



**OFFICE OF THE COMMISSIONER  
GUWAHATI MUNICIPAL CORPORATION  
PANBAZAR, GUWAHATI- 1**

**No. GGR/280/2022/3844**

**Date: 28/01/2022**

**Request for Proposal (RfP)**

Guwahati Municipal Corporation invites Request for Proposal (RfP) from NGOs/ /experienced/competent/established Firms/Companies/Agencies limited to Safai Karmacharis to outsource mechanized cesspool vehicles (2 Nos) for cleaning of Sewer & Septic tank in Guwahati.

Detailed terms and conditions for submitting the RfP may be downloaded from the official website of Guwahati Municipal Corporation [www.gmc.assam.gov.in](http://www.gmc.assam.gov.in)

Sd/-

**Commissioner  
Guwahati Municipal Corporation  
Panbazar, Guwahati- 1**

**Memo No. GGR/280/2022/3844**

-A

**Date: - 28/01/2022**

**Copy to: -**

- 1) The Administrator, GMC for favour of kind information.
- 2) The Director, DIPR, Assam, Last Gate, Dispur for publication of the above notice in one Assamese Daily, one English Daily and one Hindi Daily and submit the bill to the undersigned for necessary payment.
- 3) The Software Developer, GMC for upload of the notice in GMC Website.

Sd/-

**Commissioner  
Guwahati Municipal Corporation  
Panbazar, Guwahati- 1**

## 1. Bid Details

Date of downloading of RfP document	29/01/2022 onwards
Last Date and Time for submission of Bid	07/02/2022 up to 3 PM <b><u>Address for Submission:</u></b> Guwahati Municipal Corporation, Panbazar, Guwahati- 781001, Assam
Date, Time & Venue of Bid Opening	07/02/2022 at 3.30 PM Venue: Conference Hall, GMC, Panbazar, Guwahati-1
Address for Communication	The Commissioner, Guwahati Municipal Corporation, Panbazar, Guwahati- 781001, Assam Mail ID- <a href="mailto:guwahaticom@gmail.com">guwahaticom@gmail.com</a>

### Note:

- a) In the event of any date indicated above is a declared holiday, the next working day shall become operative for the respective purpose mentioned herein.
- b) RfP documents can only be downloaded from GMC website [www.gmc.assam.gov.in](http://www.gmc.assam.gov.in). RfP documents will not be sold at GMC counters.

## 2. Scope of Work

- A. The Guwahati Municipal Corporation has received 2 Nos of Cesspool Vehicles from Swachh Bharat Mission to be used in cleaning of Sewer & Septic Tank in Guwahati.
- B. GMC is planning to run the vehicles by outsourcing it to Safai Karmachari's NGO, Agencies, Groups.
- C. GMC will be handed over the vehicles to the selected bidder for operation as per existing booking system of GMC.
- D. The selected bidder shall be responsible for cleaning of Sewer & Septic Tank through mechanized vehicles as per the GMC controlled booking procedure.
- E. The revenue sharing with GMC shall be mentioned in the bid as per Annexure – I of this bid.
- F. Arrangement of Driver, Helper, Worker will be responsibility of the selected bidder.
- G. The operation and maintenance of the vehicles including POL or any other consumables will be responsibility of the selected bidder.
- H. Any accident to the vehicles or any other damages caused to the vehicles will be responsibly of the selected bidder.
- I. The sewage collected from septic tanks should not be disposed anywhere except the designated place provided by GMC to selected bidder.
- J. All the drivers, Helpers, workers must wear safely gears like shoe, gloves, helmet during the operation.

- K. The selected bidder shall keep proper recording of services and shall have to submit to GMC on monthly basis.
- L. The vehicles shall have to follow all the motor vehicles norms.
- M. The selected bidder shall not engage the vehicles in other work except the work allotted by GMC through the GMC controlled booking system. If any discrepancy found in this regards the agreement with the agency will be terminated immediately following legal action as deem fit.
- N. The selected bidder shall not engage any minor worker in the operation of vehicles. All labour engaged shall be as per the prevailing labour law.

## **2. Earnest Money Deposit (EMD)**

Bidders shall submit along with the RfP an EMD of Rs. 20,000.00 (Twenty Thousand only) in the form of demand draft drawn from a nationalized/scheduled bank in favour of the Commissioner, Guwahati Municipal Corporation, Panbazark, Guwahati - 01. The EMD of the bidders will be returned without any interest as promptly as possible on acceptance of the bid by the selected bidder or when the bidding process is cancelled by GMC.

## **3. Performance Bank Guarantee**

The EMD amount of the successful bidder will be converted to Performance Guarantee.

## **4. Instruction to Bidders**

- 13.1 The bidder must have submitted PAN Card, Income tax assesses for last three years and GST registration or any other registration Certificates.
- 13.2 Rate should be quoted inclusive of the cost of services, manpower cost, other resources to be utilized in the work.
- 13.3 The selected bidder has to complete the job assigned within the timeline set by GMC.
- 13.4 GMC will have no liability regarding transportation, boarding and lodging of the selected bidder, their staff and machineries.
- 13.5 Any Conditions of the bidder sent along with RfP, if any, shall not be binding on GMC.
- 13.6 It is not binding on GMC to accept the lowest of the bidding.
- 13.7 Bid of a bidder will not be considered if it is blacklisted by any of its clients or other agencies.
- 13.8 The rates mentioned in the financial bid are to be mentioned in words as well as in figures.
- 13.9 RfP with overwriting at any place will be rejected.
- 13.10 The selected bidder will be issued a LoI (Letter of Intent) before entering into an agreement with GMC.

**Financial Bid**  
**(On bidder's letterhead)**

<b>Sl. No</b>	<b>Item</b>	<b>% of revenue sharing with GMC (in Word)</b>	<b>% of revenue sharing with GMC (in Figure)</b>
<b>1</b>	<b>Operation cesspool vehicles (2 Nos) for cleaning of Sewer &amp; Septic Tank in Guwahati</b>		

N.B:- only % of revenue sharing with GMC shall be mentioned in the bid, the bidder should not quote any amount.

**Declaration:**

This is to certify that I/We before signing this bid document have read and fully understood all the terms and conditions contained in the document and undertake myself/ourselves to strictly abide by them.

**Signature of the authorized signatory of the bidder with name, designation, seal and date**