

RFP for Selection of NGO to undertake various field activities pertaining to Swachh Bharat Mission, Swachh Survekshan, Solid and Liquid waste management in Greater Noida (East)



## **GREATER NOIDA INDUSTRIAL DEVELOPMENT AUTHORITY**

Request for Proposal

for

**Selection of NGO to undertake various field activities pertaining to Swachh Bharat Mission, Swachh Survekshan, Solid and Liquid waste management in Greater Noida (East)**

**JUNE 2025**

**Senior Manager (Health)**

**Greater Noida Industrial Development Authority**

Health Department, GREATER NOIDA.

Email: [health@gnida.in](mailto:health@gnida.in)

Website: [www.greaternoidaauthority.in](http://www.greaternoidaauthority.in)

RFP for Selection of NGO to undertake various field activities pertaining to Swachh Bharat Mission, Swachh Survekshan, Solid and Liquid waste management in Greater Noida (East)

**GREATER NOIDA INDUSTRIAL DEVELOPMENT AUTHORITY**  
**BIDDER DATA SHEET**

<b>Name of Work</b>	<b>Selection of NGO to undertake various field activities pertaining to Swachh Bharat Mission, Swachh Survekshan, Solid and Liquid waste management in Greater Noida (East)</b>
Estimated Project Cost	Rs. 158.42 Lakh /-(Rupees One Crore Fifty Eight Lakh and Forty Two Thousand only)
Bid Document Cost	Rs.2,796/- (Rupees Two Thousand Seven Hundred and Ninety-Six only)
Bid Security (Earnest Money)	Rs. 3,23,190/- (Rupees Three Lakh Twenty Three Thousand and One Hundred Ninety only)
Date of Issue/ Publication	04/06/2025
Due Date of Bid Submission	18/06/2025; 05:00 PM
Time and Date of Bid Opening	20/06/2025; 11:00 AM
Validity of the Bid	90 days from the last date of submission
Undertaking the work	Within 15 days from the date of signing of
GNIDA GST NO.	09AAALG0129L1Z6
Bank A/c details for	Online payment on Tender Portal only
Consortium to be allowed	No

## **DISCLAIMER**

The information contained in this Request for Proposal document ("RFP document) or subsequently provided to Applicant(s), whether verbally or in documentary or in any other form, by or on behalf of Greater Noida Industrial Development Authority (hereafter referred to as "GNIDA") or any of its employees or advisors, is provided to the Applicant(s) on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided in writing.

This RFP document is intended to be and is hereby issued only to the prospective Applicants. The purpose of this RFP document is to provide the Applicant(s) with information to assist the formulation of their Proposals. This RFP document does not purport to contain all the information that each Applicant may require. This RFP document may not be appropriate for all persons, and it is not possible for the GNIDA, its employees or advisors to consider the investment objectives, financial situation and particular needs of each Applicant who reads or uses this RFP document. The assumptions, assessments, statements and information contained in the RFP document may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this RFP document and where necessary obtain independent advice from appropriate sources. The GNIDA, its employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, adequacy, correctness, reliability or completeness of the RFP document.

Information provided in this RFP document to the Applicant(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The GNIDA accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The GNIDA, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss,

damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP document and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP document or arising in any way for participation.

The GNIDA also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Applicant upon the statements contained in this RFP document.

The GNIDA may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP document before the last date of bid submission.

The issue of this RFP document does not imply that the GNIDA is bound to select an Applicant or to appoint the selected Applicant or Concessionaire, as the case may be, for the Project and the GNIDA reserves the right to reject all or any of the Applicants or Bids without assigning any reason whatsoever.

The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the GNIDA or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Applicant and the GNIDA shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.

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## **Section 1. Letter of Invitation**

1. The GREATER NOIDA INDUSTRIAL DEVELOPMENT AUTHORITY (hereinafter called “Employer”) is inviting proposals to undertake various field activities pertaining to sanitation and waste management in Greater Noida (East)
2. More details on the services are provided in the Terms of Reference in this RFP document and qualification requirement is at Instructions to Bidders.
3. An organization/ company/ firm will be selected under Technical Qualifying marks and L1 rate as procedures described in this RFP.
4. The RFP includes the following documents:
  - Section 1 - Letter of Invitation
  - Section 2 - Instructions to Bidders
  - Section 3 - Terms of Reference Section
  - Section 4 - Technical Proposal Section
  - Section 5 - Financial Proposal Section
  - Section 6 - Forms of Contract

Yours sincerely,

Senior Manager (Health),  
GNIDA

## Section 2: Instructions to Bidders

### 1. Definitions

- (a) "Addendum" means the clarification issued against the bidder's query placed before the employer in writing before or during the pre-bid meeting. It may be release in form of addendum or corrigendum.
- (b) "Employer" means the GNIDA who have invited the bids for the services and/ or with which the selected Bidder signs the Contract for the Services and to which the selected bidder shall provide services as per the terms and conditions and TOR of the contract.
- (c) "Bidder" means any entity or person or associations of person who have been requested to submit their proposals that may provide or provides the Services to the Employer under the Contract.
- (d) "Contract" means the Contract signed by the Parties and all the attached documents listed in its Clause, that is the General Conditions (GC), the project Specific Conditions (SC), and the Appendices.
- (e) "Project specific information" means such part of the Instructions to Bidders used to reflect specific project and assignment conditions.
- (f) "Day" means calendar day.
- (g) "Government" means the government of India / State/ Local Government/ GNIDA.
- (h) "Instructions to Bidders" means the document which provides Bidders with all information needed to prepare their proposals.
- (i) "LOI" means the Letter of Invitation being sent by the Employer to the bidders.
- (j) "Personnel" means professionals and support staff provided by the Bidder or by any Sub-Bidder and assigned to perform the Services or any part thereof; "Foreign Personnel" means such professionals and support staff who at the time of being so provided had their domicile outside the Government's country; "Domestic Personnel" means such professionals and support staff who at the time of being so provided had their domicile in India.
- (k) "Proposal" means the Technical Proposal and the Financial Proposal.
- (l) "RFP" means the Request for Proposal prepared by the Employer for the selection of Bidders, based on the SRFP.
- (m) "SRFP" means the Standard Request for Proposals, which must be used by the Employer as a guide for the preparation of the RFP.
- (n) "Assignment / job" means the work to be performed by the Bidder pursuant to the Contract.
- (o) "Sub-Bidder" means any person or entity with whom the Bidder subcontracts any part of the Assignment/ job.

- (p) "Terms of Reference" (TOR) means the document included in the RFP as Section 5 which explains the objectives, scope of work, activities, tasks to be performed, respective responsibilities of the Employer and the Bidder, and expected results and deliverables of the Assignment/ job.

## **2. Introduction**

- 2.1 The Employer named in the Data Sheet will select one/two firms/organizations (the Bidders) meeting basic eligibility criteria as mentioned in document and in accordance with the method of selection specified in the document.
- 2.2 The name of the Assignment/ job has been mentioned in the Data Sheet. Detailed scope of the assignment/ job has been described in the document.
- 2.3 The date, time and address for submission of the proposals has been given.
- 2.4 The Bidders are invited to submit their Proposal, for Assignment/ job named. The Proposal will be the basis for contract negotiations and ultimately for a signed Contract with the selected Bidder.
- 2.5 Bidders should familiarize themselves with Local conditions and take them into account in preparing their Proposals. To obtain first-hand information on the Assignment/job and Local conditions, Bidders are encouraged to submit the clarification online before or on the date of pre-bid meeting and are also advised to attend a pre-bid meeting. Attending the pre-proposal meeting is optional.
- 2.6 The Employer will provide at no cost to the Bidders the inputs and facilities specified in the document, assist the bidders in obtaining licenses and permits needed to carry out the Assignment/ job, and make available relevant project data and reports.
- 2.7 Bidders shall bear all costs associated with the preparation and submission of their proposals and contract negotiation. The Employer is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Bidders.

## **3. Eligibility of Association of bidders and sub-bidders**

- 3.1 No JV/ Consortium is allowed.

## **4. Clarification and Amendment of RFP Documents**

- 4.1 Bidders may request a clarification on any clause of the RFP documents till or on the date of pre- bid meeting. Any request for clarification must be sent by standard electronic means to the Employer's address indicated.
- 4.2 At any time before the submission of Proposals, the Employer may amend the RFP by issuing an addendum by standard electronic means.

## **5. Conflict of Interest**

- 5.1 Employer requires that Bidders provide professional, objective, and impartial advice and at all times hold the Employer's interest paramount, strictly avoid conflicts with other Assignment/ jobs or their own corporate interests and act without any consideration for future work.



5.2 Without limitation on the generality of the foregoing, Bidders, and any of their affiliates, shall be considered to have a conflict of interest and shall not be recruited, under any of the circumstances set forth below:

- **Conflicting activities:** (i) a firm that has been engaged by the Employer to provide goods, works or Assignment/ job other than Assignment/ job for a project, and any of its affiliates, shall be disqualified from providing Assignment/ job related to those goods, works or Assignment/ job. Conversely, a firm hired to provide Assignment/ job for the preparation or implementation of a project, and any of its affiliates, shall be disqualified from subsequently providing goods or works or Assignment/ job other than Assignment/ job resulting from or directly related to the firm's Assignment/ job for such preparation or implementation. For the purpose of this paragraph, Assignment/ job other than consulting Assignment/ job are defined as those leading to a measurable physical output, for example surveys, exploratory drilling, aerial photography, and satellite imagery.
- **Conflicting Assignment/ job;** (ii) A Bidder (including its Personnel and Sub-Bidders) or any of its affiliates shall not be hired for any Assignment/ job that, by its nature, may be in conflict with another Assignment/ job of the Bidder to be executed for the same or for another Employer. For example, a Bidder assisting an Employer in the privatization of public assets shall not purchase, nor advice purchasers of, such assets. **Similarly, a Bidder hired to prepare Terms of Reference for an Assignment/ job shall not be hired for the Assignment/ job in question.**
- **Conflicting relationships** (iii) A Bidder (including its Personnel and Sub-Bidders) that has a business or family relationship with a member of the Employer's staff who is directly or indirectly involved in any part of (i) the preparation of the Terms of Reference of the Assignment/ job, (ii) the selection process for such Assignment/ job, or (iii) supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Employer throughout the selection process and the execution of the Contract.

5.3 Bidders have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of their Employer, or that may reasonably be perceived as having this effect. Any such disclosure shall be made as per the Standard forms of technical proposal provided herewith. If the bidder fails to disclose said situations and if the Employer comes to know about any such situation at any time, it may lead to the disqualification of the Bidder during bidding process or the termination of its Contract during execution of assignment.

## 6. Unfair Advantage

- 6.1. If a Bidder could derive a competitive advantage from having provided consulting Assignment/job related to the Assignment/job in question and which is not defined as conflict of interest as per para 5 above, the Employer shall make available together with this RFP all information that would in that respect give such Bidder any competitive advantage over competing Bidders.

**7. Proposal**

7.1. Bidders may only submit one proposal. If a Bidder submits or participates in more than one proposal, such proposals shall be disqualified.

7.2 CEO, Greater Noida Industrial Development Authority reserved the rights for cancelation of RFP at any time.

**8. Proposal Validity**

8.1. The Data Sheet to bidder indicates how long Bidders' Proposals must remain valid after the submission date. During this period, Bidders shall maintain the availability of Professional staff nominated in the Proposal and also the financial proposal unchanged. The Employer will make its best effort to complete negotiations within this period. Should the need arise, however, the Employer may request Bidders to extend the validity period of their proposals. Bidders who agree to such extension shall confirm that they maintain the availability of the Professional staff nominated in the Proposal and their financial proposal remain unchanged, or in their confirmation of extension of validity of the Proposal, Bidders could submit new staff in replacement, who would be considered in the final evaluation for contract award. Bidders who do not agree have the right to refuse to extend the validity of their Proposals, under such circumstance the Employer shall not consider such proposal for further evaluation.

**9. Preparation of Proposals**

- 9.1 The Proposal as well as all related correspondence exchanged by the Bidders and the Employer, shall be written in English language.
- 9.2 In preparing their Proposal, Bidders are expected to examine in detail the documents comprising the RFP. Material deficiencies in providing the information requested may result in rejection of a Proposal.
- 9.3 While preparing the Technical Proposal, Bidders must give particular attention to the following:
  - (a) If a Bidder considers that it may enhance its expertise for the Assignment/ job by associating with other Bidders in sub-consultancy, it may associate with other Bidder.
- 9.4 Depending on the nature of the Assignment/ job, Bidders are required to submit a Technical Proposal (TP) in forms provided in the RFP. Submission of the wrong type of Technical Proposal will result in the Proposal being deemed non-responsive. Form Tech – I is a sample letter of technical proposal which is to be submitted along with the technical proposal.
  - (a) A brief description of the bidder's, organization will provide details of experience of assignments which are similar to the proposed assignment/ job as per the terms of reference. For each Assignment/ job, the outline should indicate the names of Sub- Bidders/ Professional staff who participated, duration of the Assignment/ job, contract amount, and Bidder's involvement. Information should be provided only for those Assignment/ jobs for which the Bidder was legally contracted by the Employer as a firm within a joint venture. Bidders should be prepared to substantiate the

claimed experience along with the proposal and must submit letter of award / copy of contract or experience certificate for all the assignments mentioned in the proposal.

- (b) A description of the approach, methodology and work plan for performing the Assignment/ job covering the following subjects: technical approach and methodology, work plan, and organization schedule. Guidance on the content of this section of the Technical Proposals is provided. **The work plan should be consistent with the Work Schedule which will show in the form of a bar chart the timing proposed for each activity.**
- 9.5 The Technical Proposal shall not include any financial information. A Technical Proposal containing financial information may be declared non-responsive.
- 9.6 **Financial Proposals:** The Financial Proposal shall be prepared using the Standard BOQ sheet available on [etender.up.nic.in](http://etender.up.nic.in). The financial proposal shall not include any conditions attached to it and any such conditional financial proposal shall be rejected summarily.
- 9.7 **Non judicial stamp paper of Rs 100.00** (Rupees One Hundred Only) of U. P. along with Rs 1.00 revenue stamp.

## 10. Taxes

- a. The Bidder shall fully familiarize themselves about the applicable to Domestic taxes (such as: GST or income taxes, fees, levies) on amounts payable by the Employer under the Contract. All such taxes must be included by the bidder in the financial proposal excluding GST, however payments will be released including the taxes, if any.

## 11. Currency

- 11.1 Bidders must express the price of their Assignment/ job in Indian Rupees.

## 12. Earnest Money Deposit (EMD) and Bid Processing Fees

### 12.1 Earnest Money Deposit

- The Applicant shall deposit an Earnest Money Deposit (EMD) of Rs. 3,23,190/- (Rupees Three Lakh Twenty Three Thousand and One Hundred Ninety only) in accordance with the provisions of this RFP document. The Applicant has to provide the EMD as an online payment in "favour of GNIDA". A brief manual on Online payment is provided in the addendum attached to this document.
- Proposals not accompanied by EMD shall be rejected as non-responsive.
- No interest shall be payable by the Employer for the sum deposited as earnest money deposit.
- The EMD of the unsuccessful bidders would be returned back within 30 days of signing of the contract.

### 12.2 The EMD shall be forfeited by the Employer in the following events:

- If Proposal is withdrawn during the validity period or any extension agreed by the bidder thereof.
- If the Proposal is varied or modified in a manner not acceptable to the Employer after opening of Proposal during the validity period or any extension

thereof.

- If the bidder tries to influence the evaluation process.

### **13. Bid Processing Fees**

All bidders are required to pay Rs.2,796/- (Rupees Two Thousand Seven Hundred and Ninety-Six only) in favor of GNIDA. The Bid Processing Fee is Non-Refundable. Non-submission of Bid Processing fee along with the Technical Proposal will be treated as non-responsive bid.

### **14. Submission, Receipt and Opening of Proposal**

14.1 The original proposal, both technical and Financial Proposals shall contain no interlineations or overwriting, except as necessary to correct errors made by the Bidders themselves. The person who signed the proposal must initial such corrections. Submission letters for both Technical and Financial Proposals should respectively be in the format of TECH-1, and FIN- 1.

14.2 An authorized representative of the Bidders shall initial all pages of the original Technical and Financial Proposals. The authorization shall be in the form of a written power of attorney accompany the Proposal or in any other form demonstrating that the representative has been dully authorized to sign.

14.3 Applicant (authorized signatory) shall submit its offer for preliminary qualification, technical and financial proposal e-procurement system. However, Tender Document Fees, and Earnest Money Deposit (EMD) should be deposited as per details provided in the bid document. The bid document complete in all respect is to be submitted on or before the time of last date of submission of bid through e-procurement system. GNIDA will not be responsible for delay in submission due to any reason.

14.4 Bidders who wish to participate in this proposal will have to register on e-procurement system of UP Govt. to participate in online proposals, bidders will have to procure Digital Signature Certificate. Bidders may contact e-procurement cell, GNIDA, Bidders who already have a Valid Digital Certificate need not procure a new digital certificate. Before electronic submission of proposal, it should be ensured that all the proposal papers including conditions of contract are read, understood by the Applicant. The uploaded document of the bid shall contain no alteration, or additions, unless notified. In case, the bidder makes addition and/or correction, the provision written in the original document, read with the addendum or corrigendum issued shall prevail. However, scanned copy or proposals technical eligibility document and financial eligibility documents and all original papers related to Bank Guarantee, Power Attorney etc. should be uploaded with the technical bid. The Applicant shall provide all the information sought under this RFP document. The GNIDA will evaluate only those Bids that are received in the required formats and complete in all respects.

14.5 The Bid shall be typed or written in indelible ink and signed by the authorized signatory of the Applicant who shall also initial each page, in blue ink. All the alterations, omissions, additions or any other amendments made to the Bid shall be initialed by the person(s) signing the Bid.

Bidder shall submit their offer only in online electronic format both for technical and financial proposal and all documents should be digitally signed. However, scanned copy of Proposal fees, EMD and all original papers related to Bank guarantee, power of attorney etc. as mentioned in Table and should be uploaded along with the technical bid.

## 15. Proposal Evaluation

- 15.1 From the time the Proposals are opened to the time the Contract is awarded, the Bidders should not contact the Employer on any matter related to its Technical and/ or Financial Proposal. Any effort by Bidders to influence the Employer in the examination, evaluation, ranking of Proposals, and recommendation for award of Contract may result in the rejection of the Bidders' Proposal.
- 15.2 The employer has constituted an Evaluation Committee which will carry out the entire evaluation process.
- 15.3 **Evaluation of Technical Proposals:** The Evaluation Committee while evaluating the Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded, and the competent authority accepts the recommendation.
- 15.4 The Evaluation Committee shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference and by applying the evaluation criteria, sub-criteria specified in the Data sheet. In the first stage of evaluation, a Proposal shall be rejected if it is found deficient as per the requirement indicated in the Data sheet for responsiveness of the proposal. Only responsive proposals shall be further taken up for evaluation. Evaluation of the technical proposal will start first and at this stage the financial bid (proposal) will remain **unopened**. The qualification of the bidder and the evaluation criteria for the technical proposal shall be as defined in the Data sheet.
- 15.5 **Opening of the Financial Proposals:** Financial proposals of only those firms who are technically qualified shall be opened.
- 15.6 In case of discrepancy between a partial amount and the total amount, or between word and figures, the former will prevail. In addition to the above corrections the items described in the Technical Proposal but not priced, shall be assumed to be included in the prices of other activities or items.
- 15.7 After opening of financial proposals, appropriate selection method shall be applied to determine the bidder who will be declared winner and be eligible for award of the contract. The methods of selections are described in the RFP document [The employer shall mention here which method out of all listed method shall be applied for selection of bidder for this assignment / job]. This selected bidder will then be invited for negotiations, if considered necessary.

## 16. Award of Contract

- 16.1 Employer shall issue a Letter of Intent to the selected Bidders and promptly notify all other Bidders who have submitted proposals about the decision taken.

16.2 The bidders will sign the contract after fulfilling all the formalities/ pre-conditions including Performance Guarantee as mentioned in the standard form of contract within 15 days of issuance of the letter of intent.

16.3 The Bidder is expected to commence the Assignment/ job on the date and at the location specified in the document.

## **17. Confidentiality**

17.1 Information relating to evaluation of Proposals and recommendations concerning awards shall not be disclosed to the Bidders who submitted the Proposals or to other persons not officially concerned with the process, until the publication of the award of Contract. The undue use by any Bidder of confidential information related to the process may result in the rejection of its Proposal and may be subject to the provisions of the Employer's antifraud and corruption policy.

18. The employer reserves the right to verify all statements, information and documents submitted by the Applicant in response to the RFP. Any such verification or the lack of such verification by the Employer to undertake such verification shall not relieve the Applicant of its obligation or liabilities here under nor will it affect any rights of the Employer here under.

19. The selection process shall be governed by and construed in accordance with the laws of India and Distt. Courts at Gautam Budh Nagar and High Court of judicature at Prayagraj shall have exclusive jurisdiction and all disputes arising under pursuant to and/or in connection with the Selection Process.

## **20. Performance Security**

- i. To fulfil the requirement of Security Money during the implementation period, the Successful Bidder (herein referred to as the "Contractor") shall deposit 5% (Five percent) of actual cost of the work in form of account payee demand draft (DD), fixed deposit receipt (FDR) from a commercial bank, irrevocable Bank Guarantee bond issued/ confirmed from any of the commercial banks in India or online payment in an acceptable form valid for a period of 60 (sixty) days beyond the date of completion of all contractual obligations of the contractor within 15 days from Letter of Award. EMD amount of successful bidder shall be adjusted in the performance bank guarantee, if applicable. For unsuccessful bidder, EMD shall be refunded without any interest. In case of extension of tenure by 6 months, the performance bank guarantee shall be extended by 6 months and 60 days.
- ii. Before the project is awarded to the successful bidder, an agreement will have to be signed by the Bidder at its own cost on proper stamp paper of INR 100.
- iii. Additionally, the contractor shall submit the securities /performance guarantee equal to 0.5% per 1% of % age rates quoted below on printed rate in tender up to 10% and further if % age rate quoted more than 10% below on printed rate the security/ performance guarantee amount shall be calculated 1% quoted rate below on NIT exceeding 10% below.

## **21. Forfeiture of Performance Security by Authority**

For successful bidders, the Performance Security submitted may be forfeited under



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following conditions:

- i. If the NGO violates any conditions of the RFP / Contract; or
- ii. If the NGO indulges in such activity which will or may jeopardize the interest of GNIDA in timely finalization of this project; or
- iii. If the liquidated damages are found to be higher than Performance Security Submitted by the NGO.

RFP for Selection of NGO to undertake various field activities pertaining to Swachh Bharat Mission, Swachh Survekshan, Solid and Liquid waste management in Greater Noida (East)

**Instructions to Bidders  
Part II DATA SHEET**

Sr	Particulars	
1.	Name of the Employer:	Greater Noida Industrial Development Authority (GNIDA)
2.	Name of the Assignment/ job:	Selection of NGO to undertake various field activities pertaining to Swachh Bharat Mission, Swachh Survekshan, Solid and Liquid waste management in Greater Noida (East)
3.	A pre-proposal meeting will be held on:	N.A.
4.	The Employer's representative is:	Senior Manager (Health), GNIDA
	Address:	Greater Noida Industrial Development Authority
5.	Project Duration	12 months
6.	Proposals must remain valid days after the submission date,i.e. until:	90 days
7.	In addition to technical proposal, Bidders are required to submit financial proposal (as per forms prescribed). Submission of the technical and financial proposal in improper form will render the proposal liable to be rejected.	
8.	Taxes	The Financial Proposal shall take into account all expenses but excluding GSTN. Only GSTN as applicable shall be paid in addition to the financial quote and calculated as per applicable laws at the time of payment. All payments to bidders shall be subject to deduction of taxes at source as per Applicable Laws.
9.	Bidder to state the cost in	Indian Rupees
10	Evaluation Criteria and Method of Selection	The financial bid of the bidder shall be opened for only technically qualified bidders. The evaluation of the bidder on financial ground shall be based on the lowest quoted (L1) for the work (lump-sum amount in INR).



## Procedure for Detailed evaluation of technical qualifications

The firms will be shortlisted against the pre-qualification criteria. Those who qualify/fulfill these criteria, shall be considered for technical evaluation.

S.No.	Eligibility Conditions	Documentary proof to be submitted									
1	The Bidder shall be a non-profit organization registered under trust act or societies act, section 8 of companies acts, or a not-for-profit company.	Copy of Certificate of trusts/ societies Act/ Certificate of Incorporation issued by Registrar of Companies along with Memorandum & Articles of Association and full address of the registered office, whichever applicable.									
2	Financial Capacity: The bidder has an average annual turnover of at least INR 48.47 Lakhs during three (3) consecutive financial years out of last four (4) financial years from the date of bid submission, i.e. 2020-21, 2021-22, 2022-23, 2023-24.	<p>Copy of the audited financial statement* (as per prevailing Income Tax rules) clearly indicating turnover, Profit &amp; Loss account and TDS, duly counter signed by CA for the last four financial years shall be attached as proofs. TDS shown in Income Tax Acknowledgement will also be acceptable.</p> <p><u>Audited Financial Statements</u></p> <table border="1"> <tr> <td>a.</td><td>Turnover above 2.0 Crore:</td><td>Audited Financial Statement with UDIN will be required including audit report 3CA/3CD/3CB (whichever is applicable)</td></tr> <tr> <td>b.</td><td>Turnover between 1.0 to 2.0 crore:</td><td>If firm has filed ITR-4 under section 44AD (1)- ITR 04 with CA certificate showing turnover with UDIN will be required only. Otherwise Audited Financial Statement with UDIN will be required including Audit report 3CA/3CD/3CB (whichever is applicable)</td></tr> <tr> <td>c.</td><td>Turnover below 1.0 Crore:</td><td>No Audited Financial Statement required. However, CA certificate showing turnover and UDIN will be required.</td></tr> </table> <p>Acknowledgement Certificate by Bidder, Affidavit by Notary on minimum Rs.100/ non judicial stamp paper (Attested) in Form 2B</p>	a.	Turnover above 2.0 Crore:	Audited Financial Statement with UDIN will be required including audit report 3CA/3CD/3CB (whichever is applicable)	b.	Turnover between 1.0 to 2.0 crore:	If firm has filed ITR-4 under section 44AD (1)- ITR 04 with CA certificate showing turnover with UDIN will be required only. Otherwise Audited Financial Statement with UDIN will be required including Audit report 3CA/3CD/3CB (whichever is applicable)	c.	Turnover below 1.0 Crore:	No Audited Financial Statement required. However, CA certificate showing turnover and UDIN will be required.
a.	Turnover above 2.0 Crore:	Audited Financial Statement with UDIN will be required including audit report 3CA/3CD/3CB (whichever is applicable)									
b.	Turnover between 1.0 to 2.0 crore:	If firm has filed ITR-4 under section 44AD (1)- ITR 04 with CA certificate showing turnover with UDIN will be required only. Otherwise Audited Financial Statement with UDIN will be required including Audit report 3CA/3CD/3CB (whichever is applicable)									
c.	Turnover below 1.0 Crore:	No Audited Financial Statement required. However, CA certificate showing turnover and UDIN will be required.									
3	The Bidder must have a valid, PAN, GSTN certificate and EPF registration.	Copy of PAN, GSTN Certificate & EPF registration certificate									
4	The bidder must have on its payroll at least 50 technically qualified staff (on permanent payrolls of the organization) as on	Certificate from bidder's statutory auditor/ agency/ firm secretary/ HR Head for number of technically qualified staff									

S.No.	Eligibility Conditions	Documentary proof to be submitted
	date.	employed by them on affidavit by Notary on min. 100/- non judicial stamp paper. (Appendix)
5	The Bidder should not have been barred by the Central Government, any State Government, a statutory authority or a public sector undertaking/ULB, as the case may be, from participating in any project, and the bar subsists as on the date of the Proposal.	Undertaking as per FORM TECH 5
6	Bidder should have, during the last three years, neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Bidder, nor been expelled from any project or agreement nor have had any agreement terminated for breach by such Bidder.	Undertaking as per FORM TECH 6
7.	<p>The bidder must have successfully executed/completed <b>similar Services</b>, over the last three years i.e. the current financial year and the last three financial years: -</p> <ol style="list-style-type: none"> <li>1. Three similar completed services costing not less than the amount equal to <b>40%</b> (forty percent) of the estimated cost*; or</li> <li>2. Two similar completed services costing not less than the amount equal to <b>50%</b> (fifty percent) of the estimated cost*; or</li> <li>3. One similar completed service costing not less than the amount equal to <b>80%</b> (eighty percent) of the estimated cost*.</li> </ol> <p><b>Similar services</b> – IEC, Capacity building, documentation support, etc. for sanitation linked activities of Swachh Survekshan Urban for</p>	<p>Copies of work orders/ Contract copy/ Agreement copy/ Completion certificate in Services of a similar nature for each of the last three years; and names and address of clients who may be contacted for further information on those contracts;</p> <p>Note: GNIDA may ask the bidder to produce additional documents, if required.</p>

S.No.	Eligibility Conditions	Documentary proof to be submitted
	any State/city//ULB with 3-10 Lakh Population or more  *Estimated Project cost i.e. Rs. 1,61,59,517/- shall be understood as present contract value, the bidder needs to match above technical qualification criteria related to similar work amounting (i.e., more than 80%/50%/40% of contract value) with this amount.	
8	Award/ Appreciation letter of outstanding performance (e.g., Water+/GFC star certification/Top 10 ranking in SS) in Swachh Survekshan from SBM Cities	Award/Appreciation letter certificate Signed by Head of the Institution of concern ULB/State/Central Government
9	Profiles of proposed key team members (CVs of key personnel)	Signed CVs by the Individuals enclosed with Signed Copies of their Qualification and Experience.  As per FORM TECH-3
10	Bidder should have a Liquid Asset of at least 12% of the Project Capex i.e. 19.39 Lakhs	Proof of Liquid Assets duly certified by Nationalized/ Scheduled bank and issued not before six months c FORM TECH 7

Note: \*Along with the above submission the bidders are also required to upload the bank payment challan issued by the EBS portal (Brief attached at appendices for both Bid document fee and EMD).

**The detailed technical evaluation of Proposals satisfying minimum eligibility conditions as outlined above .**

**Note: Similar work mentioned in the above table means projects/assignment related to the concern eligibility conditions. The bidder needs to present details (e.g., contract copy/work order copy with clearly mentioning the asked work on the document) as supporting document. In case of more clarity on the work, GNIDA may ask the bidder to present additional documents related to the work.**

\*Media management includes project where public outreach and community development were undertaken. Also, this will include projects requiring IEC campaigns through Nukkad Natak, Rallies, banners, organizing seminars at local/national/international level and also engaging electronic media etc.

#### **Method of Selection:**

All the firms which meet the technical qualification are considered of their financial bids opening.

The evaluation of the bidder on financial ground shall be based on the lowest quoted (L1) for the work (lump-sum amount in INR). The proposal with the Lowest quoted bid (L1) will be considered for award of contract and will be called for signing the contract.

## Section 3: Terms of Reference (ToR)

### 1. Introduction

Greater Noida Industrial Development Authority (hereinafter referred to as “GNIDA” or “the Authority”), is one of the largest planned industrial townships of Asia. Greater Noida development area encompasses about 38,000 hectares of land consisting of 90 sectors, 124 villages in Gautam Budh Nagar district. The city is divided into 10 fully, partially and underdeveloped work circles.

Greater Noida has total population of approx. 10 Lacs, the project implementation period is of 12 months. For this work Greater Noida is divide in two zones i.e., East and West for healthy competition, transparency, better efficiency, and adaptation of innovative idea two bidders may selected.

Since, its development the city has been witness to the growth of several industries, educational institutes and residential areas and waste management has emerged as one of the most essential services for the city. It is a well knows fact that information, education and communication (IEC) is central to the success any waste management system. Hence, Greater Noida invites proposals from Non-Government Organizations (NGOs) through an open competitive bidding purpose in accordance with the procedure set out herein.

### 2. Objective

Project objectives are aligned with the objectives of Swachh Bharat Mission (Urban). The key objectives of the project are as following:

- Elimination of open defecation;
- Eradication of Manual Scavenging;
- Ensuring Source segregation of solid waste
- Modern and Scientific Municipal Solid Waste Management;
- To effect behavioral changes for healthy sanitation practices;
- Generate awareness and behavior change on healthy sanitation practices;
- Prevention of Pollution of water sources
- Ensuring cleanliness and hygiene in public places;
- Development of Information, Education and Communication Strategies about cleanliness and hygiene and
- Capacity augmentation for ULBs; and
- To create an enabling environment for private sector participation in Capex (capital expenditure) and Opex (operation and maintenance) in the activities undertaken under Swachh Bharat Mission.
- Assist GNIDA in participation in Swachh Survekshan/other competitions and getting best rank/recognition for its best practices

### 3. Scope of Work

The selected Agency/ NGO shall undertake the below activities, but not limited to, in a time-bound manner to achieve the objectives and the purpose of Swachh Bharat Mission, Swachh Survekshan, sanitation (ODF, ODF+, ODF++ and Water+), Garbage free city star rating of the city and effective waste management, field monitoring of the work being carried, maintaining the database of the beneficiaries, development of MIS and maintaining the same, helping the authority in issuing the challan/penalty if any violation is

done. The details are as under:

- A. To undertake sanitation and waste management survey in entire area of GNIDA's jurisdiction including slum and residential areas to understand the existing status at micro level and present the gap analysis with possible recommendations for overcoming the challenges, if there any in sanitation and waste management
- B. The concessioner is responsible for planning, implementation, documentation, filed monitoring, data analysis and data uploading services to GNIDA in regard to Swachh Bharat Mission (SBM) and Swachh Survekshan, ODF, ODF+, ODF++ & achievement of garbage free city protocol/ star rating etc
- C. To analyze survey data & survey report to come up with the exact number of households who defecate in open and suggest remedial measures/ possible solutions to make the indicated area open defecation free (ODF) Suggestions to construct number of individual households' toilets (IHHL); CT & PT is also a part of the process
- D. To identify open defecation spots and open urination points in the slums, residential areas, footpaths, sub ways and sectors at large, creating awareness involving RWAs, local residents, female groups, youth groups and children; and helping Authority to make the sectors ODF, ODF+, ODF++
- E. To update baseline data for sanitation in villages at household level and above through data collection, including grey water management and sewage management
- F. To increase number of HH connected to sewer lines wherever available- IEC to increase number of connections in villages
- G. To ensure best practices in FSM including ensuring registration of desludging operators, ensuring use of PPEs, SOPs are followed in emptying, transportation and disposal
- H. To conduct technical and behavior change trainings for desludging operator
- I. Provide necessary support in organizing health camps for sanitation workers
- J. Organizing training for livelihood improvement of sanitation/ desludging workers and families
- K. Support desludging operators, sanitation workers to get enrolled in government schemes
- L. Training for local masons, unskilled labour on construction and maintenance of black and grey water management systems at HH/ Community levels
- M. Creating and managing database of Ponds/ other water bodies/ other requirements for liquid waste management in Greater Noida and field monitoring status of ponds on a regular basis
- N. Survey of industries for analysing demand for treated wastewater, managing database on treated wastewater sales
- O. Improving usage of digital methods for collection of charges towards sale of treated wastewater and any other charges, penalties etc
- P. To undertake and complete all documental activities required in compliance with Swachh Survekshan
- Q. To obtain ODF, ODF+, ODF++/Water+ declaration formats from various stakeholders such RWAs, sector representatives, city administration, schools, colleges, self-help groups etc

- R. To monitor and transformation of Garbage vulnerable points/ open dumping of garbage by using 3R materials, necessary materials
- S. To mobilize resident communities and bring awareness to segregate the waste at source and not to throw or dump waste in back lanes and open plots
- T. To facilitate street vendors' in placing waste bins in marketplace/street areas as a part of awareness activities to encourage vendors to inculcate the habits of segregating the waste at source
- U. To undertake thematic cleanliness drives as per the guideline of Swachh Bharat Mission (Urban) in all slum and residential areas, schools, main markets, bus stations, railway stations, heritage monuments, parks, hospitals, restaurants and religious places of Gr. Noida
- V. To get the geo-tagging/GIS mapping of entire waste primary, secondary and tertiary collection points along with total mapping of waste generation sector wise/ bulk generators etc
- W. To apply Community Led Total Sanitation (CLTS) method with the use of various triggering tools (e.g. demonstration of Faecal-oral route, calculations of shit and medical expenses, safety & security of old age and children, women's pride etc.)
- X. To help in identifying key resource persons, faith leaders, frontline workers, volunteers and Swachhagrahis at community level; formation of Local Nigrani Samitis (monitoring committees) to undertake ODF and solid waste management activities in their area
- Y. To make necessary morning-evening follow ups at OD/ Garbage spots to stop open defecation, open urination, open dumping of waste and to conduct various field activities which include – Nukkad Natak, Mohalla Sabha, Samudaik Baithak etc., to make it Jan Aandolan
- Z. To facilitate Authority in distribution of the fund for toilet construction distributed in an appropriate manner
- AA. To mobilize and motivate the households engaging in open defecation to construct individual households' latrines (such as twin pits, septic tanks with soak pit, bio-digesters, or bio-tanks), conversion of insanitary and single pit latrines into sanitary latrines and sensitise people not to construct new insanitary toilets such as dry / bahou/ single pit
- BB. To design, print, place all the relevant IEC materials (such as banners, wall painting, pamphlets, creatives) as per the requirements of Swachh Survekshan/ Swachh Bharat Mission campaign with prior approval of GNIDA officials
- CC. The concessionaire should submit the IEC activity schedule on a monthly basis by the 1st of each month and obtain approval of consultant/GNIDA before implementation
- DD. To fulfill all the necessary conditions and protocols of SBM (U) have to fulfill to declare ODF/ODF+/ODF++/Water+ of the sector/city
- EE. To assist GNIDA in ODF/ODF+/ODF++/Water+ Certification and GFC star rating
- FF. To regularly train the sector leaders and RWAs on waste segregation and its management
- GG. To monitor source segregation at household, institution level and report to GNIDA
- HH. To promote home composting in residential areas of GNIDA and organize campaigns for the same



- II. To organize trainings workshops and building capacities of Safai karmis, sanitation workers, Swachhagrahis, volunteers, officers, frontline workers, community key persons and their handholding support to carry out ODF drive
- JJ. To train field and sanitation staff of GNIDA on effective solid waste management tact, door to door collection, route rationalizing of vehicles, it's planning and to get it approved from GNIDA officials
- KK. To promote personal hygiene and motivate citizen to keep their neighbourhood clean
- LL. To plan, organise, facilitate all the campaigns as per Swachh Survekshan toolkit and Swachh Bharat Mission, GNIDA's requirements
- MM. To maintain MIS, data and keep records of the sanitation activities / interventions and submit the same to GNIDA for their reference and necessary action
- NN. To submit final assessment and evaluation report to GNIDA as and when desired by the Consultant/ GNIDA
- OO. Selected bidder shall adopt all possible medium for awareness generation including social media (Facebook, WhatsApp, Twitter, Instagram, Swachhmanch/ Swachhtam portal etc)
- PP. To demonstrate some model villages and sectors as per SBM and ODF protocols
- QQ. To assist the GNIDA in vending zone survey, organizing camps and workshops related to workers and other stakeholders
- RR. To report weekly and monthly progress as per the requirements of Consultant, GNIDA
- SS. To undertake various, follow up measures as per the above activities/ ongoing activities of the field as desired by the Consultant, GNIDA.
- TT. Conduct a quarterly waste quantification and characterization survey in the project area to estimate total waste generation.
- UU. Organize an quarterly/annual competition of Swachh Sector/RWA and Bulk Waste Generators (BWGs)
- VV. Conduct monthly monitoring of onsite waste processing units within BWGs.
- WW. Swachh Survekshan Evaluation Parameters: evaluation parameters are categorized into the following three components:
  - i. 'Service Level Progress' covers the following sub-areas:
    - a) Segregated collection: Segregated waste collection, cleanliness of public areas, plastic waste, capacity building, waste reduction and reuse, etc.
    - b) Processing and disposal: Solid waste processing (wet, dry, sanitary and domestic hazardous waste), remediation of legacy dumpsites, on site processing, user charges, etc.
    - c) Used water management and Safaimitra Suraksha: Used water management, Public Toilets, Community Toilets, Urinals, mechanized cleaning of sewers and septic tanks, etc.
  - ii. 'Certification' covers the city 's achievement in 'Garbage Free City ' star rating and 'ODF/ODF+/ODF++/Water+ certification'.
  - iii. 'Citizen's voice' covers citizen engagement and feedback, Swachh technology challenge, grievance redressal through Swachhata App, innovation and best practices, disaster and epidemic response, etc.

- XX. The NGO shall carry out all required services as directed by the Consultant/GNIDA, including data collection, analysis, field monitoring, and management, in accordance with the parameters and indicators issued by the Swachh Bharat Mission, MoHUA, GoI, as outlined below. Additionally, any other measures or activities required for Swachh Survekshan preparation, Supreme Court cases, NGT requirements, or related obligations shall be undertaken as needed.

Note: Documentation parameters are enclosed as Annex. 1 for reference. For more details, bidders need to refer Swachh Survekshan, ODF, GFC Tool Kits of 2024 as well as the forthcoming 2025/2026 versions released by the Ministry, as per the latest toolkits / guidelines / protocols. The NGO will be evaluated based on the parameters of Swachh Survekshan and submission of work done against the activity plan. Above activities are mandatory, NGO and GNIDA can add more activities for qualitative work.

#### 4. Key Deliverables and Weightage:

S.No.	Benchmark parameter	Measure	Weightage of invoice payment	Indicator/ Remarks
1.	Field Monitoring of all PT, CT, Urinals, waste management facilities and all identified vendors whose data is required for Swachh Survekshan purposes	<ul style="list-style-type: none"> <li>- Daily pictures and videos for inspection of all PT, CT, Urinals and Waste management facilities (Transfer stations, MRFs, etc.)</li> <li>- Daily log in agreed format and on agreed platform of complaints, GVP points, vendor monitoring reports, etc.</li> <li>- Daily data reporting for vendors being monitored including on attendance of field staff or any other agreed parameters</li> <li>- To maintain absolute clean &amp; litter free ambience in Gr. Noida</li> <li>- To ensure efficient uses and maintained facilities</li> <li>- To conduct vendor monitoring activities at field level like Weighment, etc. daily/when required and instructed by GNIDA</li> <li>- To conduct field monitoring of source segregation</li> <li>- Any other measure/</li> </ul>	10%	<ul style="list-style-type: none"> <li>- Daily activity and reporting as per ToR and SBM/SS protocols</li> <li>- Usage of digital tools for data collection, analysis</li> <li>- Sharing of data over digital apps/software through API etc.</li> </ul>



		activity as required for preparation for Swachh Survekshan/ Supreme Court case/ NGT, etc. to be carried out		
2.	IEC and its effectiveness on ground: Source Segregation and non- littering of waste	<ul style="list-style-type: none"> <li>- Monthly schedule for IEC to be shared beforehand with GNIDA and schedule to be decided in alignment with GNIDA officers</li> <li>- Baseline data on source segregation to be reported in first week of work with village/ sector</li> <li>- Result of daily IEC activities with targeted sectors/ villages to be reported weekly/ fortnightly as per agreed SOP, where data of NGO and waste collection vendor, both to be considered</li> <li>- Issues to be discussed with GNIDA officers where source segregation is not showing improvement in daily/ fortnightly reports</li> <li>- To create awareness related to SLWM, Segregation, Hygiene among the people of Gr. Noida</li> <li>- Events, rallies etc. to be organized on weekly basis with the RWAs/AoAs/Villages</li> <li>- Mitra/ grievance app downloads done and active uses through awareness spread by NGOs (min. 500 apps download/month/NGO)</li> <li>- Any other measure/ activity as required for preparation for Swachh Survekshan/ Supreme Court case/ NGT, etc. to be carried out</li> </ul>	15%	<p>Daily activity and reporting as per RFP, atleast More than 40% HHs' source segregation within 6 months. &gt;60% source segregation by end of 1 year. Monthly at least 1 sector, Weekly 1 block should have more than 95% source segregation</p>

3.	Efficiency of resources as per contract	<ul style="list-style-type: none"> <li>- Daily attendance and onsite availability of manpower deployed as per contract</li> <li>- Workers operational and efficient</li> </ul> <p>Attendance of on-field workers could be taken through digital means</p>	10%	Daily activity and reporting as per ToR/GNIDA
4.	SBM/SS documentation and other related activities	<ul style="list-style-type: none"> <li>- SS and SBM documentation</li> <li>- GFC Rating documentation</li> <li>- ODF Certification documentation</li> <li>- Geotagging/ GIS mapping of waste storage points</li> <li>- Data to be digitally maintained in a suggestive format that can be linked with SBM portal</li> <li>- Documents to be shared with Consultants/ GNIDA officers for review and suggestions (atleast 1 week prior to final submission on SBM portal)</li> <li>- Any other measure/ activity as required for preparation for Swachh Survekshan/ Supreme Court case/ NGT, etc. to be carried out</li> </ul>	30%	Daily activity as per ToR/ Campaigns as per toolkit timeline, Report Submission before the deadline
5.	Development of model/ aatmnirbhar ward and village by Onsite Composting	<ul style="list-style-type: none"> <li>- Development of Model ward/Sector and village by implementation of source segregation and number of onsite composting with continued practices for sustainable development with involvement of community.</li> <li>- Submission of supporting reports from MSW collection &amp; transportation vendor stating that no wet waste</li> </ul>	5%	<p>1-1model sector and village in each quarter by each NGO</p> <p>Target – 10% houses to have onsite composting by end of Year 1 of NGO</p> <p>Target – 15% houses to have</p>

		collection takes place, showing that there is reduction of waste generation from the particular model ward, village. - Any other measure/ activity as required for preparation for Swachh Survekshan/ Supreme Court case/ NGT, etc. to be carried out		onsite composting by end of Year 1 of NGO
6.	City Beautification	Transformation of identified GVPs through community participation by planting trees, painting, 3R principle, etc. (Community participation can mean involvement of school kids, Corporates, locals, etc.)  Any other measure/ activity as required for preparation for Swachh Survekshan/ Supreme Court case/ NGT, etc. to be carried out	10%	Atleast 20 GVPs' transformation and beautification of 5 GVPs each month by each NGO
7.	Faecal Sludge Management (FSM)/STP/ Liquid waste management	Survey, data collection, field visits and IEC/capacity building activities related to LWM  Any other measure/ activity as required for preparation for Swachh Survekshan/ Supreme Court case/ NGT, etc. to be carried out	10%	Daily activity and reporting as per RFP
8.	Training and capacity building of stakeholders	Organize trainings and capacity building session for sanitation staff, RWAs, villages, NGOs, students, citizens  Monthly Training calendar and activities to be shared with and approved by Consultant/GNIDA with details prior 1 week.  Any other measure/ activity as required for preparation for Swachh Survekshan/ Supreme Court case/ NGT,	10%	Daily activity and reporting as per RFP, atleast 1 mid-level/ large event once in 2 weeks  - 1 training per month for BWGs, vendors, desludging operators, etc as per requirement of GNIDA

		etc. to be carried out		- 2 trainings per month for staff
		Various important Sustainability related dates (example World Toilet day, Earth day, Gandhi Jayanti, etc.) to be celebrated by organising trainings or other events. Calendar for such events to be discussed and agreed with GNIDA beforehand		NGO to assist staff with SS trainings

Note: Further details of above indicator and weightage may share by the Consultant, GNIDA to the selected NGO. The NGO must provide with a detailed report and presentation of tasks, process, and findings at every stage along with as required submission listed in above Table. For closure of each stage, all the submissions by the NGO must be approved and accepted by the Authority

### 5. Service Level Agreement

#	Work to be evaluated	Benchmarks	Work to be done daily/weekly/monthly
I	Awareness Generation activities		
	IEC/BCC work to be carried out in the specified zone as mentioned in the document	No of programs done as per the schedule	Daily updation Weekly report submission Monthly report submission based on the target
II	Database Creation and Updation		
A	Households from where the waste is to be collected both urban and rural	Regular monitoring and updation	Weekly report submission Monthly report submission
B	Shopping complex		
C	Community centers		
D	Institutions		
E	Builders for C&D Waste		
F	Desludging operators		
G	Builders and cooperative societies for water recycling		
III	Evaluation and reporting of the Decentralized waste management (for agencies appointed)		
1	Door to door collection of the waste from the premises (only segregated waste to be collected)	Waste collected from the household total v/s exact	Daily updation on the MIS system Weekly check to be done by the NGO appointed
2	Door to door collection of the waste (from every household)	Total number of houses not giving the	Monthly updation on the MIS by NGO after physical

		user fee on monthly basis	verification
3	Collection of the horticulture waste from the locality	Quantum of the horticulture waste collected from the locality Total horticulture waste put to compost	Daily updation on the MIS system Weekly check to be done by the NGO appointed
4	Collection of the waste from community center	Quantum of the horticulture waste collected from the locality Total horticulture waste put to compost	Daily updation on the MIS system Weekly check to be done by the NGO appointed
5	Collections of the waste from the dustbins	Waste collection from all the dustbins placed both in residential and commercial	Daily updation on the MIS system Weekly check to be done by the NGO appointed
6	Transportation of waste to the MRF center in covered vehicle (wet and dry separate)	Total quantum of the waste transported wet and dry	Daily updation on the MIS system Weekly check to be done by the NGO appointed
7	Secondary segregation of the waste at the MRF center	Different layers of segregation done at the MRF (Multiple Recovery Facility)	Daily updation on the MIS system Weekly check to be done by the NGO appointed
8	Segregation of the e-waste and selling it to the authorized seller	Total e-waste collected against disposed	Weekly updation on the MIS system Weekly check to be done by the NGO appointed
9	Composting of waste the MRF	Total wet waste processed against collected	Weekly updation on the MIS system Weekly check to be done by the NGO appointed
10	Selling of the compost from the MRF center	Total compost produced against total sold	Weekly updation on the MIS system Weekly check to be done by the NGO appointed
11	Selling of the dry waste from the MRF center	Total wet waste processed against collected	Weekly updation on the MIS system Weekly check to be done by the NGO appointed
12	Putting up incinerators for handling the household level bio-medical waste	Total household waste produced against total incinerated	Weekly updation on the MIS system Weekly check to be done by the NGO appointed
13	Segregation of the plastic waste and its recycling into granules and selling it or any other value addition to be done from time to time	Total wet waste processed against collected	Weekly updation on the MIS system Weekly check to be done by the NGO appointed

14	Collection of the vegetable waste from the vegetable market based on the user charges	Total number of waste generated in the vegetable market against collected and processed	Weekly updation on the MIS system Weekly check to be done by the NGO appointed
15	Collection of the dry/wet waste from the marketplace based on the user charges. The user charges to be based on the per sq.mts	Total number of waste generated in the market place against collected and processed	Weekly updation on the MIS system Weekly check to be done by the NGO appointed
16	Maintaining the odor of the MRF center as per the norms	Daily maintenance to be done	Based on physical verification on weekly basis by NGO
17	No hazardous waste to be collected	No hazardous waste to be collected	Based on physical verification on weekly basis by NGO
18	No construction and demolition waste to be collected	No hazardous waste to be collected	Based on physical verification on weekly basis by NGO basis by NGO
19	No dead animals to be collected	No hazardous waste to be collected	Based on physical verification on weekly basis by NGO
20	No plastic waste below 75/120 microns to be collected (if anyone is using it the same to be reported to the authority)	No plastic to be collected less than 75/120 microns Total waste generated v/s total waste processed	Based on physical verification on weekly basis by NGO

## 6. Team Composition & Qualification Requirements for Greater Noida East

The resource team should have at least minimum:

S.No	Role with Expertise	Required no. of personnel
1	<b>Project Coordinator</b> (minimum relevant experience of 7+ years), postgraduate in environment/ management/ civil engineering/ urban or rural management/ MSW	1
2	<b>Solid waste expert/ Liquid waste expert /sanitation expert/WASH expert</b> (minimum relevant experience of 5+ years, with civil engineering degree or environmental degree)	1
3	<b>Capacity Building Expert</b> (minimum relevant experience of 5+ years, postgraduate in environment/ management/ urban or rural management/ MSW)	1
4	<b>SBM MIS &amp; Documentation expert</b> (minimum relevant project experience of 5+	1

	years, with environmental degree or Computer Science/ Information Technology)	
5	<b>Circle Heads</b> (minimum relevant experience of 3+ years, graduate (in any stream)/ Sanitary Inspector courses)	5
6	<b>Community Mobilizers</b> Minimum relevant experience of 1+ year, graduate (in any stream) having Sanitary Inspector courses or relevant courses done in field of waste management/ sanitation/ WASH etc	28
7	<b>Typist cum Graphic Designer</b> (Minimum relevant experience of 1 Years, Graduate in any stream with experience in Hindi & English Typing, minimum speed 40 wpm) (experience in graphic designing, animation, CADD with also experience in designing, graphics and creatives is desired).	1
8	<b>Office Support Staff</b> Graduates (in any stream) + 1 years' relevant experience	1
<b>Total Staff</b>		<b>39</b>

## 7. Submission Details

- a) Bidder should submit detailed CVs of 4 key project personnel viz. Project Coordinator, Capacity Building Expert, Solid waste expert/ sanitation expert/WASH expert, SBM MIS & Documentation expert.

Note: The NGO will have to ensure that the candidates mentioned in the bid documents should be available if the work is being assigned. In case of non-availability of the candidates, the NGO will have to arrange suitable resource similar/higher to the competencies of the last resource. If the NGO fails to do so, appropriate action would be taken against the NGO by the GNIDA.

- b) For other staffs a brief detail on an excel sheet indicating the following points may be submitted in a tabular form:

1. Name and Contact details
2. Designation
3. Qualification
4. Total year of Experience and details (in the related sector)
5. Location of the Staff member:

Note: The selected bidder will have to follow labor laws and GNIDA norms in terms of manpower's salary and other benefits.

## 8. Reporting

The selected agency has to report weekly to GNIDA about the progress on the project as described in the Scope of Work and Deliverables sections. As and when desired by GNIDA, Consultant on updated report in the approved MIS format to be submitted. Bidders has to submit the monthly progress report to GNIDA, in three (3) hard copies and three (3) via e-mail.

## 9. Time Schedule

The project duration is for one year from the date of contract. Time schedule would be followed as stated in the Scope of Work. If the work is not completed within the



stipulated period, GNIDA will not give any extra payment during the extended time period.

## 10. Penalty

If the bidder fails to achieve the indicated Key Deliverables then a penalty shall be imposed against the total invoice raised @ 1% per week of the amount due in the invoice on the recommendation of the consultant to GNIDA or by GNIDA on the basis of merits. This amount shall be deducted from the invoice raised by the Bidder.

In case of a delay in submission of deliverable/s by more than 15 days and if the cause of delay is solely attributed to the NGO, the Authority may impose a penalty of 1% per week of total cost of amount payable at that deliverable per month of delay. The decision of the Authority shall be final and binding on the NGO.

In case the indicated key deliverables have not submitted within 15 days of deadline, the payment of invoice will be not be considered.

S.No.	Benchmark parameter	Measure	Weightage of invoice payment	Indicator/ Remarks
1.	Field Monitoring of all PT, CT, Urinals, waste management facilities and all identified vendors whose data is required for Swachh Survekshan purposes	<ul style="list-style-type: none"> <li>- Daily pictures and videos for inspection of all PT, CT, Urinals and Waste management facilities (Transfer stations, MRFs, etc.)</li> <li>- Daily log in agreed format and on agreed platform of complaints, GVP points, vendor monitoring reports, etc.</li> <li>- Daily data reporting for vendors being monitored including on attendance of field staff or any other agreed parameters</li> <li>- To maintain absolute clean &amp; litter free ambience in Gr. Noida</li> <li>- To ensure efficient uses and maintained facilities</li> <li>- To conduct vendor monitoring activities at field level like Weighment, etc. daily/when required and instructed by GNIDA</li> <li>- To conduct field monitoring of source segregation</li> <li>- Any other measure/ activity as required for preparation for Swachh Survekshan/ Supreme Court case/ NGT, etc. to</li> </ul>	10%	<ul style="list-style-type: none"> <li>- Daily activity and reporting as per ToR and SBM/SS protocols</li> <li>- Usage of digital tools for data collection, analysis</li> <li>- Sharing of data over digital apps/software though API etc.</li> </ul>



		be carried out		
2.	IEC and its effectiveness on ground: Source Segregation and non-littering of waste	<ul style="list-style-type: none"> <li>- Monthly schedule for IEC to be shared beforehand with GNIDA and schedule to be decided in alignment with GNIDA officers</li> <li>- Baseline data on source segregation to be reported in first week of work with village/ sector</li> <li>- Result of daily IEC activities with targeted sectors/ villages to be reported weekly/ fortnightly as per agreed SOP, where data of NGO and waste collection vendor, both to be considered</li> <li>- Issues to be discussed with GNIDA officers where source segregation is not showing improvement in daily/ fortnightly reports</li> <li>- To create awareness related to SLWM, Segregation, Hygiene among the people of Gr. Noida</li> <li>- Events, rallies etc. to be organized on weekly basis with the RWAs/AoAs/Villages</li> <li>- Mitra/ grievance app downloads done and active uses through awareness spread by NGOs (min. 500 apps download/month/NGO)</li> <li>- Any other measure/ activity as required for preparation for Swachh Survekshan/ Supreme Court case/ NGT, etc. to be carried out</li> </ul>	15%	Daily activity and reporting as per RFP, atleast More than 40% HHs' source segregation within 6 months. >60% source segregation by end of 1 year. Monthly at least 1 sector, Weekly 1 block should have more than 95% source segregation
3.	Efficiency of resources as per contract	<ul style="list-style-type: none"> <li>- Daily attendance and onsite availability of manpower deployed as per</li> </ul>	10%	Daily activity and reporting as per

		contract - Workers operational and efficient Attendance of on-field workers could be taken through digital means		ToR/GNIDA
4.	SBM/SS documentation and other related activities	<ul style="list-style-type: none"> <li>- SS and SBM documentation</li> <li>- GFC Rating documentation</li> <li>- ODF Certification documentation</li> <li>- Geotagging/ GIS mapping of waste storage points</li> <li>- Data to be digitally maintained in a suggestive format that can be linked with SBM portal</li> <li>- Documents to be shared with Consultants/ GNIDA officers for review and suggestions (atleast 1 week prior to final submission on SBM portal)</li> <li>- Any other measure/ activity as required for preparation for Swachh Survekshan/ Supreme Court case/ NGT, etc. to be carried out</li> </ul>	30%	Daily activity as per ToR/ Campaigns as per toolkit timeline, Report Submission before the deadline
5.	Development of model/ aatmnirbhar ward and village by Onsite Composting	<ul style="list-style-type: none"> <li>- Development of Model ward/Sector and village by implementation of source segregation and number of onsite composting with continued practices for sustainable development with involvement of community.</li> <li>- Submission of supporting reports from MSW collection &amp; transportation vendor stating that no wet waste collection takes place, showing that there is reduction of waste</li> </ul>	5%	<p>1-1model sector and village in each quarter by each NGO</p> <p>Target – 10% houses to have onsite composting by end of Year 1 of NGO</p> <p>Target – 15% houses to have onsite composting by</p>

		<p>generation from the particular model ward, village.</p> <ul style="list-style-type: none"> <li>- Any other measure/ activity as required for preparation for Swachh Survekshan/ Supreme Court case/ NGT, etc. to be carried out</li> </ul>		end of Year 1 of NGO
6.	City Beautification	<p>Transformation of identified GVPs through community participation by planting trees, painting, 3R principle, etc. (Community participation can mean involvement of school kids, Corporates, locals, etc.)</p> <p>Any other measure/ activity as required for preparation for Swachh Survekshan/ Supreme Court case/ NGT, etc. to be carried out</p>	10%	Atleast 20 GVPs' transformation and beautification of 5 GVPs each month by each NGO
7.	Faecal Sludge Management (FSM)/STP/ Liquid waste management	<p>Survey, data collection, field visits and IEC/capacity building activities related to LWM</p> <p>Any other measure/ activity as required for preparation for Swachh Survekshan/ Supreme Court case/ NGT, etc. to be carried out</p>	10%	Daily activity and reporting as per RFP
8.	Training and capacity building of stakeholders	<p>Organize trainings and capacity building session for sanitation staff, RWAs, villages, NGOs, students, citizens</p> <p>Monthly Training calendar and activities to be shared with and approved by Consultant/GNIDA with details prior 1 week.</p> <p>Any other measure/ activity as required for preparation for Swachh Survekshan/ Supreme Court case/ NGT, etc. to be carried out</p> <p>Various important Sustainability related dates</p>	10%	<p>Daily activity and reporting as per RFP, atleast 1 mid-level/ large event once in 2 weeks</p> <ul style="list-style-type: none"> <li>- 1 training per month for BWGs, vendors, desludging operators, etc as per requirement of GNIDA</li> <li>- 2 trainings per month</li> </ul>

		(example World Toilet day, Earth day, Gandhi Jayanti, etc.) to be celebrated by organising trainings or other events. Calendar for such events to be discussed and agreed with GNIDA beforehand		for staff  NGO to assist staff with SS trainings
--	--	---	--	--

If for any reason (e.g., manpower/ resources, wages etc.), accounted on bidder side, services provided to GNIDA are affected, penalty shall be imposed on bidder @ of 10% of the project value (per month basis). This amount shall be deducted from the invoice raised by the Bidder or EMD deposited by the bidder.

If the performance of the engaged NGO is found to be delayed and non-satisfactory continuously for 3 months, the contract of engaged NGO will be terminated, as decided by GNIDA.

### 11. Payment Schedule

Payment will be made against achievement of the key deliverables of the project as stated in the contract. The submitted invoice payment shall be released within 60 days post verification of the invoice against the deliverables.

## Section 4: Technical Proposal

### FORM TECH-1

#### LETTER OF PROPOSAL SUBMISSION

*[Location, Date]*

To,  
The Senior Manager  
(Health), GNIDA

Dear Sir,

We, the undersigned, offer to provide the consulting Assignment/ job for “ *[title of assignment]*” in accordance with your Request for Proposal dated *[Insert Date]* and our Proposal. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal with requisite EMD and bid processing fees.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

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

We remain,

Yours sincerely,

Authorized Signatory *[In full and initials]*

Name and Title of

Signatory: Name of

Firm:

Address:

RFP for Selection of NGO to undertake various field activities pertaining to Swachh Bharat Mission, Swachh Survekshan, Solid and Liquid waste management in Greater Noida (East)

## FORM TECH-2

### BIDDER'S ORGANIZATION AND EXPERIENCE

#### Form 2A: Format for Details of Bidder

##### Details of Bidder

a.	Name of Bidder with full address	:	
b.	Tel. No.	:	
c.	Fax No.	:	
d.	Email	:	
e.	Year of Incorporation.	:	
f.	Name and address of the person holding the Power of Attorney.	:	
g.	(i) Place of Business.	:	
	(ii) Date of Registration.	:	
h.	Name of Bankers with full address.	:	
i.	GSTN Registration Number (copy).	:	
j.	Permanente Account Number (copy).	:	
k.	Are you presently debarred / Blacklisted by any Government Department /Public Sector Undertaking /Any Employer? (If Yes, please furnished details)	:	
l.	Name and details (Tel / Mobile / E mail) of contact persons	:	

**Form 2B: Format for Financial Capability of the Bidder**

(Equivalent in Rs. crores)

<b>Bidder*</b>	----- <i>(Name of Bidder)</i>				
<b>FY</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>Average</b>
<b>Annual Turnover</b>					

**Certificate from the Statutory Auditor**

This is to certify that..... *(Name of the Bidder) has* received the payments and annual turnover as shown above against the respective years.

Name of the audit firm:

Seal of the audit firm

Date:

*(Signature, name and designation of the authorised signatory)*

# The Bidder should provide the Financial Capability based on its own financial statements. Financial Capability of the Bidder's parent agency/ firm or its subsidiary or any associate agency/ firm will not be considered for computation of the Financial Capability of the Bidder.

\* Bidder should fill in details as per the row titled Annual turnover in the row below.

RFP for Selection of NGO to undertake various field activities pertaining to Swachh Bharat Mission, Swachh Survekshan, Solid and Liquid waste management in Greater Noida (East)

### Form 2C: Engagement Experience

List projects in the last ten years which are similar to that in the RFP.

Assignment name:	Value of the contract (in current INR):
Country:	Duration of assignment (months):
Name of Employer:	Total No of staff-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract (in current INR):
Start date (month/year):	
Completion date	
Narrative description of Project:	

*(Along with the details the bidder is also required to submit the certificate of completion/ Work undertaken for each of the projects)*



### FORM TECH-3

#### CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF

1. Proposed Position:  
*[For each position of key professional separate form Tech-3 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:

*[Signature of staff member or authorized*

Place:

*representative of the staff]*

*[Full name of authorized representative]*

RFP for Selection of NGO to undertake various field activities pertaining to Swachh Bharat Mission, Swachh Survekshan, Solid and Liquid waste management in Greater Noida (East)

### FORM TECH-4 STAFFING SCHEDULE

Sr.	Name of Staff	Staff input (in the form of a bar chart)											Total Months
		1	2	3	4	5	6	-	--	-	--	N	
1.													
2.													
3.													
4.													

**FORM TECH-5**

**Letter of Declaration for not have been blacklisted**

*[Location, Date]*

To,

The Senior Manager (Health),  
GNIDA

**Subject:** Letter of Declaration for not have been Blacklisted

We, *[Name of Firm]* have not been blacklisted/ debarred/ termination of contract except for reasons of convenience of Employer by any Government/ Government board/ Corporation/ Agency/ firm/ Statutory Body/ PSU Agency/ firm/ Non-Government/ Government of any sovereign countries/ Private Agencies and Funding Agencies in the last 10 years.

For *[Name of Firm]*,

*Authorized Signatory [In full and initials]*

*Name and Title of Signatory:*

*Name of Firm:*

*Address:*

## FORM TECH-6

### Power of Attorney

(To be on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of execution.)

Power of Attorney to be provided by the Bidding Agency/ firm in favor of its representative as evidence of authorized signatory's authority.

Know all men by these presents, We.....(name and address of the registered office of the Bidding Agency/ firm, as applicable) do hereby constitute, appoint and authorize Mr./ Ms.....(name and residential address) who is presently employed with us and holding the position of ....., as our Attorney to do in our name and our behalf all or any of the acts, deeds or things necessary or incidental to submission of our “.....” in response to the TOR Document dated.....issued by Greater Noida Industrial Development Authority (GNIDA), (the Agency/ firm) including signing and submission of the Bid and all other documents related to the Bid, including but not limited to undertakings, letters, certificates, acceptances, clarifications, guarantees or any other document which the Agency/ firm may require us to submit. The aforesaid Attorney is further authorized for making representations to the Agency/ firm or any other authority, and providing information/responses to the Agency/ firm, representing us in all matters before the Agency/ firm, and generally dealing with the Agency/ firm in all matters in connection with our Bid till the completion of the bidding process as per the terms of the TOR Document and further till the Contract is entered into with the Agency/ firm and thereafter till the expiry of the Contract.

We hereby agree to ratify all acts, deeds and things done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall be binding on us and shall always be deemed to have been done by us.

All the terms used herein but not defined shall have the meaning ascribed to such terms

under the TOR Document.

Signed by the within named

----- [Insert the name of the executant agency/  
firm] Through the hand of

Mr.....

Duly authorized by the Board to issue such Power of Attorney

Date this.....day

of..... Accepted

.....

Signature of Attorney

(Name, designation and address of the Attorney)

Attested

.....

(Signature of the executant)

(Name, designation and address of the executant)

.....

..... Signature and tamp of Notary of the place of  
execution



**FORM TECH-7**  
**Liquid Asset Declaration Format**

To,  
The Senior Manager (Health),  
Greater Noida Industrial Development Authority (GNIDA)  
Greater Noida, Uttar Pradesh 201308

**LIQUID ASSET CERTIFICATE**

This is to certify that dealings of M/s..... who have been dealing with us for last ..... years are satisfactory. On the basis of information available with us we assess their Liquid Assets not less than Rs..... Lacs.

SIGNATURE OF MANAGER OF THE BANK

Seal of the Bank  
Date

Note: This certificate is to be submitted on the banker's letterhead

**FORM TECH-8****Check List of Documents Required for Prequalification**

S. No.	Eligibility Conditions	Documentary proof to be submitted	Document Submitted									
1	The Bidder shall be a non-profit organization registered under trust act or societies act, section 8 of companies acts, or a not-for-profit company.	Copy of Certificate of trusts/ societies Act/ Certificate of Incorporation issued by Registrar of Companies along with Memorandum & Articles of Association and full address of the registered office, whichever applicable.										
2	Financial Capacity: The bidder has an average annual turnover of at least INR 48.47 Lakhs in three (3) consecutive financial years in last four (4) financial years from the date of bid submission, i.e. 2020-21, 2021-22, 2022-23, 2023-24	<div>Copy of the audited financial statement* (as per prevailing Income Tax rules) clearly indicating turnover, Profit &amp; Loss account and TDS, duly counter signed by CA for the last four financial years shall be attached as proofs. TDS shown in Income Tax Acknowledgement will also be acceptable.</div> <div>Audited Financial Statements</div> <table><tr><td>a</td><td>Turnover above 2.0 Crore:</td><td>Audited Financial Statement with UDIN will be required including audit report 3CA/3CD/3CB (whichever is applicable)</td></tr><tr><td>b</td><td>Turnover between 1.0 to 2.0 crore:</td><td>If firm has filed ITR-4 under section 44AD (1)-ITR 04 with CA certificate showing turnover with UDIN will be required only. Otherwise Audited Financial Statement with UDIN will be required including Audit report 3CA/3CD/3CB (whichever is applicable)</td></tr><tr><td>c.</td><td>Turnover below 1.0 Crore:</td><td>No Audited Financial Statement required. However, CA certificate showing turnover and UDIN will be required.</td></tr></table> <div>Acknowledgement Certificate by Bidder, Affidavit by Notary on minimum Rs.100/ non judicial stamp paper</div>	a	Turnover above 2.0 Crore:	Audited Financial Statement with UDIN will be required including audit report 3CA/3CD/3CB (whichever is applicable)	b	Turnover between 1.0 to 2.0 crore:	If firm has filed ITR-4 under section 44AD (1)-ITR 04 with CA certificate showing turnover with UDIN will be required only. Otherwise Audited Financial Statement with UDIN will be required including Audit report 3CA/3CD/3CB (whichever is applicable)	c.	Turnover below 1.0 Crore:	No Audited Financial Statement required. However, CA certificate showing turnover and UDIN will be required.	
a	Turnover above 2.0 Crore:	Audited Financial Statement with UDIN will be required including audit report 3CA/3CD/3CB (whichever is applicable)										
b	Turnover between 1.0 to 2.0 crore:	If firm has filed ITR-4 under section 44AD (1)-ITR 04 with CA certificate showing turnover with UDIN will be required only. Otherwise Audited Financial Statement with UDIN will be required including Audit report 3CA/3CD/3CB (whichever is applicable)										
c.	Turnover below 1.0 Crore:	No Audited Financial Statement required. However, CA certificate showing turnover and UDIN will be required.										

RFP for Selection of NGO to undertake various field activities pertaining to Swachh Bharat Mission, Swachh Survekshan, Solid and Liquid waste management in Greater Noida (East)

S. No.	Eligibility Conditions	Documentary proof to be submitted	Document Submitted
		(Attested) in Form 2B	
3	The Bidder must have a valid, PAN, GSTN certificate and EPF registration.	Copy of PAN, GSTN Certificate & EPF registration certificate	
4	The bidder must have on its payroll at least 50 technically qualified staff (on permanent payrolls of the organization) as on date.	Certificate from bidder's statutory auditor/ agency/ firm secretary/ HR Head for number of technically qualified staff employed by them on affidavit by Notary on min. 100/- non judicial stamp paper. (Appendix)	
5	The Bidder should not have been barred by the Central Government, any State Government, a statutory authority or a public sector undertaking/ULB, as the case may be, from participating in any project, and the bar subsists as on the date of the Proposal.	Undertaking as per FORM TECH 5	
6	Bidder should have, during the last three years, neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Bidder, nor been expelled from any project or agreement nor have had any agreement terminated for breach by such Bidder.	Undertaking as per FORM TECH 6	
7.	Bidder should have worked (completed) for	Copy of Work order/ Contract (completed)	

RFP for Selection of NGO to undertake various field activities pertaining to Swachh Bharat Mission, Swachh Survekshan, Solid and Liquid waste management in Greater Noida (East)

S. No.	Eligibility Conditions	Documentary proof to be submitted	Document Submitted
	IEC, Capacity building, documentation support, etc. for sanitation linked activities of Swachh Survekshan Urban for any State/city//ULB with 3-10 Lakh Population or more		
8	Award/ Appreciation letter of outstanding performance (e.g., Water+/GFC star certification/Top 10 ranking in SS) in Swachh Survekshan from SBM Cities	Award/Appreciation letter certificate Signed by Head of the Institution of concern ULB/State/Organization	
9.	TECH-1	Attached	
10.	TECH-2 (including 2A, 2B & 2C)	Attached	
11.	TECH-3	Attached	
12.	TECH-4	Attached	
13.	TECH-5	Attached	
14.	TECH-6	Attached	
15.	TECH-7	Attached	
16.	Appendix	Attached	
17.	Financial bid	Attached	
18.	Tender Fee	Submitted & Challan Enclosed	
19.	EMD	Submitted & Challan Enclosed	

Authorized Signatory *[In full and initials]*

Name and Title of

Signatory: Name of Firm:

**APPENDIX**

I/we.....S/o.....

Partners/Authorized person M/s..... applicant of .....  
 for pre-qualification hereby declare that following person(s) is in my/our regular employment  
 on the post and from the dates mentioned against them.

Sl. No.	Name and Address experience	Technical Qualification	Post held	Date of Regular	Details of Employment
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

I/We understand that well experienced adequate Graduate and Diploma Holder/Civil/Electrical Engineering as directed by E/I will have to be deployed by us on the work throughout, in case we are entrusted with the execution of the work in question.

I/we further understand that in the event of non-presence of such professionals, the Greater Noida Industrial Development Authority shall deduct the salary amount for professional, per month from our bills, which will not be refundable.

I/We further understand that the decision of Senior Manager-in-charge of the work regards to presence and/or absence of our Engineer from the work shall be final and binding upon us.

**SEAL**  
**(NOTARY PUBLIC)**

**SIGNATURE OF APPLICANT**

**Section 5: Financial Proposal****FORM FIN-1****FORMAT FOR SUBMISSION OF FINANCIAL QUOTE**

Ref. No.

Dated:

To,  
**Senior Manager**  
**(Health), GNIDA**

**Subject: Selection of NGO for undertaking various field activities pertaining to sanitation and waste management in GREATER NOIDA (East).**

Dear Sir,

With reference to the above letter please find our offer as under;

<b>Name of Work</b>	<b>Greater Noida East</b>
To undertake entire activities as stipulated in the <b>Terms of Reference</b> with deadline that include the cost of manpower, office infrastructure/ maintenance, commuting expenses and stationaries etc. required for the entire project deliverables.	Rs...../- (Amount in word) lump-sum + GST

The initial contract shall be for a period of one (1) years, from the date of award of work order for the deliverables described under the scope of the work. In case the bidder fails to achieve the said deliverables in a given time schedule, the period of contract shall be extended, after consideration on the plea submitted to the CEO Greater Noida, without any extra remuneration/ payment.

Thanking you,

Yours sincerely

**(Authorized Signatory) Name/ designation/ stamp of the organization**

**\*Financial bid only submitted in excel format uploaded in Financial Bid section.**

## **Section 6: Contract Draft Agreement**

### **CONTRACT FOR BIDDERS' SERVICES**

Between

**Greater Noida Industrial Development Authority  
(GNIDA)**

**And**

**[name of the Bidder]**

Dated:

#### **Form of Contract**

#### **Contract to undertake various field activities pertaining to sanitation and waste management in Greater Noida**

This CONTRACT (hereinafter called the "Contract") is made on the ..... day of ..... month of 2022, by and between The Greater Noida Industrial Development Authority (hereinafter called the "GNIDA"), hereinafter referred to as the "Employer" which expression unless repugnant to context or meaning thereof shall include its successors, affiliates and assigns) of the First Part.

AND

Name of Agency/ NGO and registered address (hereinafter called the Bidder") WHEREAS

- a) The Employer has requested the Bidder to provide certain field services as defined in the TOR attached to this Contract (hereinafter called the "Services");
- b) The Bidder, having represented to the Employer that they have the required professional skills, personnel and technical resources, have agreed to provide the services on the terms and conditions set forth in this Contract.

NOW THEREFORE the parties hereto hereby agree as follows:

The following documents attached hereto shall be deemed to form an integral part of this Contract:

- a) All clauses under RFP document";
- b) The corrigendum having Pre-bid query;
- c) The following Appendices:

**Appendix A:** Terms of reference containing the description of the work and services, reporting requirements, key resource pool and sub professional personnel, task assignment, payments schedule etc.



**Appendix B:** Copy of Bank Guarantee for Performance Security (in original) **Appendix C:** Financial quote against the services quoted in the bid.

**Appendix D:** Copy of Letter of Award

**Appendix E:** Copy of letter of Award/ acceptance by Bidder

1. The mutual rights and obligations of the Employer and the Bidder shall be as set forth in the Contract; in particular:
  - a) The Bidder shall carry out the Services in accordance with the provisions of the Contract; and
  - b) Employer will make payments to the Bidder in accordance with the provisions of the Contract.
2. Priority of documents: The Parties expressly agree that in the event of any conflict, inconsistency or contradiction between any clauses forming part of the documents constituting the Contract, and more particularly mentioned in Clause 1 (of this contract) hereinabove, the documents shall be interpreted in the following order of precedence:
  - a) The provisions of this Contract shall override all provisions of other documents the Contract.
  - b) The provisions of the SC shall be subject to the Contract, but shall override all provisions of other documents comprising the Contract;
  - c) The provisions of the GC shall be subject to the Contract SC, but shall take precedence over all other documents comprising the Contract; and
  - d) The Appendices shall subject to each of the Contract, SC and the GC
  - e) Any decision of the Employer in relation to the priority of documents shall be final and binding upon the Bidder IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

FOR AND ON BEHALF OF Employer

[Signature] [Name] [Designation]

FOR AND ON BEHALF OF Bidder

[Signature] [Name] [Designation]

Witness:

1. [Signature, name and address]

## 2. [Signature, name and address]

**General Conditions of Contract****General Provisions**

- 1.1 **Definitions** Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:
- a) “Applicable Law” means the laws and any other instruments having the force of law in India for the time being.
  - b) “Bidder” means any private or public entity that will provide the Services to the “Employer” under the Contract.
  - c) “Contract” means the Contract signed by the Parties and all the attached documents listed in its Clause 1 that is this General Conditions (GC), the Special Conditions (SC), and the Appendices.
  - d) “Day” means calendar day.
  - e) “Effective Date” means the date on which this Contract comes into force and effect pursuant to Clause GC 2.1.
  - f) “Foreign Currency” means any currency other than the currency of the “Employer’s” country.
  - g) “GC” means these General Conditions of Contract.
  - h) “Government” means the Government of India.
  - i) “Local Currency” means Indian Rupees.
  - j) “Member” means any of the entities that make up the joint venture/consortium/association; and “Members” means all these entities. But in this RFP no JV/ Consortium is allowed.
  - k) “Party” means the “Employer” or the Bidder, as the case may be, and “Parties” means both of them.
  - l) “Personnel” means professionals and support staff provided by the Bidder or by any Sub- Bidder and assigned to perform the Services or any part thereof; “Foreign Personnel” means such professionals and support staff who at the time of being so provided had their domicile outside the Government’s country; “Local Personnel” means such professionals and support staff who at the time of being so provided had their domicile inside the Government’s country; and “Key Personnel” means the Personnel referred to in Clause GC 4.2(a).
  - m) “SC” means the Special Conditions of Contract by which the GC may be amended or supplemented.
  - n) “Services” means the work to be banmed by the Bidder pursuant to this Contract, as described in Appendix A hereto.

- o) "Third Party" means any person or entity other than the "Employer", or the Bidder.
- p) "In writing" means communicated in written form with proof of receipt.

**1.2 Relationship between the Parties:** Nothing contained herein shall be construed as establishing a relationship of master and servant or of principal and agent as between the "Employer" and the Bidder. The Bidder, subject to this Contract, has complete charge of Personnel and Sub-Bidder, if any, performing the Services and shall be fully responsible for the Services performed by them or on their behalf hereunder.

**1.3 Law Governing Contract:** This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the applicable laws of India.

**1.4 Notices:**

- 1.4.1 Any notice, request or consent required or permitted to be given or made pursuant to this Contract shall be in writing through registered post to registered address only and other copies to be handover to the authorize representatives of both parties. Any such notice, request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered post to such Party at the address specified in the SC.
- 1.4.2 A Party may change its address for notice hereunder by giving the other Party notice in writing of such change to the address specified in the SC.

**1.5 Location:** The Services shall be performed at Greater Noida.

**1.6 Authority of Lead Partner:** No JV/ Consortium is allowed, thus the bidder itself shall be considered as lead bidder/ partner.

**1.7 Authorized Representatives:** Any action required or permitted to be taken, and any document required or permitted to be executed under this Contract by the "Employer" or the Bidder may be taken or executed by the officials specified in the SC.

**1.8 Taxes and Duties:** The Bidder shall be liable to pay such direct and indirect taxes, duties, fees and other impositions levied under the applicable laws of India.

**1.9 Fraud and Corruption**

- 1.9.1 **Definitions:** It is the Employer's policy to require that Employers as well as Bidder observe the highest standard of ethics during the execution of the Contract. In pursuance of this policy, the Employer defines, for the purpose of this provision, the terms set forth below as follows:

- i. "Corrupt practice" means the offering, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the selection process or in contract execution.
- ii. "Fraudulent practice" means a misrepresentation or omission of facts in order to influence a selection process or the execution of a contract;
- iii. "Collusive practices" means a scheme or arrangement between two or more Bidder, with or without the knowledge of the Employer, designed to establish prices at artificial, noncompetitive levels;
- iv. "coercive practices" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract.

### **1.9.2 Measures to be taken by the Employer**

- a) The Employer may terminate the contract if it determines at any time that representatives of the bidder were engaged in corrupt, fraudulent, collusive or coercive practices during the selection process or the execution of that contract, without the bidder having taken timely and appropriate action satisfactory to the Employer to remedy the situation;
- b) The Employer may also sanction against the Bidder, including declaring the Bidder ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the Bidder has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for, or in executing, an Employer-financed contract;

### **1.9.3 Commissions and Fees**

At the time of execution of this Contract, the Bidder shall disclose any commissions or fees that may have been paid or are agreed to be paid to agents, representatives, or commission agents with respect to the selection process or execution of the contract. The information disclosed must include at least the name and address of the agent, representative, or commission agent, the amount and currency, and the purpose of the commission or fee.

## **2. COMMENCEMENT, COMPLETION, MODIFICATION AND TERMINATION OF CONTRACT**

**2.1 Effectiveness of Contract:** This Contract shall come into force and effect on the date (the "Effective Date") of the "Employer's notice to the Bidder instructing the Bidder to begin carrying out the Services. This notice shall confirm that the conditions precedent and effectiveness conditions, if any, listed in the SC have been met.

**2.2 Termination of Contract for Failure to Become Effective:** If this Contract has not become effective within such time period after the date of the Contract signed by the Parties as specified in the SC, the Employer, by giving written notice to the other Party, declare this Contract to be null and void if the performance of the bidder is found

unsatisfactory, and in the event of such a declaration by either Party, neither Party shall have any claim against the other Party with respect hereto.

**2.3 Commencement of Services:** The Bidder shall begin carrying out the Services not later than the number of days after the Effective Date specified in the SC.

**2.4 Expiration of Contract:** Unless terminated earlier pursuant to Clause GC 2.9 hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SC.

**2.5 Entire Agreement:** This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any other statement, representation, promise or agreement not set forth herein.

Modifications or Variations: (a) any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. Pursuant to Clause GC 7.2 here of, however, each Party shall give due consideration to any proposals for modification or variation made by the other Party. (b) In cases of substantial modifications or variations, the prior written consent of the Employer is required.

## **2.6 Force Majeure**

### **2.6.1 Definition**

- (a) For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party, is not foreseeable, is unavoidable and not brought about by or at the instance of the Party claiming to be affected by such events and which has caused the non-performance or delay in performance, and which makes a Party's performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other extreme adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent), confiscation or any other action by Government agencies.
- (b) Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a Party or by or of such Party's Sub-Bidder or agents or employees, nor (ii) any event which a diligent Party could reasonably have been expected both to take into account at the time of the conclusion of this Contract, and avoid or overcome in the carrying out of its obligations hereunder.
- (c) Subject to clause 2.7.2, Force Majeure shall not include insufficiency of funds or inability to make any payment required hereunder.

**2.6.2 No Breach of Contract:** The failure of a Party to fulfil any of its obligations hereunder shall not be considered to be a breach of, or default under, this Contract insofar as

such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this Contract.

### **2.6.3 Measures to be taken:**

- a) A Party affected by an event of Force Majeure shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall take all reasonable measures to minimize the consequences of any event of Force Majeure.
- b) A Party affected by an event of Force Majeure shall notify the other Party of such event as soon as possible, and in any case not later than fourteen (14) days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give written notice of the restoration of normal conditions as soon as possible.
- c) Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.
- d) During the period of their inability to perform the Services as a result of an event of Force Majeure, the Bidder, upon instructions by the “Employer”, shall either:
  - (i) Demobilize, or
  - (ii) Continue with the Services to the extent possible, in which case the Bidder shall continue to be paid proportionately and on prorata basis, under the terms of this Contract.
- e) In the case of disagreement between the Parties as to the existence or extent of Force Majeure, the matter shall be settled according to Clause GC 8.

**2.8 Suspension:** The “Employer” may, by written notice of suspension to the Bidder, suspend all payments to the Bidder hereunder if the Bidder fails to perform any of its obligations under this Contract, including the carrying out of the Services, provided that such notice of suspension (i) shall specify the nature of the failure, and (ii) shall allow the Bidder to remedy such failure, if capable of being remedied, within a period not exceeding thirty (30) days after receipt by the Bidder of such notice of suspension.

### **2.9 Termination**

**2.9.1.1 by the “Employer”:** The “Employer” may terminate this Contract in case of the occurrence of any of the events specified below from point (a) to (h) of this Clause GC 2.9.1.1

- a) If the Bidder fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension pursuant to Clause GC 2.8 hereinabove, within thirty (30) days of receipt of such notice of suspension or within such further period as the “Employer” may have subsequently approved in writing.

- b) If the Bidder becomes (or, if the Bidder consists of more than one entity, if any of its Members becomes and which has substantial bearing on providing Services under this contract) insolvent or go into liquidation or receivership whether compulsory or voluntary.
- c) If the Bidder fails to comply with any final decision reached as a result of arbitration proceedings pursuant to Clause GC 8 hereof.
- d) If the Bidder, in the judgment of the "Employer", has engaged in corrupt or fraudulent practices in competing for or in executing this Contract.
- e) If the Bidder submits to the "Employer" a false statement which has a material effect on the rights, obligations or interests of the "Employer".
- f) If the Bidder places itself in position of conflict of interest or fails to disclose promptly any conflict of interest to the Employer.
- g) If the bidder fails to provide the quality services as envisaged under this Contract. The Consultancy Monitoring Committee (CMC) formulated to monitor the progress of the assignment may make judgment regarding the poor quality of services, the reasons for which shall be recorded in writing. The CMC may decide to give one chance to the bidder to improve the quality of the services.
- h) If, as the result of Force Majeure, the Bidder is unable to perform a material portion of the Services for a period of not less than sixty (60) days.
- i) If the "Employer", in its sole discretion and for any reason whatsoever, decides to terminate this Contract.

**2.9.1.2** In such an occurrence the "Employer" shall give a not less than thirty (30) days' written notice of termination to the Bidder.

**2.9.2 Cessation of Rights and Obligations:** Upon termination of this Contract pursuant to Clauses GC 2.2 or GC 2.9 hereof, or upon expiration of this Contract pursuant to Clause GC 2.4 hereof, all rights and obligations of the Parties hereunder shall cease, except (i) such rights and obligations as may have accrued on the date of termination or expiration, (ii) the obligation of confidentiality set forth in Clause GC 3.3 hereof, (iii) the Bidder's obligation to permit inspection, copying and auditing of their accounts and records set forth in Clause GC 3.6 hereof, and (iv) any right which a Party may have under the Law.

**2.9.3 Cessation of Services:** Upon termination of this Contract by notice of either Party to the other pursuant to Clauses GC 2.9.1 or GC 2.9.2 hereof, the Bidder shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the Services to a close in a prompt and orderly manner and shall make every reasonable effort to keep expenditures for this purpose to a minimum. With respect to documents prepared by the Bidder and equipment and materials furnished by the "Employer", the Bidder shall proceed as provided, respectively, by Clauses GC 3.7 or GC 3.8 hereof.



- 2.9.4 Payment upon Termination:** Upon termination of this Contract pursuant to Clauses GC 2.9.1 or GC 2.9.2 hereof, the “Employer” shall make the following payments to the Bidder:
- a) If the Contract is terminated pursuant to Clause 2.9.1 (g), (h) or 2.9.2, remuneration pursuant to Clause GC 6.3(h) (i) hereof for Services satisfactorily performed prior to the effective date of termination, and reimbursable expenditures pursuant to Clause GC 6.3(h)(ii) hereof for expenditures actually and reasonably incurred prior to the effective date of termination;
  - b) If the agreement is terminated pursuant of Clause 2.9.1 (a) to (f), the bidder shall not be entitled to receive any agreed payments upon termination of the contract. However, the “Employer” may consider to make payment for the part satisfactorily performed on the basis of Quantum Merit as assessed by it, if such part is of economic utility to the Employer. Applicable Under such circumstances, upon termination, the Employer may also impose liquidated damages as per the provisions of Clause 9 of this agreement. The bidder will be required to pay any such liquidated damages to Employer within 30 days of termination date.
- 2.9.5 Disputes about Events of Termination:** If either Party disputes whether an event specified in paragraphs (a) through (g) of Clause GC 2.9.1 or in Clause GC 2.9.2 hereof has occurred, such Party may, within thirty (30) days after receipt of notice of termination from the other Party, refer the matter to Clause GC 8 hereof, and this Contract shall not be terminated on account of such event except in accordance with the terms of any resulting arbitral award.

### 3. OBLIGATIONS OF THE BIDDER

#### 3.1 General

**Standard of Performance:** The Bidder shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Bidder shall always act, in respect of any matter relating to this Contract or to the Services, as faithful adviser to the “Employer”, and shall at all times support and safeguard the “Employer’s legitimate interests in any dealings with Sub-Bidder or Third Parties.

- 3.2 Conflict of Interests:** The Bidder shall hold the “Employer’s interests paramount, without any consideration for future work, and strictly avoid conflict of interest with other assignments or their own corporate interests. If during the period of this contract, a conflict of interest arises for any reasons, the Bidder shall promptly disclose the same to the Employer and seek its instructions.

#### 3.2.1 Bidder not to benefit from Commissions, Discounts, etc.:

- a) The payment of the Bidder pursuant to Clause GC 6 hereof shall constitute the Bidder’s only payment in connection with this Contract and, subject to Clause GC

3.2.2 hereof, the Bidder shall not accept for its own benefit any trade commission, discount or similar payment in connection with activities pursuant to this Contract or in the discharge of its obligations hereunder, and the Bidder shall use its best efforts to ensure that any Sub- Bidder, as well as the Personnel and agents of either of them, similarly shall not receive any such additional payment.

- b) Furthermore, if the Bidder, as part of the Services, has the responsibility of advising the “Employer” on the procurement of goods, works or services, the Bidder shall comply with the Employer’s applicable procurement guidelines, and shall at all times exercise such responsibility in the best interest of the “Employer”. Any discounts or commissions obtained by the Bidder in the exercise of such procurement responsibility shall be for the account of the “Employer”.

**3.2.2 Bidder and Affiliates Not to Engage in Certain Activities:** The Bidder agrees that, during the term of this Contract and after its termination, the Bidder and any entity affiliated with the Bidder, as well as any Sub-Bidder and any entity affiliated with such Sub-Bidder, shall be disqualified from providing goods, works or services (other than consulting services) resulting from or directly related to the Bidder’s Services for the preparation or implementation of the project.

**3.2.3 Prohibition of Conflicting Activities:** The Bidder shall not engage, and shall cause their Personnel as well as their Sub-Bidder and their Personnel not to engage, either directly or indirectly, in any business or professional activities that would conflict with the activities assigned to them under this Contract.

**3.3 Confidentiality:** Except with the prior written consent of the “Employer”, the Bidder and the Personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the Services, nor shall the Bidder and its Personnel make public the recommendations formulated in the course of, or as a result of, the Services.

**3.4 Accounting, Inspection and Auditing:** The Bidder (i) shall keep accurate and systematic accounts and records in respect of the Services hereunder, in accordance with internationally accepted accounting principles and in such form and detail as will clearly identify all relevant time changes and costs, and the bases thereof, and (ii) shall periodically permit the “Employer” or its designated representative and/or the Employer, and up to five years from expiration or termination of this Contract, to inspect the same and make copies thereof as well as to have them audited by auditors appointed by the “Employer” or the Employer, if so required by the “Employer” or the Employer as the case may be.

**3.5 Bidder’s Actions Requiring “Employer’s Prior Approval:** The Bidder shall obtain the “Employer’s prior approval in writing before taking any of the following actions:

- a) Any change or addition to the Personnel.
- b) Subcontracts: the Bidder may subcontract work relating to the Services to an extent and with such experts and entities as may be approved in advance by the “Employer”. Notwithstanding such approval, the Bidder shall always retain full

responsibility for the Services. In the event that any Sub-Bidder are found by the “Employer” to be incompetent or incapable or undesirable in discharging assigned duties, the “Employer” may request the Bidder to provide a replacement, with qualifications and experience acceptable to the “Employer”, or to resume the performance of the Services itself.

**3.6 Reporting Obligations:** The Bidder shall submit to the “Employer” the reports and documents in the specified format and within the time period decided by GNIDA. Final reports shall be delivered in CD ROM in addition to the hard copies.

**3.7 Documents Prepared by the Bidder to be the Property of the “Employer”:** All plans, drawings, specifications, designs, reports, other documents and software prepared by the Bidder for the “Employer” under this Contract shall become and remain the property of the “Employer”, and the Bidder shall, not later than upon termination or expiration of this Contract, deliver all such documents to the “Employer”, together with a detailed inventory thereof. The Bidder may retain a copy of such documents, but shall not use anywhere, without taking permission, in writing, from the Employer and the Employer reserves right to grant or deny any such request. If license agreements are necessary or appropriate between the Bidder and third parties for purposes of development of any such computer programs, the Bidder shall obtain the “Employer’s prior written approval to such agreements, and the “Employer” shall be entitled at its discretion to require recovering the expenses related to the development of the program(s) concerned.

**3.8 Penalty: (As mentioned in RFP)**

#### **4. BIDDER’ PERSONNELS**

**4.1 General:** The Bidder shall employ and provide such qualified and experienced Personnel and Sub-Bidders as are required to carry out the Services.

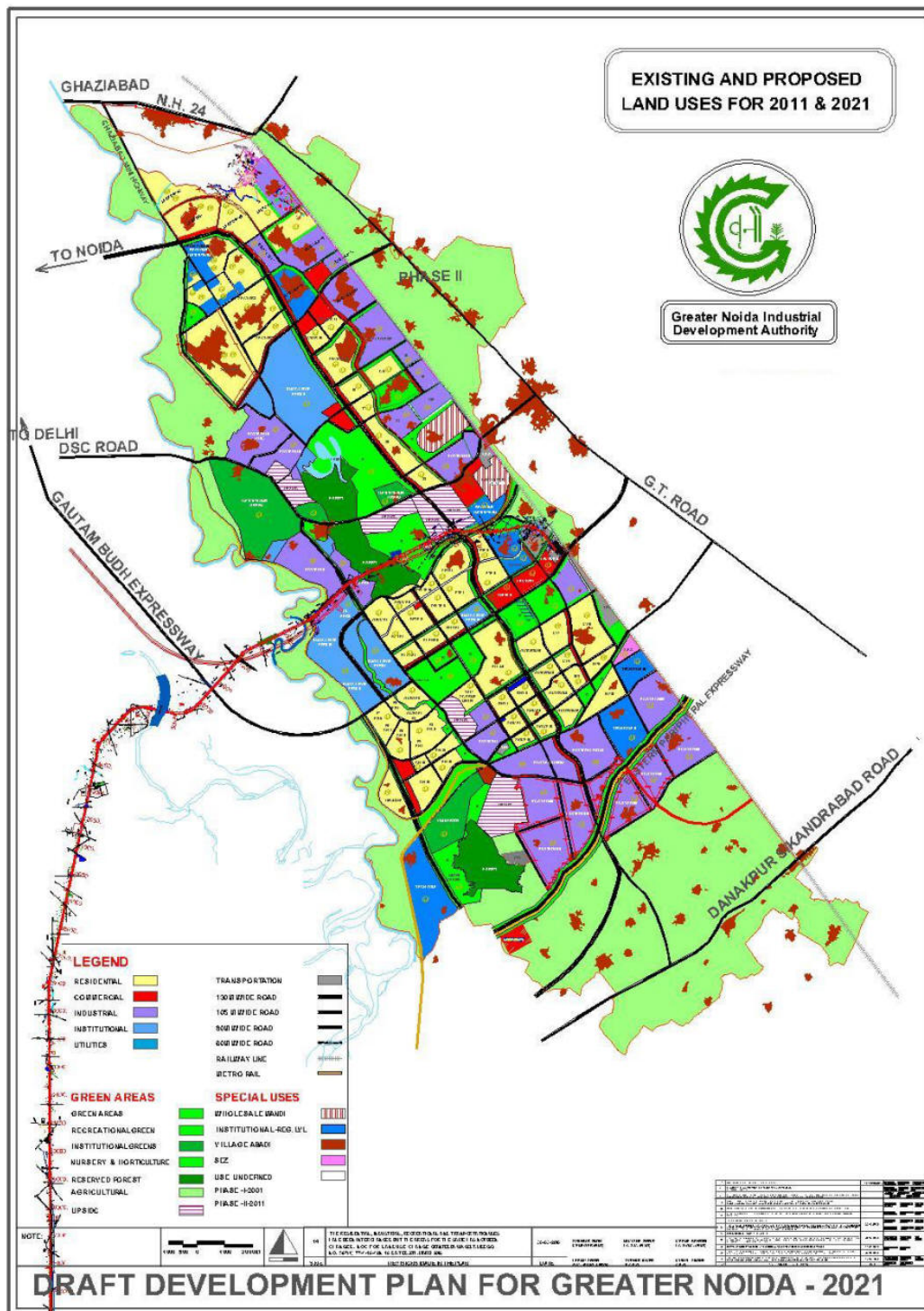
#### **5. OBLIGATIONS OF THE “EMPLOYER”**

**Change in the Applicable Law Related to Taxes and Duties:** To ensure compliance with the state and central government provisions under the taxation as applicable from time to time.

## **6. PAYMENTS TO THE BIDDER**

- 6.1 Total Cost of the Services** (a) the total cost of the Services payable is set forth in the proposal to the Employer and as negotiated thereafter.
- 6.2 Currency of Payment:** All payments shall be made in Indian Rupees.
- 6.3 Terms of Payment:**
- a) The payment shall be made in 24 equal installments against the quoted price after approval of submitted deliverables.
  - b) If the deliverables submitted by the bidder are not acceptable to the Employer, reasons for such non-acceptance should be recorded in writing; the Employer shall not release the payment due to the bidder. This is without prejudicing the Employer's right to levy any liquidated damages as stipulated under Liquidated Damages clause. In such case, the payment will be released to the bidder only after it re-submits the deliverable and which is accepted by the Employer.
  - c) All payments under this Contract shall be made to the accounts of the Bidder.
  - d) In case of early termination of the contract, the payment shall be made to the bidder as mentioned here with: (i) Assessment should be made about work done from the previous milestone, for which the payment is made or to be made till the date of the termination. Based on such details, a reasonable assessment of the reimbursable and miscellaneous expenses shall be made based on details furnished by the bidder in this regard with supporting documents and based on the assessment of the work done and the respective rates as provided. Wherever such an assessment is difficult, the rates should be arrived at by calculating the amount on pro-rata basis.

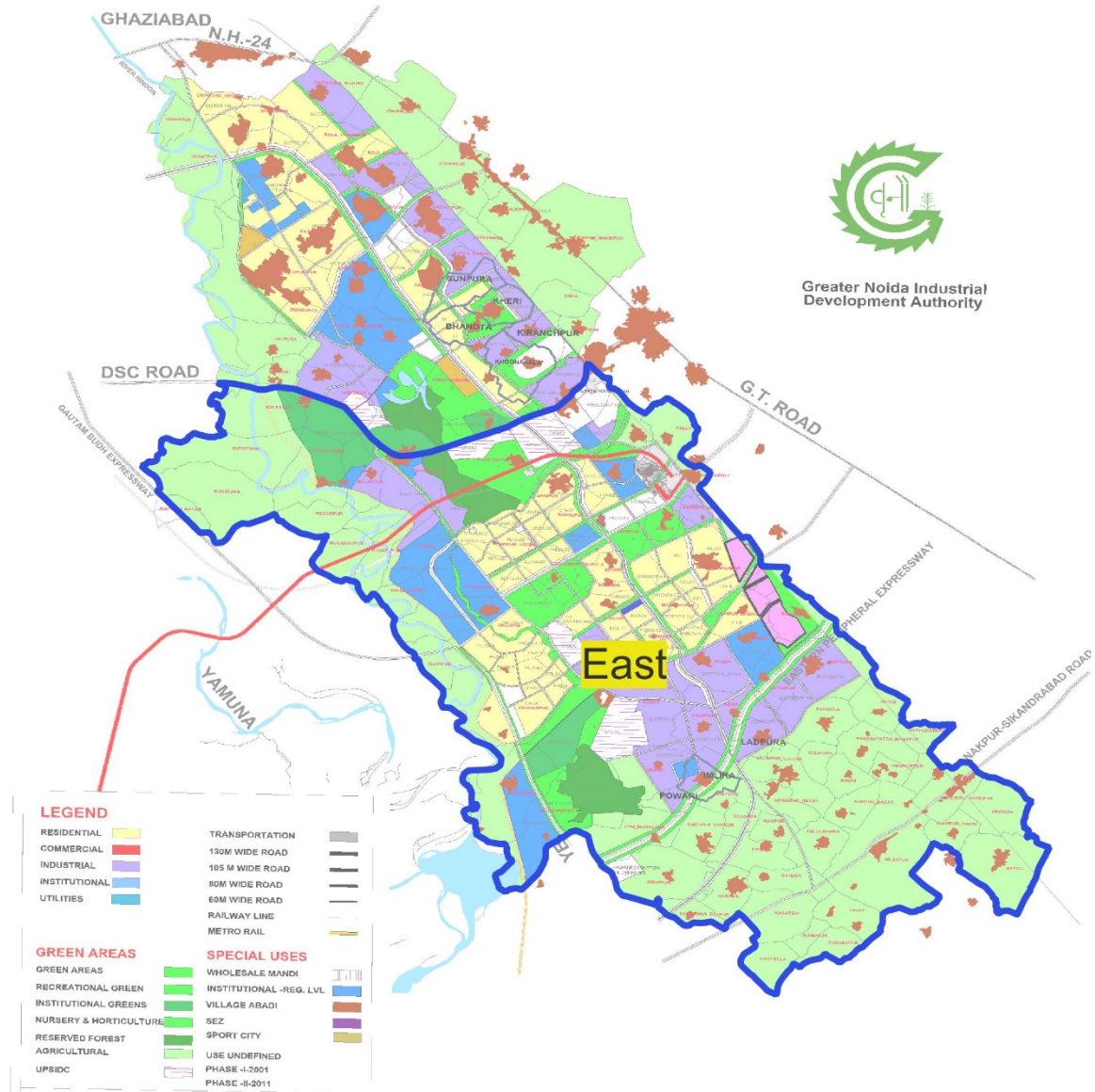
## Greater Noida Map





## Greater Noida East

### GREATER NOIDA EAST



**Annexure 1: List of Swachh Survekshan 2024 Indicators to be facilitated by the NGO**

- 1 Visible cleanliness Marks
  - 1.1 Sweeping in residential & commercial areas
  - 1.2 Clean back lanes
  - 1.3 No large storage bins (>100 litre size), no waste burning
  - 1.4 No Garbage Vulnerable Points (GVP)
  - 1.5 No 'Red spots' (spitting) in commercial & residential areas
  - 1.6 No 'Yellow spots' (open urination) in commercial & residential areas
  - 1.7 Cleanliness of storm water drains & nallahs
  - 1.8 Cleanliness of water bodies
  - 1.9 Aesthetics & city beautification
  - 1.10 Cleanliness in Slums
  - 1.11 Cleanliness of places of tourist interest, monuments and parks
  - 1.12 Cleanliness in schools
- 2 Segregation, Collection & Transportation
  - 2.1 Door-to-door collection
  - 2.2 Source segregation
  - 2.3 C&T cost covered by user charges
- 3 Solid Waste Management
  - 3.1 Wet waste processing capacity of the ULB
  - 3.2 Wet waste processing percentage of the ULB
  - 3.3 Dry waste processing capacity of the ULB
  - 3.4 Dry waste processing percentage of the ULB
  - 3.5 Treatment of Sanitary and DHW in the ULB
  - 3.6 C&D Waste Management
  - 3.7 Is the landfill in ULB a sanitary landfill
  - 3.8 Percentage of waste sent to sanitary landfill
  - 3.9 Ban on SUP & plastic waste processing
  - 3.10 Onsite wet waste processing by Bulk Waste Generators (BWG)
  - 3.11 Safe disposal of wet & dry waste in schools
- 4 Legacy waste remediation
  - 4.1 Remediation of all identified dumpsites
- 5 Sanitation, Used Water Management & Safaimitra Suraksha
  - 5.1 Connection to sewerage, septic tank, twin pit, etc.
  - 5.2 Cleanliness of CT, PT, Urinals & feedback
  - 5.3 Availability of separate functional & clean toilets in schools for boys & girls
  - 5.4 FSTP/STP capacity
  - 5.5 Faecal sludge & sewage treatment
  - 5.6 Safe disposal of liquid waste in schools
  - 5.7 Safaimitra Suraksha - Adequate machines & equipment
  - 5.8 Safaimitra Suraksha - Adequate workforce
  - 5.9 Safaimitra Suraksha - Notifications & complaint resolution
  - 5.10 Safaimitra Suraksha - 24X7 helpline & awareness campaigns



- 5.11 Safaimitra Suraksha - Capacity building, safety & welfare
- 6 Nudge indicators
  - 6.1 1 year of RRR center operations
  - 6.2 Waste to wonder park
  - 6.3 Zero waste events
  - 6.4 Atmanirbhar ward
  - 6.5 Promoting youth participation - Swachh Tulip
  - 6.6 Innovation & Best practices
  - 6.7 NULM - SBMU convergence
  - 6.8 Benefits extended to workers
  - 6.9 Training/workshops/seminars/peer visits
- 7 Certification
  - 7.1 GFC Star rating
  - 7.2 ODF, ODF+, ODF++, Water+
- 8 Jan andolan
  - 8.1 Citizen Feedback
  - 8.2 Engagement of Local Brand Ambassadors & recognition of Swachhata champions
  - 8.3 Participation of ULBs in campaigns driven by MoHUA
  - 8.4 Single use plastic clean up drives conducted in the city and water bodies
  - 8.5 Onsite wet waste processing by non-Bulk Waste Generators
  - 8.6 Grievance Redressal through Swachhata App/Local App
  - 8.7 Swachh ward ranking