



SUCHITWA MISSION
Local Self Government Department
Government of Kerala

No. SM/149/2026 - G1

Date: 21-07-2026



Suchitwa Mission
Expression of Interest ("EoI")

for

Inviting Agencies for Establishing Liquid Waste Management facilities on Private
Land

Issued by

Suchitwa Mission

Local Self Government Department

Government of Kerala

4th floor, Revenue Complex, Public Office Compound,

Thiruvananthapuram - 695033

Ph: 0471 – 2316730, 2319831, 2312730

email : sectiong2021@gmail.com

Website: <https://suchitwamission.org>

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DISCLAIMER

1. The information contained in this Expression of Interest document ("EoI") or subsequently provided to Applicants (Firms), whether verbally or in documentary or any other form by any of its employees will not be valid. The information shared in documentary form by Executive Director, SUCHITWA MISSION will only be valid.
2. This EoI is not an agreement or an offer by the SUCHITWA MISSION to the prospective Applicants or any other person. The purpose of this EoI is to provide interested parties with information that may be useful to them in the formulation & submission of their Proposals pursuant to this EoI.
3. This EoI includes statements, which reflect various assumptions and assessments arrived at by the SUCHITWA MISSION in relation to this EoI. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require.
4. This EoI may not be appropriate for all persons, and it is not possible for the SUCHITWA MISSION to consider the objectives, technical expertise and particular needs of each party who reads or uses this EoI. Information provided in this EoI to the Applicants may be 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. SUCHITWA MISSION accepts no responsibility for the accuracy or otherwise of any interpretation or opinion on the law expressed herein.
5. SUCHITWA MISSION makes 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 for 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 EoI or otherwise, and any assessment,

assumption, statement or information contained therein or deemed to form part of this EoI or arising in any way in this Selection Process.

6. SUCHITWA MISSION also accepts no liability of any nature whether resulting from negligence or otherwise, however arising from reliance of any Applicant upon the statements contained in this EoI.
7. SUCHITWA MISSION may, in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this EoI.
8. The issue of this EoI does not imply that SUCHITWA MISSION is bound to select an Applicant or to appoint the Selected Applicant, as the case may be and the SUCHITWA MISSION reserves the right reject all or any of the Proposals without assigning any reasons whatsoever.

1. Introduction

The management of liquid waste including wastewater, and septage has become a critical challenge for Kerala's urban and rural areas. A large proportion of households depend on on-site sanitation systems, but the FSTPs are not fully covered across the State. In the absence of adequate land for treatment plants and sewer networks, commercial establishments discharge wastewater to drains. As a result of lack of treatment facilities, instances of indiscriminate and illegal discharge of septage into canals, rivers, and other water bodies have been reported, leading to pollution of surface and groundwater. Despite ongoing efforts, significant gaps remain in achieving full coverage of scientific sewage and septage treatment across the State due to multiple constraints. In this context, leveraging private sector participation through the invitation of Expressions of Interest presents a viable approach to augment existing infrastructure.

2. Objectives

The objective of this EoI is to identify capable and interested individuals, firms, partnerships, companies (public/private) and joint ventures to establish and operate decentralized Liquid Waste Management (LWM) facilities on land under their full legal ownership/lease. These facilities will ensure the scientific treatment of sewage and/or septage from households, commercial establishments, and institutions. Considering the limitations of Government and Local Self Government Institutions (LSGs) in achieving full LWM coverage, the initiative promotes private participation to bridge infrastructure gaps and accelerate progress towards a fully liquid waste-managed State. The proposed facilities will help reduce water pollution, protect public health, ensure regulatory compliance, and support reuse of treated wastewater for non-potable purposes, thereby conserving freshwater resources.

3. Scope of Work

This Expression of Interest (EoI) from individuals, firms, partnerships, companies (public/private) and joint ventures to establish Liquid Waste Management (LWM) facilities on their own land with full legal ownership/lease.

3.1. Wastewater treatment facilities can be the following.

3.1.1. Sewage Treatment Plants (STPs) Package/Modular/Conventional with wastewater conveyed through desludging/vacuum tanker systems

3.1.2. Faecal Sludge Treatment Plants (FSTPs)/ Septage Treatment Plants for treatment of septage

3.1.3. Packaged/Modular/Conventional Sewage Treatment Plants with Co-treatment facilities (excluding sewer network) where septage and sewage is received through desludging vehicles in two streams and treated in a single plant.

3.1.4. Integrated wastewater treatment plants receiving sewage, septage, and wastewater from commercial establishments such as hotels and restaurants in three streams and treated in a single Plant.

3.2 Depending on capacity and location, a single facility may cater to one or multiple Local Self Government (LSG) institutions. The service area for wastewater collection shall be determined based on gaps in the existing sanitation infrastructure. However, a minimum planning norm of one treatment facility per 25 sq. km shall be ensured. The proposed facility shall not be located within a 25 sq. km service radius of any existing, ongoing, or proposed LWM facility established by LSGs.

3.3. The Agency selected through this EoI shall be responsible for the entire project lifecycle, including design, construction, installation of equipment, commissioning, and operation & maintenance of the liquid waste treatment facility. The selected Agency shall also obtain all necessary statutory approvals, consents, and clearances from the competent authorities prior to commencement and during operation, and ensure compliance with applicable regulations and standards. All designs and key project milestones shall be subject to review and approval by the Suchitwa Mission and other competent authorities as applicable.

3.4. The selected Agency should conduct a feasibility study as per the Annexure III (format attached) and submit along with EoI.

3.5. To ensure optimal distribution of infrastructure and prevent duplication, no more than one Liquid Waste Management (LWM) facility of the same type shall be permitted within the same defined service jurisdiction. The service jurisdiction shall be determined based on a minimum coverage norm of 25 sq. km or as specified by the Suchitwa Mission. Proposals for facilities that fall within the service area of an existing, ongoing, or approved LWM facility shall not be considered.

3.6. Agencies shortlisted through this EOI shall obtain formal Technical Approval from Suchitwa Mission before commencing construction or installation of the proposed treatment facility.

3.7. The selected Agency shall start the construction within the three months of approval and should commence operation of the plant within nine months of receiving

approval from Suchitwa Mission. Depending on the size and complexity of the project, timelines can be extended on a case-to-case basis

4. General Guidelines

4.1.

Requirement of land : The proposed LWM facility must be located on stable, flood-free land under the applicant's full legal ownership or a registered lease of at least 10 years (extendable upon mutually agreed terms and conditions), supported by clear ownership or lease documents and updated site maps. The site must be free from legal disputes, encroachments, and environmentally restricted zones (such as wetlands, protected forests, or prohibited CRZs). It must be large enough to accommodate treatment units and heavy truck movement, featuring an all-weather approach road (preferably 7m wide), reliable electricity, water supply, and stormwater drainage. Additionally, construction must strictly adhere to KSPCB siting criteria (currently Circular No. KSPCB/1648/2024-SEE-1, dated 27/03/2025), which mandates a minimum 3.00 m boundary setback all round and distance to nearby habitation shall be more than 10 log Q criterion (where Q is the plant capacity in m³/day).

4.2.

The proposed treatment facility must utilize proven, reliable technologies that consistently meet state and central environmental standards while remaining resilient to the local climate. The chosen method should be easy to maintain and must ensure that all treated water are safe for reuse or disposal, strictly adhering to the quality standards issued by the KSPCB from time to time. Currently, as per circular no. KSPCB/841/2024-SEE dated 19.11.2025 (Treated effluent standards for sewage treatment plants). The following technologies are recommended for the implementation of this initiative:

- a. Membrane Bioreactor
- b. Moving Bed Bio Reactor
- c. Sequencing Batch Reactor
- d. Johkasou Treatment system
- e. Technology developed and Approved by CSIR R&D institutions-
- f. Technology Approved by CPHEEO

4.3. Applicants are encouraged to propose decentralized facilities tailored to their area's specific waste challenges. This approach ensures that the technology and plant size match the actual volume and type of waste generated by the local community.

4.4.

For obtaining formal Technical Approval from Suchitwa Mission the selected Agency shall submit a Detailed Project Report containing comprehensive technical information about the proposed facility. Suchitwa Mission will review the submitted

documents to ensure that the proposed technology and plant design conform to recommended standards for liquid waste management. The report should include:-

- Site layout plan
- Process flow diagram
- Design calculations
- Equipment specifications
- Environmental safeguards
- Sludge management plan
- Estimated project cost
- All other matters applicable for obtaining Technical Approval (TA)

4.5. Indicative Minimum land requirement for setting a LWM facility are as follows:-

- 50 KLD - 50 cents
- 100 KLD- 75 cents
- 250 KLD- 1.0acre
- 500 KLD- 1.5 acre
- 1 MLD - 2 acre
- 4.6. Funding Model: The selected Agency must secure 100% of the investment as **Full Private Investment**, where the Agency covers all capital costs and recovers them via user fees and every proposal must include a clear financial roadmap demonstrating how the facility will remain solvent and self-sufficient throughout its entire lifecycle.
- 4.7. User charge and O&M : The selected Agency is responsible for covering all operation and maintenance (O&M) expenses through collected user charges. While the Agency can determine the user fees, these rates must be established through mutual agreement with the Committee constituted by Govt(see Para 4.11 for Roles and responsibility of Committee for LWM PPP Projects). In the submitted EOI, Applicant shall submit the proposed user charge in the prescribed format(Annexure III)
- 4.8. Statutory Approvals and Compliance: The selected Agency must obtain all necessary statutory approvals, licenses, and environmental clearances. These must be secured before construction begins or within six months of receiving Technical Approval (TA), whichever is earlier. Local Self Governments should make sure that all required statutory clearances from the competent authorities for the establishment and operation of the treatment facility are obtained by the Agency.
- 4.9. The selected Agency must ensure uninterrupted service for a minimum of

10 years and can be extended beyond 10 years based on mutually agreeable terms and conditions, strictly adhering to all statutory compliances including Factories Act 1948, Indian Boilers Act 1923, Solid Waste Management Rules, Kerala Pollution Control Board (PCB) and Central Pollution Control Board (CPCB) guidelines, CPHEEO Manual on Sewerage and Sewage Treatment, Kerala Municipality Building Rules (KMBR) & Kerala Panchayat Building Rules (KPBR), Environment Protection Act (EPA) 1986, Water (Prevention and Control of Pollution) Act 1974 and its subsequent amendments, State Water Policy 2008 or any other relevant acts or policies issued by the Government or Local Bodies and the approved Technical Approval (TA) document. Any failure to follow these rules and regulations is a punishable offense; both the Kerala State Pollution Control Board (KSPCB) and Suchitwa Mission reserve the right to shut down the plant if standards are not properly maintained. Local Bodies/District Collector can take over operations (not land) if the selected Agency fails for a long time.

- 4.10. The Agency must report any shutdown of the plant 15 days in advance for minor scheduled maintenance or minor breakdowns, and one month in advance for major scheduled maintenance or major breakdowns, while specifically stating the maximum resolution time required
- 4.11. Role and Responsibilities of Committee for LWM PPP Projects : Shut down and operational take over, approval of tariff proposed by selected Agency and periodic revision of tariff, allocation of area of service, issues related to operations shall be under the purview of the Committee for LWM PPP Projects. A State-Level Committee will be constituted by the Government and it shall oversee the implementation and monitoring of this initiative. Suchitwa Mission shall undertake the necessary preparatory and facilitation activities for constituting the committee
- 4.12. Role and Responsibilities of Suchitwa Mission : Suchitwa Mission will serve as the technical partner for this initiative, offering guidance on treatment technologies, operational standards, and environmental safeguards. The Mission will verify all proposed designs to ensure they meet official standards and will provide technical approval, monitor construction to guarantee quality, and conduct regular performance evaluations after the plant is operational to ensure ongoing efficiency and environmental compliance.
- 4.13. Role and Responsibilities of the selected Agency: During operations, the Agency will receive or can collect liquid waste from authorized sources, treat it properly, manage residual sludge, and ensure safe disposal or reuse of treated effluent as per guidelines and obtaining all necessary land-use conversions, local planning permissions, and statutory clearances. The Agency must maintain records

on waste quantity received, treatment operations, sludge management, and effluent quality; submit periodic reports to authorities for monitoring and compliance. Incorporate odor control, stormwater management, sludge storage, and anti-contamination measures; follow occupational health/safety protocols with PPE, training, resolve or settle any local issues, conduct periodic effluent testing, document results, and share with authorities as needed. It is the responsibility of the Agency to ensure collection of required quantity of wastewater or septage.

- 4.14. Role and Responsibilities of Local Self Governments : LSGs should check whether any other plant already present in the said area, raise public awareness and act as facilitator for resolving local issues if any, and confirm that proposed land meets all zoning regulations. They are responsible for ensuring the Agency secures all necessary legal clearances and for facilitating the smooth movement of desludging trucks within their jurisdiction. Additionally, LSGs will provide oversight by monitoring the facility's operational compliance, and tracking waste transport to ensure all liquid waste is delivered only to authorized treatment plants.
- 4.15. Dispute mechanism: In the event of any dispute, controversy, or difference arising out of or in connection with this Expression of Interest (EoI), the Agency shall approach the Joint Director of the Local Self Government Department (LSGD) to seek an amicable settlement. If the dispute persists and remains unresolved at this primary level, the selected Agency may escalate the matter to the Executive Director, Suchitwa Mission. In the event of issues related to operations, the Agency shall approach the Committee for LWM PPP Projects mentioned in prepara 4.11. In all matters specifically pertaining to this EoI and its related approvals, the Executive Director of Suchitwa Mission shall act as the final authority, and their decision shall be considered final and binding upon the Agency.

◦ 5. Eligibility Criteria

The interested Agency/ firm/companies(public/private)/ personnel/ Joint Ventures shall essentially meet the following eligibility criteria:

- 5.1. The Agency/firm/companies(public/private) should have been incorporated in India and operating in India before the date of submission of EoI. The certificate of incorporation has to be submitted.
- 5.2. Joint Ventures(JV) are eligible to apply for the EoI. They shall submit relevant documents to prove their JV relation. The document may be JV agreement/ Memorandum of understating or power of attorney, if any.
- 5.3. The Agency should not be blacklisted by the Central/ any State Government or PSUs.

5.4. The Agency shall be a registered firm with a valid Goods and Service Tax number for the line of business the Agency is engaged in. (GST and TAN/PAN must be submitted).

5.5. The required documents such as the list of existing and past clients with details of services offered, details of similar projects executed with copies of work orders & completion/ satisfaction certificates for the respective project if any and CVs of key personnel(experienced staff). The selected Agency shall maintain the services of the qualified engineers during the execution and the operation of the Plant. This Personnel should have previous experience in the execution and operation of LWM Plant. Any vacancy arising due to resignation, transfer, or any other reason shall be filled without delay to ensure uninterrupted technical supervision and efficient plant operation.

5.6. The selected Agency shall comply with all the guidelines and strategies published by Suchitwa Mission, KSPCB, and the Government of Kerala, related to liquid waste management and wastewater treatment units.

5.7. The minimum average annual turnover of the individuals, firms, partnerships and companies(public/private) submitting this EoI shall be greater than 25% of the estimated cost of the work. The average annual turnover shall be calculated from the certified annual accounts of the preceding 3 financial years. Eligibility must be substantiated by audited financial statements or certified valuation reports. In case of joint ventures at least one member of the consortium (not being an individual) holding more than 15% stake shall meet this criterion.

6. Documents to be Submitted

6.1. Interested applicants shall submit a comprehensive proposal containing all relevant information required for evaluation. The proposal should include details of the organization, including registration documents and contact information. Applicants must provide information about their previous experience in related sectors along with details of relevant projects undertaken., if any.

6.2. Applicants are to submit the submission [Annexure I (Letter of Submission), Annexure II (General information of Applicant), Annexure III (Feasibility Report) and Annexure IV (List of documents)].

6.3. Turn over or asset document

6.4 CA Audited account statement for the last 3 yrs shall be submitted.

6.5. Self declaration on Agency letterhead duly signed and sealed stating they are not

blacklisted by Central/ State Government or PSUs.

6.6. Copies of all documents to prove experience, expertise and manpower, certifications/ appreciations, work order received so far if any may also be enclosed along with the application.

7. Submission of EoI

1. Applicants are to submit the submission [Annexure I (Letter of Submission), Annexure II (General information of Applicant), Annexure III (Feasibility Report) and Annexure IV (List of documents)]. one (1) hard copy (printed) and one (1) soft copy in pdf format to complete the submission. The EOI should be in a sealed envelope, clearly marked with the Applicant's name, address, and identified as **"EoI for inviting Inviting Agencies for Establishing Liquid Waste Management facilities on Private Land under various investment models"** to the Executive Director, Suchitwa Mission, Public Office Complex. Soft copy shall be submitted to sectiong2021@gmail.com.

8. Tenure and Timeline of Empanelment

1. The tenure of the EoI will be for three years from the date of notification of EoI unless otherwise extended or terminated by any specific or general order in this regard. The tentative timeline is listed as follows. But this is subject to change without prior notice at the discretion of Suchitwa Mission:

Activity	Date
EoI Closing Date	45 days from the publishing of EoI
Interviews and technical presentations	To be intimated later.
Selection completion	Upon Suchitwa Mission approval

9. Right to Reject Any Proposal

- 9.1. Notwithstanding anything contained in this EOI document, the SUCHITWA MISSION reserves the right to accept or reject any Proposal and to annul the Selection Process and reject all Proposals, at any time without any liability or any obligation for such acceptance, rejection, or annulment, and without assigning any reasons thereof.
- 9.2. At any time, a material misrepresentation made by the Applicants is uncovered or comes to the knowledge of the SUCHITWA MISSION.

Or

9.3. The Applicants do not provide the supplemental information sought by the SUCHITWA MISSION within the specified time for evaluation of the Proposal.

10. This EoI is NOT an Offer to Contract

10.1. This EoI is not an offer to contract, nor should it be construed as such. It is a definition of specific requirements of the Suchitwa Mission and an invitation to submit a response addressing such requirements. The submission of response to this EoI by an applicant does not entail any claim for empanelment. Suchitwa Mission reserves the right not to make a selection as a result of this EoI. Only the execution of a written agreement for consultancy services between a LSGI in the state of Kerala and a selected applicant will obligate both the LSGI and that applicant in accordance with the terms and conditions contained in such an agreement.

11. Enquiries

11.1. Applicants should carefully examine these EoI documents and report any errors, omissions, discrepancies, clauses requiring clarification or any qualifications. Such queries shall be addressed to Suchitwa Mission Directorate by email within 7 days of publishing of EoI. Applicants are advised not to rely on oral responses to requests for clarification. Requests for clarification can be sent to sectiong2021@gmail.com

12. Gifts or Payments

12.1. Applicants shall not offer, agree to give or give any gift or consideration of any kind to any employee or representative of Suchitwa Mission or its affiliates as an inducement or reward for any act, including, without limitation, refraining from an act and showing favor or disfavor to any person or entity, in relation to the evaluation and consideration of this qualification or award of this or any other selection by Suchitwa Mission.

Annexure I - LETTER OF SUBMISSION

(On the Letter head of the Agency(if the applicant is an Agency) including full Postal Address, and telephone and email address.)

Reference No.

Date:

The Executive Director

Suchitwa Mission

4th Floor, Revenue Complex

Public Office Compound

Thiruvananthapuram 695 033

Sir,

SUBJECT: INVITING EXPRESSION OF INTEREST (EoI) FOR EoI FOR INVITING AGENCIES FOR ESTABLISHING LIQUID WASTE MANAGEMENT FACILITIES ON PRIVATE LAND UNDER VARIOUS INVESTMENT MODELS .

Having examined the details given in the EoI document for the above project, we (Name of the individual/JV/Partnership/firm/companies(public/private)) hereby submit the relevant information for considering the EoI for inviting agencies for establishing liquid waste management facilities on private land under various investment models.(refer para 3.1 for the type of facilities. Investment models vide 4.6)

- a. We hereby certify that all the statements made, and information supplied in the enclosed forms and accompanying statement is true and correct.
- b. We have furnished all information and details necessary for the EoI and have no further pertinent information to provide.
- c. We confirm that we have no objection in Suchitwa Mission or their authorized representative approaching individuals, employers and entities to verify our competency and general reputation.
- d. We declare that all the provisions of this EoI Documents are acceptable to us. We also declare that we have not been debarred/ blacklisted by any Government/Semi Govt. organization in any state/country.

Date of Submission
Signatory

Name & Signature of the Authorized

Place:

Company Seal

Annexure II - General Information of Applicant		
1	Name of the Agency/ Firm / Individual/ companies(public/private)	
2	Type of Organization (Public Sector/Limited/Private limited/Partnership/Proprietary/Society/ JV/LLP registered under the Indian Companies Act, 1956/ the partnership Act, 1932, Any Other)	
3	Domain Area of Business (currently doing mainly), if any	
4	Registered Address	
5	Contact Address	
6	Name of the Contact Person	
7	Contact Number	
8	E-mail Address	
10	Chief of the Organization :	
11	E-mail ID of Chief of the Organization :	
12	Contact Number of Chief of the Organization :	
13	GST Number, if applicable	
14	TAN/PAN Number	
15	Income tax statement (in case of personal)	
	Annual Turn Over of Past three	

16	years(CA Audited turnover certificate to be attached), if applicable	
17	Net worth (CA-certified net worth to be attached), if applicable	
18	Number of years of experience if any in said field (both partners of JV) Proof to be attached	
19	Number of employees(min 3 personnel) with min 3 years experience(CV and contract agreement to be attached)	
20	Any other important information about the organization.	

Date:

Name & Signature of the Authorized Signatory

Place:

Company Seal

Annexure III

Template for preparation of feasibility report for Establishing Liquid Waste Management facilities on Private Land under various investment models

(This Template is only indicative of the minimum requirements in the structure of a feasibility report and so is not meant to guide in the basic formatting of the document, which is left to the discretion of the Agency that prepares the document)

Annexure III

(TITLE OF THE PROJECT)
FEASIBILITY REPORT

ON

Sewage Treatment Plants/Faecal Sludge Treatment Plants/ Sewage Treatment Plants with
Co-treatment /Integrated wastewater treatment plants

(specify the right one) OF CAPACITY (Capacity of plant) KLD/MLD

IN

..... (specify Corporation / Municipality/ GP/ BP)

AT (specify the location)

Prepared by

(Name & address of the Agency)

.....(month).....(year)

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2	INTRODUCTION																									
	Background and Need of the Project - Existing liquid waste management scenario in the service area - Gap in treatment infrastructure - Need for the proposed facility - Expected environmental and public health benefits																									
3	TECHNICAL FEASIBILITY																									
	Site Details - Coordinates of the site (Lat & long) - Location map and site sketch - Site topography - Soil profile and Soil percolation ability - Existing land use																									

	• Feasibility for future expansion • Road accessibility (Width, type of the existing road) • Whether land acquisition is required for road development • Availability of power and water supply • Photographs of the land Proposed Facility Details • Type of treatment facility proposed(refer section 4.1) • Type of wastewater/septage (Domestic/Commercials/sewage) and Quantity(loads(in litres) per day) • Population/service area proposed to be covered Treatment Process • Proposed Treatment Technology • Process Flow Diagram • Process Flow Description	
4	ENVIRONMENTAL & SOCIAL FEASIBILITY	
	• Distance from proposed plant from the nearest available similar Treatment plant (kilometers) • Distance from the nearest water body • Proximity to hospitals, schools, places of worship etc if available and if Yes, distance from plant site in km • Water logging in site if any	
5	SLUDGE MANAGEMENT & TREATED WATER REUSE	
	Sludge Management Plan (in detail) • Sludge generation estimation per day in kg against the installed capacity. • Method of sludge handling and storage • Final disposal/reuse plan/forward linkage Treated Water Management • Expected treated water quality • Proposed reuse/disposal mechanism • Feasibility for reuse in irrigation/landscaping/industrial purposes	
6	FINANCIAL FEASIBILITY	
	• Estimated Project Cost (in Rs)	

	Proposed User Charge Fee <i>(Based on desludging vehicle capacity for the first 10 km, with a secondary incremental rate applied for every additional 1 km of travel distance.)</i>			
	Sl.No	Desludging Vehicle Capacity	Base User Fee (First 10 km)	
			Incremental Rate (For every 1 km after initial 10 km)	
	Annual O&M Cost			
7	IMPLEMENTATION PLAN			
	Phase-wise Project Execution Schedule/ Implementation Timeline			

Annexure IV - CheckList- List of Mandatory Documents to be Submitted		
The applicant shall submit the following documents along with the EoI proposal:		
Sl. No	Document	Whether Attached (✓/X/NA)
1	Annexure I (Letter of Submission) Duly Filled and Signed	
2	Annexure II (General information of Applicant) Duly Filled and Signed	
3	Annexure III (Feasibility Report) Duly Filled and Signed	
5	Certificate of Incorporation/Registration/Partnership Deed	
6	Joint Venture Agreement (if applicable)	
7	PAN/TAN Card	
8	GST Registration Certificate	
11	Land Ownership/Lease document	
12	Location Sketch/Site Map	
13	Income tax statement(if Person)/CA Audited Financial Statements for Last 3 Years(for others)	
14	Turnover/Asset Certificate	
15	Experience- list of existing and past clients with details of services offered, details of similar projects executed with copies of work orders & completion/ satisfaction certificates for the respective project if any	
16	List of Technical Personnel along with CV(min 3 personnel with 3 years experience)	
17	Authorization Letter/Power of Attorney in the case of JV	
18	Any Other Supporting Document if applicable	

DR.BINU FRANCIS IAS
EXECUTIVE DIRECTOR

