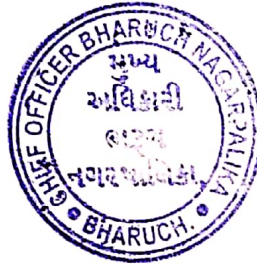


**Request for Proposal (RFP) for Selection of  
Technical Agency / Project Management  
Consultants for implementation of all types of Solid  
Waste Management Projects under Swachh Bharat  
Mission (Urban) in  
Bharuch Nagar palika**



**Issuing Authority**

**Bharuch**

**Nagarpalika**

Bharuch Nagar Seva Sadan, Jawahar Municipal Bhavan, Civil Hospital Road, Bharuch  
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## Bharuch Nagarpalika

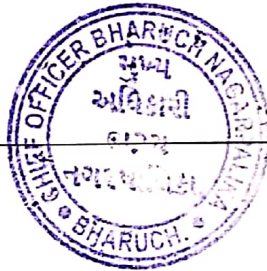
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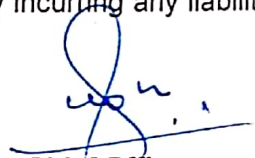
### **Request for Proposal (RFP) for Selection of Technical Agency / Project Management Consultants for implementation of all types of Solid Waste Management Projects under Swachh Bharat Mission (Urban) in Bharuch Nagarpalika**

Bharuch Nagarpalika intends to select a Technical Agency (TA) from the list of consultants or its subsidiary approved by Government of India vide A-46020/3/2013-EA dated 27/11/2014 for planning, designing, implementation, monitoring and supervision for implementation of all types of Solid Waste Management Projects under Swachh Bharat Mission (Urban). The duration of the project is for 5 years.

The consultants are requested to contact the office of Bharuch Nagarpalika for getting all the terms / conditions of the selection and scope of works. Offer must be submitted in sealed cover superscribed with the name of work so as to reach the office of Chief Officer, Bharuch Nagarpalika on or before Dtd.08/04/2021 by Speed Post / RPAD Only.

Bharuch Nagarpalika reserves the right to accept or reject any offer, and to annul the selection process and reject all offer at any time, without thereby incurring any liability to the affected applicant or applicants for any such action.



  
Chief Officer  
Bharuch Nagarpalika  
Bharuch



# Bharuch Nagarpalika

Bharuch Nagar Seva Sadan, Jawahar Municipal Bhavan, Civil Hospital Road, Bharuch  
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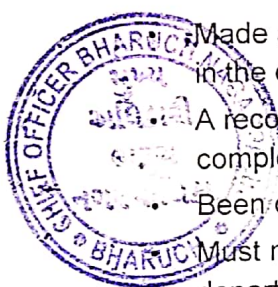
# Bharuch Nagarpalika

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## Annexure 1: Instruction to Applicant

### A. Eligibility Criteria

- The empanelled consultant (47 Nos.) can either be an individual, a company, a partnership firm, its subsidiary of a parent company, an academic institute or a non-governmental organization. The following are the minimum eligibility criteria –
  - The empanelled consultant must have prepared DPRs in last Seven years for any solid waste management project as per the Guidelines of Gol/any other state government scheme for atleast 50 Urban Local Body.
  - The empanelled consultant must have an average annual turnover of Rs. 3 Crore over the last three proceeding years.
  - The empanelled consultant should have the requisite man power as specified in Annexure 2.
- Even if an applicant satisfies the above noted requirements, it is liable to be disqualified if it is found to have:



Made a false representation in the form, statement and attachments required in the documents for this engagement;

A record of poor performance such as abandoning work, not properly completing contract, financial failures or delayed completion;

Been convicted by any court of law.

Must not have been blacklisted by any government/ semi government department in the last three years.

- Proposals will be evaluated based on appropriate marking system. The categories for marking and their respective weight-age are as under:

No.	Criteria	Breakup	Max. Weightage
1	<b>Past Experience of the Firm</b> have prepared DPRs in last Seven years for any solid waste management project as per the Guidelines of Gol/any other state government scheme for atleast 50 Urban Local Body.		40 Marks
	- 50 to 75 Urban Local Body	10 Marks	
	- 76 to 100 Urban Local Body	20 Marks	
	- 101 to 125 Urban Local Body	30 Marks	
	- More than 125 Urban Local Body	40 Marks	
2	<b>Financial Strength of the Consultants</b>		
	Must have an average annual turnover of Rs. 3 Crore over the last three proceeding years		10 Marks



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No.	Criteria	Breakup	Max. Weightage
	- 3 Crore to 10 Crore	5 Marks	
	- More than 10 Crore	10 Marks	
3	<b>Approach &amp; Methodology</b> Adequacy of the proposed work plan and methodology in responding to the RFP		20 Marks
	- Average	5 Marks	
	- Good	15 Marks	
	- Very Good	20 Marks	
4	<b>Qualification of Key Technical Expert</b> (As per Annexure 2)		30 Marks
	- Team Leader with Design Expert	15 Marks	
	- Environment Engineer / SWM Expert	10 Marks	
	- Site Engineer	5 Marks	
<b>Total Marks</b>			<b>100 Marks</b>

4. The weightage for Marking of proposed Key Persons to be deployed is as below:-

Criteria	Weightage	Maximum Weightage
<b>i. Qualification</b>		
M.E. / M.Tech / M. Plan / PHD	30%	30%
B.E. / B.Tech	20%	
<b>ii. Experience of Working in Solid Waste Management</b>	10%	10%
<b>iii. Experience</b>		
More than 10 Years	30%	30%
5 to 10 Years	15%	
<b>iv. No. of similar assignments handled</b>		
More than 5 assignments	30%	30%
Atleast 5 assignments	15%	
<b>Total Marks (i – iv)</b>		<b>100 %</b>
Note: Proposed Personnel having qualification and experience less than the above prescribed Qualification and experience in the RFP will be marked as Nil.		

- The applicant getting minimum 75 Marks shall be short-listed for financial evaluation in the second stage.
- In the second stage, the financial evaluation will be carried out as per this Clause. Each Financial Proposal will be assigned a financial score (SF).
- For financial evaluation, the total fee indicated in the financial proposal as per Annexure 8 will be considered.





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8. Bharuch Nagarpalika will determine whether the Financial Proposal is complete, unqualified and unconditional. The Financial Proposals will be evaluated under Least Cost Selection (LCS) after technical evaluation as indicated above. Therefore, it's Quality based Least cost selection process (QBLCS).
9. If multiple applicants have quoted the same rates, the Applicant with the higher marks in technical evaluation will be selected and if both the applicant have equal marks in technical evaluation then the award of the contract will be the sole discretion of the Bharuch Nagarpalika.
10. The proposal will be strictly opened in chronological order i.e. Opening of Proposal for applicant 1 followed by applicant 2, applicant 3 and so on.

### B. Cost of Proposal

11. The Consultant shall be responsible for all the costs associated with the preparation of their Proposal and their participation in the selection process. Bharuch Nagarpalika will not be responsible or in any way liable for payment of such costs, regardless of the conduct or outcome of the selection process.

### C. Site Visit and verification of Information

12. Prior to submitting the proposal, the Consultants are advised to visit and examine the project site and its surroundings, obtain and ascertain for themselves all technical data, and other information necessary for preparing their proposal including carrying out necessary technical surveys, field investigations, assets condition assessment etc. at its own cost and risk. Consultants are encouraged to submit their respective proposal after visiting the project site/area to ascertain the ground situation, coverage, quality of assets or any other matter considered relevant by them. Consultants shall be deemed to have full knowledge of the site conditions, whether physically inspected or not, if Consultants submits its Proposal for the mentioned work.
13. For the above purpose, the Consultants may approach the Bharuch Nagarpalika for assistance during any site visit. The Consultants shall be responsible for all arrangements and shall release and indemnify the Bharuch Nagarpalika and/or any of its agencies/consultants/advisors from and against all liability in respect hereof and shall be

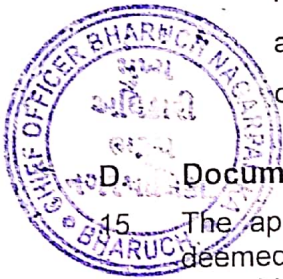


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solely responsible for any personal injury, loss of or damage to property or any other loss, damage, costs or expenses, however caused, which, but for the exercise of such permission, would not have arisen due to this RFP.

14. It shall be deemed that by submitting a Proposal, the Consultant has:
- Made a complete and careful examination of the RFP documents;
  - Received all relevant information;
  - Acknowledged and accepted the risk of inadequacy, error or mistake in the information provided in the RFP documents or furnished by the Bharuch Nagarpalika and shall not be a basis for any claim for compensation, damages, extension of time of performance of its obligations, loss of profit etc. from the Bharuch Nagarpalika, or a ground for termination of the agreement;
  - Satisfied itself about all matters, things and information necessary and required for submitting an informed bid, execution of the project in accordance with the RFP documents and performance of all of its obligations there under;



### **Documents to be submitted along with Proposal**

15. The applicant shall submit all the documents along with proposal which are deemed to be valid and necessary for evaluation as per the condition of this RFP and which are acceptable in general practice of Tender or bidding.

### **E. One Proposal for One Applicant**

16. An applicant shall submit only one Application. An applicant submitting directly or indirectly more than 1 applicable will be rejected.

### **F. Conditional Proposal to be rejected**

17. An applicant submitting a conditional offer will be liable for rejection.

### **G. Late Submission**

18. Application received after deadline will be liable to be rejected.

### **H. Modification and Withdrawal of Proposal**

19. No modifications in the proposal or withdrawal shall be allowed once the proposal is received by Bharuch Nagarpalika.

### **I. Agreement with selected Agency**

20. The selected Agency will undertake a agreement with Bharuch Nagarpalika within 30 days after issue of Letter of Acceptance (LOA)





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### Annexure 2: Indicative Scope of Work

#### J. Project Background

21. Government of Gujarat proposes to strengthen the entire MSWM system in all the Urban Local Bodies (ULBs) in Gujarat so as to comply with the Solid Waste Management Rules 2016, Service Level Benchmarks of the Government of India (GoI) & achieve the objectives of Swachh Bharat Mission (SBM).
22. Bharuch Nagarpalika is responsible for managing Municipal Waste Management generated in its jurisdiction. This waste mostly comprises of waste from households/commercial establishments/hotels and waste generated as a result of sweeping of roads and public places.
23. To assist in this works, Bharuch Nagarpalika intends to appoint a Technical Agency (TA) who will responsible for will be responsible for overall planning, designing, implementation, monitoring and supervision for implementation of all types of Solid Waste Management Projects under Swachh Bharat Mission (Urban) in Bharuch Nagarpalika.

24. The TA shall be responsible for planning, design, project management, bid process management, monitoring / supervision of works of contractor for implementation of all types of solid waste management projects in Bharuch City in coordination with Bharuch Nagarpalika. The Solid Waste Management Projects will cover following sub projects-

- Waste Collection and Transportation Infrastructure
- Waste Processing Infrastructure for Municipal Solid Waste Treatment
- Scientific Landfill Site for disposal of Inert
- Processing of Legacy Waste

#### K. Scope of work by Technical Agency (TA)

25. The scope of services of TA for any solid waste management project is divided into 3 stages;
  - Part-1: Preparation of Detailed Project Report (DPR)
  - Part-2: Tender preparation, evaluation and awarding of work Contracts
  - Part-3: Supervision and Project Management
26. Part-1: Preparation of Detailed Project Report (DPR):- The following activities are required to be performed for this stage
  - Conduct required field visit to understand the current situation and undertake a feasibility of identified project for implementation.
  - Identify & conceptualize projects required to be implemented for management of Municipal Solid waste as per SWM Rules 2016.

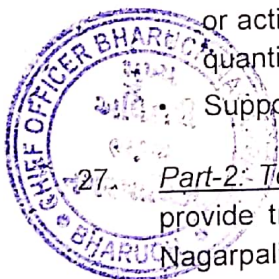




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- Undertake Demand and Gap Assessment for Infrastructure required for Solid Waste Management.
- Undertake feasibility on aspects such as technical, commercial, financial, and legal of project development and implementation based on requirements.
- Identify necessary approvals and clearances to be obtained for the project for implementation.
- Propose models such as joint ventures, subsidiaries, public-private partnership (PPP), turnkey contracts, etc. and appoint contractor for designing, developing, managing and implementing projects. And anticipate Sources of Funds
- Evaluate design conditions and report the engineering analysis, complete with identification of design issues and needs; in terms of technical, time, cost, quality and sustainability.
- Develop appropriate general conceptual layouts, and process design schemes including the preliminary engineering cost estimate, conduct stakeholder discussions and feedbacks from relevant authorities.
- Preparation of technical specifications, sketches for the detailed design and construction and bill of quantities with broad estimated costs infrastructure, developments, electro mechanical works and relevant preliminaries.
- Produce the drawings, specifications, and bill of quantities (BOQ) for each item or activity according to the general requirements and in terms of the appropriate quantity and cost Estimates.
- Support Bharuch Nagarpalika for getting required approval.



27. Part-2: Tender preparation, evaluation and awarding of work Contracts: - TA will provide transaction advisory and bid process management support to Bharuch Nagarpalika. The following are the task to be undertaken during this stage.

- Prepare Tender Document in consultation with official in charge.
- Prepare BOQ and Estimates as per applicable schedule of rates.
- Prepare & Assist in finalization of Bid Documents for Uploading on e-procurement portal of Government of Gujarat (GoG) or GeM portal.
- Answering the technical queries raised by the contractors in the pre bid meeting.
- Preparing all the pre bid questionnaire and clarifications.
- Assisting in evaluation of bids received by Bharuch Nagarpalika.
- Recommendation for award of work contracts.
- Issue of letter of intent, preparation and signing of contract for appointment of contractors for goods and services.

28. Part-3: Supervision and Project Management: - TA will perform principal services which will include below-

- Visit the site of works, at intervals and as instructed, and collect information with



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photographs related to physical progress of implementation.

- Undertake Proof checking of designs or completed works with scrutiny of supporting documentations etc in order to make a compliance report and grant approval on completed works.
- Prepare and submit progress report on progress of works.
- Review and approve all the Contractor's design, drawings and implementation schedules.
- Represent the interest of the Bharuch Nagarpalika vis-a-vis the Contractor in any manner related to the construction contract and the proper execution thereof.
- Examine and make recommendations on all claims from all the Contractor for extension of time, extra compensation, work or expenses or other similar matters.
- Compute quantities of approved and accepted work and materials and check, certify and make recommendations on the Contractor's payment certificates.
- Organize site meetings as and when required with the contractor to monitor the quality, construction schedule and any other matter pertaining to project.
- Inform on problems or potential problems, which arise in connection with the works contract and make recommendations for possible solutions.

Provide timely assistance and direction to the Contractor in all matters related to the interpretation of the Contract Documents, ground survey controls, quality control testing and other matters related to contract compliance and progress of the project.

Assure the receipts and maintain as permanent records, all warranties required under the terms of the Contract Documents for materials and equipment accepted and incorporated in the project. All local materials incorporated in their source are also to be approved and as-built drawings to be prepared for all works by the contractor.

- Assist Bharuch Nagarpalika and the contractor in easy resolution of issues, and conflicts.

### **L Action requiring specific approval of Bharuch Nagarpalika**

29. TA will seek prior permission of Bharuch Nagarpalika before taking any of the following actions:

- Consenting to the subcontracting of any part of the construction works of Contractor.
- Certifying additional cost determined during Construction.
- Approving an extension of time of contractors.
- Issuing a variation except if such variation would be within the limits as indicated in the civil contract document.
- Approving new rates either for existing items of work, which arises from variation quantities beyond the limit, defined in the contract or fixing rates of non-priced works





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involving any extra item and certifying any additional cost determined under the provisions of contract;

- Issuing the order for special tests like Topographical Investigations, Contour Survey, Subsoil investigations, Ground Water/ Hydro geological investigations, Environment investigations and other engineering test, software Development etc. and determining the cost of such activities, which shall be paid by Bharuch Nagarpalika or Contractor.
- Issuing/approving the Technical Specification, if not provided for an item of works in the Construction Contract, similarly; for any change in Technical Specification of any item of work.

### M. Period of Engagement

30. The Period for the Assignment shall be initially for 3 Year (36 months) from the date of issue of work order which may be extended on similar rate and terms & conditions for further period of 2 Year (24 months) on mutual agreement.

### N. Manpower / Experts to be deployed by TA & Staffing Schedule

31. TA shall deploy competent manpower/ experts having similar experience for the project. In addition to the experts, TA will also provide support staff (who will work at back office at Ahmedabad to provide additional support to Key Personnel). The job responsibilities, qualification and desirable experience of the staff to be engaged and staffing schedule is given below-

No.	Personnel	Responsibility	Qualification	Experience	Minimum Mandays per month at site
<b>(A) KEY PERSONNEL</b>					
1	<b>Team Leader with Design Expert (1 Nos.)</b>	Responsible for overall project planning, design and management of all construction works	B. Arch and Masters in Urban Planning from a recognized institution	Minimum 10 years experience in sanitation related/ solid waste management/ waste water management projects	10 days in Month
2	<b>Environment Engineer / SWM Expert (1 Nos.)</b>	Provide technical input at various stages, coordination with all team members Assist the Team Leader in tasks, vetting and finalisation of SWM design & drawings of SWM system and equipment	B.E Environmental and Masters in Infrastructure Planning Engineering from a recognized institution	Minimum 10 years of experience in preparation of DPR, Cost Estimates and Tender Documents in solid waste management sector	Should visit the site at least Fortnightly, should be present at site during the Commissioning stage





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No.	Personnel	Responsibility	Qualification	Experience	Minimum Mandays per month at site
3	Site Engineer (1 Nos.)	Measure quantities of work, record measurements and verify items / work quantities executed by the contractor. Maintain a permanent record of all measurement for the work quantities	B.E/Diploma in Civil Engineering from a recognized institution and on a regular mode	Minimum 5 years of experience as Site Engineer in Infrastructure Project for civil works	Full Time during commissioning & construction stage
<b>(B) SUPPORT STAFF</b>					
4	Financial Expert (1 Nos.)	Review the financial model prepared by the contractor and provide feedback on the same. Review the financial progress of various project from time to time	MBA / equivalent	Minimum 5 years of relevant experience	As and when required based on the project requirement
5	Contract Expert (1 Nos.)	Review the procurement plan of the contractors and monitor compliance of contract terms and conditions	MBA / equivalent	Minimum 5 years of relevant experience	As and when required based on the project requirement
6	Structural Engineer (1 Nos.)	Review the structural design, drawing and execution of all construction components of project	B.E. / B.Tech in Civil Engineering	Minimum 5 years of experience in analysis, design and execution of industrial structures	As and when required based on the project requirement
7	Civil Engineer (1 Nos.)	Review BOQ items and quantity with drawings and point out the discrepancies/variations, if any.	B.E. / B.Tech in Civil Engineering	Minimum 5 years of relevant experience	As and when required based on the project requirement



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No.	Personnel	Responsibility	Qualification	Experience	Minimum Mandays per month at site
8	Mechanical Engineer (1 Nos.)	Review design and supervise the supply and erection of Plant, machinery and equipments for Solid Waste Management System	B.E / Diploma in Mechanical Engineering	Minimum 10 years of relevant experience	As and when required based on the project requirement
9	Draftsman (1 Nos.)	Prepare drawings for construction works	Diploma in Engineering or Graduate in any stream from a recognized university	Minimum 5 years of relevant experience	As and when required based on the project requirement
10	IT Expert (1 Nos.)	Responsible for assisting in software development and improvement for Solid Waste Management System	B.Tech or M.Tech in IT/ Computer/BCA/ MCA	Minimum 5 years of relevant experience	As and when required based on the project requirement



## Q. Deliverable & Payment Schedule

32. The fees to be paid to the TA against % of Total Project Cost will be done as per below guidelines.

Stage	Deliverable / Milestone	% of Fees Payable	Basis of Fees Payment
Part - 1	1. Upon Submission of DPR*	15.00% *	% of the Estimated cost of DPR
	2. Upon approval of DPR from concerned Government Department	35.00%	% of the approved cost of DPR
	<b>Sub Total (1)</b>	<b>50.00%</b>	
Part - 2	3. Upon submission of final tender documents	5.00%	% of the amount put to the tender
	4. Upon appointment of contractor for Implementation of Works	5.00%	
	<b>Sub Total (2)</b>	<b>10.00%</b>	
Part - 3	5. Upon completion of Works and submission of Compliance Report on Monthly Basis	40.00%	% of the R.A. Bill amount put by the Contractor.
	<b>Sub Total (3)</b>	<b>40.00%</b>	



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<b>Grand Total (1+2+3)</b>	<b>100.00 %</b>
<ul style="list-style-type: none"><li>• All the deliverables are to be submitted in hard (2 Sets) and soft copies (along with editable files if applicable).</li><li>• *- Any surplus / outstanding payment arising from the payment made during these stages will be adjusted in the subsequent stage of payment due to be made.</li></ul>	







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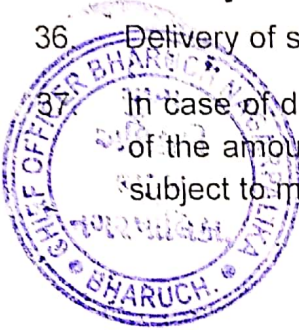
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33. Above payment schedule is for reference and might be changed as per the scenario and work done subject to approval of Chief Officer, Bharuch Nagarpalika.
34. In case of suspension of work or withdrawal of work at any stage payment shall be made to TA based on work carried out by the TA till that Applicable Penalty will be leived on TA, in case of withdrawal of work by TA, as deemed fit to competent Authority of Bharuch Nagarpalika.
35. The Payment to be done to TA is inclusive of all applicable Taxes. GST if applicable will be paid extra.

### P. Penalty on Delay

36. Delivery of services needs to be done within the agreed timeline.

37. In case of delays in deliveries, a penalty clause will be applied of 0.1%% per day of the amount to be paid by operation of law without requiring a notice of default subject to maximum of 10%.





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### Annexure 3: Details of Applicant

Sr. No.	Particulars / Details	Individual Applicant Company	Lead Member of Consortium	Technical Member of Consortium
		(1)	(2)	(3)
1.	Name of the company			
2.	Date of incorporation and /or Commencement of Business			
3.	Brief description of the Applicant's main line of business			
4.	Details of individual (s) who will serve as the point of contact/ communication with the Applicant:			
a.	Name			
b.	Designation			
c.	Company/Firm			
d.	Address			
e.	Mobile Number			
f.	Email Address			
g.	Fax Number			
5.	Details of Authorized Signatory of Applicant			
a.	Name			
b.	Designation			
c.	Company/Firm			
d.	Address:			
e.	Mobile Number			
f.	Email Address			
g.	Fax Number			

**Note:** Column '1' to be filled by the Individual Applicant and Column '2' & '3' to be filled by the respective members of the consortium



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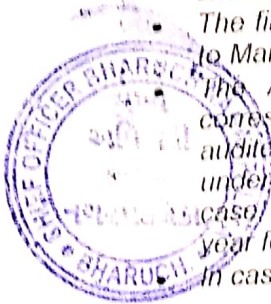
### Annexure-4: Financial Qualification of Applicant

Financial Year	Annual Turnover (in INR)	Net Worth (in INR)
Year 1		
Year 2		
Year 3		
Average		

(Signature of the Authorized signatory)

#### Note:

- The details are to be submitted on letterhead of the Applicant. A certificate from statutory auditor/ a practicing Chartered Accountant certifying the details submitted should be provided as supporting document.
- The financial year shall mean the period commencing from April 1 of any given year to March 31 of the succeeding year.
- The Applicant shall provide the Audited Annual Financial Statements of the corresponding years. In case the annual accounts for the latest financial year are not audited and therefore cannot make it available, the applicant shall give an undertaking, to this effect and the statutory auditor shall certify the same. In such case, the applicant shall provide the audited annual reports for years preceding the year for which audited annual report is not being provided.
- In case of Consortium, each Consortium Member shall furnish in separate sheet.







## Bharuch Nagarpalika

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### Annexure-5: Eligible Project Experience of Applicant

(List only those works, which are similar to the proposed works for which the Qualification Information is submitted)

Name of Applicant/Member of Consortium (in case of consortium) Claiming the Project Experience						
No.	Name of the project	Brief Project Description	Location	Project Award Date	Project Completion Date/expected completion date	Project Value (in Rs.)

(Signature of the Authorized signatory)



The details of each of the works mentioned in the above table must be provided separately in format of project details sheets.

- Use a separate sheet for each member in case of a consortium.
- Provide attested copies of documents such as work orders/agreements/completion certificates pertaining to required experience mentioned above either as Lead consultant or sub consultant to a Lead consultant.
- Each certificate of experience will be duly signed/ confirmed by a representative of the client.



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### Annexure-5: Format for Project Details Sheets

(Provide Details for Only those Projects listed in Annexure VI, use separate sheet for each project)

Name of Applicant/Member of Consortium (In case of Consortium) Claiming the Project Experience :	
1.	Name of Project
2.	Location of Project
3.	Name of the Client
4.	Client's Address & Telephone Number, Fax Number and e mail ID of contact person
5.	Project Cost (in INR Cr)
6.	Nature of works and special features relevant to this project. (Details pertinent to the Technical Criteria of this RFP shall be submitted)
7.	Contract role (check one) 1. Individual Consultant 2. Consortium/Joint Venture 3. Sub-Consultant
8.	a) Project Capacity b) Your Company's share in the Project (%):
9.	Date of Award
10.	Contract duration years Months
11.	Date of Completion
12.	Whether Completed in specified duration, If No, reason for delay
13.	Specified requirements
14.	Name and professional qualifications of applicant's Engineer-in-Charge of the work:
15.	Were there any penalties/fines/stop-notice/compensation/liquidated damages imposed? (Yes or No). If yes, give amount and explanation.

(Signature of the Authorized signatory)

#### Note

- Use a separate sheet for each member in case of a consortium.
- Provide attested copies of documents such as work orders/agreements/completion certificates pertaining to required experience mentioned above either as Lead consultant or sub consultant to a Lead consultant.
- Each certificate of experience will be duly signed/ confirmed by a representative of the client.



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### Annexure 6: Format of submission of CV of Personnel

Name of Applicant			
Company/Consortium members' company (in case of consortium):			
Proposed Position			
Key Personnel Information	1. Name 2. Date of Birth 3. Contact Number 4. Professional Qualification 5. Current Designation 6. Years With Present Employer		
Experience Summary Relevant to this Project			
Professional Experience over the last 10 Years (in chronological order)	From	To	Company/Project/Position/Relevant Technical and Management Experience

(Signature and name of the authorised signatory of the Applicant)

#### Note

- List only the key Personnel which the Company proposes to deploy for the proposed works at the site during construction period in line with the Conditions of Contract.
- It should be in line with the requirements mentioned in the scope of works and conditions of the contract.





# Bharuch Nagarpalika

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## Annexure-7: Salient Aspect of Technical Proposal

The salient aspects of the technical proposal shall be described as follows:

### 1. Clarity on Completeness of Proposal

The bid for services must take full account, in content and form, the terms of reference and the conditions of the Proposal for services in the request for proposal. All the components of the Proposal for services that are required must be presented. Clarity in the Proposal means a clear structure, text statements supported with appropriate tables, lists and other editorial aids in accordance with the complexity of the terms of reference, and a balanced use of annexes to keep the main text clear and precise. If there are minor omissions in relation to the terms of reference, points will be deducted. Omissions that considerably restrict comparison with other Proposals can cause the *Applicant* to be excluded.

### 2. Approach & Methodology, Work Plan & Manning Schedule

The Proposal for services must present the methodological approach and the programme of work in such a way that their suitability in regard to the terms of reference can be assessed and they can be compared with **other** qualified Proposals. This includes a statement of the work organisation planned and the logistics. If there is an evident and considerable discrepancy between the terms of reference and the quantities given, the Proposal will not be considered. The text should state clearly how the task is to be proposed to be undertaken and the deployment schedule of staff. In case the key staff is to be supported by additional staff, the same shall be reflected in the approach and methodology. The work plan and manning schedule shall be provided in the form of bar chart. It must be supplemented with diagrams, tables and in case of complex work, appropriate graphics. **The approach and methodology to be covered under the following heads:**

- a. Understanding of the scope of work
- b. Proposed methodology of Consultant for undertaking the assignment
- i. Deployment of staff and logistics
- ii. Technical approach
- iii. Methodological framework for Supervision and Monitoring.



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### Annexure 8: Format for Financial Offer

(On Letterhead of the Applicant, or Lead Member in case of Consortium of Firms)

Ref:

Dated:

To,  
The Chief Officer  
Bharuch  
Nagarpalika  
Bharuch, Gujarat

**Subject:** Financial Proposal for Selection of Technical Agency for implementation of all types of Solid Waste Management Projects under Swachh Bharat Mission (Urban) in Bharuch Nagarpalika

Ref: RFP Reference No. \_\_\_\_\_ dated \_\_\_\_\_

Dear Sir,

Having gone through the RFP and having fully understood the scope of work for the Project as set out in the TOR, we are pleased to quote the following Professional fees for the Assignment as per the specified scope of Work:

Sr. No.	Name of Work	Consultancy Fees (%age of the Project Cost)
1	Providing following consulting services as per Annexure 2 Part-1: Preparation of Detailed Project Report (DPR) Part-2: Tender preparation, evaluation and awarding of work Contracts Part-3: Supervision and Project Management	In Figures: In Words:

The Financial Proposal is inclusive of all out pocket expenses which may be incurred towards travel, accommodation, documentation and communication, during the period of assignment. The Financial Proposal is inclusive of all taxes i.e. income tax, professional tax and education cess except GST. GST as applicable now is shown above to be charged additional, as applicable.

We confirm that we accept the Conditions of Contract provided in the RFP. Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the Proposal (120 Days from Proposal Due Date PDD)

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

(Signature of the Authorized signatory)  
(Name and designation of the of the Authorized signatory)  
Name and seal of Applicant  
Contact No: \_\_\_\_\_ E mail id: \_\_\_\_\_ Place: \_\_\_\_\_