



KANTABANJI NAC

**TENDER
FOR
SUPPLY OF MANPOWER
(Semi Skilled) unskilled)**

TO

**The O/o Executive Officer,
Kantabanji,NAC
PIN:-767039**

TENDER CALL NOTICE

TENDER TITLE :	FOR SUPPLY OF MANPOWER (SEMI SKILLED)(UNSKILLED)
TENDER REFERENCE NO:	01/NACKBJ/2022-23
TENDER LAST DATE:	02.01.2023
BID COST :	Rs. 11800.00

OFFICE OF THE NOTIFIED AREA COUNCIL: KANTBANJI

No. 2374 /Dt. 21-12-2022

Tender Call Notice

Bid Identification No. 01/NACKBJ/2022-23

1. Name of the work for which Tender invited – Supply of labour for Sanitation Works including collection of solid waste from Door to Door , Road sweeping, Drain Cleaning, Bush Cutting from Kantabanji NAC area for the Financial Year. 2022-23.
2. Estimated cost of work (Annually) – Rs. 1,57,41,843/-
3. Eligible Intending Registered & Financially Sound Manpower Service Provider Agency/Firms/ Trust/ N.G.Os having similar nature of work experience of at least 10(Ten) years and fulfilling the other criteria as given in the D.T.C.N.
4. The Bid documents will be available in the web-site i.e NIC Balangir website and the same from 11:00hrs of Dt. 22.12.2022 to 17:00 Hrs of Dt. 02.01.2023.
5. Bid identification No. 01/NACKBJ/2022-23
6. Last date & time of receipt of Bid through Spee post/Regd Post 17.00 of Dt. 02.01.2023
7. Opening of Bid on Dt. 04.01.2023 at 11:00 Hrs.


Executive Officer,
Kantabanji NAC

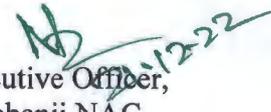
Memo No 2375 /Dt. 21.12.2022

Copy submitted to the Director, I&PR Department, Bhubaneswar for publication of the above notice once on or before Dt. 22.12.2022 in 1 (One) Odia daily news papers and 1 (one) English Paper in one edition only for wider publication and submit complementary copies to the undersigned for filing and necessary Payment.


Executive Officer,
Kantabanji NAC

Memo No 2376 (3) /Dt. 21.12.2022

Copy submitted to the Collector & District Magistrate, Balangir/ PD, DUDA, Balangir/ District Labour Officer, Balangir with a request to display the same in their respective office notice board for wide publicity.


Executive Officer,
Kantabanji NAC

Memo No 2377 /Dt. 21.12.2022

Copy submitted to the District Information Officer, NIC, Balangir with a request to publish the DTCN in the Balangir District Web Portal (bolangir.nic.in) for wide publicity.


Executive Officer,
Kantabanji NAC

OFFICE OF THE NOTIFIED AREA COUNCIL: KANTABANJI

Tender Call Notice.

Bid Identification No : 01/NACKBJ/2022-23

1. Preface:

Tender on behalf of the Notified Area Council, Kantabanji are invited by the Executive Officer, Kantabanji, NAC under Double Cover Bids system i.e Technical Bid & Financial Bid on Item Rate from intending experienced, financial sound registered & authorized Manpower Service Provider Agency/Firms/Trust/NGOs having similar nature of work experience of at last **10 (Ten) years** for outsourcing the service of manpower to Sanitation Works including collection of solid waste from Door to Door , Road sweeping, Drain Cleaning, Bush Cutting from Kantabanji NAC area on the terms & conditions mentioned in the tender document. Website i.e. www.balangir.nic.in .

2. Details of the Tender:

Sl. No.	Name of the work	Estimate cost of work (Annually)	E.M.D (Online) (Bid declaration from to be submitted by Bidder)	Cost of tender paper (Online)	Class of Agency	Agency/ Firm etc.	Period of contract
1	Providing Daily door to door collection (by bell ringing vehicle) Daily Road sweeping, Daily Drain cleaning, Daily Garbage lifting, Spraying disinfectants and sanitation service including collection of garbage, solid wastes from various sources to Dumping Yard, Bush cutting, Daily drain cleaning, transportation of all kinds of garbage/ waste from source to dumping yards/MCC/MRF Centre identified by the Municipal authority in 16 Nos. of Wards of Kantabanji NAC i.e. Ward No.01 to 16.	Rs.1,57,41,843/-	NIL	Rs. 11,800/-	Man power service Provider Agency/ Firms/ Trust/ NGOs	Registered firms/ Service Provider/ NGOs those are experience in similar nature of work at least for ten year in Central Govt./State Govt. or any Govt. undertaking Institution.	1 (One) Year

- i. Bid documents will be available in Balangir District Web Portal (bolangir.nic.in) from **11:00 hrs of Dt. 22.12.2022 to 17:00 Hrs of Dt. Dt. 02.01.2023.**
- ii. Bids must be accompanied with DD financial instrument only in favour of the Executive Officer, NAC Kantabanji payable at Kantabanji.
- iii. Bids must be accompanied with financial instrument towards cost of the tender documents amounting of **Rs.11,800/-**(Non-refundable) in SPEED POST /REGD POST only in favour of the Executive Officer, NAC Kantabanji payable at Kantabanji. Tender submitted without cost will be rejected.

3. Submission of the Tender:

- i. The tender will be accepted in hard copy of technical data ,experience of work and C.A audit copy and relevant document which Speed post /Regd Post.

4. Schedule for Invitation for Bids:

- i. Date of issue/opening/publish of Tender Document: 22.12.2022 11:00 Hrs.
- ii. Last date of receipt of Tender/Speed post /Regd post: 02.01.2023 17:00 Hrs.
- iii. Date & Time of Opening of Tender : 04.01.2023 11:00 Hrs.
- iv. Technical Bid will be opened at the Office Chamber of the Executive Officer, NAC Kantabanji .
- v. Financial bid Will be Open on Dt. 04.01.2023 onwards (Date will be Intimated after Technical Evaluation)

5. Type of Bid: Double Cover Bid System.

6. Scope of Work :

7.1.Sweeping & Door to door Collection with source Segregation:

(A) Sweeping of all the roads, lanes of entire ward is to be made daily; domestic refuses shall have to be collected daily from all households, shops, kiosks and vending zones. The MSW generated from road sweeping and door to door collection is /are to be accumulated in the dustbins/garbage bins(dry waste and wet waste separately) and transfer it to temporary stations /MCC/Dumping yard /MRF centre established by NAC Kantabanji as per the scope of work mentioned in item-3.

(B) Evening/night Cleaning should be made in the marketable area, Bus stand/Public places and main road area which is a mandatory condition in the sanitation work.

7.2. Cutting of bushes & cleaning of drains:

The bushes & shrubs from roadside beams and conservancy lanes are to be cleaned by the agency, the road side drains are also to be cleaned i.e. removal of polythene, paper, foreign material and other floating materials to avoid chocking of the drains and the MSW generated are to be accumulated in the dustbins/garbage bins and transfer it to temporary stations/ MCC/Dumping yard /MRF centre established by NAC Kantabanji as per the scope of work mentioned in item.3

6.3.Collection & Transportation of Solid Wastes:

The Municipal solid wastes which is generated from various sources and accumulated as mentioned in item-1 and item-2 noted above is required to be collected and lifted from different collection points/dustbins of that particular ward/lanes and transported to the designated place/temporary transfer station /MCC/Dumping yard /MRF centre as decided by the NAC Kantabanji. The collection points are to be disinfected by spreading of disinfectants like bleaching powder etc.

The Municipal Solid Waste includes the following:

1. Garbage arising from street sweeping and cleaning of drains.
2. Domestic refuses in segregation.
3. Garbage from roadside dustbins.
4. Garbage accumulated at temporary collection points identified by NAC Kantabanji
5. Garbage generated from bush and grass cutting from road side bushes ensuing proper garbage lifting and conservancy lanes.
6. Unidentified Dead animal.
7. During any Local festivals, National Day Celebration or V.I.P Programme, Special Cleaning work and spreading of bleaching/lime stone shall be made by the Agency as per instruction of the Municipal Authority/Sanitary Inspector/Sanitation Expert/Sanitary Supervisor of this Municipality, A special drive cleaning of drain shall be done by the agency before rainy season to avoid flash flood.

Eligibility criteria and General Instructions to Tenderers

Bid Price:

1. All duties, taxes and other levies payable by the service provider under the contract shall be excluded in the total price.
2. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
3. The Prices should be quoted in Indian Rupees only.

Eligibility criteria of the Bidder:

The technical bid shall be accompanied with self-attested photo copy of the following requisite documents to establish the bidder's eligibility failing which the bid shall be rejected out rightly:

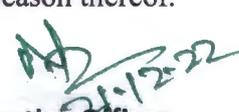
1. The Manpower Service Provider Agency/Firms/Trust/NGOs shall have at least 10 years' experience in successfully providing unskilled manpower to Govt./ULB/PSU etc. for performing the similar nature of work i.e. Sweeping of streets, cleaning of drains, transporting of MSW.
2. Manpower Service Provider Agency/Firms/Trust/NGOs shall have Financial Turnover of at least Rs.1.00 Crore or more per annum for each of the last Three Financial Years.(Audited Statement to be enclosed)
3. Valid Registration Certificate of the Manpower Service Provider Agency/Firms/Trust/NGOs etc.
4. The Head Office/Branch Office of the Manpower Service Provider Agency/Firms/Trust/NGOs is located in Kantabanji.
5. PAN Card.
6. GST Registration Certificate.
7. Latest GST return.ss
8. ESI CERTIFICATE
9. ISO 14001 certification .
10. ISO 45001 certification
11. SA 8000 certification .
12. Agency having shop & commerce certificate.
13. Police verification certificate.
14. Last Three Financial IT return filed by the Manpower Service Provider Agency/Firms/Trust/NGOs etc
15. Undertaking that the Firm is not debarred/blacklisted by Govt. Or any Competent Authority.
16. Valid labour license under contract labour (Regulation and Abolition) Act, 1970 (Minimum 200 labours).
17. Valid up-to-date EPF registration certificate and deduction vouchers up to last Financial Year 2022-23 issued from concerned RPFC.
18. The respective Tender Paper Cost 10000.00+GST 18% during submission of bids.
19. The ISD of Rs. 2,00,000/- shall be submitted by the bidder during submission of bids.

Evaluation Criteria:

1. Total number of Bid received will be announced to bidders during Bid opening time.
2. Technical & Financial Bid will be opened by Designated Evaluation Committee in presence of bidders or their authorised representatives.
3. Technical Bid will be opened first. Only Bidders who qualify Technical Bid will be considered for Financial Bid and only their Financial Bid will be opened. Financial Bid of the unqualified bidders in Technical Bid will not be opened.
4. Evaluation Committee will evaluate the Technical & Financial Bid and submit their reports to the Competent Authority.
5. On Approval of the Competent Authority, Lowest One (L-1) & Two (L-2) bidder name will be declared.

Instructions:

1. When the bid amount is up to 15 % less than the estimated cost in such an event, the Successful Bidder will deposit the *additional performance security* to the extend one point five times the differential cost of the bid amount. The performance security shall be deposited before Drawl of agreement in shape of Demand Draft/ Bankers Cheque, duly pledged in favour of the Executive officer, NAC Kantabanji payable at Kantabanji and same shall be refunded to the bidder after closer of contact period without interest.
2. The service provider will provide Identity Card to each and every engaged labour.
3. The service provider will display name, address and Mobile Nos. of the labour engaged etc. at least three main identified spots.
4. The service provider will take the attendance of the labour in biometric machine & the same should be reported to the undersigned at the end of the every month accordingly the bill will be passed by the undersigned.
5. The Bid documents shall contain down load copy Of DTCN from NIC Balangir along with copy of (a) Valid Registration Certificate, (b) PAN Card (c) GST Certificate (d) Valid EPF & ESI Registration Certificate (e) Labour license from competent authority (f) Experience Certificate in similar nature of work issued by the competent authority from Municipal corporation/Municipality/ NAC/Govt. Organization in between the last Three years and different ISO certificate as given in technical data.
6. The authority reserves the right to reject any or all bids without assigning any reason thereof.


Executive Officer,
NAC Kantabanji

GENERAL TERMS AND CONDITIONS

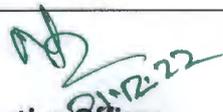
01. The bidders are required to inspect and assess the entire geographical area of the NAC and quote their rates of the labour charges for sweeping, bush cutting, drain cleaning, collection wastes from door to door including lifting & transportation of Solid Waste and disinfecting collection points and spreading disinfectants like bleaching powder etc. The Bidders are expected to examine all the instruction, terms and specification in the bid documents, 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 the bid.
02. The bidder must have appropriate resources, Necessary expertise, Requisite manpower and supervisory ability to undertake the work.
03. The vehicles, fuel, driver, wheeled barrows and tricycle with dustbin, bleaching powder, phenyl, mosquito oil, spray machine & other tools & plant will be provided by NAC authority.
04. In any day during inspection of work by the NAC authority/Sanitation Expert if not found satisfactory deduction as calculated will be deducted from the pay bill of the agency.
05. The successful bidder shall execute as agreement with the Executive Officer of NAC Kantabanji within a week from the date of receipt of letter acceptance from NAC Kantabanji failing which the tender will be rejected and the EMD for security deposit will be forfeited.
06. In case of the service of the bidder is not satisfactory to NAC Authority the NAC Kantabanji has liberty to close the contract with as single 15 days notice served to the bidder.
07. NAC Kantabanji reserves the right to extend the period of the contract if required with manual consent of the bidders after closing of the contract period.
08. NAC Kantabanji shall have the right to add / delete any condition to the agreement respectively as and when required for smooth management of the sanitation service and lifting of garbage.
09. Any legal disputes arising out of this are subject to jurisdiction of Kantabanji only.
10. Notwithstanding the above, the NAC Kantabanji reserves the right to accept or reject any tenders and to cancel the bidding process and reject all tenders at any time prior to award of tender.
11. The authority reserves the right to negotiate and engage the second lowest bidder in case of default of cancellation of contract.
12. The bidders are required to take attendance of the labourer in presence of Sanitation Expert in charge at NAC Kantabanji.
13. The bidders are required to submit the copy of wages register along with online EPF, ESI challan and online GST paid receipt to the NAC Kantabanji authority of previous month before receipt of monthly bill of next month.
14. The quoted rate shall stand valid up to end of the Current Financial Year & enhance rate (only Labour Costs Enhancement) would be allowed to contractor during this period, subject to instruction & order of the Govt.
15. The bid is meant for carrying out the work for a period of one year, NAC Kantabanji shall have the liberty to float any comprehensive contract during the currency of the contract period & no party will have right to challenge it.
16. NAC Kantabanji shall have the right to terminate the contract on the ground of improper performance and violation of the terms of the contract without assigning any reason by giving 15 days prior notice
17. Conditional and incomplete bid shall be liable for rejection.
18. Letter of authorization for representing the registered firm/entrepreneur/Private company/NGOs and to sign the bid document should be enclosed along with the bid document.
19. The rate should be clearly mentioned in the tender paper including EPF, ESI etc.

20. All the documents furnished by the bidders are subject to verification from the issuing authority. In case any manoeuvre is found, the EMD & Performance guarantee or any other amount deposited against this tender will be forfeited and steps shall be taken for black listing to the bidder.
21. The requirement may further increase in total of 120 man power (92+28) =120) during the period of initial contract also and the service provider should provide additional man power services if required on the same term and condition from time to time during the contract period of contract or its extended period.
22. The bidders have to submit all documents as per eligibility criteria shown in the bid documents along with quoted rates.
23. The Sanitation Expert of NAC Kantabanji will supervise the sanitation work.


Executive Officer,
NAC Kantabanji

SPECIAL CONDITIONS:

1	Payment shall be made by the agency to his employees/workers as per their category and nature of work which shall not be less than the estimated labour charges mentioned in Bid document following to minimum wages Act by Govt. of Odisha. It might be increased in Labour Charges, whether Govt. will hike the minimum wages during contract period.
2	The successful bidders shall execute an agreement with the NAC Kantabanji within 7 days from the date of receipt of letter or acceptance from NAC Kantabanji. The EMD and APS shall be retained as security deposit till closure of the contract without any interest. The EMD and APS which will be kept as security deposit can be replaced by submitting Bank Guarantee of equal amount. The EMD of the unsuccessful tenderers shall be refunded back on application only after finalization of the bid and drawl of agreement with the successful bidder. In case of failure to execute agreement in time, the EMD and other deposits will be forfeited .The tender call notice shall form a part of the agreement.
3	Details of Terms & Conditions will be incorporated in the agreement.
4	The labours engaged by the agency for sanitation work will perform their duty in uniform, dresses, jacket with all types of protective equipment i.e. gum boot, hand gloves, face mask, helmet etc.
5	NAC Kantabanji shall have the right to add or delete any conditions(s) to and from the agreement as and when necessary for smooth management of sanitation work.
6	The transportation of MSW will be done with due care and transporting vehicles shall be covered as per norms specified by the Odisha State Pollution Control Board.
7	If the agency will not perform the sanitation work to the satisfaction of NAC Kantabanji authorities in any particular day then the NAC Kantabanji is at liberty to engage and substitute man power for sweeping, bush cutting, drain cleaning, engage own vehicle, hired vehicles for lifting the pending MSW and may impose penalty up to 10% of agreement value in which the decision of the Executive Officer will be final and binding which shall be recovered from the monthly bill of the agency.
8	The waste collectors engaged by the agency shall collect solid waste from various households on daily basis in particular fixed timing area wise as may be finalized by the agency in consultations with the Officer-in-charge (Sanitation Expert) of NAC Kantabanji.
9	In case of any dispute arising out of the contract, the matter shall be decided as per law and as per the decision of Executive Officer of Kantabanji NAC.
10	In case, labour rate is hiked by Govt. of Odisha, payment will be made accordingly, considering the engagement of labour in the work duly certified by the Officer-In-Charge(Sanitation Expert) of the work.
11	Evening/night cleaning at market, bus stand and main road area. The agency shall start the work by 5.00 PM to minimize the work load during day time.
12	The agency has to maintain a register clearly indicating the number of labour
13	The Agency must Pay the Remuneration to the Swachha Karmis engaged with in 1 st Week of every month & shall raise the bill before the undersigned for re-imburement & deposit the EPF, ESI & Labour Cess against the labour concerned and submit the copy of EPF deposit ESI of all the employees engaged with in 20 th of the succeeding month positively in the office of the undersigned for record.
14	The labour engaged by the agency should not have any criminal background. If he/she engages in any type of unlawful activities during performance of duty, then the agency will be held responsible, the undersigned will not be held responsible in such circumstances.
15	<i>The labour engaged by the agency should not participate in any strike, lockout, Hartal of any kind in any circumstances. Disobeying which the authority has the right to terminate the agreement with the service provider without any prior notice/information.</i>


Executive Officer,
NAC Kantabanji

CHECK LIST

Sl. No	Particulars	Yes/No	Page No.	Should be left blank for office use only
1	2		3	4
1	Registration Certificate			
2	Valid Labour license under contract labour (Regulation and abolition) Act, 1970. (minimum 100 labours)			
3	Copy of ISO 9001 certificate			
4	ISO 14001 certification.			
5	ISO 45001 certification			
6	SA 8000 certification			
7	Agency having shop & commerce certificate.			
8	Police Verification Certificate			
9	Copy of GST registration			
10	Copy of last latest GST Return filed			
11	Copy of last three Financial years audited statement (Turnover at least 1 Crore per Annum) for each Year			
12	Copy of last three Financial Year IT Return filed			
13	Copy of PAN Card			
14	EPF Registration Certificate and deduction vouchers issued from concerned RPFC (latest copy)			
15	Copy of ESI Certificate			
16	Undertaking that firm is not debarred / blacklisted by Government			
17	Copy of successfully completed works of similar assignment in last Ten financial Year in any Govt. Organization/ULB/PSUs etc.			
18	Differential amount between tendered value and estimated cost (additional performance security)			

Date:

Bidders' Signature

SCHEDULE OF QUANTITIES

Name of the Work : FOR SUPPLY OF MANPOWER (SEMI SKILLED)(UNSKILLED)

Estimated Cost (Excluding GST) = Rs. 15741843

EMD = Rs.

Sl. No.	Item of Work	Quantity	Unit	Estimated Cost	
				Rate	Amount
1	Providing Daily door to door collection (by bell ringing vehicle) Daily Road sweeping, Daily Drain cleaning, Daily Garbage lifting, Spraying disinfectants and sanitation service including collection of garbage, solid wastes from various sources to Dumping Yard, Bush cutting, Daily drain cleaning, transportation of all kinds of garbage/ waste from source to dumping yards/MCC/MRF Centre identified by the Municipal authority in 16 Nos. of Wards of Kantabanji NAC i.e. Ward No.01 to 16.	1.00	Cum	15741843.00	15741843.00
Total 1 Nos. of Items Only				Total =	15741843.00

My/Our quoted rate is _____ % (in figure) _____ percent (in words) _____ (mention excess over / lesser than / at par with) the estimated cost put to tender and corresponding tendered / quoted amount is Rs. _____ (in figure) _____ (in words).

No. of Correction.....

No. of Overwriting.....

No. of Interpolation.....

Contractor

Executive Officer,
Kantabanji NAC