

REQUEST FOR PROPOSAL

for

SUPPLY, INSTALLATION AND COMMISSIONING OF 1 TONNE PER DAY
COMPOSTING PLANT FOR BIODEGRADABLE MUNICIPAL SOLID WASTE

ICLEI South Asia, New Delhi

Sl. No	ITEM	PARTICULARS
1.	Name of the Authority	ICLEI South Asia
2.	Nature Of work	Design, Supply, Installation and Commissioning of an Organic Waste Composter (OWC) concept based composting plant of capacity 1000 Kg/day for municipal solid waste processing
3.	Location Of work	Siliguri, West Bengal
4.	Mode of Tendering	Via email and physical copies via courier (2 copies)
5.	General Terms and Conditions	Refer Tender document
6.	Scope of work and Specification	Refer Section III
7.	Date of issue of RFP	17 th December 2018
8.	Last date for Clarifications	20 th December 2018
9.	Last Date and time for Submission	28 th December 2018
10.	Tender opening	31 st December 2018
11.	Letter of Award (LOA)	1 st January 2019
12.	Validity of Bids	30 days from Bid Due Date
13.	Signing of Agreement	Within 3 days of Award of LOA
14.	Commencement of Work	Within 7 days of Award of LOA

1. GENERAL INSTRUCTIONS TO SERVICE PROVIDER

- 1.1. For the purpose of this Request for Proposal (RFP), “Siliguri Municipal Corporation “shall be referred to as ‘SMC’ and the vendor shall be referred to Service Provider.
- 1.2. The Service Provider must have successfully implemented more than 5 numbers of 1 TPD Organic Waste Converter (OWC) system based composting units over the last three years, that were set up to process biodegradable waste consisting of fruit and vegetable waste, kitchen waste and yard waste.
- 1.3. While all efforts have been made to avoid errors in the drafting of the documents, the service provider is advised to check the same carefully. No claim on account of any errors detected in the documents shall be entertained.
- 1.4. The service provider representative shall attach a copy of the authorization letter/power of attorney as the proof of authorization for signing on behalf of the service provider.

2. GENERAL TERMS AND CONDITIONS

- 2.1. The tender document can be downloaded from website: <http://southasia.iclei.org/> and <http://capacitiesindia.org/>. Downloading the tender or submitting the required documents will not make the bidder eligible for the tender. The authority will verify the uploaded documents. If found not meeting the requirement the same can be rejected.
- 2.2. Tender will be opened at, ICLEI South Asia, C-3 Lower Ground Floor, Green Park Extension, New Delhi.
- 2.3. Technical and Commercial bids should be submitted separately in a sealed envelope addressed to Dr. Monalisa Sen, Programme Coordinator, ICLEI South Asia, C-3 Lower Ground Floor, Green Park Extension, New Delhi. Soft copy submission is accepted – soft copies of bids, in their entirety, may be submitted to: monalisa.sen@iclei.org
- 2.4. Technical Bids will be opened first. After a thorough technical evaluation in line with the eligibility criteria as mentioned aforesaid, commercial bids will be opened.
- 2.5. On opening of commercial bid, further detailed scrutiny / evaluation will be carried out. During the evaluation of commercial bids, the documents furnished by the tenderers will be scrutinized in detail. The commercial bid of only those tenderers who have qualified during the scrutiny and technical evaluation will be opened subsequently.
- 2.6. Intending tenderers may inspect the site before submitting the tenders, with the prior permission of ICLEI South Asia.

- 2.7. The tender accepting authority is not bound to accept the lowest or any other tender and reserves the authority to reject any or all the tenders received without assigning any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer shall be summarily rejected.
- 2.8. The tender accepting authority also reserves the right to alter the scope/or reduce quantum of work before issue of work order and the tenderer shall not have any claim what so ever on this account.
- 2.9. The tender accepting authority reserves the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.
- 2.10. Canvassing directly or indirectly, in connection with tender is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.
- 2.11. On concluding the tender, an agreement shall be drawn with the successful tenderer.

3. SCOPE OF WORK

- 3.1. Design, Supply, Installation and Commissioning of an Organic Waste Composter (OWC) plant of capacity 1000 Kg/day for biodegradable municipal solid waste processing.
- 3.2. Unit processes that must be included in the fully automatic organic waste composting unit, at a minimum, are given in table below:

A. MSW PRIMARY SORTING LINE (to segregate biodegradable and non-biodegradable waste. While SMC would attempt to provide segregated waste, unsegregated waste may also be tipped at the composting facility. Consisting of a sorting conveyor and other units as may be needed for effective segregation)	
B. COMPOSTING MACHINE	
Per day waste processing capacity	Minimum 1000 kg
Composting system	Microorganism based 24 hours x 7 days x 52 weeks composting
Operation & processing	Fully automatic
Input	Segregated biodegradable waste

Output	Dry organic compost, with test results & parameters matching with compost standards mentioned in MSW Rules, 2016
Processing units to be provided at a minimum	<ul style="list-style-type: none"> • Shredder • Filter press/dewatering unit (as needed) • Enhanced microorganism based natural composting unit, made of a stainless steel body, PLC controlled, with provision for input of bacterial culture, saw dust or other additives as may be required and with zero liquid discharge. • Curing trays (as needed)

3.3. All the necessary machinery as mentioned above in Section 3.2 to be supplied prior to the commissioning of the plant.

4. Eligibility Criteria

Sl. No.	Eligibility criteria	Document and proof of eligibility
1.	The bidder may be one of the following entities: a) Private company (registered under Companies Act) b) Public Sector entity c) NGO (registered)	Company Registration Certificate as a proof of existence from the past 3 years.
2.	The bidder must have adequate qualification and experience of installation and operation of OWC of 1 TPD capacity. At least 2 such plants should have been successfully run for 2 years continuously.	Work orders of more than 5 operational projects with similar nature, commissioned within the last 36 months. At least 1 project to be of capacity higher than 2 TPD. Completion certificates of at least 2 OWC plants successfully operational for over 2 years and with a minimum capacity of 1 TPD to be submitted.
3.	The bidder must have completed projects worth minimum INR 1 Crore annually for the last 2 years (as shown in their audited balance sheet).	Audited balance sheet
4.	Should have experience of managing OWC based composting plants	Should have experience in operation and maintenance of OWC based composting plants. Must submit operation and maintenance contract work order for atleast 2 such plants, with a capacity over 1000 kg/day.

5. Technical bid

The tenderer should provide detailed technical information of the plant to be constructed including a detailed explanation of the technology, operational process and in-depth details of all unit processes deployed within the plant. All operational and maintenance aspects of each of the unit processes should be included in the technical proposal.

Conceptual designs should be provided considering a feed rate of 1 TPD unsegregated biodegradable municipal solid waste. Detailed design drawings of the entire process should be provided. A conceptual plant layout drawing should also be included, clearly indicating the area needed for all operations and equipment, storage space for input for 3 days, storage of output for 5 days and storage of rejects for 3 days. The facility will be established in an existing shed with a boundary wall and concrete floor.

A detailed BoQ should be provided, including disaggregated details of all civil works .

The technical proposal shall contain detailed information of all elements of the OWC based 1 TPD composting plant, which should indicate at a minimum, the following details (as applicable). Details of all unit processes that are included in the said plant to be constructed should be provided; the following list is only indicative in nature.

1. MSW PRIMARY SORTING LINE (to segregate biodegradable and non-biodegradable waste, consisting of a sorting conveyor and other units as may be needed for effective segregation)	
2. COMPOSTING MACHINE	
Per day waste processing capacity	
Composting system	
Operation & processing	
Input	
Output (per tonne of input)	
Dimensions of all processing units	<p>Example:</p> <ul style="list-style-type: none"> • Shredder • Filter press/dewatering unit (as needed) • Enhanced microorganism based natural composting unit, made of a stainless steel body, PLC controlled, with provision for input of bacterial culture, saw dust or other additives as may be required and with zero liquid discharge. • Curing trays (as needed)
Power supply & frequency	
Phase	

Power rating of machine	
Composting chamber material	
Composting chamber volume	
Motor	
Motor rating	
Blower	
Blower rating	
Insulation	
Control Panel	
Control System & Interface	
Heating System (if any)	
Heating Element	
Heater Rating	
Waste Input Door	
Compost Removal Door	
Shaft	
Mounting	
Handles & Locks	
Overload Protection	
Compost Removal (frequency)	
Curing System, Addition of Sawdust, Addition of Culture	
Outside Housing (Canopy)	
Composting Method	
Volume Reduction	
Compost Generated Per Day (% of segregated shredded waste input)	
Water discharge, Leachate , Methane & Other Harmful Gases (Yes/No) If yes, details to be provided	
Any by product	

Safety Features	
Warranty	
3. SHREDDER : Capacity per single batch	
4. DEWATERISER/DEHUMIDIFIER (If present in the proposed system)	
Type	
Weight	
Capacity	
Mesh size	
Dimension	
Power	
5. CURING TRAY (If included in the process)	
Number of sets	
Number of rows in each set	
Dimension of each row	
6. All Civil Construction	Details of all civil construction with drawings – BOQ should include details of each element of civil construction. Space is to be provided for storage of rejects, recyclables and finished product. The site does not require a boundary wall and a shed is present on site. Satellite image of the site are attached in annex 1.

5.1.1. The bidder shall guarantee the following:

- a. Obtain all statutory clearances
- b. Ensure Project Commissioning: 2 months from award of contract
- c. 6 months operation of plant, post commissioning, along with compost production
- d. Provide on the job O&M training to ten SMC staff from trial runs for two months post commissioning
- e. Agree to the defects liability period of one year from the date of commissioning, including warranty of one year on all supplies

Offers not conforming to the minimum guarantee will be summarily rejected

5.1.2. The bidder should furnish the following documents listed below, as per of the technical bid.

- (i) Certificates of Work Experience
- (ii) Certificate of financial turnover from CA including profit/ loss statement for last 3 years.
- (iii) Bank Solvency Certificate
- (iv) Certificate of Registration for GST and acknowledgement of up to date filed return

6. FINANCIAL BID

6.1. Financial bid should include the following:

Sl. No.	Description	Unit	Quantity	Quoted price (INR)
1	OWC concept based 1 TPD biodegradable waste composting plant, complete with all structures, equipment, infrastructure and accessories (indicate transport cost etc separately)	Lump sum	01
2	Necessary civil work as per drawing including electrical and plumbing work	Lump sum	01
3.	Applicable taxes			

6.2. A detailed costing as per the BOQ provided as part of the technical proposal should be included in the financial proposal.

6.3. The financial proposal should also include, as a separate inclusion, the anticipated monthly O&M costs, segregated per expense head, for the operation of the plant.

7. FINANCIAL GUARANTEES

1. The selected bidder should provide a bank guarantee of 10% at the time of acceptance of work order, which shall be returned to the tenderer after commissioning the plant.
2. Performance guarantee of 10 (% of total contract value) shall be deducted at the onset of the payment and shall be refunded after the completion of commissioning of the plant.
3. Upon commissioning, a second bank guarantee of 10% of the total cost of the plant shall be provided to Siliguri Municipal Corporation, to be refunded after successful operation until the defect liability period of 24 months.

8. SCHEDULE OF PAYMENT

Payments shall be based on specified milestones as shown in the table below:

S.No	Deliverables	Schedule of payment	Responsibility
1.	Mobilization advance upon commissioning of work and submission of bank guarantee 1	30% of total cost of construction	ICLEI South Asia
2.	Bills to be raised end of every month as per progress of construction, to be paid by 15th of subsequent month, upto 50% of the total construction cost		
3.	Installation and Commissioning of Plant and submission of bank guarantee 2	20% of total cost of construction	

9. GENERAL COMMERCIAL TERMS

a. Force majeure

Neither parties shall be liable to each other, if default in performance of its any of the obligations arises or if the parties, their sub-Supplier/sub - Vendors are prevented from discharging their respective obligations under the order for causes beyond their reasonable control including but not limited to war (whether declared or not), invasion, act of enemies, hostilities, riots, civil commotion, labour disturbance leading to strike, strike, lockouts, layoffs, mutiny, insurrection, rebellion, revolution, epidemics, major accidents, sabotage, fire, earthquake, floods, government orders and restrictions, legal enactment, lack of transport facilities due to regional/national strike by the transporters, terrorism etc.

b. Excess material

The Contractor reserves the right to remove the excess material during the construction and or on completion of the project. This is subject to approval from SMC. The SMC shall generally not deny approval to the removal provided it is not necessary for the working of the plant.

c. Governing laws

The Design & Engineering and procurement and supply of components forming part of OWC based composting plant and supervision of erection and commissioning shall be governed by Indian statutes, laws and regulations.

d. Changes in work/law

If there is any change in the scope and/or nature of work, during the execution of this order because of change in Indian government's statutes/rulings/regulations/orders/laws, an adjustment in terms including but not limited to prices, deliveries, etc., the terms of the order shall be negotiated.

Supplier is not obliged to proceed with the changes until Supplier has received the Purchaser's written approval of the proposed changes as well as adjustments, if any in terms of the order.

e. Arbitration

In case of any disputes/differences between the parties, the matter will be subjected to resolution through amicable talks. In case of failure to resolve amicably, matter will be subjected to arbitration. Dispute will be subjected to jurisdiction of courts in New Delhi.

f. Compliance with laws

Supplier undertakes to comply with all legal provisions, rules and regulations in respect of manufacture and supply of the equipment.

Purchaser undertakes to comply with all other necessary regulations, rules and laws as may be required. Purchaser shall facilitate as feasible, for the supplier to obtain necessary approvals as may be required in respect of the biogas based power plant.

g. Secrecy

All the information such as drawings, designs, manuals, etc., to be supplied by Supplier under this Agreement shall be treated as confidential information.

10. LIABILITY OF SERVICE PROVIDER

10.1. Subject to the limit of liability, Service Provider shall indemnify and hold harmless SMC and its employees against any liability, claims, losses or damages sustained by it or them by reason of any breach of contract, wrongful act or negligence by Service Provider or any of its employees engaged in the operation of the services to SMC. Vendor shall be held responsible and shall indemnify and hold harmless the SMC and all its employees, personnel, etc for any behavioural issues of service providers employees in SMC premises including but not limited to harassment of women, children, local public, contractors, agencies, etc in SMC premise

10.2. Service provider is responsible for all liabilities arising out of any damages caused to SMC property.

11. CONFIDENTIALITY

Each of Service Provider and SMC shall not, and shall ensure that its employees and agents shall not, disclose, divulge and/or disseminate to any third party, any Confidential Information of the other party (including, without limitation, the Assignment Instructions, Schedules and other subsequent contracts). This obligation will not apply to information, which is or becomes public knowledge through no fault of the parties or was already known to or becomes known to the receiving party without any obligation of confidentiality, as well as information, which the parties might be required to disclose under applicable law or by order of competent judicial or governmental authority.

12. EVALUATION OF BIDS

As part of the evaluation, the Proposal/s shall be checked for responsiveness with the requirements of the RFP and only those proposals which are found to be responsive would be further evaluated in accordance with the criteria set out in this RFP document.

The Proposal would be responsive if it meets the following conditions:





- a. It is received/deemed to be received by the Bid Due Date including any extension thereof
- b. It is signed, sealed and marked as stipulated
- c. It contains all the information, documents and certificate(s) and requirements as requested in the RFP.
- d. It mentions the validity period of six months
- e. It provides information in reasonable detail. (“Reasonable Detail” means that, but for minor deviations, the information can be reviewed and evaluated by SMC without communication with the Bidder). SMC reserves the right to determine whether the information has been provided in reasonable detail.
- f. There are no inconsistencies between the Proposal and the supporting documents.
- g. The technical and financial proposals are enclosed in two separate sealed envelopes, which are then placed in an outer enveloped and addressed appropriately.

Notwithstanding anything contained in this TOR, ICLEI reserves the right to accept or reject any Proposal, or to annul the bidding process or reject all Proposals, at any time without any liability or any obligation for such rejection or annulment, without assigning any reasons thereof.

Annexe 1

Location of Existing Composting Site near Dumpsite



Legend	
	School
	College
	Dumpsite
	Composting waste



