



DETAILED TENDER CALL NOTICE (DTCN)

FOR

**“PROVISION OF MANPOWER FOR WATCHMAN, MALI AND
CARETAKER SERVICES IN N.A.C. KUCHINDA”**

Bid identification No. KCDA/NAC-3/2025-26

PART-I: General & Technical Bid

PART-II: Financial Bid

COST OF TENDER PAPER: Rs.4,000/-

July -2025



ବିଜ୍ଞାପିତ ଅଞ୍ଚଳ ପରିଷଦ, କୁଚିଣ୍ଡା

OFFICE OF THE NOTIFIED AREA COUNCIL, KUCHINDA
COMPETITIVE BIDDING THROUGH e-Procurement

NOTICE INVITING TENDER

No. 1853/NAC, Date: 21-07-2025

Bid Reference No. KCDA/NAC-3/2025-26

On behalf of the Kuchinda NAC, on-line e-tender **Rate Bids** under **two Bids system** i.e. **Technical Bid & Financial Bid** from intending experienced, financial sound registered & authorized Manpower Service Provider Agency/Firms/Trust/NGOs having similar nature of work experience of at last **Five (5) years (count of experience i.e valid PAN Card and Registration Certificate)** for outsourcing the service of manpower to Watchman, Mali and Caretaker services worker from Kuchinda NAC on the terms & conditions mentioned in the tender document. Further details can also be seen from the Website i.e. <https://tendersodisha.gov.in>. In case of any addendum /corrigendum/ cancellation/ clarification/ extension regarding this tender, the same will be published in the above-mentioned official websites only.

1. Total No. of works for which Tenders invited: **01** No.
2. Place of Execution: Kuchinda NAC
3. Estimated Cost of Individual Work:
4. Eligible Class of Contractors: Eligible Intending Registered & Financially Sound Manpower Service Provider Agency/Firms/ Trust/ N.G.Os having similar nature of work experience of at least Five year and fulfilling the other criteria as given in the D.T.C.N.
5. Intending bidders have to participate through "**On-Line**" bidding only. The website for online bidding is www.tendersodisha.gov.in.
6. The bid documents will be available in the above website from **11.00 A.M** on Dt. **24.07.2025** to 5.30 P.M on **07.08.2025** for online bidding.
7. Bids received online will be opened at 11.00 A .M on **08.08.2025**
8. The bidder must possess valid and compatible **Digital Signature Certificate (DSC)**.
9. The DTCN for 01 Nos. of works shall be available in the e-procurement portal www.tendersodisha.gov.in for on-line bidding.

Sd-

Executive Officer

Notified Area Council, Kuchinda

Memo No. 1854/NAC Date. 21-07-2025

Copy forwarded to the Dy. Director (Advertisement)-cum-Secretary to Govt. , I & PR Department, Odisha, Bhubaneswar with a request to get it published in two leading Oriya Daily News Paper at an early date for wide circulation of the Tender call notice. Complimentary copy of the News Papers containing the Tender Call Notice may be sent to this office for reference and record. The bill will be submitted to the Executive Officer, Notified Area Council, Kuchinda for payment.

Executive Officer

Notified Area Council, Kuchinda

Memo No. 1855/NAC Date. 21-07-2025

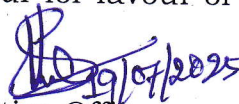
Copy submitted PA to Collector & District Magistrate, Sambalpur for favour of kind perusal of Collector, Sambalpur.

Executive Officer

Notified Area Council, Kuchinda

Memo No. 1856 / NAC Date. 21-07-2025

Copy submitted to the Project Director, DUDA, Sambalpur for favour of kind perusal.

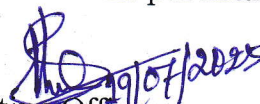


Executive Officer

Notified Area Council, Kuchinda

Memo No. 1857 / NAC Date. 21-07-2025

Copy submitted to the Sub-Collector, Kuchinda for favour of kind perusal.



Executive Officer

Notified Area Council, Kuchinda

Memo No. 1858 / NAC Date. 21-07-2025

Copy submitted to the Block Development Officer, Kuchinda / Project Administrator, ITDA, Kuchinda / Executive Engineer, R&B/SE, RWD, Kuchinda / AEE, MI, Kuchinda / AE, PHEO Kuchinda for information.

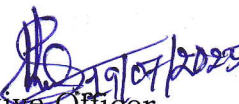


Executive Officer

Notified Area Council, Kuchinda

Memo No. 1859 / NAC Date. 21-07-2025

Copy submitted to the Chairman / Vice-Chairman / All Councilors, NAC Kuchinda for kind information.

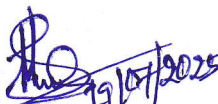


Executive Officer

Notified Area Council, Kuchinda

Memo No. 1860 / NAC Date. 21-07-2025

Copy forwarded to the MIS Computer Programmer, NAC Kuchinda to upload the tender documents in the web portal of Kuchinda NAC.



Executive Officer

Notified Area Council, Kuchinda



ବିଜ୍ଞାପିତ ଅଞ୍ଚଳ ପରିଷଦ, କୁଚିଣ୍ଡା

OFFICE OF THE NOTIFIED AREA COUNCIL, KUCHINDA
COMPETITIVE BIDDING THROUGH e-Procurement

NOTICE INVITING TENDER

1) On behalf of the Kuchinda NAC , on-line e-tender **Rate Bids** under **two Bids system i.e. Technical Bid & Financial Bid** from intending experienced, financial sound registered & authorized Manpower Service Provider Agency/Firms/Trust/NGOs having similarnature of work experience of at last **Five (5) years (count of experience i.e valid PAN Card and Registration Certificate)** for outsourcing the service of manpower to Watchman, Mali and Caretaker services worker from Kuchinda NAC on the terms & conditions mentioned in the tender document. Further details can also be seen from the Website i.e. <https://tenderodisha.gov.in>. In case of any addendum /corrigendum/ cancellation/ clarification/ extension regarding this tender, the same will be published in the above-mentioned official websites only.

2) **Details of the e-Tender:**

Sl No	Name of the Work	Manpower	Requir ement	(EMD) (In Rs.)	Cost of Bid Document (In Rs.)	Eligible Class of Contractor
1	Provision of manpower for Watchman, Mali and Caretaker in N.A.C Kuchinda	Watchman, Mali and Caretaker	15	30,000/-	4,000/-	Firms/Service, Provider/ NGOs those are experience in similar nature of work at least for five year in Central Govt./ State Govt. or any Govt. undertaking Institution

- Bid documents will be available in website www.tendersodisha.gov.in from 11:00 hrs of **Dt.24.07.2025 to 17:30 Hrs of Dt.07.08.2025** for online bidding
- Bids must be accompanied with scanned copy of financial instrument towards EMD @ **Rs.30,000/-** for one-year only in favour of the Executive Officer Kuchinda NAC payable at Kuchinda .
- Bids must be accompanied with financial instrument towards cost of the tender documents amounting of **Rs.4,000/-** (Non-refundable) only in favour of the Executive Officer, Kuchinda NAC payable at Kuchinda . Tender submitted without cost of Tender Paper will be rejected.

3-Submission of the-Tender:

- This Tender is an e-Tender .The Bidders are requested to visit the site as mentioned above and participate through on line mode. **The Hard Copies in support of the credentials as mentioned above will be received in the office through offline mode on or before Dt 07.08.2025 up to 5.30 PM.** The Bidders are requested to submit only the documents as mentioned in the DTCN. Submission of unnecessary documents should be avoided.

4-ScheduleforInvitationforBids:

- Date of issue/opening/publish of Tender Document: **24.07.2025 at 11:00 Hrs.**
- Last date of receipt of Tender : **07.08.2025 at 17:30 Hrs.**

- iii. Original Bids documents will be received on or before **17.30 hours of Dt 07.08.2025** through Regd. Post/ Speed Post addressed to the **Executive Officer, Kuchinda NAC , Kuchinda**
- iv. Date & Time of Opening of Tender (Technical Bid): **08.08.2025,11:00 Hrs.**
- v. Date & Time of Opening of Financial Bid :- (subject to the decision of the Tender committee)
- vi. Bids will be opened at the Office Chamber of the Executive Officer, Kuchinda NAC in presence of the party or their authorized representatives. (If Present)

5-Period for Validity of Tender Document: Not less than 180 days

6.Type of Bid: Two Bid System(Technical & Financial) i.e Double Cover System.

7.Scope of Work:

(I). SCOPE OF WORK FOR MALI (GARDENER):

The scope of work for Mali includes

Maintenance of the existing park, lawn which includes watering, trimming of trees, shrubs, plants, hedges, spreading of manure and garden earth, spraying of pesticides, replanting of seasonal flower plants in different seasons of the year, weeding out wild grass & weeds and other wild vegetational growth at all locations in the premises at regular intervals, maintenance of flower beds, indoor / outdoor plants / trees, flower troughs, removal of garbage from the premises and its disposal etc. complete as directed. The scope of the work is described below in more detail:

A. Maintenance of lawn as under:

- a) Regular watering of plants and lawns as and when required to keep them alive.
- b) Sweeping - Once a week in winter (2-3 times a week in summer.)
- c) De-weeding: Twice a month - Summer & winter (Rainy season - As and when required depending upon intensity of weed growth)
- d) Mowing of lawn
- e) Rolling of lawn once in a month
- f) Application of pesticides: 2-3 times a year (Anti termite treatment) and as and when pest infestation noticed.
- g) Application of Bio-Fertilizers and chemical fertilizers twice in a year .i.e June/ July, and January / February

B. Maintenance of Plants (including Ornamental plants, shrubs, etc) as under:

- a) Regular watering -daily
- b) Loosening of soil - Twice in a month
- c) De-weeding- as and when required
- d) Trimming : Bimonthly or quarterly
- e) Application of pesticides
- f) Application of Bio-Fertilizers / manure.
- g) Spraying of chemicals for maintaining free of insects, pests and other disease causing agents

C. Maintenance of hedges as under:

- a) Regular watering
- b) Loosening of soil
- c) De-weeding
- d) Gap filling: As and when required.
- e) Cutting hedges to proper height maintaining good shape.
- f) Application of pesticides
- g) Application of Bio-Fertilizers and chemical fertilizers

D. Maintenance of ground cover / edge as under:

- a) Regular watering
- b) Loosening of soil
- c) De-weeding
- d) Cutting ground cover to proper thickness
- e) Application of pesticides
- f) Application of Bio-Fertilizers and chemical fertilizers

E. Maintenance of open space inside the garden not covered with lawn grass as under:

- a) Regular watering
- b) Sweeping
- c) Planting of desired grass / Cutting of grass bed with grass cutter machine / sword to proper thickness
- d) Application of anti-termite pesticide

(II). SCOPE OF WORK FOR CARETAKER

The duties of Caretakers vary, depending on their place of work. However, some of their common responsibilities include:

- (a). Cleaning materials, tools, furniture, building and reordering as required.
- (b). Managing bookings for any buildings or rooms available for hire.
- (c). Opening building at the start of the day and locking all doors and windows when not in operation.
- (d). Maintenance of all assets within the site of work.

(8) Bid description:

Kuchinda NAC intends to engage agencies to open competitive bids process in accordance with the procedure setout herein.

(9) Service Period:-

The Agency shall be appointed for relevant project for Two year. The service shall be provided by the agency as stipulated and also as per the recommendation of SWM Rules-2016. If the performance of the agency will not be satisfactory, the bid will be terminated at any time.

(10) Bid Price:

- 1. All duties, taxes and other levies like EPF, ESI, Cess which are payable to the service provider under the contract has not been included in the bid price and the same will be paid with the bill as per the Statutory provisions .

2. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
3. The Prices should be quoted in Indian Rupees only.

(11) Eligibility criteria and General Instructions to Tenderers

1. Valid Registration Certificate of the Man power Service Provider Agency /MSME /NSIC / Firms /Trust /NGOs etc.
2. PANCard.
3. GST Registration Certificate.
4. Latest GST return.
5. Years. (Audited Financial Statement to be enclosed)(2022-23,2023-24,2024-25).
6. ESI Certificate (Produce last 3years ESI Status)
7. The Head Office/Branch Office of the Manpower Service Provider Agency/Firms (Proprietorship and partnership) /Trust/NGOs and limited company should be located in Odisha.
8. Last Three Financial IT return
9. Undertaking that the Firm is not debarred / blacklisted by Govt. Or any Competent Authority.
10. The Manpower Service Provider Agency/Firms (Proprietorship and partnership) /Trust/NGOs and limited company shall have at least 5 years' experience in successfully providing unskilled manpower to Govt./ULB/PSU etc. for performing the similar nature of work .
11. Manpower Service Provider Agency/Firms (Proprietorship and partnership) /Trust/NGOs and limited company shall be Financial Turnover of at least Rs.2.00 Crore or more per annum for each of the last Three Financial.
12. The bidder should have enrolled at list 150 employee as on date bid submission, EPF Challan, ECR and payment conformation slip at least 3 month must be submitted in support.
13. There should be no case pending in police station or in court of law.(Affidavit to be submitted)
14. Valid labour license under contract labour (Regulation and Abolition) Act, 1970 (Minimum150 labours).
15. Valid & up-to-date EPF registration certificate and deduction vouchers up to last Financial Year issued from concerned RPFC.
16. EMD @ **Rs.30,000/-** for One-year only in favour Executive officer, NAC Kuchinda.

17. The ISD of 1% of Contract Value shall be submitted by the selected bidder and retained for contract period. However, the EMD submitted by the agency at the time of submission of tender will be refunded to the unsuccessful bidders. If the firm fails to execute the contract or executed non-satisfactory work, the security money (both EMD & ISD) deposited by the agency will be forfeited .The security money will be refunded after successful execution of the contract.

(12) Criteria for Technical Evaluation

The Technical bid shall be accompanied with self-attested photocopy of the following requisite documents to establish the bidder's eligibility failing which the bid will be rejected:

Technical evaluation should be evaluated basing on the award of marks detailed below:-

SI No	Evolution Parameter	Total Mark	Criteria for award of mark
1	Year of experience in Watchman, Mali and Caretaker services worker service (To be determined from successfully completion Certificate- Experience certificate duly signed by any legal authority)	25	- 5-10Years:15Marks - >10Years:25Marks
2	Annual average Turnover (2022-23,2023-24 & 2024-25)	15	- 2Cr.-5Cr.: 5Marks - 5Cr.-10 Cr.:10 Marks - 10Cr.-17Cr.:10Marks
3	ValidISOCertificate	20	ISO90012015-5Marks ISO14001 2015:5 Marks ISO45001 2018:5 Marks SA8000-2014:5Marks All of four:20Marks
4	WorkPlanPresentation	10	Presentation of the only work plan of this ULB through PPT not more than 15minutes.
	TOTAL	70	

Financial proposal shall be opened after the technical evaluation is completed and only those bidders who scores at least 50 marks out of 70 marks in technical evaluation shall qualify for financial bid opening.

(14) Evaluation Criteria:

1. Total number of Bid received will be announced to bidders during Bid opening time.
2. Technical & Financial Bid will be opened by Designated Evaluation Committee in presence of bidders or their authorised representatives.
3. Technical Bid will be opened first. Financial Bid will be opened only for Bidders who qualify Technical Bid. Financial Bid of the disqualified bidders in Technical Bid will not be opened.
4. Evaluation Committee will evaluate the Technical & Financial Bid and submit their reports to the Competent Authority by the same day of opening.
5. On Approval of the Competent Authority, Lowest One (L-1) & Two (L-2) bidder name will be declared.

(15) Instructions:

1. The bidders must possess compatible Digital Signature Certificate of class-I, II or Class-III.
2. The service provider will provide Identity Card/PPE Kit set to each and every engaged labour.
3. The service provider will display name, address and Mobile Nos. of the labour engaged etc. at least three main identified spots.
4. The service provider will take the attendance of the labour in biometric machine & the same should be reported to the undersigned at the end of the every month accordingly the bill will be passed by the undersigned without any reason thereof.
5. The Bid documents shall contains can copy of
 - (a) Valid Registration Certificate,
 - (b) PANCard
 - (c) GST Certificate

- (d) Valid EPF & ESI Registration Certificate
- (e) Labour license from competent authority
- (f) Experience Certificate in similar nature of work issued by the competent authority from Municipal Corporation/Municipality / NAC/Govt. Organization in between the last Five years
- (g) Audit Report of last 3 Financial Years.

16. Availability of bid documents.

Documents can be downloaded from the website.www.tenderodisha.gov.in

17. BIO-MATRIC ATTENDANCE WITH GEO FENCING:

- i. The agency shall provide bio-matric attendance system to record and report of staff attendance on daily basis.

18. GRIEVANCE REDRESSAL:

- i. Each phone call to be booked and taken into account.
- ii. Social Media
- iii. Issue detected by the officers of Kuchinda NAC
- iv. General Public and inhabitants.

- 19.** The authority reserves the right to reject any or all bids without assigning any reason thereof.

Sd-
Executive Officer
Notified Area Council, Kuchinda

GENERAL TERMS AND CONDITIONS

01. The bidders are required to inspect and assess the entire geographical area of the NAC and quote their rates of the labour charges. The Bidders are expected to examine all the instruction, terms and specification in the bid documents, Failure to furnish all information as per the bid document & submission of bids not substantially responsive to bid document in every respect will be at bidder's risk and shall result in rejection of the bid.
02. The bidder must have appropriate resources, Necessary expertise, Requisite manpower and supervisory ability to undertake the work.
03. The Uniform , ID Card and all type of safety articles like Mask , Gloves , soap , Gun boot , sanitiser etc. will be borne by the agency .
04. In any day during inspection of work by the Municipal authority if not found satisfactory deduction deemed fit as calculated will be deducted from the pay bill of the agency .
05. The successful bidder shall execute as agreement with the Executive Officer of Kuchinda NAC within 7 days from the date of receipt of letter of acceptance(LoA) from Kuchinda NAC failing which the tender will be rejected and the EMD for security deposit will be forfeited.
06. In case of the service of the bidder is not found satisfactory to Municipal Authority the Kuchinda NAC has liberty to close the contract with as single 15 days prior notice served by Kuchinda NAC to the bidder.
07. This Bid is meant for carrying out of the work for a period of two year which may extendable more time after satisfactory completion and council decision. .
08. Kuchinda NAC shall have the right to add/delete any condition to the agreement respectively as and when required for smooth management of the sanitation service and lifting of garbage.
09. The bidder should have the working experience preferably in Sanitation work .
10. The bidder should have an office at Kuchinda NAC area (Proof to be enclosed) for redressal of the day to day public complain.
11. In case of any dispute arising out of the contract, the matter shall be decided either mutual understanding between two parties or as per the law inside the jurisdiction of Kuchinda only.
12. Notwithstanding the above, the Kuchinda NAC reserves the right to accept or reject any tenders and to cancel the bidding process and reject all tenders at any time prior to award of tender.
13. The authority reserves the right to negotiate and engage the second lowest bidder in case of cancellation of contract of 1st lowest party.
14. **The bidder should not reduce the number of labourers and prescribed the minimum wages of labourers as per Odisha Gazette Notification No.2602/LC, Bhubaneswar, dated.30.04.2025 of Labour and ESI Department, Odisha.**
15. The bidders are required to take attendance of the labourer in presence of Park In charge of Kuchinda NAC.

16. The bidders are required to submit the copy of wages register along with online EPF,ESI Challan to the Kuchinda NAC authority of previous month before receipt of monthly bill of next month.
17. Whenever the Government of Odisha will enhance the rate of minimum wages, then the authority shall pay the enhanced rate to the agency / Organisation from the day of effect.
18. The bid is meant for carrying out the work for a period of two year .Kuchinda NAC shall have the liberty to float any comprehensive contract during the contract period & no party will have right to challenge it.
19. Conditional and incomplete bid shall be liable for rejection.
20. Letter of authorization for representing the registered firm/entrepreneur/Private company/NGOs and to sign the bid document should be enclosed along with the bid document.
21. **The Bid should be filled up including Agency Service Charges excluding all duties, taxes and other levies like EPF, ESI, Cess, etc. But these, (like EPF, ESI, Cess, taxes) will be added with the bill for payment.**
22. **The Bidder clearly quote the rate of percentage on contractors profit / Service Charges which should be minimum 3.85 % and not exceeding 7.00 % as per Finance Department memorandum No – 19595 / F/ Dtd. 11.7.2023 .**
21. All the documents furnished by the bidders are subject to verification from the issuing authority. In case any manoeuvre is found, the EMD & Performance guarantee or any other amount deposited against this tender will be forfeited and steps shall be taken for black listing to the bidder.
22. The bidders have to submit all documents as per eligibility criteria shown in the bid documents along with quoted rates.
23. **Presentation of the work plan of this ULB through PPT (not more than 15 minutes) will be allowed. The Date will be intimated after scrutiny of Technical Bid.**
24. The Sanitation Expert of Kuchinda NAC will supervise the sanitation work.

Sd-
Executive Officer
Notified Area Council, Kuchinda

SPECIAL CONDITIONS:

1	The Successful bidder should not sublet the work in any case and the bidder gives the power of attorney to any person.
2	The successful bidders shall execute an agreement with the Kuchinda NAC within 7 days from the date of receipt of letter or acceptance from Kuchinda NAC. The EMD and APS shall be retained as security deposit till closure of the contract without any interest. The EMD and APS which will be kept as security deposit can be replaced by submitting Bank Guarantee of equal amount. The EMD of the unsuccessful tenderers shall be refunded back on application only after finalization of the bid and drawl of agreement with the successful bidder. In case of failure to execute agreement in time, the EMD and other deposits will be forfeited. The tender call notice shall form a part of the agreement.
3	Details of Terms & Conditions will be incorporated in the agreement.
4	The labours engaged by the agency will perform their duty in uniform, dresses, jacket with all types of protective equipment.
5	Kuchinda NAC shall have the right to add or delete any conditions(s) to and from the agreement as and when necessary for smooth management of sanitation work.
6	The transportation of MSW will be done with due care and transporting vehicles shall be covered as per norms specified by the Odisha State Pollution Control Board.
7	If the agency will not perform the work to the satisfaction of Kuchinda NAC authorities in any particular Maintenance of Municipal Assets i.e. Parks, Guest House, Town Hall, Multipurpose Halls, Kayan Mandap, Dharmasala, Auditorium then the Kuchinda NAC is at liberty to impose penalty up to 10% of agreement value in which the decision of the Executive Officer will be final and binding which shall be recovered from the monthly bill of the agency.
8	The Municipal Authority will not held any responsible for any type of accident. No claim will be given in this regard.
9	The labour engaged by the agency should not have any criminal background .If he/she engages in any type of unlawful activities during performance of duty, then the agency will be held responsible, the undersigned will not be held responsible in such circumstances.
10	<i>The labour engaged by the agency should not participate in any strike, lockout, Hartal of any kind in any circumstances. Disobeying which the authority has the right to terminate the agreement with the service provider without any prior notice/information.</i>
11	If the Kuchinda NAC delay to make the required salary payments to the agency, the agency is responsible for ensuring that the employees engaged in Kuchinda NAC receive their salaries.

Sd-
Executive Officer
Notified Area Council, Kuchinda

CHECKLIST

Sl. No	Particulars	Yes / No	Page No.	Should be left blank for office use only
1	2	3	4	5
1	Registration Certificate			
2	Valid Labour license under contract labour (Regulation and abolition) Act,1970. (minimum 150 labours)			
3	Copy of ISO9001 certificate ISO-9001 2015, ISO-140012015 ISO-SA8000-2014 ISO-450012018			
4	Copy of GST registration			
5	Copy of last latest GST Return filed			
6	Copy of last three Financial years audited statement			
7	Copy of last three Financial Year IT Return filed			
8	Copy of PAN Card			
9	EPF Registration Certificate and deduction vouchers issued from concerned RPFC (latest copy)			
10	Copy of ESI Certificate			
11	Proof to been closed for office in Kuchinda			
12	Undertaking that firm is not debarred/ Blacklisted by Government			
13	Copy of successfully completed works of similar assignment in last Five financial Year in any Govt. Organization/ULB/PSUs etc.			
14	EMD @Rs.20,000/- value drawn in favour of EO, Kuchinda NAC			

Date:

Bidders'Signature

APPLICATION-FINANCIALBID

**For Provision Manpower for Watchman, Mali and Caretaker services in
N.A.C. Kuchinda, At/Po-Kuchinda, Dist-Sambalpur, Odisha, Pin-768222**

1. Name of tendering: _____
2. Rate per person per day (8 hours per day) quote only his rate excluding all statutory dues, taxes and other levies like EPF, ESI, Cess, etc.

S. No.	Category of manpower	Wages per Person Per Day (8 hours)	Agency Service Charges minimum 3.85 % and Service Charges not exceed 7 %	Grand total
1	2	3	4	5
1.	Watchman, Mali and Caretaker s	462		

- ✓ Financial proposal shall be opened after the technical evaluation is completed and only those bidders who score at least 50 marks out of 70 marks in technical evaluation shall qualify for financial bid opening.
- ✓ The bidder has to quote his rate excluding all statutory dues, taxes and other levies like EPF, ESI, Cess, etc.
- ✓ For providing smooth Sanitation services the bidder must follow the Govt. of Odisha Financial Department Memorandum No-19595 dt-11.07.2023 meticulously to quote on the Service Charges minimum 3.85 % and Service Charges not exceed 7 % in any case.
- ✓ The bidder should not reduce the number of labourers and prescribed the minimum wages of labourers as per Odisha Gazette Notification No.2602/LC,Bhubaneswar, dated.30.04.2025 of Labour and ESI Department, Odisha.
- ✓ Note:-In the financial bid, the bidder with the lowest price shall be awarded the contract, However in case to bidders quote the same lowest price, then the bidder with the higher mark in the technical bid shall be awarded the contract However, if their technical marks also become equal, then in that case, the selection of the tender shall be decided on the basis of highest current experience (number of population) on the date of issue of RGP in similar nature of work.

Signature of the Bidder

DECLARATION BY THE TENDERER

1. I/We have visited the site and have fully been acquainted myself with the local situation regarding material, labour and the factors to the work for completion in all respect before submitting the tender.
2. I/We have carefully studied the condition of the contract specification and other documents of this work and agreed to execute the same accordingly.
3. I/We solemnly pledge the I/We shall be sincere in discharging my/our duties as responsible executant and complete the work within prescribed time limit. I/We shall submit detailed sanitation programme with target dates for various items of works keeping in view the time limit and shall accordingly arrange for necessary labours, punctually, In case there are any deviations from the sanitation programme. I/We shall abide the decision of the Officer-in-Charge for revision of the programme and shall arrange for labours to maintain the sanitation work.
4. I/We shall follow all rules and regulations of the state in force with regard to engagement of labour for the sanitation work.
5. No one my/our relative is / are working in this office.
6. The documents furnished with the tender are correct to the best of my knowledge and belief and if any information found to be incorrect in further, the Department has the liberty to take any action as deemed fit.
7. I/We shall abide by the decision of the Executive Officer, Kuchinda NAC for effectiveness of the Maintenance of Municipal Assets i.e. Parks, Guest House, Town Hall, Multipurpose Halls, Kayan Mandap, Dharmasala, Auditorium and the instructions communicated from Housing and Urban Development Department, Odisha, Bhubaneswar.

Signature of the Bidder