

**DETAILED TENDER CALL NOTICE (DTCN)  
FOR  
“PROVISION OF MANPOWER FOR CLEANING  
AND  
SANITATION SERVICES IN N.A.C.  
REDHAKHOL”**

**PART-I: General & Technical Bid**

**PART-II: Financial Bid**

**COST OF TENDER PAPER: Rs.20,000/-**

ବିଜ୍ଞାପିତ ଅଞ୍ଚଳ ପରିଷଦ, ରେଢାଖୋଲ

OFFICE OF THE

NOTIFIED AREA COUNCIL, RAIRAKHOL

(ODISHA), DIST- SAMBALPUR

E-mail: - eonacrdl@gmail.com



**COMPETITIVE BIDDING THROUGH e-Procurement**

**NOTICE INVITING TENDER**

**Letter No. 2049 Date: 08.06.2026**

**Bid Reference No. RDL/NAC-6/2026-27**

On behalf of Redhakhhol NAC, online 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 least Ten (10) years (count of experience i.e. valid PAN Card and Registration Certificate) for outsourcing the service of manpower to Sanitation Works including collection of solid waste from Door to Door, Road sweeping, Drain Cleaning, Bush Cutting from Redhakhhol NAC area on the terms & conditions mentioned in the tender document. Further the 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: Redhakhhol 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.O.s having similar nature of work experience of at least Ten years 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](http://www.tendersodisha.gov.in).
6. The bid documents will be available in the above website from 11.00 A.M on **Dt. 09.06.2026** to 05.00 P.M on **Dt. 23.06.2026** for online bidding.
7. Bids received online will be opened at 11.00 A .M on **24.06.2026**
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](http://www.tendersodisha.gov.in) for on-line bidding.

Sd/-

Executive Officer  
NAC, Redhakhhol

**Memo No. 2050**

**Date 08.06.2026**

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, NAC, Redhakhol for payment.

Sd/-

Executive Officer  
NAC, Redhakhol

**Memo No. 2051**

**Date 08.06.2026**

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

Sd/-

Executive Officer  
NAC, Redhakhol

**Memo No. 2052**

**Date 08.06.2026**

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

Sd/-

Executive Officer  
NAC, Redhakhol

**Memo No. 2053**

**Date 08.06.2026**

Copy submitted to the Sub-Collector, Rairakhol/ B.D.O., Rairakhol/ Tahasildar, Rairakhol/ Asst. Executive Engineer (R&B), Sambalpur/ Asst. Executive Engineer (R.D), Sambalpur/ Asst. Executive Engineer, RWSS, Rairakhol/ Asst. Executive Engineer, P.H.D., Rairakhol for information.

Sd/-

Executive Officer  
NAC, Redhakhol

**Memo No. 2054**

**Date 08.06.2026**

Copy forwarded to the DeGM, Sambalpur for information and necessary action with a request to publish the advertisement in District Website.

Sd/-

Executive Officer  
NAC, Redhakhol

**Memo No. 2055**

**Date 08.06.2026**

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

Copy to the Office notice board for wide publication of the notice.

Sd/-

Executive Officer  
NAC, Redhakhol

ବିଜ୍ଞାପିତ ଅଞ୍ଚଳ ପରିଷଦ, ରେଢାଖୋଲ

**OFFICE OF THE  
NOTIFIED AREA COUNCIL, RAIRAKHOL  
(ODISHA), DIST- SAMBALPUR  
E-mail: - eonacrdl@gmail.com**



**COMPETITIVE BIDDING THROUGH e-Procurement**

**NOTICE INVITING TENDER**

1) On behalf of Redhakhol 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 least Ten (10) years (count of experience i.e. valid PAN Card and Registration Certificate) for outsourcing the service of manpower to Sanitation Works including collection of solid waste from Door to Door, Road sweeping, Drain Cleaning, Bush Cutting from Redhakhol NAC area 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	Requirement	EMD (In Rs.)	Cost of bid document (In Rs.)
1	Provision of manpower for cleaning and sanitation services in Redhakhol NAC	Sweeper	68	1,50,000	20,000
2		Driver	03		

- Bid documents will be available in website [www.tendersodisha.gov.in](http://www.tendersodisha.gov.in) from 11.00 A.M on Dt. 09.06.2026 to 05.00 P.M on Dt. 23.06.2026 for online bidding.
- Bids must be accompanied with scanned copy of financial instrument towards EMD @ Rs.1,50,000/- only in favour of the Executive Officer, NAC, Redhakhol payable at Redhakhol.
- Bids must be accompanied with financial instrument towards cost of the tender documents amounting of Rs. 20,000/- (non-refundable) only in favour of the Executive Officer, NAC, Redhakhol payable at Redhakhol. Tender submitted without cost of Tender Paper will be rejected.

3) **Submission of the e-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 Bidders are requested to submit only the documents as mentioned in the DTCN. Submission of unnecessary documents should be avoided.

4) **Schedule for Invitation for Bids:**

- i. Date of issue/opening/publish of Tender Document: Dt. **09.06.2026** at 11:00 Hrs.
- ii. Last date of receipt of Tender in On-line: Dt. **23.06.2026** at 17:00 Hrs
- iii. Original Bids documents will be verified after opening of the bid within 5 days.
- iv. Date & Time of Opening of Tender (Technical Bid): Dt. **24.06.2026** at 11:00 Hrs
- v. Date & Time of Opening of Financial Bid & Work Plan Presentation: (subject to the decision of the Tender committee)
- vi. Bids will be opened at the Office Chamber of the Executive Officer, NAC, Redhakhol in presence of the party or their authorized representatives (If Present).

5) **Period for Validity of Tender Document:** 90 days

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

7) **Scope of Work:**

**I. Sweeping & Door to door Collection with source Segregation:**

(a) Sweeping of all the roads, lanes and by-lane and other opening spaces of entire ward is to be made daily including shops, kiosks and vending zones, commercial establishments, Market area etc. The MSW generated from road sweeping is/are to be accumulated in the dustbins/garbage bins (dry waste and wet waste separately) and transfer it to temporary/ secondary stations/ MCC/ MRF centre established by Redhakhol NAC.

(b) Morning/ Evening/ Night Cleaning should be made in the marketable area, Bus stand/Public places and city main roads area which is a mandatory condition in the sanitation work.

**II. Cutting of bushes & cleaning of drains:**

The bushes & shrubs from roadside berms and conservancy lanes are to be cleaned by the agency, the road side drains are also to be de-silted and cleaned as per requirement periodically i.e. removal of polythene, paper, all other foreign material and other floating materials to avoid chocking of the drains and the MSW generated are to be accumulated in the dustbins/garbage bins and transfer it to temporary stations/ MCC/ MRF centre established by Redhakhol NAC as per the scope of work mentioned in item.

**III. Collection & Transportation of Solid Wastes:**

The Municipal solid wastes which will be generated from various sources and accumulated as mentioned in item-1 and item-2 noted above are required to be collected and lifted from different collection points/ dustbins of those particular ward/ lanes and transported to the designated place/ temporary transfer station/ MCC/ MRF centres as decided by the Redhakhol NAC. The collection points are to be disinfected by spreading of disinfectants like bleaching powder etc.

**IV. The Municipal Solid Waste includes the following:**

1. Garbage arising from streets weeping and cleaning of drains.
2. Domestic refuses in segregation.
3. Garbage from road side dustbins.
4. Garbage accumulated at secondary collection points identified by Redhakhhol NAC.
5. Garbage generated from bush and grass cutting uprooted from road side bushes ensuing proper garbage lifting and conservancy lanes.
6. Unidentified Dead animals.

**V.** During any Local festivals, National Day Celebration or V.I.P Programme, Special Cleaning work and spreading of bleaching/ lime stone shall be made by the Agency as per instruction of the Municipal Authority/ Sanitary Expert/ Sanitary Inspector of this NAC, A special drive cleaning of drain shall be done by the agency before rainy season to avoid flash flood

8) **Bid description:**

Redhakhhol NAC intends to engage agencies to open competitive bids process in accordance with the procedure set out herein. The primary goal of the successful bidder of this tender will be gradually shift from the present practices of integrated solid waste management involving collection of waste from street sweeping, drain desilting, bush cutting and uprooting and to be transported to be designated place approved by the Redhakhhol NAC.

9) **Service Period:**

The Agency shall be appointed for relevant project for Two year from the date of execution of the agreement. The service shall be provided by the agency as stipulated and also as per the recommendation of SWM Rules-2026. If the performance of the agency will not be satisfactory, the bid will be terminated at any time with a notice of 7 days.

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 /Trusts /NGOs etc.
2. PAN Card.
3. GST Registration Certificate.

4. Years. (Audited Financial Statement to be enclosed) (2022-23, 2023-24, 2024-25) GST return.
5. ESI Certificate (Produce last 3 months ESI Status)
6. 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.
7. Last Three Financial IT return (i.e. 2022-23, 2023-24, 2024-25)
8. Undertaking in the form of affidavit that the Firm is not debarred/ blacklisted by Govt. Or any Competent Authority. (On Stamp Paper)
9. The Manpower Service Provider Agency/ Firms/ Trusts/ NGOs and limited company shall have at least 10 years' experience in successfully providing unskilled manpower to Govt./ ULB/ PSU etc. for performing the similar nature work i.e. sweeping of streets, cleaning and desilting of drains, transporting of solid wastes.
10. Manpower Service Provider Agency/ Firms/ Trust/ NGOs and limited company shall be Financial Turnover of at least Rs.3.00 Crore or more per annum for each of the last Three Financial. (From 2022-23 to 2024-25)
11. The bidder should have enrolled at least 150 employees as on date bid submission, EPF Challan, ECR and payment conformation slip at least 3 months must be submitted in support.
12. Valid labour license under contract labour (Regulation and Abolition) Act, 1970 (Minimum 150 labours).
13. Valid & up-to-date EPF registration certificate issued from concerned RPFC.
14. **EMD @ Rs.1,50,000/- only in favour Executive officer, NAC, Redhakhol.**
15. The successful bidder shall furnish a Security Deposit of Rs. 40,00,000/- (Rupees Forty Lakhs) Only in the form of a Demand Draft drawn in favour of the "Executive Officer, NAC, Redhakhol" within the stipulated time prescribed by the Authority. The Security Deposit so furnished shall remain valid and be retained by the Authority for the entire duration of the contract as a guarantee for the due performance and faithful compliance of all terms and conditions of the contract by the successful bidder. Upon satisfactory completion of the contract and fulfilment of all contractual obligations, the Security Deposit shall be refunded to the successful bidder without any interest. The refund shall be subject to verification by the Authority that there are no outstanding liabilities, claims, penalties, recoveries, or breaches of contract attributable to the bidder.

## **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: -

<b>Sl. No.</b>	<b>Evolution Parameter</b>	<b>Total mark</b>	<b>Criteria for award of mark</b>
1	Year of experience in sanitation & cleaning service (To be determined from successfully completion Certificate- Experience certificate duly signed by any legal authority)	20	- 10-12 Years: 15 Marks - Above 12 Years: 20 Marks
2	Annual average Turnover (2022-23, 2023-24 & 2024-25)	15	- 03 Cr.-05 Cr.: 05 Marks - Above 05 Cr.-10 Cr.: 10 Marks - Above 10 Cr.: 15 Marks
3	Valid ISO Certificate	20	ISO 9001 2015: 5 Marks ISO 14001 2015: 5 Marks ISO 45001 2018: 5 Marks SA 8000-2014: 5 Marks All of four: 20 Marks
4	Work Plan Presentation	25	Presentation of the work plan for this ULB through PPT not more than 15 minutes.
5	Valid Contract Labour License in Odisha	10	Between 150 to 300 - 05 Marks More Than 300 – 10 Marks
6	Total Manpower Deployed in Similar Nature in Municipal/ NAC/ ULB Sanitation Work. To be determined from Single Work order/ In no case Multiple Work orders within 1 year only taken into consideration.	10	Min. 100 = 5 Marks Above 100 = 10 Marks
<b>Total</b>		<b>100</b>	

Financial proposal shall be opened after the technical evaluation is completed and only those bidders who scores at least 70 marks out of 100 marks in technical evaluation shall qualify for financial bid opening.

## **13) 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. (If present)
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. All Successful bidder in Technical Evaluation will present their workplan presentation before opening of financial bid.
5. Evaluation Committee will evaluate the Technical & Financial Bid and submit their reports to the Competent Authority.

6. On Approval of the Competent Authority, Lowest One (L-1) & Two (L-2) bidder name will be declared.

14) **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 every month accordingly the bill will be passed by the undersigned without any reason thereof.
5. The Bid documents shall contain scan copy of
  - (a) Valid Registration Certificate
  - (b) PAN Card
  - (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 Ten years
  - (g) Audit Report of last 3 Financial Years. (From 2022-23 to 2024-25)

15) **Availability of bid documents**

Documents can be downloaded from the website [www.tendersodisha.gov.in](http://www.tendersodisha.gov.in)

16) **Bio-Matric Attendance**

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

17) **Grievance Redressal:**

- (i) Each phone call to be booked and taken into account.
  - (ii) Social Media
  - (iii) ULB Odisha
  - (iv) Swachha Application
  - (v) Issue detected by the Officers of Redhakhhol NAC
  - (vi) General Public and inhabitants
- 18) The authority reserves the right to reject any or all bids without assigning any reason thereof.

Sd-

Executive Officer  
NAC, Redhakhhol

## **GENERAL TERMS AND CONDITIONS**

1. The bidders are required to inspect and assess the entire geographical area of the NAC and quote their rates of the labour charges for sweeping, bush cutting, drain cleaning, drain de-silting, collection of wastes including lifting & transportation of Solid Waste and disinfecting collection points and spreading disinfectants like bleaching powder etc. 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.
2. The bidder must have appropriate resources, Necessary expertise, Requisite manpower and supervisory ability to undertake the work.
3. The wheel barrows and tricycle with dustbin, bleaching powder, phenyl, mosquito oil, spray machine will be provided by NAC authority as per requirement and other materials like Brooms, Gangula, Fawda, Kanta, Push Cart, Uniform, ID Card and all type of safety articles like Mask, Gloves, soap, Gun boot, sanitiser etc. will be borne by the agency.
4. In any day during inspection of work by the Municipal authority if not found satisfactory deduction deemed fits calculated will be deducted from the pay bill of the agency.
5. The successful bidder shall execute an agreement with the Executive Officer of Redhakhhol NAC within 7 days from the date of receipt of letter of acceptance (LoA) from Redhakhhol NAC failing which the tender will be rejected and the EMD for security deposit will be forfeited.
6. In case of the service of the bidder is not found satisfactory to Municipal Authority the Redhakhhol NAC has liberty to close the contract with as single 07 days prior notice served by Redhakhhol NAC to the bidder.
7. This Bid is meant for carrying out of the work for a period of Two years.
8. Redhakhhol 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.
9. The bidder should have the working experience preferably in Sanitation work.
10. 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 Redhakhhol only.
11. Notwithstanding the above, the Redhakhhol 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.
12. The authority reserves the right to negotiate and engage the second lowest bidder in case of cancellation of contract of 1st lowest party.
13. The bidder should not reduce the number of labourers and prescribed the minimum wages of labourers as per Notification No. 3920, dated.01.05.2026 of Labour and ESI Department, Odisha.
15. The bidders are required to take attendance of the labourer in presence of Sanitation Inspector/ Expert of Redhakhhol NAC.
16. The bidders are required to submit the copy of wages register along with online EPF, ESI Challan to the Redhakhhol 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 years. Redhakhhol 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 in complete bid shall be liable for rejection.
20. Letter of authorization for representing the Manpower Service Provider Agency/ Firms/ Trust/ 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 & Additional 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 quotes 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. 11.07.2023.
23. The bidder clearly quotes the rate of additional charges towards hygiene supplier or consumables & PPE kit & it cannot be zero & should not exceed Rs. 10000 /- per month
24. All the documents furnished by the bidders are subject to verification from the issuing authority. In case any manoeuvre is found, the EMD or any other amount deposited against this tender will be forfeited and steps shall be taken for black listing to the bidder.
25. The bidders have to submit all documents as per eligibility criteria shown in the bid documents along with quoted rates.
26. 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.
27. The Sanitation Expert of Redhakhhol NAC will supervise the sanitation work

Sd-

Executive Officer  
NAC, Redhakhhol

### **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 Redhakhhol NAC within 7 days from the date of receipt of letter or acceptance from Redhakhhol NAC. The EMD & Security Deposit shall be retained till closure of the contract without any interest. 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 for sanitation work will perform their duty in uniform, dresses, jacket with all types of protective equipment i.e. gum boot, hand gloves, face mask, helmet etc.
- 5) Redhakhhol 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 sanitation work to the satisfaction of Redhakhhol NAC authorities in any particular day then the Redhakhhol NAC is at liberty to engage and substitute manpower for sweeping, bush cutting, drain cleaning, engage own vehicle, hired vehicles for lifting the pending MSW and may 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 be 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) 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.
- 11) If the Redhakhhol NAC delay to make the required salary payments to the agency, the agency is responsible for ensuring that the employees engaged in Redhakhhol NAC receive their salaries.

Sd-

Executive Officer  
NAC, Redhakhhol

**CHECK LIST**

<b>Sl. No</b>	<b>Particulars</b>	<b>Yes /No</b>	<b>Page No.</b>	<b>Should be left blank for office use only</b>
1	Registration Certificate			
2	Valid Labour license under contract labour (Regulation and abolition) Act,1970. (minimum) 200 labours)			
3	ISO 9001 2015 ISO 14001 2015 ISO 45001 2018 SA 8000-2014			
4	Copy of GST registration			
5	Copy of 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	Undertaking in the form of affidavit that firm is not debarred/ Blacklisted by Government or any competent authority			
12	Copy of successfully completed works of similar assignment in last Ten financial Year in any Govt. Organization/ ULB/ PSUs etc.			
13	EMD @Rs.1,50,000/- value drawn in favour of EO, NAC, Redhakhol			

Date:

Bidders' Signature

**APPLICATION-FINANCIAL BID**

**For Provision Manpower for cleaning and sanitation services  
in N.A.C. Redhakhol, At/Po- Redhakhol, Dist.- Sambalpur,  
Odisha, Pin-768106**

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.

<b>Sl. No.</b>	<b>Category of manpower</b>	<b>Wages per Person Per Day (8 hours)</b>	<b>Agency Service Charges minimum 3.85 % and Service Charges not exceed 7 %</b>	<b>Additional charges towards toiletries quoted by the agency cannot be zero and must not exceed Rs. 10,000 per month</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
1	Sweeper	472		
2	Driver	572		
			(In Word .....)	(In Word .....)

- ✓ Financial proposal shall be opened after the technical evaluation is completed and only those bidders who score at least 70 marks out of 100 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 the Notification No. 3920, dated. 01.05.2026 of Labour and ESI Department, Odisha.
- ✓ Additional charges for hygiene supplies or consumables & Personal Protective Equipment (PPE) can not be zero and should not exceed Rs. 10,000 /-
- ✓ 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.

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.
- 4) 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.
- 5) I/We shall follow all rules and regulations of the state in force with regard to engagement of labour for the sanitation work.
- 6) No one my/our relative is/ are working in this office.
- 7) 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.
- 8) I/We shall abide by the decision of the Executive Officer, Redhakhol NAC for effectiveness of the sanitation programme and the institutions communicated from Housing and Urban Development Department, Odisha, Bhubaneswar.

Signature of the Bidder