



Suchitwa Mission
Local Self Government Department
Government of Kerala

1583/C4/2024/SM

06.03.2024

INVITING EXPRESSION OF INTEREST (EoI) FOR EMPANELING AGENCIES AS SERVICE PROVIDER IN THE FIELD OF SOLID WASTE (BIODEGRADABLE) MANAGEMENT

Suchitwa Mission is the nodal agency of the Government of Kerala under the Department of Local Self Government for SLWM, constituted with the mandates of empaneling agencies to provide technical and financial assistance to the LSGIs in sanitation and waste management sector utilizing assistance from Central and State Governments.

As it is now compulsory to earmark 10 -15 % of Local Self Government Institutions' plan fund for waste management activities, number of project proposals on waste management have increased. Hence it has been decided to invite Expression of Interest (EoI) for empaneling agencies as service provider in the area of Solid Waste (Biodegradable) Management.

DISCLAIMER

1. The information contained in this Expression of Interest (here after expressed as "EoI") document or subsequently provided to agencies, whether in documentary form by SUCHITWA MISSION, is provided on the terms and conditions set out in this EoI and such other terms and conditions subject to which such information is provided.
2. This EoI is not an agreement or an offer by the SUCHITWA MISSION to the prospective agencies or any other person. The purpose of this EoI is to prepare a list of agencies eligible for participating in the provide interested parties with information that may be useful to them in the formulation & submission of their proposals pursuant to this EoI.
3. This is not an invitation to tender. Full tendering procedure will be applied to selected firms prequalified and found capable of executing the project. Only shortlisted firms will be contacted for the tender process. Nothing in the advertisement shall be construed to be a commitment on the part of Suchitwa Mission. Suchitwa Mission does not guarantee to proceed further than the EoI, this invitation for EoI being neither an agreement nor an offer for award of work.
4. 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 agency may require.
5. This EoI may not be appropriate for all persons, and it is not possible for 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 agency may be on a wide range of matters, some of which may depend upon interpretation of law.
6. 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.

7. SUCHITWA MISSION makes no representation or warranty and shall have no liability to any person including any agency 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.
8. SUCHITWA MISSION also accepts no liability of any nature whether resulting from negligence or otherwise, however arising from reliance of any agency upon the statements contained in this EoI or otherwise, however arising from reliance of any agency upon the statements contained in this EoI.
9. 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.
10. The issue of this EoI does not imply that SUCHITWA MISSION is bound to select an agency or to appoint the selected agency, as the case may be and SUCHITWA MISSION reserves the right to reject, all or any of the Proposals, extend the last date without assigning any reasons whatsoever, by notifying in suchitwa Mission's website.
11. The activities/ service/ process proposed by the agency shall be environment friendly and complying with the waste management rules of the country. If suchitwa mission finds that the proposed service is not compatible with existing rules of the state, the same shall be outrightly disqualified.

Suchitwa Mission is pleased to announce our intention to enlist the service providers for supply/ installation/ construction of various solid waste(bio) management devices and services associated with the process. We are inviting expressions of interest from eligible and reputable service providers who specialize in providing service options to the LSGIs in management of various waste that is generated.

Scope

The main scope of this EoI is to identify experienced and competent agencies in the field of solid waste management sector. The agencies selected shall be

- i. Capable of providing technical suggestions and overall waste management solutions to the LSGIs.
- ii. capable for supplying and installation of source level (Household level, Institutional level, Community level) waste management devices and systems (Suchitwa Mission/ Govt. of Kerala approved).
- iii. The household waste management devices shall be supplied at doorsteps by the selected agency.
- iv. The implementation agency shall ensure the specified quality and standards of the waste management devices supplied by them.
- v. For household units and institutional systems, proper training shall be provided to the customer regarding the Operation and Maintenance of the unit.
- vi. For composting units adequate supply of inoculum shall be ensured by the implementation agency

during the service period.

- vii. No extra cost than fixed unit rate shall be charged for transportation, training, accessories and geotagging of the devices.
- viii. A minimum guarantee period of 2 years shall be applied to device supplied by the agency.
- ix. For community level waste treatment systems minimum 5 years O&M shall be provided by the agency.
- x. The agency selected shall be capable of preparing of detailed estimate and design layouts (if required)
- xi. The agencies selected shall be engaged for the task by the LSGIs through prevailing tender procedures only.
- xii. The device/ plants established shall ensure safe and better hygiene and reduce the environmental pollution in Kerala.
- xiii. The waste management devices supplied/ established by the agency shall be geotagged

A technical Committee constituted to evaluate the EoIs shall evaluate the technical knowledge, experience, expertise, competency etc. of the agency in this field. The applicant agency shall do a technical presentation to prove their credentials before the technical committee. Copies of all documents to prove experience, expertise and manpower, certifications/ appreciations, work order received so far may also be enclosed along with the application.

Eligibility Criteria

1. The interested entity shall essentially meet the following eligibility criteria:
 - a. The agency shall possess minimum 2 years' experience, expertise in solid waste management solutions such as preparation of detailed estimate and design layouts or supply of source level waste management devices and systems.
 - b. The proponent shall be a registered firm with valid Goods and Service Tax number for the line of business the entity is engaged in.
 - c. Last 2 years audited balance sheet and annual report shall be submitted.
2. The required documents such as list of existing and past clients with details of services offered, details of similar projects executed (minimum 10 nos) with copies of agreements, work order completion, satisfaction certificates, CVs of key personnel and other related details to verify all eligibility criteria shall accompany the EoI.
3. The agency shall comply with Solid waste management rules and all the guidelines and strategies published by Suchitwa Mission, KSPCB and Government of Kerala, related to solid waste management.
4. While selecting the agency, weightage shall be fixed for government registrations, technical knowledge, Certifications received for proposed technologies, experienced manpower etc.
5. The selected agencies can only supply existing approved models of waste management device with approved unit cost or construct plants with CPCB approved solid waste management

technology/ systems based on prevailing PWD rates.

6. The detailed proposal for **empanelment** shall be submitted to the "**Executive Director, Suchitwa Mission, Fourth Floor, Revenue complex, Public office Compound, Palayam - 695033** or to **sanitationkerala@gmail.com**

Evaluation Criteria

The evaluation of expressions of interest will be conducted by Suchitwa Mission. Shortlisted candidates will be invited to participate in the technical review meeting. Once after technical review, the eligible agencies shall be empaneled.

Preparation for submission of EoI

The entity /bidder shall ensure that it fulfills the eligibility criteria and other essential conditions.

- a. The EoI application, complete in all respects must be submitted together with requisite information and Annexure(s). The EoI should be free from ambiguity, change or interlineations. Incomplete EoI will not be considered and is liable to be rejected without making any further reference to the entity.
- b. The EoI shall be duly signed on each page by an authorized person. Documents authorizing such person must accompany the EoI. Suchitwa Mission reserves the right to reject outright any EoI unsupported by proof of the signatory's authority.
- c. The **Annexure(s) I, II,III& IV shall also be attached along with the detailed proposal** for furnishing details to evaluate the Agency's competency in the field.
- d. Audited Balance sheet for the last **two year** shall be included.
- e. For prefabricated household level and institutional devices, quality test report from NABL lab/ authorized testing facility (latest by 3 months) shall be submitted.

Submission details:

Interested parties are requested to submit their expressions of interest to Suchitwa Mission. The submission window will be open in a continuous basis. The submission shall be made in both electronic and hard copy format.

U.V Jose IAS (Retd)
Executive Director
Suchitwa Mission

* This is a computer system (Digital File) generated letter. Hence there is no need for a physical signature.

LETTER OF SUBMISSION

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

Reference No. _____

Date: _____

Executive Director
Suchitwa Mission
Fourth Floor, Revenue complex,
Public office Compound, Palayam - 695 033

Sir,

SUBJECT: "INVITING EXPRESSION OF INTEREST (EoI) FOR EMPANELING AGENCIES AS SERVICE PROVIDER IN THE FIELD OF SOLID WASTE (BIODEGRADABLE) MANAGEMENT."

Having examined the details given in EoI document for the above project, we hereby submit the relevant information for considering the EoI for empanelling agencies as service provider in the field of solid waste (biodegradable) management.

1. We hereby certify that all the statements made and information supplied in the enclosed forms and accompanying statements are true and correct.
2. We have furnished all information and details necessary for the EoI and have no further pertinent information to provide.
3. We confirm that we have no objection in Suchitwa Mission or their authorized representative approaching individuals, employers and entities to verify our competency, genuinity and general reputation.
4. We declare that all the provisions of this EoI Documents are acceptable to us and we will be bound to comply with the instructions and guidelines issued in this regard, once we get empaneled.
5. We also declare that we have not been debarred/ blacklisted by any Government/Semi Govt. organization in any state/country.

Date of Submission:

Name & Signature of the Authorized Signatory.

Place:

Company Seal

GENERAL INFORMATION OF THE APPLICANT

Note: Separate sheets may be used wherever necessary

1. Name & Address :
2. Name & Designation of the authorized signatory :
3. Phone no.s / Mobile no.s/ Fax no.s :
4. E-Mail ID :
5. Total No. of Employees/Manpower Strength
6. No.of offices / Centers (enclose the list) :
7. Type of the Organization: (Public Sector/Limited/Private limited/Partnership/Proprietary/Society/Any other)
8. Company incorporation date and number :
9. GST registration date and number :
10. Area for which empanelment is required : (Household / Institutional/ Community levels)
11. For what device you wish to get empaneled :

(Kindly enclose minimum 10 nos of work order, agreement, and customer satisfaction certificate and client's details, work done details for the specified area)

11. Any other information that may like to give in order to highlight:
12. Name & Address of local representative, if any:

Place:

Signature of Party

Date:

Name in Full& Designation

Company Seal

DETAILS OF WORKS AND SERVICES DONE IN THE PREVIOUS THREE YEARS:

No.	Description of work	Name & Details of Client	Value of work	Period		Work done directly or through sub-contractor	Remarks
				From	To		
1.							
2.							
3.							
4.							
5.							

Note: Separate sheets may be used wherever necessary.

SIGNATURE OF THE APPLICANT

SEAL OF THE FIRM

CONCURRENT COMMITMENTS

No.	Description of work	Customer details	Value of work	Period / Status of work (Date of commencement of work)	Work done directly or through sub-contractor	Remarks
1.						
2.						
3.						
4.						
5.						

Note: Photocopy of Performance Certificate/ Completion Certificate of Owner in support of the work mentioned above may be enclosed.

Note: Separate sheets may be used wherever necessary.

SIGNATURE OF THE APPLICANT

Company seal