICLE (LCV) FOR SOLID WASTE MANAGEMENT (SWM) WORK

1. The number of vehicles listed in the schedule of works is only an estimate and may increase or decrease based on actual requirements. This includes Municipal vehicles that will be provided to the successful bidder on a monthly hire basis, as outlined in the paragraph below. The Municipality reserves the right to modify, reduce, or abandon the scope of work for any reason. Therefore, the bidder will not be entitled to any compensation or payment for any reduction or cancellation of the work.
2. The bidder is responsible for arranging their own tools and equipment (T&P), safety appliances, and consumables necessary for the execution of the work. Both the bidder and their workers must adhere to all safety regulations to prevent accidents that could result in loss of life or damage to public property. The bidder will be fully accountable for any such loss or damage to public or private property. The Municipality will not be held liable under any circumstances.
3. The successful bidder shall provide, at their own expense, personal safety equipment such as helmets, raincoats, photo ID cards, and reflective jackets to the staff, clearly displaying the logos of both the Municipality and the bidder. The bidder must also supply uniforms, as determined by the authority, which should feature the Sonapur Municipality and bidder logos. These items must be provided to the workers once a year to ensure smooth execution of their duties. If the bidder fails to supply the required safety equipment, the Municipality will provide the items, and the cost will be deducted from the bidder's unpaid bill, security deposit, or performance security deposit. Additionally, the Municipality may impose a penalty if it is found that the workers are not using the required safety equipment, ID cards, uniforms, or jackets while performing their duties. Any such penalty will also be deducted from the bidder's unpaid bill, security deposit, or performance security deposit.
4. The bidder shall maintain all statutory registers as required by law and provide them upon request to the Sonapur Municipality or any other relevant authority. The bidder must also keep comprehensive official records of wage and salary disbursements, including supporting documents such as ESI, EPF, etc., for all personnel deployed for the project. Additionally, the bidder is required to maintain personal files for all staff involved in Solid Waste Management (SWM) work in Sonapur Municipality. Each personal file must include essential details such as name, address, date of birth, gender, residential address (temporary and permanent), Aadhaar number, mobile number, bank account information, and EPF/ESIC details.



5. The selected bidder, or a designated coordinator on their behalf, must maintain a presence in Sonapur with an office located within the Sonapur Municipal area. This arrangement is essential to ensure effective daily monitoring of operations, including timely deployment of vehicles with manpower, adherence to fixed routes and schedules for allocated household coverage, collection of segregated waste, and its disposal at the designated MCC/MRF. This will also facilitate prompt interaction with the Municipality, ensuring seamless service delivery without disruptions.
6. The designated vehicle for the assigned area will collect, segregate waste from all households with the assistance of the Swachh Sathi and Swachh Supervisor. It is mandatory for the driver and loader of the vehicle to coordinate and cooperate with them while performing their duties. The driver must also secure a certification from the Swachh Sathi or Swachh Supervisor confirming that all households in the area have been covered without any omissions.
7. The quoted rate must include vehicle hire charges, wages of **one driver & two helpers** each vehicle, repair & maintenance, tools, equipment and all applicable taxes. **Cost of fuel & lubricants shall be reimbursed @ 7.0 km. per liter for actual kilometers run by vehicles.** No additional claims will be entertained by Sonapur Municipality. Tax deductions will be applied at the time of payment as per applicable rates/rules.
8. The vehicle must be in roadworthy condition and should be in 2025 model. It must possess a valid Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution under Control Certificate, and proof of up-to-date tax payment, all of which are mandatory for vehicle operation.
9. The light-capacity commercial vehicle (LCV) must be a garbage tipper equipped with a hydraulic hopper tipper dumper. It should comply with BS-VI vehicle emission standards and have a capacity of 2 cubic meters or more. The vehicle must feature two fully company-built compartments or tipper bodies designed for the separate transportation of wet and dry waste.
10. The vehicle driver must have valid driving license for operating light transport/passenger vehicles and have sufficient experience in driving transport or garbage vehicles. The vehicle drivers and helpers should not have any criminal case against them. They must possess a polite, courteous, and disciplined demeanor.
11. Police verification of drivers & Helpers is mandatory, and any deviation will make the service provider personally liable.
12. Details such as the vehicle's make, year of manufacture, registration number, mileage (kilometers per liter), and validity period must be clearly specified. The bidder should submit vehicle wise information in **Schedule- C (Annexure-2)**.
13. The successful bidder must start providing services within 30 days of receiving the order and continue for a period of **three years** from the date of issuance. This period may be extended for an additional term, as determined by the



Municipality, based on satisfactory performance by the bidder, through mutual agreement, and under the same terms and conditions.

14. The Light Commercial vehicle (LCV), during the period of contract, shall have all necessary valid MV documents such as valid Registration Certificate, Insurance Certificate, Fitness Certificate, proof of up to date tax payment etc. and DL of the driver should be available all the times. The Department/ Office hiring the vehicles shall not be responsible for any damage/ loss caused to the hired vehicles or loss of life/ injury made to any person or damages to any property on account of use of hired vehicle in any manner whatsoever. The service provider shall be responsible for all such type of litigation arises during the working hours of operation. Sonapur Municipality shall not be responsible for any type of litigation arises during the contract period.
15. The drivers of the vehicles provided must follow traffic rules and other regulations prescribed by the Govt. from time to time. Drivers should be familiar with all places in Sonapur Town. Sonapur Municipality will not be responsible for any Challan, loss, damage or accident to the vehicle or to the driver & loader.
16. The daily record indicating the time, mileage and house hold covered for each vehicle shall be maintained. Mobile phone facility (24 x 7 hours) must be available with the successful bidders and drivers.
17. The scope of work includes providing vehicles equipped with a microphone announcement system with pre- recorded voice, GPS tracking system, lubricants, and other necessary components for door-to-door waste collection. It also covers daily operations, safe disposal of waste at MCC/ MRF/ collection sites, and comprehensive regular maintenance, including the wages for drivers and loaders. The vehicles (LCVs) are required to begin their daily operations from **5:00 AM to 11:00 AM** during the morning shift and from **5:00 PM to 8:00 PM** during the evening shift, or as directed by the Municipality. The vehicles must cover the same households every day at the designated times without any deviation.
18. The vehicle shall be required to operate on all days, including Sundays and Government holidays. In the event that the hired vehicle is absent from duty for any reason including breakdown and the bidder fails to provide a substitute, no payment shall be made for the day(s) of absence, in addition to any penalty that may be imposed by the Municipality. A log book must be maintained on a daily basis for record-keeping purposes.
19. Failure to comply with the terms and conditions or to deliver services as stipulated in this contract will result in penalties, as detailed in **Schedule-G** of this TENDER.
20. The successful bidder shall display slogans of SBM, prototypes, the allocated route map, and any other materials as required by the Municipality on the vehicle body, as per the Municipality's instructions, at their own expense.
21. The monthly hire charge shall be paid in the following month, preferably within 15 (fifteen) days of receiving the service provider's bill, which must be



accompanied by duty slips/log sheets signed by the competent authority supported with Vehicle Log books. No advance payments shall be made. TDS or other statutory dues shall be deducted as per the provisions of the Income Tax Act or any other acts & rules.

22. **The payment of wages to the drivers @ skilled wage rate and to the loaders @unskilled wage rates as per latest minimum wage rate as notified by the Govt in Labour and Employment Department, Odisha. The wage escalation is applicable for reimbursement to the contractor from time to time rate applicable provisions of various labor laws and regulation.** It is the sole responsibility of the successful bidder and any breach of such laws or regulations shall be deemed to be breach of this contract.
23. In the event that the services are deemed unsatisfactory, the Municipality reserves the right to terminate the agreement by providing **one month's prior notice** to the successful bidder. Should the service provider wish to withdraw the vehicle services and terminate the agreement, it is mandatory for the service provider to provide a notice of **two months prior to such** withdrawal and termination of the agreement.
24. If, during the term of this contract, the agency fails to duly and faithfully perform its obligations, the employer shall, without prejudice to any other rights or remedies available under this contract or applicable law, have the right to invoke, retain, and appropriate the EMD/performance security.
25. If the vehicles fail to operate regularly due to the bidder's negligence, such as the failure to supply fuel, lubricants, spare parts, consumables, or to perform timely repairs and maintenance, the authority reserves the right to terminate the agreement. The Municipality may then engage another suitable agency from an alternative source.
26. The vehicles must report for duty on time and regularly. In the event of an emergency, the LCV must be available for duty as per the requirements of Sonapur Municipality, without any additional payment being requested.
27. Sonapur Municipality shall not be liable for any compensation that may be required to be paid to the driver/loader of the bidder/service provider in the event of any injury or mishap.
28. The milometer of the vehicles must always be in working condition and calibrated by an authorized/approved lab whenever necessary.
29. The bidder shall be responsible for installing a GPS tracking system in each vehicle at their own expense, ensuring effective monitoring by both the bidder and the Municipality. The GPS system must remain fully operational at all times.
30. The Municipality reserves the right to impose a penalty on the bidder for failure to collect segregated solid waste from all households allocated to a particular vehicle on a daily basis, regardless of the reason for such failure. This penalty shall be binding on the bidder, and the Municipality shall not entertain any claims in this regard.



31. If, during the operation of the vehicles, the activities, movements, statements, behavior, or any actions of the driver/ loader are deemed suspicious, questionable, or contrary to the instructions provided by Sonapur Municipality, the bidder shall immediately replace the driver/ loader upon notification.
32. The bidder/service provider shall ensure that the vehicle collects dry and wet waste from each household daily, in accordance with the instructions of Sonapur Municipality. An advance route/action plan must be prepared to ensure proper execution of duties, which may be modified by the Officer-in-Charge as per the requirements.
33. The payment will be made to the agency basing upon satisfactory report duly signed by concerned authority/in-charge/ward officer/Sanitary Expert. The agency should be responsible for collection of waste from door to door on a daily basis. He should take proper care for redressal of public grievances on sanitation work. He should take immediate and appropriate steps to mitigate the public grievance in a war footing manner.
34. The selected bidder shall execute the Contract Agreement within 7 days from LOA issuance.


Executive Officer,
Sonapur Municipality

ELIGIBILITY CRITERIA

To be eligible for qualification, applicants shall furnish the followings.

- (a) Required Tender Paper Cost & E.M.D as per the notice inviting Tender.
- (b) Scanned copy of valid Registration Certificate, Valid GST certificate, PAN card, Labour License and Affidavits furnish the original for verification before the Executive Officer, Sonapur Municipality well before opening of the technical bid.
- (c) Annual average financial turn over during last 3 (three) years **(2022-23 to 2024-25) should not be less than 5.00 crore** and the turnover need to be certified by Chartered Accountant with **Unique Document Identification Number (UDIN)**. Copy of Audited Balance sheet duly audited by a chartered Accountant for last three financial years i.e. (2022-23, 2023-24 & 2024-25) should accompany the bid.
- (d) Scanned copy of information regarding current litigation, debarring/ expelling of the applicant or abandonment of any work by the applicant in **Schedule-D** and affidavit to that effect including authentication of tender documents in **Schedule-E** and furnish the Originals for verification before the Executive Officer, Sonapur Municipality well before opening of the technical bid
- (e) Scanned copy of information regarding experience in similar nature of works such as **door-to-door collection and Segregation of Municipal Solid Waste** in ULBS /Govt./PSU in **Schedule- C1** and in **Schedule- C2** with scanned copy of experience certificates. The agency must have experience for at least 10 Nos. of vehicles for door-to-door work at least in one ULBS /Govt./PSU (Copies to be enclosed). Preference shall be given to the bidder who has more experience in this regard. Certificate of credibility and experience from the relevant authority/ employer, confirming at least three years of work in similar activities.
- (f) Proof of ownership documents of 10 vehicles like Registration Certificate, Insurance Certificate, Fitness Certificate, Pollution Under Control Certificate, and proof of up-to-date tax payment of self/ lease vehicles along with lease deed (legal affidavit).
- (g) No relation certificate in **Schedule-A**
- (h) Copy of relevant ISO Certification in favour of the bidder if any
- (i) Certificate of Net Worth of the Bidder which should not be less than **2.00 crore** in the last financial year certified by a Chartered Accountant.
- (j) Copy of valid EPF & ESI Registration Certificate
- (k) Other required schedule/ information/ documents as per the notice inviting TENDER and considered relevant if any furnishing of such documents along with the Technical Bid is mandatory failing which his/ her bid shall be declared as non responsive and thus liable for rejection.


Executive Officer,
Sonapur Municipality

BID EVALUATION CRITERIA :

Evaluation of the bid shall be carried out in two stages. Only those Agencies who meet the Minimum Eligibility Criteria as above shall qualify for the next stage of evaluation.

a. First stage: Evaluation of Technical Bid :

Evaluation of Technical Bid shall be made by the Tender Committee of the Municipality. In the first stage, the Technical Bid will be evaluated on the basis of bidder's fulfillment of eligibility criteria. Based on the eligibility criteria, only those bidders whose Technical Bid becomes responsive, shall qualify for further detail technical evaluation and presentation. The award of marks based on the following criteria will be given:

Sl. No.	Evaluation Parameters	Total Mark	Criteria for award of Mark	
1	Years of Experience in similar activities such as door-to-door collection & Segregation of Municipal Solid Waste (under single or multiple contracts) in any Govt/Municipal corporation or Council/ ULBs/PSU (to be determined from work order / contract copies/ Experience Certificate)	30	1 ≤ 5 Years	10 Marks
			>5 ≤ 10 Years	20 Marks
			> 10 Years	30 Marks
2	Annual Average Turnover for last three years (2022-23, 2023-24 & 2024-25)	20	5.0 ≤ 10.0 crore	5 Marks
			>10.0 ≤ 15.0 crore	10 Marks
			>15.0 ≤ 20.0 crore	15 Marks
			>20.0 crore	20 Marks
3	Valid ISO Certification in related field such as ISO 9001 : 2015, ISO 14001 : 2015 & ISO 45001:2018 etc.	10	One Certificate	4 Marks
			Two Certificate	6 Marks
			Three Certificate	10 Marks
4	Net Worth Certificate	10	2.0 to 3.0 crore	5 Marks
			> 3.0 crore	10 Marks
5	Work Plan Presentation (PPT)	30	Presentation of the work plan through PPT not more than 10-15 minutes	
	Total	100		

In Technical Selection, the bidders need to score minimum **70 marks** to be eligible for the 2nd stage evaluation i.e. financial evaluation.



b. Financial Bid Evaluation Criteria:

- (i) The financial bid of agencies will be opened those have scored minimum 70 marks out of 100 marks in technical evaluation fulfilling all technical evaluation criteria.
- (ii) Quality and Cost Based Selection (QCBS) method will be followed during the overall selection process. Based on the evaluation of technical Bid, the technically qualified bidders shall be ranked highest to lowest Technical Score (TS) in accordance to the marks obtained during the technical evaluation stage.
- (iii) Financial Score: The lowest financial Bid will be given a Financial Score (FS) of 100 points. The financial scores of other Bids will be computed as follows:

$$FS = 100 \times FM1/F1$$

(F1 = Amount of Financial Bid as quoted by the bidder;
FM1 = Lowest financial amount quoted)

- (iv) Combined and Final Evaluation of the Bids will finally be ranked according to their combined Score (S) calculated based on technical (TS) and financial (FS) scores as follows:

$$S = TS \times TW + FS \times FW$$

(Where TW and FW are weightage assigned to technical Bid and Financial Bid as 0.70 and 0.30 respectively).


Executive Officer,
Sonepur Municipality

BASE YEAR AND ESCALATION :

Escalation applicable for hike in wage rate and market inflation from time to time. The base year shall be taken as indicated in Contract Data.

Following escalation/ enhancement factors will be used for the costs of works executed and the financial figures to a common base value for works completed in India.

Year	Multiplying factor
Base year	: 1.00
Year – 1	: 1.10
Year – 2	: 1.21
Year – 3	: 1.33
Year – 4	: 1.46

(Applicant should indicate actual figures of costs and amounts for the work executed by them without accounting for the above mentioned factors)

PENALTY CLAUSES

Sl. No.	Description of activity	Penalty
1	Absence from duty	1.5 times daily hire charge per vehicle
2	Delay in reporting	Per hour 12.5% of the daily hire charge per vehicle
3	Non sticking to the routine time	10% of the daily hire charge per vehicle
4	Drunken driving	10% of the daily hire charge per vehicle
5	Taking bribe and favors	20% of the daily hire charge per vehicle
6	Swachha - Karmis (Driver & loader) found to use alcohol or other narcotic substances during duty	10% of the daily hire charge per vehicle
7	Diversion from fixed route during duty	10% of the daily hire charge per vehicle
8	Mis-utilization of the vehicle	20% of the daily hire charge per vehicle
9	Non-functioning / tampering of milometer	5% of the daily hire charge per vehicle
10	Non solving of public grievance	Rs 100 /- per grievance
11	More than 5 complaints against any driver or Swachha Karmi (loader)	10% of the daily hire charge per vehicle
12	Damage to the vehicle and public property	5% of hire charge or actual cost of repair cost or whichever is higher
13	Accidents owing to negligence of driver	5% of hire charge or actual cost of repair / damage cost or whichever is higher
14	Segregation of waste is less than 90%	Up to 90% no penalty. 10% of hire charge per vehicle for every 10% shortfall below 90% or part thereof.
15	Mixing of biomedical and hazardous waste	20% of the hire charge per vehicle



Signature of the bidder

DOCUMENTS REQUIRED TO BE SUBMITTED BY THE BIDDER

Sl. No.	Particulars	Whether furnished (Yes/ No)	Reference to Page no.
1	Cost of tender paper Rs. 10,000.00 (As per TENDER Notice)		
2	E.M.D Rs.1,00,000.00 (As per TENDER Notice)		
3	Copy of valid Registration Certificate		
4	Copy of valid GSTIN along with last month return copy		
5	Copy of PAN Card		
6	Copy of valid EPF & ESI Registration Certificate along with last month ECR copy		
7	Copy of valid Contract Labour Licenses		
8	Copy of relevant ISO Certification in favour of the bidder		
9	Copy of Audited Balance Sheet and Profit & Loss Account during last 3 (three) years (2021-22 to 2023-24) duly certified by Chartered Accountant with Unique Document Identification Number (UDIN).		
10	Annual average financial turn over during last 3 (three) years (2021-22 to 2023-24) and the turnover need to be certified by Chartered Accountant with Unique Document Identification Number (UDIN).		
11	Proof of ownership of vehicles		
12	Certificate of no Relationship Certificate in Schedule – A		
13	General information for hiring vehicles in Schedule – B		
14	Works Experiences (completed assignments) : in Schedule – C1		
15	Works Experiences (current assignments) : in Schedule – C2		
16	Information regarding current litigation, debarring / expelling of the tender or abandonment of the work by the tenderer (Schedule-D)		
17	Affidavit (Schedule-E)		
18	Any other Documents as required		
19	e-mail ID		
20	Contact no.		



Signature of the bidder

CERTIFICATE OF NO RELATIONSHIP

SCHEDULE-A

I/We hereby certify that I/We* am/are* **related / not related (*)** to any officer of the Sonapur Municipality of the rank of Junior Engineer & above and any Councilor of the Municipality. I/We* am/are* aware that, if the facts subsequently proved to be false, my/our* contract will be rescinded with forfeiture of E.M.D and security deposit and *I/We** shall be liable to make good the loss or damage resulting from such cancellation.

I/We also note that, non-submission of this certificate will render my/ our tender liable for rejection. (*) - Strike out which is not applicable

Signature of the bidder

SCHEDULE-B**GENERAL INFORMATION FOR HIRING VEHICLES
(To be submitted vehicle wise)**

Sl. No.	Type of Vehicle	Registration No.	Registration Date	Model & Year of Manufacture	Fitness Certificate Validity	Insurance Validity
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						



Signature of the Bidder

SCHEDULE – C1**WORK EXPERIENCE****LIST OF SIMILAR NATURE OF PROJECTS SUCH AS SANITATION WORKS IN
ULBS /GOVT./PSU EXECUTED/COMPLETED**

Sl. No.	Name of the employer	Name of location and name of work	Contract price in Indian Rupees	Date of starting the work as per agreement	Stipulated date of completion of the work as per agreement	Actual date of completion of work	Remarks, if any
1	2	3	4	5	6	7	8
1							
2							
3							
4							
5							
6							



Signature of the bidder
Attach certificate(s) from the Employers

SCHEDULE-C2

WORK EXPERIENCE
LIST OF PROJECTS OF SIMILAR NATURE SUCH AS SANITATION WORKS IN
ULBS/GOVT/PSU UNDER PROGRESS

Sl. No.	Name of the employer	Name of location and name of work	Contract price in Indian Rupees	Date of starting the work as per agreement	Stipulated date of completion of the work as per agreement	Actual date of completion of work	Remarks, if any
1	2	3	4	5	6	7	8
1							
2							
3							
4							
5							
6							



Signature of the bidder
Attach certificate(s) from the Employers

SCHEDULE-D

**INFORMATION REGARDING CURRENT LITIGATION, DEBARRING EXPELLING OF
TENDERED OR ABANDONMENT OF WORK BY THE TENDERER**

1	Is the tenderer currently involved in any litigation relating to the works	Yes	No
2	If yes: give details:		
3	Has the tenderer or any of its Constituent partners been debarred or expelled by any agency in India during the last 5 years?	Yes	No
4	Has the tenderer or any of its constituent partners failed to perform any contract work in India during the last 5 years?	Yes	No
5	If yes, give details:		

Note: If any information in this schedule is found to be incorrect or concealed, the tender will be summarily rejected.



Signature of the bidder

AFFIDAVIT

(To be submitted in original) – Mandatory.

1. I Sri aged about years Son of At: PO. PS..... Dist. do hereby solemnly affirm and state as follows:
2. That I am the of M/s..... At: PO PS Dist.
3. That I do hereby states that all the statements made in the required attachments are true and correct.
4. That I do hereby states that neither my/our firm/ Company/ Individuals nor any of its constituent partners have abandoned any road/ Bridge/ irrigation/ Buildings or other project work in India nor any contract awarded to us for such works have been rescinded during the last five years prior to the date of this bid.
5. That I do hereby agrees that further qualifying information may be requested and agree to furnish any such information at the request of the Department.
6. That the purpose of this affidavit is to produce it before the Executive Officer, Sonepur Municipality for the tender work vide Tender No..... date.....



FINANCIAL BID (Cover-II)

PRICE BID

Sl. No.	Scope of Work	Monthly Quoted Price including Service Charges (in Rs) for one LCVs	
		In Figures	In Words
1.	Hiring of 1No of Light Commercial Vehicles (LCV) preferably of TATA ACE/Force/Mahindra make or Equivalent hydraulic Hopper tipper dumper of BS _VI vehicle emission compliance with capacity of 2 cum and above having two company built separate container of dry & wet waste compartments/tipper body with mike announcement using pre-recorded voice / GPS tracking system for "Door-to-door collection & Segregation of Municipal Solid Waste" complete in all respect including cost of One Driver, Two helpers including all charges (including fuel) per vehicle in Sonapur Municipality on monthly rent basis"		



Seal & Signature of the bidder

Date: