

**SUCHITWA MISSION****Local Self Government Department****Government of Kerala**

No : SM/1964/2025-C4

Date:28-09-2025

**EXPRESSION OF INTEREST FOR EMPANELMENT OF COMPANIES/ NGOs/
ORGANIZATIONS PROVIDING SERVICES FOR BIODEGRADABLE WASTE
COLLECTION****I. OVERVIEW**

Suchitwa Mission is the nodal agency of the Government of Kerala under the Department of Local Self Government (LSG) to provide technical and financial assistance to the Local Self Government Institutions (here after expressed as LSGIs) in the sanitation and waste management sector utilizing assistance from Central and State Governments. Suchitwa Mission is committed to sustainable environmental practices and responsible waste management. As part of our ongoing efforts to reduce our environmental footprint, we are seeking support for collection of biodegradable waste from source.

II. BACKGROUND

The State of Kerala has already achieved near saturation in the collection, segregation, and transportation of non-biodegradable waste. However, certain gaps remain in the daily collection of biodegradable waste, necessitating the strengthening of the biodegradable waste management sector. While implementing cluster and community-level facilities such as CBG plants, local bodies are facing challenges in establishing efficient daily collection systems. Similarly, institutions, particularly bulk waste generators, require additional support for the effective collection and processing of biodegradable waste. Wherever feasible, systems led by the Hariitha Karma Sena (HKS) shall be prioritized. In cases where HKS is either unwilling or lacks the capacity to operate an effective system, the need arises for private agencies to manage the collection. To address this, a pool of capable and well-equipped agencies must be empanelled to handle biodegradable waste in a scientific and sustainable manner.

III. DISCLAIMER

1. The information contained in this Expression of Interest (hereinafter 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 applicant. The purpose of this EoI is to provide 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. Any investment/ expenses made/ incurred by the proponent for getting through this empanelment process shall be the own risk of the proponent. The empanelment is merely a recognition of qualification.

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 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.
9. 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.
10. 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 collection of various biodegradable waste. 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.

IV. SCOPE

Agencies empanelled shall collect biodegradable waste from the source on a need basis. The service provider must deploy GPS-enabled vehicles specifically designed for this purpose,

in full compliance with existing waste management rules and regulations. Each agency shall prepare a lifting plan tailored to the field requirements for regular collection. The collected waste shall only be delivered to or disposed of at a waste treatment facility approved by the Local Body/Suchitwa Mission, or to a plant owned by the Government/Local Body. For this purpose, the agency shall possess a valid MOU with an authorized biodegradable waste treatment plant.

The agency shall coordinate with the LSGI/Suchitwa Mission for assessing the need, evaluating waste generation data, and planning the collection system. Waste management activities shall strictly comply with the prevailing Solid Waste Management Rules and relevant regulations.

- The proponent shall enter into agreements with LSGIs/ bulk waste generators, and authorized treatment facilities for implementing the collection system.
- The engaged agency shall prepare an LSGI-specific lifting/collection plan, duly approved by all concerned parties.
- Vehicle tracking records, along with data on waste collection and processing, shall be maintained and made available to the LSGI and Suchitwa Mission as required.
- The proposed collection system shall adhere to the Solid Waste Management Rules, 2016, and to state-issued waste management guidelines, as amended from time to time.
- The agency shall be held accountable for any deficiencies or lapses in the approved collection system during the agreement period.
- For local body projects, the proponent must undergo a separate selection process and enter into a formal contract with the concerned Local Body.
- The agency shall maintain a waste transportation manifest and establish a designated collection route covering all identified waste-generating sources.
- The agency shall submit periodic waste quantity returns through the MIS portal, as directed by the Suchitwa Mission, and contribute to the maintenance costs of the portal.
- The agency shall maintain an online platform for monitoring vehicle movement, collection efficiency, and user fee collection (if applicable).

V. ELIGIBILITY AND QUALIFICATIONS

We invite eligible agencies, including but not limited to service providers, startups, suppliers, and technology providers, with a proven track record in developing and delivering an efficient waste collection system with a registered office in India (Company incorporation certificate shall be submitted).

1. The proponent shall have its own vehicle system and manpower for the collection purpose. The vehicles used shall be fully covered or especially designed for this purpose. And the vehicles used shall be registered under the KSPCB portal.
2. Average annual turnover of the company over the last three years should be 15 lakhs (CA Audited account statement for the last 3 yrs shall be submitted).
3. The agency should not be blacklisted by the Central/ State Government or PSUs (Self declaration shall be submitted).
4. The agency shall be a registered firm with valid Goods and Service Tax number (GST registration certificate shall be submitted).

5. The agency shall have an online platform for monitoring the waste movement
6. The service provider must possess a sufficient number of GPS-enabled vehicles specifically designed for this purpose

VI. DETAILS TO BE SUBMITTED

1. Waste collection strategy in brief:- Self-explanatory technical proposal on the systems involved, with detailed process flow charts, relevant photos of the system/ technology/ machine required for the waste collection systems.
2. Company profile:- Copy of company registration certificate, GST certificate, details of staff, vehicles available, etc.
3. Business plan and work experience (details of the need assessment software, if any, shall be specified)
4. Documents to prove the ownership of vehicles with a GPS tracking facility used for the waste collected from the source.
5. Details of the online monitoring platform
6. The last 3 years, CA audited balance sheets and account statements.

VII. HOW TO APPLY :

Interested parties are requested to submit a detailed proposal for empanelment, including all supporting documents specified in this Expression of Interest. The proposal must clearly demonstrate the applicant's credentials, claims, and relevant experience. A soft copy of the proposal should be emailed to “sanitationkerala@gmail.com”, and hard copy must be submitted addressing:

**The Executive Director,
Suchitwa Mission,
Fourth Floor, Revenue Complex
Public Office Compound Palayam – 695033**

VIII. EVALUATION PROCESS :

Applications received in response to the Expression of Interest (EoI) will undergo an initial verification and review by the State Suchitwa Mission. Only those agencies whose proposals and supporting documents are complete, satisfy the prescribed eligibility criteria outlined in the EoI will be invited for the Technical Committee Meeting.

During the Technical Committee meeting, the agency will be evaluated based on their technical presentation, knowledge and experience in the relevant sector and further assessed based on technical suitability and environmental compliance, Financial and operational feasibility, and past experience. As part of the evaluation process, the respective District Suchitwa Mission (DSM) may conduct field inspections to assess the applicant's operational capacity and on ground performance.

The Technical Committee reserves the right to request additional presentations or

clarifications if any eligibility concerns arise during the evaluation. Agencies that clearly respond to the committee's queries, fulfill all evaluation criteria and demonstrate the required competency will be considered for empanelment under the relevant category. The final evaluation and decision regarding empanelment rest entirely with the Suchitwa Mission Technical Committee.

IX. GENERAL INFORMATION FOR RESPONDENTS

1. The purpose of this EoI is to solicit information on agencies that **support for collection of waste that HKS does not deal with**. Where biodegradable waste is collected by Haritha Karma Sena (HKS), the existing system shall not be disturbed in any manner. At the same time this EoI provides the opportunity for companies/agencies to assist Suchitwa Mission in gathering technical information pertaining to setting up collection systems/ need assessment software facilities, for prevention or reduction of pile up of waste on the road side that leads to environment pollution.
2. This EoI process is undertaken by Suchitwa Mission for the purpose of receiving data and information for planning purposes, and is a request for competitive proposals; therefore, responses to this notice will be considered offers and shall be accepted by Suchitwa Mission to form a binding contract.
3. This EoI does not constitute a solicitation or a promise of a solicitation in the future and shall be construed under any circumstances as a prerequisite or pre qualification procedure. As such, this EoI is to be considered as a request for proposals or as a tender or any Procurement Action. This EoI shall not, under any circumstances, constitute any commitment on Suchitwa Mission to negotiate with any or all interested parties, to enter into any agreement for the provisions of services mentioned above at any stage.
4. Moreover, to preclude any doubt, it is emphasized that Suchitwa Mission shall have the right to reject, in whole or in part, any opinion, conclusion or information delivered to it through this EoI. Suchitwa Mission shall also have the right to use the information presented and/or submitted to it for the purpose of planning and preparing a tender or any other procedure, should SUCHITWA MISSION decide to implement one.
5. Suchitwa Mission shall not be bound to accept and/or consider any response and it does not undertake herein any commitment whatsoever towards any of the interested parties. Suchitwa Mission may ignore any response which lacks information or has unclear details. The firm may be called to give presentations before a committee.
6. It does not create any obligation on Suchitwa Mission's part to commence, continue or complete any purchase procedure and/or to act in any other method of acquisition, and Suchitwa Mission shall act at its sole and absolute discretion in this respect. This EoI does not commit Suchitwa Mission to contract for any supply or service or to publish any tenders or any other further procedure. Suchitwa Mission will not be obligated to pursue any particular acquisition alternative as a result of this EoI.
7. SUCHITWA MISSION shall not be charged in any manner for the submission of information in accordance with this procedure. Respondents are advised that SUCHITWA MISSION will not pay for any information or administrative costs incurred in response to this EoI. All costs associated with responding to this EoI are solely at the responding parties' expense. Every Respondent shall bear their own costs with respect to this EoI and any information presented and/or submitted to SUCHITWA MISSION through this EoI is provided voluntarily.

8. Depending upon the submissions received, SUCHITWA MISSION may, as a result of this EoI, approach, at its sole discretion, one or more of the respondents and/or any other party, in order to obtain additional information. SUCHITWA MISSION may also decide to set aside a period of time to gain such further information and visit their facilities of any or all the proposers.
9. SUCHITWA MISSION may wish to share submitted information with outside technical experts for evaluation assistance in which case they will be informed about the privileged nature of the information. However, if a submitter wishes their information to be made available only to Suchitwa Mission, a prominent label/watermark stating "for Suchitwa Mission" must be placed on each such page and information be specifically marked as confidential.
10. Respondents are solely responsible for properly marking and clearly identifying any proprietary information or trade secrets contained within their response. Suchitwa Mission will not be liable for or suffer any consequential damages for any proprietary information not properly marked and clearly identified. Proprietary information received in response to this EoI will be safeguarded and handled in accordance with applicable regulations.
11. SUCHITWA MISSION reserves the right to accept any commercial proposals from entities which did not participate in this EoI process but submit the bids in response to call for commercial bids in future, arising in whole or in part from the present EoI.
12. SUCHITWA MISSION reserves the right, at any time and at its sole discretion, to amend this EoI or any aspect thereof, as well as to extend the date for submission of the Responses, by notifying in the website. In addition, Suchitwa Mission reserves the right to cancel this EoI in its entirety at its sole discretion, without providing the Respondent(s) any (or no) reason or explanation.
13. The decision of SUCHITWA MISSION shall be final and binding in evaluating and short listing the appropriate technology provider to be used in local bodies in Kerala either from among the submissions in response to this EoI or from such source as deemed fit and suitable. SUCHITWA MISSION will endeavor to preserve the confidentiality of the information provided if at all.

X. CONTACT INFORMATION :

For any inquiries or to submit your expression of interest, please contact :

Executive Director

Suchitwa Mission,

Fourth Floor, Revenue complex,

Public office Compound, Palayam - 695 033

sanitationkerala@gmail.com

04712316730

We look forward to receiving your expression of interest and working with innovative partners who share our commitment to environmental sustainability. Together, we can make a significant contribution to establish a systematic waste collection and disposal practice in kerala.

Yours faithfully

U.V.Jose IAS (Retd)

EXECUTIVE DIRECTOR

Revenue Complex,4th Floor, Public Complex Compound, Thiruvananthapuram- 695 033

Ph: 0471 – 2319831, 2316730, Fax : 0471 – 2312730, E-mail :sanitationkerala@gmail.com