



**OFFICE OF THE MISSION DIRECTORATE, SBM-G, ASSAM, HENGRABARI,  
GUWAHATI - 781036**

**EXPRESSION OF INTEREST (EOI)**

**MISSION DIRECTORATE,  
SWACHH BHARAT MISSION (GRAMIN), ASSAM**

**NAME OF WORK : - EXPRESSION OF INTEREST (EOI) FOR EMPANELLING  
TECHNICAL AGENCIES FOR IMPLEMENTATION OF GALVANIZING  
ORGANIC BIO-AGRO RESOURCES DHAN (GOBAR-DHAN) SCHEME UNDER  
SWACHH BHARAT MISSION (GRAMIN), ASSAM**

***EOI IS TO BE SUBMITTED BEFORE: 15.00 HRS. ON 20.06.2018***

**Contact details:**

<b>Particulars</b>	<b>Telephone</b>	<b>E-mail</b>
Mission Director, SBM (G), Guwahati, Hengrabari-36, Assam	<b>0361-2130480</b>	sbmg.assam@gmail.com
<b>Website</b>	<a href="http://www.phesanitation.assam.gov.in">www.phesanitation.assam.gov.in</a>	



**GOVERNMENT OF ASSAM**

Office of the Mission Directorate  
Swachh Bharat Mission (Gramin), Assam  
Hengrabari, Guwahati- 781036  
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No. RGRWSM-398/Pt-II/2018-19/3008

Dated:- 05/06/2018

**Short Notice Inviting Expression of Interest**

E.O.I No. 09 of 2018-19

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

The EOI is to be submitted in sealed cover, addressed to the 'Mission Director, SBM (G), Guwahati, Hengrabari-36, Assam', on or before **15:00 hrs IST on 21.06.2018** and the same will be opened on **21.06.2018 at 16:00 hrs**.

A pre bid meeting will be held in the office of the Mission Directorate, SBM G, Assam, PHED, Hengrabari, Guwahati - 781036 from **12:00 hrs on 14.06.2018**.

EOI document comprising all details and terms & condition, can be downloaded from the website [www.phesanitation.assam.gov.in](http://www.phesanitation.assam.gov.in) and at the office address given above from **05.06.2018** onwards. The document(s) submitted should be duly signed by the authorized signatory and stamped with the official seal of the organisation 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](http://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 thereof is reserved with the Mission Director, SBM (G).

**Mission Director**  
**Swachh Bharat Mission (Gramin), Assam**  
**Hengrabari, Guwahati -781036**

**SCHEDULE OF EVENT**

Sl no	Event	Date	Time
1.	<b>START DATE FOR DOWNLOADING EOI DOCUMENT</b>	06.06.2018	10.00 hrs
2.	<b>LAST DATE AND TIME FOR RECEIPT OF QUERIES FOR PRE BID</b> (email: <a href="mailto:sbmg.assam@gmail.com">sbmg.assam@gmail.com</a> )	12.06.2018	16.00 hrs
3.	<b>PRE BID MEETING</b> Office of the Chief Engineer, Sanitation, PHED, Hengrabari, Guwahati - 781036	14.06.2018	12.00 hrs
4.	<b>LAST DATE FOR SUBMISSION OF EXPRESSION OF INTEREST</b>	21.06.2018	15.00 hrs
5.	<b>OPENING OF EOI</b>	21.06.2018	16:00 hrs

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 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.

**Mission Director**  
**Swachh Bharat Mission (Gramin), Assam**  
**Hengrabari, Guwahati - 781036**  
**Email : [sbmg.assam@gmail.com](mailto:sbmg.assam@gmail.com)**  
**Phone : 0361-2130480**





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**REQUEST FOR EXPRESSION OF INTEREST  
(TECHNICAL AGENCY / FIRMS SELECTION)**

**COUNTRY:** INDIA  
**STATE:** ASSAM  
**NAME OF PROJECT:** GALVANIZING ORGANIC BIO-AGRO RESOURCE DHAN  
(GOBAR-Dhan)

**1.1 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.

**1.2 INSTITUTIONAL SET UP:**

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 take 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.

## 2. INTRODUCTION TO GOBARDHAN:

**GOBAR** is an acronym for **Galvanizing Organic Bio Agro Resources**. The aim of this scheme is to ensure cleanliness in villages and generate wealth and energy by converting cattle dung and solid agricultural waste into Bio Gas and compost. Under the **Swachh Bharat Mission (Rural)**, the Government of India strides to use animal dung and other bio-waste to produce energy.

The **Swachh Bharat Mission (Gramin)** focuses on open defecation free villages and management of Solid and Liquid Waste creating clean villages in the country. With many States achieving ODF status, solid and liquid waste management takes prime importance in the endeavour to make the villages of India clean and healthy. There are about 300 million bovines, 65.07 million sheep, 135.2 million goats and about 10.3 million pigs as per 19th Livestock Census (2012) in the country. Cattle population constitutes 63% of the total livestock in 2012, the last Census for Livestock. An estimated amount of at least 5257 tonnes waste/day is generated based on these estimates.

Currently cattle dung and a portion of agricultural waste is used as cooking fuel. However, WHO estimates about 5 lakh deaths in India due to indoor air pollution caused by unclean cooking fuel. Women and children suffer the most, as they spend large amounts of their time near indoor cooking hearth.

In an effort to make the villages open defecation free and improve the lives of villagers, the Finance Minister in his budget speech in February 2018 announced the launch of **Galvanizing Organic Bio-Agro Resources Dhan (GOBAR-DHAN)** scheme. **GOBAR-Dhan** shall benefit rural people in general and women in particular from this clean fuel and also through improvements on health and improvement in cleanliness in the villages.





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## 2.1 PURPOSE OF EOI:

The **Mission Director, Swachh Bharat Mission (Gramin), Assam** invites eligible firms / Technical Institutions/ Research Organizations/NGO's to express their interest in establishing a Technical Agency at State Level for implementing and handholding the **GOBAR-DHAN** scheme to complement initiatives in districts, and meet the goals of **Swachh Bharat Mission Gramin**. This initiative shall support biodegradable waste recovery and conversion of waste into resources. This shall provide economic and resource benefits to farmers and households and also support in creating clean villages which is the objective of **Swachh Bharat Mission (Gramin)**.

## 2.2 PERIOD OF EMPANELMENT

The eligible bidder will be empanelled for period of **1 year** initially which may be extended further.

## 2.3 ASSIGNMENT/PROJECT TITLE

Provision of Technical Support to the Project (**GOBAR-DHAN**) under **Swachh Bharat Mission, Gramin** for implementation of Solid and Liquid Resource Management component under **Swachh Bharat Mission-Gramin**.

## 2.4 PROJECT BACKGROUND AND OBJECTIVES

**GOBAR-DHAN** scheme will be focused on supporting villages to be self-reliant through generation of wealth and energy from waste and is a crucial component of the ODF Plus strategy of SBM-(G). The objective of the scheme is to increase rural income, rural jobs and to keep villages clean through solid waste management.

Accordingly, this scheme aims to positively impact the state with 3Es, which are as following:

- a) **Energy:** Self-reliance with respect to energy through utilization of agricultural and animal waste to generate bio-energy through bio-gas plants.
- b) **Empowerment:** Engaging rural people, especially women self-help groups in construction, management and day to day operations of biogas plants.
- c) **Employment:** Generating jobs among the rural youth and women through collection of waste, transportation to treatment plants, management of treatment plant, sale and distribution of biogas generated, etc.



The scheme is intended to manage and convert cattle dung and solid waste in farms to compost, bio-slurry, bio-gas and bio-CNG. This initiative shall support biodegradable waste recovery and conversion of waste into resources.

## 2.5 BROAD SCOPE OF 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 Yojana** 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 Yojna** will help in producing cleaner fuels which will lead to shift to Bio Gas 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.

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.

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.

## 2.6 IMPLEMENTATION PROCESS OF GOBARDHAN:

- a) The State Mission Director will issue sanction order to the Entity for constructing the Bio Gas Plant after approval from STAC
- b) Entity will initiate setting up the project as per prescribed timeline.
- c) Entity ensures deployment of staff needed for construction and management of the project.
- d) 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.
- e) Release of incentive to Entity as prescribed in guideline/GOI policy.
- f) Functioning of the project will be monitored periodically by District /State/Centre



## 2.7 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:

- i. Approve DPRs received from Districts.
- ii. Provide policy and implementation support to scale up implementation of **GOBAR-Dhan** initiatives in the State.
- iii. Ensure timely fund flow for the approved projects.
- iv. Ensure monitoring and evaluation of **GOBAR-Dhan** initiatives in the State.

### ➤ District Department Charge for SBM(G)

The 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 Panchayats 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 SBMG.

**3. 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, kitchen waste to produce Bio gas-based energy and bio slurry for agriculture purpose.

The technical agency can be a technical institute/NGO/ or similar 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.

The technical agency may specify the terms of reference for taking up the work. The support will be in the form of taking up the work on turnkey basis. The turnkey fee will be all inclusive cost such as for manpower, O&M, etc. 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.





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

<b>I</b>	<b>PRELIMINARY SURVEY</b>	(a) Field level data collection (b) Necessary investigation of feed stock, both quantitative and qualitative (c) Necessary soil investigation of plant site (d) Assessing flood/ earthquake vulnerability
<b>II</b>	<b>PREPARATION OF DPR</b>	(a) Planning the project (b) Deciding size of the project in consultation with the GP/ DWSC (c) Selection of appropriate technology (d) List out the components of the project (e) Detail project report preparation including cost estimation (f) Making the proposal fit for approval by STAC, if any modification is suggested
<b>III</b>	<b>IMPLEMENTATION STAGE</b>	(a) Selection of vendor, if any, for implementation of different components (b) Field level implementation (c) Supervising and monitoring the implementation (d) Feeding the plant/ charging (e) Commissioning (f) Capacity Building of the stake holders (g) Monitoring and evaluation (h) Analysing the output (i) Performance guaranty
<b>IV</b>	<b>MONITORING</b>	Regular monitoring of the scheme and its allied activities and submission of a report.
<b>V</b>	<b>OPERATION &amp; MAINTENANCE:</b>	a. Operation of the project: Operate the plant for a period of 6(six) months from the date of commissioning before the operation is handed over to local agency. b. Providing training to the personnel engaged for everyday operations of the project.
<b>VI</b>	<b>MAINTENANCE</b>	Only maintenance shall be done by the empanelled agency/organisation for the rest 2 ½ years.

#### **4. ELEGIBILITY CRITERIA:**

4.1 The interested entity should essentially meet the following eligibility criteria:

- (a) The entity must be registered under Society Registration Act, Trust Act/Cooperative Act/ Companies act/ Partnership Act/ Proprietorship Act



- (b) Should have a valid Service Tax/VAT/TIN numbers for the line of business the entity is engaged in.
- (c) PAN Card of the Agency.
- (d) Latest clearance of IT, GST, Service TAX and Work permit, if applicable, along with a copy of Registration certificates.
- (e) The agency must possess minimum 3 years experience, expertise and manpower in installation, operation and maintenance (technical experience and capacity to construct, operate and manage) of biogas plant.
- (f) Interested parties must have experience of undertaking and completing similar projects successfully elsewhere at least for a period of 3 years.
- (g) List of clients served (Educational Institutes/Govt./ public sector/private Sector/others separately in the last three years) with Contact name, address and mobile no., accompanied by relevant work orders/ pay orders/ client certificates and completion certificate.
- (h) Interested parties must have a core group/ team of multidisciplinary technical experts having wide experience in the execution of similar projects independently or through the participating interested parties/ other reputed organization. Relevant documents may be submitted with the Eol.
- (i) The applicant must have an average annual turnover of Rs. 25 lakh over the last three preceding years from similar service. (i.e. 2014-15, 2015-16, 2016-17). Copy of CA certificate to be attached.
- (j) The interested parties meeting above requirement must forward their letter of intention along with initial proposal and relevant supportive documents meeting the qualifications given in para (a) to (i) above.
- (k) Further, the interested parties may have to attend a discussion and give a presentation about their technical capabilities, credentials, experience of working in similar such project, and tentative technical proposal.
- (l) The shortlisted bidder from the Eol based on the merits of the technical qualification, subsequent discussions will be empanelled for implementation of GOBAR-DHAN.
- (m) The short listed agencies will have to submit financial proposal for individual scheme when called for. The lowest quote in the Financial Bid will be awarded the turnkey job of implementation. If other technically eligible bidders agree to work as per the





lowest financial bid, these bidders are also eligible. However, the lowest quoted rates shall not be the only criteria in availing the award of the work.

4.2 The applicant 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.

4.3. Even if an applicant satisfies the above noted requirements, it is liable to be disqualified if it is found to have:

- 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.

## **5. PREPARATION FOR SUBMISSION OF EOI :**

### **5.1 DOCUMENTS COMPRISING THE BID:**

The Bids comprises of **Technical Submissions** and shall contain the documents as follows:

The Bidder would provide all the information as per Clause 5.2 below. The Mission Director, SBM (G) would evaluate only those Proposals that are received in the required format and are complete in all respects.

### **5.2 KEY SUBMISSIONS:**

- a) Expression of Interest should be accompanied by the proposal for association and mode of association as turnkey project.
- b) The entity/bidder shall ensure that it fulfils the eligibility criteria and other essential conditions.
- c) The EOI complete in all respects must be submitted together with requisite information and annexure(s). The EOI should be free from ambiguity, change or



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interlineations. Incomplete EOI will not be considered and is liable to be rejected without making any further reference to the entity.

d) The EOI shall be duly signed on each page by a person authorized by the entity. Documents of the entity authorizing such person must accompany the EOI. The Mission Directorate, **Swachh Bharat Mission (Gramin)**, Assam reserves the right to reject outright any EOI unsupported by proof of the signatory's authority.

e) The included annexures I, II, III & IV shall also be attached along with technical proposal for furnishing details to evaluate the agency's competency in the field.

f) Audited balance sheet for the past 2 (two) consecutive years to be furnished along with the application.

g) Documents supporting the past experience, list of existing and past clients with full details including services offered, details of similar projects executed, with copies of agreements/work order / completion / satisfactory certificates, CVs of key personnel and other related details to verify all eligibility criteria must accompany the EOI.

h) The Proposals must be sent to the address 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 6.2. Any proposal received by the Employer after the deadline for submission shall be returned unopened.

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

## 6.1 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](mailto: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.

## 6.2 PRE-BID MEETING:

- The Bidder is requested to send the queries on or before 12.6.2018.
- The Mission Directorate, SBM (G) will hold a pre bid meeting on 14.6.2018.
- 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](http://www.phesanitation.assam.gov.in)).

### 6.3 AMENDMENT OF EOI DOCUMENTS

- Before the deadline for submission of Bids the Mission Director, SBM (G) may modify the EOI documents by issuing addendum.
- Any addendum thus issued shall be a part of the EOI documents and shall be communicated through website [www.phesanitation.assam.gov.in](http://www.phesanitation.assam.gov.in)
- To give prospective Bidders reasonable time in which to take an addendum into account in preparing their Bids, the Mission Directorate, SBM (G) shall extend, as necessary, the deadline for submission of Bids.

### 6.4 PROPOSAL VALIDITY:

- The Proposal shall remain valid for a period not less than 365 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.
- 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.

### 6.5 SUBMISSION OF BIDS:

6.5.1 The original technical proposal shall contain no interlineations or overwriting, except as necessary to correct errors made by the Consultants themselves. The person who signed the proposal must initial such corrections.

6.5.2 An authorized representative of the Consultants shall initial all pages of the Technical.

6.5.3 The Technical Proposal shall be placed in a sealed envelope clearly marked "**TECHNICAL PROPOSAL**" followed by the name of the Assignment/job. The envelopes containing the 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 (date) 21.6.2018**". The Employer shall not be responsible for



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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.

6.5.4 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, i.e., **21.06.2018** before **15.00 hrs** (Hardcopy only) or any extension to this date as per the discretion of the Mission Directorate, SBM G, Assam. Any proposal received by the Employer after the deadline for submission shall be returned unopened.

## **7. MODIFICATION OF BIDS**

Once the EOI is submitted the bidders are not allowed to modify any parts of the documents.

## **8. EOI OPENING AND EVALUATION**

The Mission Directorate, SBM (G) shall open the of Key Technical submissions of those Bids that are found to be responsive as provided in Clause 5 and undertake evaluation of the Technical Proposals to determine the qualified Bidders.

## **9. PROCESS TO BE CONFIDENTIAL**

Information relating to the examination, clarification, evaluation, and comparison of EOIs and recommendations for the award of a contract shall not be disclosed to the agencies/organisations 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.

## **10. CLARIFICATIONS**

10.1 The Mission Directorate, SBM (G) would open the **Key Technical Submission of the Proposals on 21.6.2018 at 16:00 hrs**. The Mission Directorate, SBM (G) will open the Key Technical Submissions 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.

10.2 The 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.





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

## 11. EVALUATION OF PROPOSAL AND EMPANELMENT PROCESS

11.1 The criteria for eligibility & qualification of Bidders are set out in Clause 4.

11.2 As part of the evaluation, the Bids shall be checked for responsiveness with the requirements of the EOI document 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.

11.3 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 7.4.
- 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



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## 11.4 EVALUATION OF TECHNICAL PROPOSAL

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

Sl no	Criteria	Supporting Document	Marks
1	<b>The Agency or its partner organization should have an office in Guwahati</b>	Submit address of the office with documentary proof.	10
2	<b>Bidders' organisation &amp; Experience</b>		20
a	Planning stage of Survey and study, documentation, submission of reports..	Submission of documents as proof of work.	10
b	DPR preparation	Experience in DPR preparation, and implementation.	10
3	<b>Bidder's plan for providing Operation and maintenance service</b>		20
a.	Technical approach & methodology	Explain the understanding of the O & M phase of the project, its approach for O & M and methodology for achieving the expected output with details.	10
b.	Work plan	Submission of a work plan to achieve the expected output.	6
c.	Organisation & staffing	Submission of Key professional staff with qualification & competency for the assignment.	4
4	<b>Bidders experience in implementing similar schemes</b>	Submit proof of work like work order/completion certificate/contract document etc	20
5	<b>Proposed methodology and work plan in response to the terms of reference.</b>	Submit work plan, methodology along with a PPT (as per requirement), as per the terms of conditions.	20
6	<b>Bidders experience in capacity building activities on SLRM</b>	Submit proof with documentation report & photographs.	10
<b>Total Marks</b>			<b>100</b>

**Note:** Agencies/Organizations scoring 75 marks out of total 100 as indicated above shall be considered as qualified bidder for opening of financial proposals.





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## 12. CORRECTION OF ERRORS

12.1 In the event of acceptance of the Preferred Bidder/Bidders with or without negotiations, Mission Directorate, SBM (G) shall declare the Preferred Bidder/Bidders as the Successful Bidder/Bidders for Empanelment. Mission Directorate, SBM (G) will notify the Successful Bidder/Bidders through a Letter of Empanelment (LoE) that its Bid has been accepted.

12.2 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 after issue of Work Order by the Mission Director (SBM-G).

12.3 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: - EXPRESSION OF INTEREST (EOI) FOR EMPANELLING  
TECHNICAL AGENCIES FOR IMPLEMENTATION OF GALVANIZING  
ORGANIC BIO-AGRO RESOURCES DHAN (GOBAR-DHAN) SCHEME UNDER  
SWACHH BHARAT MISSION (GRAMIN), ASSAM**

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





## **TECHNICAL PROPOSAL -STANDARD FORMS**

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## LETTER OF SUBMISSION

(On the Letter head of the agency including full Postal Address, and telephone, facsimile and e-mail address.)

Reference No. \_\_\_\_\_

Date: \_\_\_\_\_

To

The Mission Director  
Swachh Bharat Mission (Gramin), Assam  
Hengrabari, Guwahati -781036, Assam

SUBJECT: "Expression of Interest (Eoi) for empanelling Technical Agencies for implementation of Galvanizing Organic Bio Agro Resources Dhan (GOBAR-DHAN) Scheme"

Sir,

Having examined and understood the details given in Eoi document for the above project, we ..... hereby submit the relevant information for considering the Eoi for getting empanelled as technical agency for implementation of Galvanizing Organic Bio Agro Resources Dhan (GOBAR-DHAN) Scheme.

- a) We hereby certify that all the statements made and information supplied in the enclosed forms and accompanying statement is true and correct.
- b) We have furnished all information and details necessary for the EOI and have no further pertinent information to supply.
- c) Documents supporting the past experience, list of existing and past clients with full details including services offered, details of similar projects executed, with copies of agreements/ work order / completion / satisfactory certificates, CVs of key personnel and other related details to verify all eligibility criteria is submitted with the Eoi.
- d) We also authorize Mission Directorate, Swachh Bharat Mission (Gramin), Assam or their authorized representative to approach individuals, employers and entities to verify our competence and general reputation.
- e) We declare that all the provisions of this EOI Documents are acceptable to us. We also declare that we have not been debarred/ blacklisted by any Government/Semi Govt. Organization in any country.
- f) We want to take up the work as Turnkey job. I am submitting herewith work plan for the job.

Signature of the Authorized Signatory

Seal of the Company

Date of Submission





**GENERAL INFORMATION OF THE BIDDER**

1. Name & Address of the Bidder:
2. Name & Designation of the concerned officer to whom all reference shall be made:
3. Phone nos / Mobile nos / Fax nos:
4. E-Mail ID:
5. Chief of the  
Organization: E-mail  
Id:  
Telephone:
6. Total No. of Employees/Manpower Strength:
7. Type of the Organization (Public Sector/Limited/Private limited/Partnership/Proprietary/Society/Any other)
8. No. of offices / Centres (enclose the list) :
9. Bidder's Proposal No. & Date:
10. Any other information that bidder may like to give in order to highlight his bid:
11. Name & Address of local representative, if any:

*Note: Separate sheets may be used wherever necessary*

Place :  
Date:

Signature of Party  
Name in full:  
Designation / Status:  
Company Seal:

Name of the Bidder : \_\_\_\_\_

DETAILS OF WORKS AND SERVICES OF SIMILAR NATURE DONE BY THE PARTY (which best illustrate qualification):

No.	Name of Agency	Description of work	Value of work	Period		The work is executed directly or through sub-contractor	Remarks
				From	To		

**Note:**

- a. Photocopy of Performance Certificate / Completion Certificate / Satisfaction Certificate of Client in support of the work mentioned above may be enclosed.
- b. It should be specified whether the bidder will be the lead firm in a joint venture or in an association with Sub-Consultants. For joint ventures, a copy of the joint venture agreement must be attached herewith.
- c. Separate sheets may be used wherever necessary.

SIGNATURE OF THE BIDDER  
SEAL OF THE BIDDER





Annexure-IV

Name of the BIDDER: \_\_\_\_\_

CONCURRENT COMMITMENTS

No.	Name & address of client and Officer-in-charge with Contact Details	Description of the work done	Value of contract	Date of commencement of work	Scheduled / Revised completion period	%age completion as on date	Expected date of completion	Annual Turnover* in last three years ( in Lakhs)	Remarks
								FY 2016-17: FY 2015-16: FY 2014-15:  Average Annual Turnover for above three Financial Years:	

Note:

- Financial Statements to be enclosed
- Separate sheets/ credential may be used/enclosed wherever necessary.

SIGNATURE OF THE BIDDER

  
The Bidder

EOI GOBAR-Dhan Tech Agency  
SEAL OF THE BIDDER

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**Annexure-V**

**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

*N.B. Here, the entity should propose the structure and composition of the team, listing the main disciplines of the assignment, the key expert responsible, and proposed technical and support personnel.*