



EXPRESSION OF INTEREST (EOI)

FOR

EMPANELMENT OF TECHNICAL AGENCIES AS TECHNICAL EXPERT/IMPLEMENTING AGENCIES FOR DESIGN, INSTALLATION, OPERATION AND MAINTENANCE OF COMMUNITY LEVEL BIOGAS PLANTS UNDER GALVANIZING ORGANIC BIO AGRO RESOURCES DHAN (GOBARDHAN) SCHEME UNDER SWACHH BHARAT MISSION (GRAMIN), ASSAM

EOI IS TO BE SUBMITTED ON OR BEFORE 03.02.2020

Contact details:

Particulars	Telephone	E-mail
Mission Director, SBM (G), Guwahati, Hengrabari-36, Assam	0361-2232565	sbmg.assam@gmail.com
Website	www.phesanitation.assam.gov.in	

OFFICE ADDRESS
MISSION DIRECTORATE, SBM-G, ASSAM
HENGRABARI, GUWAHATI-781036



EOI GOBAR-Dhan Tech Agency



GOVERNMENT OF ASSAM

Office of the Mission Directorate
Swachh Bharat Mission
(Gramin), Assam, Hengrabari, Guwahati
P.O.: Hengrabari, PIN - 781036
Ph: 0361-2232565

E-mail: sbmg.assam@gmail.com, Website: www.phesanitation.assam.gov.in

No.RGRWSM-564/2019-20/

Date-.....2020

Short Notice Inviting Expression Of Interest

E.O.I No.....08.....of 2019-20

The Mission Directorate, Swachh Bharat Mission (Gramin), Assam invites Expression of Interest (EOI) from competitive and experienced agencies for empanelment of Technical Agencies as technical expert/implementing agencies for Installation, Operation and Maintenance Of Community Level Biogas Plants under Galvanizing Organic Bio Agro Resources Dhan (GOBARDHAN) Scheme in the Districts Under Swachh Bharat Mission (Gramin), Assam.

The detailed EOI document is available in the website www.phesanitation.assam.gov.in from 14.01.2020. Bids are to be submitted in hard copy to the office of the Mission Directorate, SBM (G), Assam on or before 03.02.2020.

Arjun
13/11/2020
**Chief Engineer (PHE) Sanitation
Hengrabari, Guwahati-36**

Memo No. RGRWSM-564/2019-20/ 6060 - 67

Date: 13.01.2020

Copy for information to:

1. The Principal Secretary, PHED, Govt. of Assam, Dispur, Guwahati-6
2. The Commissioner & Secretary to Govt. of Assam, PHED, Assam Sachivalaya, Block- B Guwahati-6.
3. The Chief Engineer, PHE, Water, Hengrabari, Guwahati-36.
4. The Director, Directorate of Information & Public Relation, Last Gate, Dispur with request to publish the above Expression of interest (EOI) in widely circulated English & Assamese Newspaper. Payment shall be made after receipt of invoices along-with copy of the Advertisement in the newspapers.
5. The PS to Hon'ble Minister, PHE Dept., Dispur, Guwahati-6
6. The Addl. Chief Engineer (PHE), all Zones. He is requested to display the Short Notice in their office notice board.
7. The Superintending Engineer (PHE), all Circles. He is requested to display the Short Notice in their office notice board.
8. The Executive Engineer (PHE), all Divisions. He is requested to display the Short Notice in their office notice board.
9. The Mission Directorate, SBM(G), Assam office for Notice Board display

SA
**Chief Engineer (PHE) Sanitation
Hengrabari, Guwahati-36**



EOI GOBAR-Dhan Tech Agency



GOVERNMENT OF ASSAM

Office of the Mission Directorate
Swachh Bharat Mission (Gramin), Assam
Hengrabari, Guwahati
P.O.: Hengrabari, PIN - 781036
Ph: 0361-2232565

E-mail: sbmg.assam@gmail.com, Website: www.phesanitation.assam.gov.in

No.RGRWSM-564/2019-20/

Date-.....2020

Notice inviting Expression of Interest

E.O.I No.....08.....of 2019-20


The Mission Directorate, Swachh Bharat Mission (Gramin), Assam invites Expression of Interest (EOI) from eligible agencies for empanelment under Mission Directorate of Swachh Bharat Mission-Gramin as Technical Agencies for implementation of Galvanizing Organic Bio Agro Resources Dhan (GOBAR-DHAN) projects in various districts of Assam.

The EOI is to be submitted in sealed cover, addressed to the 'Mission Director, SBM (G) Guwahati, Hengrabari- 36 Assam', on or before 03-02-2020 and the same will be opened on 04.02.2020 at 11 AM.

A pre bid meeting will be held in the office of the Mission Directorate, SBM G, Assam, PHED, Hengrabari, Guwahati - 781036 on 24.01.2020.

EOI document comprising all details and terms & condition can be downloaded from the website www.phesanitation.assam.gov.in and at the office address given above from 14-01-2020 onwards. The documents submitted should be duly signed by the authorized signatory and stamped with the official of the organization on each page. Any Quotation which is submitted without signatures and stamp on each page shall be rejected. Details are also available in website www.phesanitation.assam.gov.in.

The Mission Director, SBM (G) reserves the right to revise or amend the notice and/ or the EOI Document, fully or partly. Right to reject any or all offers without assigning any reason there of is reserved with the Mission Director, SBM (G).


13/1/2020
Chief Engineer (PHE) Sanitation
Hengrabari, Guwahati-36

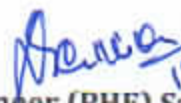


Memo No. RGRWSM- 564/2019-20/ 6068-76

Dated: 13.01.2020

Copy for information to:

1. The Principal Secretary, PHED, Govt. of Assam, Dispur, Guwahati-6
2. The Commissioner & Secretary to Govt. of Assam, PHED, Assam Sachivalaya, Block- B Guwahati-6.
3. The Chief Engineer, PHE, Water, Hengrabari, Guwahati-36.
4. The Director, Directorate of Information & Public Relation, Last Gate, Dispur with request to publish the above Expression of interest (EOI) in widely circulated English & Assamese Newspaper. Payment shall be made after receipt of invoices along-with copy of the Advertisement in the newspapers.
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9. The Mission Directorate, SBM(G), Assam office for Notice Board display


 13/1/2020
Chief Engineer (PHE) Sanitation
Hengrabari, Guwahati-36



SCHEDULE OF EVENT

Sl No.	Event	Date
1	START DATE FOR DOWNLOADING EOI DOCUMENT	14.01.2020
2	LAST DATE AND TIME FOR RECEIPT OF QUERIES FOR PRE BID (email: sbmg.assam@gmail.com)	22.01.2020
3	PRE BID MEETING Office of the Chief Engineer, Sanitation, PHED, Hengrabari, Guwahati - 781036	24.01.2020
4	LAST DATE FOR SUBMISSION OF EXPRESSION OF INTEREST	03.02.2020
5	OPENING OF EOI	04.02.2020

1. If any date specified falls on a holiday, then the next working day or any other day as fixed by the Mission Directorate, SBM (G), Assam will be considered day for the submission and opening the E.O.I. and the time will remain the same.
2. The Schedule indicated above is tentative and the Mission Directorate, SBM (G), Assam may change any or the entire schedule under intimation to the interested parties.

Aranya
13/1/2020

Chief Engineer (PHE) Sanitation
Hengrabari, Guwahati-36

Email: sbmg.assam@gmail.com
Phone: 0361-2232565



INSTRUCTION TO BIDDER

1. OVERVIEW OF SWACHH BHARAT MISSION (GRAMIN)

Swachh Bharat Mission (Gramin) is a Flagship Programme. The programme was launched in 1999 as Total Sanitation Campaign (TSC), which was renamed as Nirmal Bharat Abhiyan (NBA) in April 2012. The programme was restructured as Swachh Bharat Mission (Gramin) with effect from 2nd October, 2014. The implementation of the programme is overseen by the Ministry of Drinking Water and Sanitation of Govt. of India at National level and by Public Health Engineering Department, Assam, in the state. SBM (G) is being implemented in campaign approach. Main components of the programme are:

- (i) Construction of household latrines,
- (ii) Community Sanitary Complex,
- (iii) Solid and liquid waste management.

2. INSTITUTIONAL SETUP:

Public Health Engineering department (PHED) is the nodal agency for implementing SBM(G) in Assam. At State level, State Water & Sanitation Mission (SWSM) under the chairmanship of Chief Secretary guides for effective functioning as well as framing policies on Water and Sanitation at State level and at the District level, the District Water & Sanitation Committee (DWSC) under the chairmanship of Deputy Commissioner of each District takes care of issues pertaining to water, sanitation and hygiene. There is a GP level Committee known as GPWSC (Gram Panchayat Water and Sanitation committee) in PRI areas and a Village council development committee (VCDC) / Members of Autonomous Council (MAC) level committee in Sixth schedule areas, for implementation of the programme in community level.

3. INTRODUCTION TO GOBAR-DHAN SCHEME

In an effort to ensure cleanliness in villages and generate wealth and energy by converting cattle dung and solid agricultural waste into compost and biogas and improve the lives of villagers, the launch of 'Galvanizing Organic Bio-Agro Resources Dhan' (GOBAR-DHAN) scheme was announced in the Budget Speech of the Hon'ble Finance Minister in Feb 2018. This initiative shall support biodegradable waste recovery and conversion of waste into resources. This shall support creating clean villages which is the objective of Swachh Bharat Mission (Gramin) and also provide economic and resource benefits to farmers and households. The GOBAR-DHAN scheme is expected to engage with people in safe and efficient managing of solid waste, especially the bio-agro waste in villages, so that the villages remain clean. GOBAR-DHAN scheme is a crucial component of the ODF Plus strategy of SBM(G) and will focus on supporting villages in management of bio-waste.

4. OBJECTIVE OF THE SCHEME

The intended impact of the scheme is cleaner villages through solid waste management, increased rural income and employment, and reduced environmental impact. Accordingly, the scheme aims to have the following impact:

- a) **Sanitation:** Improved sanitation, by reducing waste from the villages and overall cleanliness
- b) **Organic Fertilizer:** The digested slurry from biogas plants, a rich source of manure, shall benefit farmers in supplementing chemical fertilizers



- c) **Health:** Decrease in incidences of malaria and other sanitation related diseases through reducing waste stagnation in villages; and improving indoor air quality that is otherwise affected by burning of dung cakes and firewood
- d) **Energy:** Villages become self-reliant in clean energy by harnessing bio-waste to generate bio-energy and thereby reduce burning and dependence on forests
- e) **Employment:** Local youth and semi-skilled technicians can benefit from skilling and potential green jobs such as collection of waste, transportation to treatment plants, management of plant, operation and maintenance of plants, sale and distribution of biogas and bio-slurry generated, etc.
- f) **Empowerment:** Households consume cleaner and cheaper fuel through biogas/bio-CNG for cooking, saving on earnings and time; women of the household who typically engage in collection of firewood/ making dung cakes can be relieved of the drudgery involved

5. PURPOSE OF THE EOI

The purpose of the EOI is the empanel eligible firms/Company/Technical Institutions/ Research Organizations/NGO's to function as Technical Agency who will assist Mission Directorate of SBM(G) in implementation of GOBAR-DHAN scheme in the state of Assam.

6. PERIOD OF EMPANELMENT

Eligible bidder will be empanelled for period of 1 year initially which may be extended further.

7. BID PROCESSING FEES/COST OF TENDER DOCUMENTS

All Bidders are required to pay Rs.1000/- [Rupees one thousand] towards Bid Processing Fees in the form of demand Draft drawn in favor of Employer , Chief Engineer (Sanitation) and payable at Guwahati. The Bid Processing Fee is Non-Refundable. Please note that the Proposal, which does not include the bid processing fees, would be rejected as non-responsive.

8. ELIGIBILITY CRITERIA FOR EMPANELMENT

8.1. The Bidder can either be a company, a partnership firm, academic institute or an NGO. The following are the Minimum eligibility criteria -

- The Bidder must have 3 years of experience in design/implementation/O&M of Community level Biogas plant (Biomass/ Bio waste based) in urban or rural context in India¹
- Joint Venture or association is allowed up to 3 bidders
- The Bidder must have completed two similar assignment (Biomass/Bio Waste to Biogas) in the last three years in India in design/installation/O&M area (Copy of completion certificates/work order must be submitted)

8.2. The Bidder must not have, during the last three years, failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or an arbitration award against the applicant, nor been expelled from any project or agreement nor have had any agreement terminated for breach of contract by such Applicant.

8.3. Even if a Bidder satisfies the above noted requirements, it is liable to be disqualified if it is found to have:

¹Policies applicable for firms/companies registered under Start Up India programme will be applicable to bidders registered under the programme



- a) Made a false representation in the form, statement and attachments required in the documents for this empanelment;
- b) A record of poor performance such as abandoning work, not properly completing contract, financial failures or delayed completion;
- c) Been convicted by any court of law.
- d) Must not have been blacklisted by any government/ semi government department in the last three years.

8.4 The Bidder should submit the following documents:

- Registration certificate of the Bidder under Society Registration Act, Trust Act/Cooperative Act/ Companies act/ Partnership Act/ Proprietorship Act etc
- JV agreement or association agreement in case of JV or association of bidders
- PAN Card of the Bidder.
- Copy of the GST registration Certificate
- List of clients served (Govt./ public sector/private Sector/others separately in the last three years) with Contact name, address and mobile no., accompanied by relevant work orders/ client certificates and completion certificate.

9. Clarification of EOI documents

A prospective Bidder requiring any clarification of the EOI documents may submit their queries to the Mission Director, SBM (G) through hard copy or by email to sbmg.assam@gmail.com. Mission Directorate, SBM (G) will respond to any request for clarification as per the calendar of the event prior to the deadline for submission of EOIs. Responses to queries will be clarified during the pre bid meeting.

9. Pre-Bid meeting:

9.1 The Bidder is requested to send the queries on or before 22.01.2020.

9.2 Mission Director, SBM (G) will hold a pre bid meeting on 24.01.2020.

9.3 Any modification in the EOI documents, which may become necessary as a result of the pre-bid queries or in sole discretion of Mission Director, SBM (G) shall be made exclusively through the issue of an Addendum publishing in the PHE website (www.phesanitation.assam.gov.in) pursuant to Clause 9.

10. Amendment of EOI documents

10.1 Before the deadline for submission of Bids the Mission Director, SBM (G) may modify the EOI documents by issuing addendum.

10.2 Any addendum thus issued shall be part of the EOI documents and shall be communicated through PHE website

10.3 To give prospective Bidders reasonable time in which to take an addendum into account in preparing their Bids, the Mission Director, SBM (G) shall extend as necessary the deadline for submission of Bids.



11. Preparation of Bid Documents:

11.1 Documents comprising the Bid:

11.1.1 The Bids comprises of two parts viz Pre-qualification Document and Key Technical Submissions and shall contain the documents as follows

- a. Pre-Qualification Document: The Bidder would provide all the information as per Clause 11.2 below. Mission Director, SBM (G) would evaluate only those Proposals who fulfills the pre-qualification criteria
- b. Key Technical Submissions: The Bidder would provide all the information as per Clause 11.3 below. Mission Director, SBM (G) would evaluate only those Proposals that are received in the required format and are complete in all respects.

11.2 Pre-Qualification Document:

- a) Registration certificate of the Bidder under Society Registration Act, Trust Act/Cooperative Act/ Companies act/ Partnership Act/ Proprietorship Act etc
- b) PAN Card of the Bidder.
- c) Copy of the GST registration Certificate
- d) 3 years of experience in design/implementation/O&M of solid waste management (Bio Waste based) in urban or rural context in India (Proof of existence to be submitted)
- e) Two similar assignment (Bio Waste to energy based/Composting etc) in the last three years in India in design/installation/O&M area (Copy of completion certificates/work order must be submitted)

11.3 Key Submissions:

- a. Covering letter in the format set out in Form Tech 1,
- b. Details of the Bidder in the format set out in Form Tech 2,
- c. Bidder's Experience in relevant works in the format set out in Form Tech 3
- d. Technical Approach & Methodology as set out in Form Tech 4
- e. Work Plan as per Form Tech 5
- f. Team Composition as set out in Form Tech 6
- g. Curriculum Vitae as per Form Tech 7

11.3.1 And any other materials required to be completed and submitted by the Bidders is in accordance with these instructions.

12. Proposal validity:

12.1 The Proposal shall remain valid for a period not less than 120 days from the EOI Due Date (Proposal Validity Period). Mission Director, SBM (G) reserves the right to reject any Bid, which does not meet this requirement.

12.2 In exceptional circumstances, prior to expiry of the original time limit, Mission Director, SBM (G) may request that the Bidder may extend the period of validity for a specified additional period. The request and the Bidder's responses shall be made in writing. A Bidder may refuse the request without forfeiting his earnest money deposit. A Bidder agreeing to the request will not be required or permitted to modify his Bids, but will be required to extend the validity of his earnest money deposit for a period of the extension.

13. Submission of Bids

13.1 The original proposal, both pre-qualification and Technical Proposals shall contain no

interlineations or overwriting, except as necessary to correct errors made by the Bidder themselves. The person who signed the proposal must initial such corrections.

13.2 An authorized representative of the Bidder shall initial all pages of the Pre-Qualification and Technical Proposals.

13.3 The Technical Proposal shall be placed in a sealed envelope clearly marked "TECHNICAL PROPOSAL" Similarly, the Pre-Qualification documents shall be placed in a sealed envelope clearly marked "PRE QUALIFICATION DOCUMENTS" followed by the name of the Assignment/job. The envelopes containing the Pre-Qualification Documents, Technical Proposals, shall be placed into an outer envelope and sealed. This outer envelope shall bear the submission address, reference number be clearly marked "DO NOT OPEN, BEFORE 04-02-2020". The Employer shall not be responsible for misplacement, losing or premature opening if the outer envelope is not sealed and/or marked as stipulated. This circumstance may be case for Proposal rejection.

13.4 The Proposals must be sent to the address/addresses indicated in the EOI and received by the Employer no later than the time and the date indicated in the EOI, or any extension to this date as per clause 8.2. Any proposal received by the Employer after the deadline for submission shall be returned unopened.

13. Modification of Bids

13.1 Once the Bid is submitted the bidders are not allowed to modify any parts of the Bid

14. EOI opening and evaluation

13.1 Mission Directorate, SBM (G) shall open the of Key Technical submissions of those Bids that fulfills the pre-qualification Criteria and are found to be responsive as provided in Clause 11.2 and undertake evaluation of the Technical Proposals to determine the qualified Bidders.

15. Process to be confidential

15.1 Information relating to the examination, clarification, evaluation, and comparison of EOIs and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award to the successful Bidder has been announced. Any effort by a Bidder to influence the Mission Director, SBM (G)'s processing of EOIs or award decisions may result in the rejection of his/her Bid.

16. Clarifications

16.1 Mission Directorate, SBM (G) would open the EOI on 04.02.2020 at 11.00 AM. Mission Directorate, SBM (G) will open the EOI of all the Bidders received in the presence of the Bidders or their representatives who choose to attend on the date and place specified in the Schedule of Bidding process. The Key Technical Submissions of the Pre-qualified Bidders will be opened after intimation of the date, time and venue of such openings to the qualified bidders.

16.2 Mission Directorate, SBM (G) reserves the right to reject any Bid which does not contain the information/documents as set out in this EOI document.

16.3 To facilitate evaluation of Bids, Mission Director, SBM (G) may, at its sole discretion, seek clarifications in writing from any Bidder.

17. Evaluation of proposal and Empanelment process

17.1 The criteria for eligibility & qualification of Bidders are set out in Clause 11.2.

17.2 As part of the evaluation, the Bids shall be checked for responsiveness with the requirements of the EOI document (Pre-Qualification)and only those Bids which are found to be responsive would be



further evaluated in accordance with the criteria set out in this EOI document.

17.3 The Bid would be considered to be responsive if it meets the following conditions:

- a. It contains all the information and documents as requested in the EOI document.
- b. It contains information in formats specified in this EOI document.
- c. It mentions the validity period as set out in Clause 12
- d. It provides information in reasonable detail. ("Reasonable Detail" means that, but for minor deviations, the information can be reviewed and evaluated by Mission Directorate, SBM (G) without communication with the Bidder). Mission Directorate, SBM (G) reserves the right to determine whether the information has been provided in reasonable detail.
- e. There are no inconsistencies between the Bid and the supporting documents
- f. A Bid that is substantially responsive is one that conforms to the preceding requirements without material deviation or reservation. A material deviation or reservation is one
 - i) which affects in any substantial way, the scope, quality, or performance of the Service contract, or
 - ii) which limits in any substantial way, inconsistent with the EOI Document, Mission Director, SBM (G)'s rights or the Bidder's obligations under the Agreement, or
 - iii) Which would affect unfairly the competitive position of other Bidders presenting substantially responsive Proposals

17.4 Evaluation of Technical Proposal

Criteria, sub-criteria and point system for the technical evaluation to be followed under this procedure are as under:

i)	Specific experience of the consultant firm relevant to the assignment / job	20 marks
	Sub criteria	
(a)	Specific Experience in Design /Installation/O&M of Community level Biogas plant (Biomass/ Bio waste based) in urban/Rural India in last 3 years (4 mark per project subject to maximum 20 marks)	20 marks
(b)	Specific experience in commissioning of Community level Biogas plant (Biomass/ Bio waste based) in urban/Rural India in last 3 years (2.5 marks per Project subject to Maximum 10 marks)	10 marks
ii)	Proposed methodology and work plan in response to the terms of reference.	40 marks
	Sub-criteria	
	a) Technical approach & methodology	20 marks
	b) Operation & Maintenance Plan	10 marks
	c) Work plan	10marks
(iii)	Presentation on Approach & Methodology , Technology and O&M plan	10 Marks
iii)	Key professional staff: Qualification & competency for the assignment / job.	30 marks

Qualifications and competency of each of the key professional as per (iii) above will be evaluated separately. The marks for key professionals will be further divided as under:

Sr No	Position	Marks
1	Team Leader	12
2	Social Mobilization Expert	9
3	Civil Engineer	9

For evaluation of each of the key professionals the following sub-criteria shall be followed

a)	Educational qualifications	20%
b)	Adequacy for the assignment / job (Experience in carrying out similar assignment/job)	70%
c)	Experience in the Region	10%

17.5 The Technical Bid scoring more than 70 marks will be eligible for empanelment under SBM-G as Technical Agency for implementation of GOBAR-DHAN scheme in the state of Assam

17.6 Correction of errors

17.6.1 Mission Directorate, SBM (G) will notify the Successful Bidder/Bidders through a Letter of Empanelment (LoE) that its Bid has been accepted.

17.6.2 The Successful empanelled Bidder shall be required to furnish Performance Security by way of an irrevocable Bank Guarantee, issued by a nationalized bank or a scheduled bank located in India in favour of the Chief Engineer, PHE (Sanitation) for an amount equal to 10% of the work order. The Bank guarantee is required to be submitted by the empanelled bidder only issue of Work Order by the Mission Director (SBM-G).

17.6.3 Notwithstanding anything contained in this EOI document, Mission Directorate, SBM (G) reserves the right to accept or reject any Bid, or to annul the bidding process or reject all Bids, at any time without any liability or any obligation for such rejection or annulment, without assigning any reasons thereof.



STANDARD FORMS FOR TECHNICAL BID

FOR

NAME OF WORK: -EMPANELMENT OF TECHNICAL AGENCIES AS TECHNICAL EXPERT/IMPLEMENTING AGENCIES FOR DESIGN, INSTALLATION, OPERATION AND MAINTENANCE OF COMMUNITY LEVEL BIOGAS PLANTS UNDER GALVANIZING ORGANIC BIO AGRO RESOURCES DHAN (GOBARDHAN) SCHEME UNDER SWACHH BHARAT MISSION (GRAMIN), ASSAM

**MISSION DIRECTORATE
SWACHH BHARAT MISSION-GRAMIN
ASSAM, HENGRABARI
GUWAHATI-781036**



TECHNICAL PROPOSAL -STANDARD FORMS



FORM TECH - 1

Covering Letter
(On the Letterhead of the bidder)

To,

Date: _____

The Mission Director,
SWACHH BHARAT MISSION -GRAMIN
PHE CAMPUS, HENGRABARI
GUWAHATI-781036
e-mail Id.: sbmg.assam@gmail.com

Sub : EMPANELMENT OF TECHNICAL AGENCIES AS TECHNICAL EXPERT/IMPLEMENTING AGENCIES FOR DESIGN, INSTALLATION, OPERATION AND MAINTENANCE OF COMMUNITY LEVEL BIOGAS PLANTS UNDER GALVANIZING ORGANIC BIO AGRO RESOURCES DHAN (GOBARDHAN) SCHEME UNDER SWACHH BHARAT MISSION (GRAMIN), ASSAM

Ref : EOI No:

Dear Sir,

With reference to the above, I/We would like to inform you that having examined the EOI Document and application form including guidelines for submission, scope of work etc., we hereby submit all the necessary information and relevant documents relating to the "Empanelment of technical agencies as technical expert/implementing agencies for design, installation, operation and maintenance of community level biogas plants under galvanizing organic bio agro resources dhan (Gobardhan) Scheme under Swachh Bharat Mission (Gramin), Assam" for our selection as bidder.

We understand that MISSION DIRECTORATE, SBM-G, ASSAM reserves the right to reject any application without assigning any reason thereof. We confirm that our Proposal is valid for a period of 120 days from 04.02.2020.

Yours faithfully,

(Signature of Authorized Person)

Date:

Seal:



FORM TECH - 2: BIDDERS' ORGANIZATION

Name of the Bidder	
Name of the JV partner if any	
Address of Registered Office of Lead Bidder	
Year of Establishment:	
Contact Person with Contact Details:	
PAN Number	
GST Number	
Any Other Relevant Details:	

(Signature of Authorized Person)

Date:

Seal:



FORM TECH-3A: BIDDER'S EXPERIENCE IN RELEVANT WORKS (DESIGN/INSTALLATION/O&M COMMUNITY LEVEL BIOGAS PLANT (BIOMASS/ BIO WASTE BASED))

[List projects (not more than 10) in the last five years which are similar to that in the EOI.]

[The following information should be provided in the format below for each reference assignment for which your firm, either individually as a corporate entity or as one of the major companies within a consortium, was legally contracted by the Employer stated below.]

Name of the Project:	Approx. value of the contract (In current \$):
Country:	Duration of contract (months):
Location within country:	
Name of Client:	
Address:	
Start date (month/year): Completion date (month/year):	
Name of joint venture partner or associated partner if any:	
Name of senior regular full time employees of the firm involved and functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader):	
Narrative description of Project:	
Description of actual services* provided in the Contract:	

**Copy of Work order /completion certificate to be submitted*

Firm's Name: _

Signature of Authorized Representative:



FORM TECH-3B: BIDDER'S EXPERIENCE IN RELEVANT WORKS (INSTALLATION/IMPLEMENTATION OF COMMUNITY LEVEL BIOGAS PLANT (BIOMASS/ BIO WASTE BASED))

[List projects (not more than 10) in the last five years which are similar to that in the EOI.]

[The following information should be provided in the format below for each reference assignment for which your firm, either individually as a corporate entity or as one of the major companies within a consortium, was legally contracted by the Employer stated below.]

Name of the Project:	Approx. value of the contract (in current `):
Country: Location within country:	Duration of contract (months):
Name of Client:	
Address:	
Start date (month/year): Completion date (month/year):	
Name of joint venture partner or associated partner if any:	
Name of senior regular full time employees of the firm involved and functions performed (Indicate most significant profiles such as Project Director/Coordinator, Team Leader):	
Narrative description of Project:	
Description of actual services* provided in the Contract:	

**Copy of Work order /completion certificate to be submitted*

Firm's Name: _

Signature of Authorized Representative:



**FORM TECH-4: DESCRIPTION OF APPROACH, METHODOLOGY AND FOR PERFORMING THE ASSIGNMENT
[AS PER THE DETAILS MENTIONED IN THE NARRATIVE EVALUATION CRITERIA]**

Technical Approach and Methodology,

and

Operation & Maintenance plan,

- a) Technical Approach and Methodology. In this chapter you should explain your understanding of the objectives of the assignment, approach to the services, methodology for carrying out the activities and obtaining the expected output, and the degree of detail of such output. You should highlight the problems being addressed and their importance, and explain the technical approach you would adopt to address them. You should also explain the methodologies you propose to adopt and highlight the compatibility of those methodologies with the proposed approach.
- b) Operation & Maintenance Plan. In this chapter the Bidder should explain the operation and maintenance plan for the proposed facility in accordance with the terms of reference.



FORM TECH 5: WORK PLAN

N ^o	Activity ¹	Months ²												
		1	2	3	4	5	6	7	8	9	10	11	12	n
1														
2														
3														
4														
5														
n														

FORM TECH 6: TEAM COMPOSITION AND TASK ASSIGNMENT/JOBS

Professional Staff (Key Professional)

Sl no	Name of the Staff	Name of the Firm	Area of Expertise	Position/Task Assigned

**FORM TECH 7: CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF**

1. Proposed Position:
[For each position of key professional separate form Tech-7 will be prepared]:
2. Name of Firm:
[Insert name of firm proposing the staff]:
3. Name of Staff:
[Insert full name]:
4. Date of Birth:
5. Nationality:
6. Education:
[Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment]:
7. Membership of Professional Associations:
8. Other Training:
9. Countries of Work Experience:
[List countries where staff has worked in the last ten years]:
10. Languages [For each language indicate proficiency: good, fair, or poor in speaking, reading, and writing]:
11. Employment Record:
[Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.]:

From [Year]: To Year]:

Employer:

Positions held:

12. Detailed Tasks Assigned
[List all tasks to be performed under this Assignment/job]
13. Work Undertaken that Best Illustrates Capability to Handle the Tasks Assigned

[Among the Assignment/jobs in which the staff has been involved, indicate the following information for those Assignment/jobs that best illustrate staff capability to handle the tasks listed under point 12.]

Name of Assignment/job or project:

Year:

Location:

Employer:



Main project features: Positions held: Activities performed:

14. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Date:
Place:

[Signature of staff member or authorized representative of the staff]

[Full name of authorized representative]:



**TERMS OF REFERENCE
FOR
EMPANELMENT OF TECHNICAL AGENCIES AS TECHNICAL
EXPERT/IMPLEMENTING AGENCIES FOR DESIGN, INSTALLATION, OPERATION AND
MAINTENANCE OF COMMUNITY LEVEL BIOGAS PLANTS UNDER GALVANIZING
ORGANIC BIO AGRO RESOURCES DHAN (GOBARDHAN) SCHEME UNDER
SWACHH BHARAT MISSION (GRAMIN), ASSAM**

**MISSION DIRECTORATE,
SWACHH BHARAT MISSION (GRAMIN), ASSAM
O/O THE CHIEF ENGINEER (PHE) SANITATION, ASSAM
HENGRABARI, GUWAHATI - 781036**



1. INTRODUCTION TO GOBAR-DHAN SCHEME

In an effort to ensure cleanliness in villages and generate wealth and energy by converting cattle dung and solid agricultural waste into compost and biogas and improve the lives of villagers, the launch of 'Galvanizing Organic Bio-Agro Resources Dhan' (GOBAR-DHAN) scheme was announced in the Budget Speech of the Hon'ble Finance Minister in Feb 2018. This initiative shall support biodegradable waste recovery and conversion of waste into resources. This shall support creating clean villages which is the objective of Swachh Bharat Mission (Gramin) and also provide economic and resource benefits to farmers and households. The GOBAR-DHAN scheme is expected to engage with people in safe and efficient managing of solid waste, especially the bio-agro waste in villages, so that the villages remain clean. GOBAR-DHAN scheme is a crucial component of the ODF Plus strategy of SBM(G) and will focus on supporting villages in management of bio-waste.

2. OBJECTIVE OF THE SCHEME

The intended impact of the scheme is cleaner villages through solid waste management, increased rural income and employment, and reduced environmental impact. Accordingly, the scheme aims to have the following impact:

- g) **Sanitation:** Improved sanitation, by reducing waste from the villages and overall cleanliness
- h) **Organic Fertilizer:** The digested slurry from biogas plants, a rich source of manure, shall benefit farmers in supplementing chemical fertilizers
- i) **Health:** Decrease in incidences of malaria and other sanitation related diseases through reducing waste stagnation in villages; and improving indoor air quality that is otherwise affected by burning of dung cakes and firewood
- j) **Energy:** Villages become self-reliant in clean energy by harnessing bio-waste to generate bio-energy and thereby reduce burning and dependence on forests
- k) **Employment:** Local youth and semi-skilled technicians can benefit from skilling and potential green jobs such as collection of waste, transportation to treatment plants, management of plant, operation and maintenance of plants, sale and distribution of biogas and bio-slurry generated, etc.
- l) **Empowerment:** Households consume cleaner and cheaper fuel through biogas/bio-CNG for cooking, saving on earnings and time; women of the household who typically engage in collection of firewood/ making dung cakes can be relieved of the drudgery involved

3. BROAD SCOPE OF THE SCHEME

It has been decided to setup Bio Gas plants in rural areas for utilizing cattle dung, agricultural waste, kitchen waste to produce Bio gas-based energy and bio slurry for agriculture purpose. Meanwhile, the GOBAR DHAN scheme will encourage the farmers to consider dung and other waste not just as a waste but as a source of income. The GOBAR DHAN scheme or GOBAR DHAN Yojana will provide many benefits to the rural people. It will be easier to keep the village clean and sanitized, livestock health will improve and farm yields will increase. Biogas generation will increase self-reliance in energy utilized for cooking and lighting. Farmers and cattle herders will be helped in augmenting their income. There will be novel opportunities for newer jobs linked to waste collection, transportation, biogas sales, O&M of biogas plants, etc. In addition to this, an online trading platform can be created for better implementation of GOBAR DHAN Scheme that will connect farmers to buyers so that they can get the right price for dung and agricultural waste.



The broad scope of work for implementation of GOBAR Dhan Scheme is as below:

- Generating wealth from waste in rural areas will require the involvement of all actors and sectors, Investments from the private sector and local entrepreneurs will be needed.
- Panchayats and village communities play key roles to leverage the utilization of animal and organic waste that goes into water bodies, dumping sites and landfills.
- Informal sanitation service providers be integrated into the system by training and licensing them.
- With appropriate policy interventions the sector can be scaled up into opportunities for growth, leading to increased incomes, long-term livelihoods and, of course, more Swachh villages.
- GOBAR Dhan Scheme will help in producing cleaner fuels which will lead to shift to Biogas and Bio CNG.
- It provides a commercially viable model for waste management. This increases the sustainability of the project.
- Reducing the dependency on Imports for CNG, as India imports more than 60% of its demand.
- Providing additional source of income for farmers. Thus aids in achieving the target of doubling of farmer's income by 2022
- Though India is energy surplus country there is still large number of population without access to electricity. This initiative will provide for alternative source of energy in the places where conventional energy could not penetrate.
- Augmenting the efforts under Swachh Bharat Mission by providing for better waste management.

4. FUNDING OF GOBAR-DHAN SCHEME

The programme will be implemented using SLWM funding pattern of SBM-G Guidelines. The total assistance under SBM (G) for SLWM projects is worked out on the basis of total number of households in each GP, subject to a maximum of Rs.7 lakh for a GP having up to 150 households, Rs.12 lakh up to 300 households, Rs. 15 lakh up to 500 households and Rs.20 lakh for GPs having more than 500 households. Funding for SLWM project under SBM (G) will continue to be provided by the Central and State Government in the ratio of 60:40 as per the existent formula. 3. For North-Eastern States, the share of the fund for the implementation of SLWM project will be in the ratio of 90:10 (Centre: State fund).

Only those Gram Panchayats, which have not availed SLWM funds under SBM-(G) are eligible to receive the financial assistance under GOBAR-Dhan scheme, subject to the limits of guidelines. However, States shall have the flexibility to provide additional funds to any GP based on viability under the scheme.

5. IMPLEMENTATION PROCESS OF GOBARDHAN:

- The State Mission Director will issue sanction order to the Entity for constructing the Bio Gas Plant after approval from STAC
- Entity will initiate setting up the project as per prescribed timeline.



- Entity ensures deployment of staff needed for construction and management of the project.
- Entity will select collectors of waste preferably from the local population. They will be provided basic training in waste management including collection, segregation and transportation, through a State approved agency/KRC. Training plan will be decided in consultation with STAC.
- Release of incentive to Entity as prescribed in guideline/GOI policy.
- Functioning of the project will be monitored periodically by District/State/Centre.

6. INSTITUTIONAL ARRANGEMENT FOR GOBAR-DHAN

➤ State Technical Advisory Committee

There will be a State Technical Advisory Committee at the State level (STAC) which will be responsible for providing policy and implementation support for implementation of GOBAR-Dhan initiatives in the State. The STAC will be responsible for review and approval of proposals and DPRs recommended by States. The STAC shall:

- a) Approve DPRs received from Districts.
- b) Provide policy and implementation support to scale up implementation of GOBAR- Dhan initiatives in the State.
- c) Ensure timely fund flow for the approved projects.
- d) Ensure monitoring and evaluation of GOBAR-Dhan initiatives in the State.

➤ Public Health Engineering Department, GoA

The PHE department responsible for implementation of SBM-G in the District shall play a central role in implementation of the GOBAR-Dhan program in the district. The District Water and Sanitation Committee (DWSC) headed by District Collector/ CEO/ Deputy Commissioner would be responsible for the following:

- a) Identification of Gram Panchayats for implementation of GOBAR-Dhan projects.
- b) Selection of Entity for implementation of the Projects.
- c) Scrutiny and review of GOBAR-Dhan proposal and DPR submitted by the Entity and obtain approval of the STAC.
- d) Ensure timely fund flow for approved projects.
- e) Monitor implementation of the GOBAR-Dhan projects and report progress to State and Government of India(GoI).
- f) Any other responsibility assigned by the Central or State Government.

➤ Gram Panchayats

Gram Panchayats shall be responsible for the following:

- a) Identification of appropriate site for construction of the plant in consultation with the Entity.
- b) Ensuring a Gram Sabha and resolution for participation of the village for the GOBAR- Dhan project implementation.

- c) Support the Entity in identifying households that can contribute to the project.
- d) Monitoring the progress of the project along with the Entity.
- e) Reporting progress to District on the implementation of the project

➤ **Selection criteria for Gram Panchayats**

- a) Gram Panchayats that have cattle population equivalent to 30-40% of village population.
- b) The Gram Panchayat will have a minimum of 150 households.
- c) Gram Panchayat agree to work with the selected entity and support in setting up and operation of bio-gas plants.
- d) The GP has not utilized the SLWM funds under SBM-G.

7. SCOPE OF WORK FOR TECHNICAL AGENCY:

Under the GOBAR-DHAN scheme, biogas plant has to be installed in selected Gram Panchayat of rural Assam for utilizing cattle dung, agricultural waste, and kitchen waste to produce Biogas-based energy and bio slurry for agriculture purpose.

The technical agency should be an entity with experience in designing and implementing biomass to energy projects. The selected technical agency is responsible for creating a project proposal in consultation with the SHG/GP. The project proposal shall detail out waste assessment, technology proposed, operational process, management of biogas and bio-slurry. Although, everyday maintenance of the plant is the implementing entity's responsibility, technical agency should provide necessary technical support for upkeep of plant. Equipment proposed for the project should be specified as part of DPR, to be approved by STAC. Project proposal must include plan for management of biogas and bio-slurry produced.

20% of total incentive released according to the models adopted (as specified in the policy document i.e. Model A,B,C) will be used to pay technical agency as turnkey fee, where all- inclusive cost such as for manpower, O&M, etc. will be paid. The local manpower has to be trained so that the plant may be operated once it is handed over to the implementing agency. The technical agency will not claim any fee other than the turnkey fee for any maintenance.

The indicative scopes of work for the technical agency are as follows:

I	PRILIMINARY SURVEY	<ul style="list-style-type: none"> a) Necessary investigation of feed stock, both quantitative and qualitative b) Necessary soil investigation of plant site c) Assessing flood/ earth quake vulnerability
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II	PREPARATION OF DPR	(a) Planning the project (b) Deciding size of the project in consultation with the GP/DWSC (c) Selection of appropriate technology (d) Detailed Design of all components of the project (e) Cost estimate and preparation of BOQ (f) Detailed Project Report Preparation (g) Submission to State and STAC (h) Support in approval of the project from STAC
III	IMPLEMENTATION STAGE	(a) Prepare construction drawing (b) Implementation of the Project as per approved Detailed Project Report (c) Field level implementation (d) Supervising and monitoring the implementation (e) Support in Feeding the plant/ charging (f) Commissioning (g) Capacity Building of the stakeholders (h) Monitoring and evaluation (i) Analyzing the output
IV	MONITORING	Regular monitoring of the scheme and its allied activities And submission of a report.
V	OPERATION & MAINTENANCE:	a Operation of the project: Operation of the plant for a period of 6(six) months from the date of commissioning before the operation is completely handed over to local agency. b Providing training to the personnel engaged for everyday operations of the project.
VI	MAINTENANCE	Only maintenance shall be done by the empanelled agency/ Organisation for the rest 2 ½ years.

8. EXPERTISE AND INPUTS

Position	Qualifications & skills	Experience
Team Leader	<ul style="list-style-type: none">• Master degree in engineering, social science, environmental science, water and sanitation, or a related field;• Experience in implementing, designing, community level solid waste management project (bio mass based and composting etc);• Experience of designing, implementation and O&M of bio gas plant is desirable• Proficiency in Hindi and English	Minimum 5 years of professional experience in Community level Biogas plant (Biomass/ Bio waste based)



Position	Qualifications & skills	Experience
Social Mobilization Expert	<ul style="list-style-type: none">• Master degree in Social Science• Possesses proven track record in working with community, social mobilization, solid & liquid waste management etc• Proficiency in Hindi and English	Minimum 5 years Experience in social development, community mobilization etc
Civil Engineer	<ul style="list-style-type: none">• Graduate degree in Civil Engineering from recognized institute• Minimum 5 years experience in infrastructure projects, cost estimates, devising cost norms, rate analysis, design of basic civil structures etc• Experience in designing, implementation and O&M of bio mass based Solid waste management project is desirable• Proficiency in Hindi and English	Minimum 5 years experience in infrastructure projects, cost estimates, devising cost norms, rate analysis, design of basic civil structures etc

Note:

- The agency/institution may propose any additional specialists that may be required to carry out the assignment. The CVs of the additional specialists will be reviewed as additional CVs, but it will not form a part of the Key professional positions whose CVs will be evaluated during the technical evaluation
- The consultant has to provide adequate staffs at the district level in terms of enumerators, supervisors for timely completion of the project. CV is not required to be submitted for those support staffs.
- Consultants may also suggest revised inputs but should be substantiated with justifications under Comments to ToR section.