



Cuttack Municipal Corporation (CMC)

Choudhary Bazaar, Cuttack - 753001

Tender. No.: 2161/HO

Date: 22/11/2022

QUOTATION / TENDER CALL NOTICE

FOR

**“HIRING OF PRIVATE BATTERY OPERATED VEHICLES (BOV) FOR DOOR TO DOOR
COLLECTION OF SEGREGATED SOLID WASTE IN CMC”**

ISSUED BY:

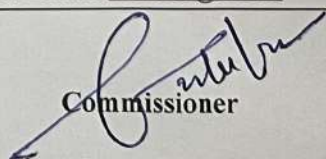
Commissioner,

Cuttack Municipal Corporation

Cuttack

Bidding Data' Sheet

1	Tender No.	<u>2161/HO, dtd- 22.11.2022</u>
2	Name of work	Tender Call Notice for empanelment of suppliers for "Hiring of Battery Operated Vehicles (BOV) along with Driver and loader for door to door collection of segregated solid waste in CMC"
3	Method of selection	As per the decision of the tender committee
4	Joint venture/Consortium	No
5	Contacting Person	Deputy Commissioner (Sanitation), CMC, Cuttack Contact No: 8637223554
6	Availability & downloading of tender documents from the	24/11/2022 (11.00 AM) to 15/12/2022 (04 .00 PM) Website: http://cmccuttack.gov.in/
7	Last date for submission bid submission	16/12/2022 till 5:00 PM. If the date is found to be a holiday, the next working day will be treated as the last date for submission.
8	Cost of Bid Document	Rs. 11,800/- to be submitted in the shape of DD from any Nationalised Bank in favour of "Commissioner, Cuttack Municipal Corporation" payable at Cuttack.
9	EMD	Rs. 1,00,000/- to be submitted in the shape of DD from any Nationalised Bank, duly pledged in favour of "Commissioner, Cuttack Municipal Corporation" to payable at Cuttack.
10	Submission of preBid queries if any	Latest by 01/12/2022 (2.00 PM) on email id: mccmc@nic.in
11	Pre Bid Meeting	02/12/2022 at 11:30 AM
12	Uploading pre bid queries & responses	05/12/2022 by 3:00 PM
13	Opening of Technical bid	17/12/2022 at 11:30 AM
14	Opening of Financial bid	To be informed later to qualified bidders
15	Validity of bid	180 days from the date of submission.
16	Mode of submission	Through Speed Post/ Registered Post (Indian Post)/ Courier
17	Address	Commissioner, Cuttack Municipal Corporation, Biju Bhawan, Choudhary Bazaar, Cuttack – 753001. Email: mccmc@nic.in


Commissioner

Cuttack Municipal Corporation

Invitation

Sealed quotations/ tenders are invited from interested reputed/Registered Transport Agencies/ Suppliers/Service Providers/NGOs/SHGs/Firms having valid GST Registration number & Income Tax, PAN Number and other relevant documents for **Hiring of Battery Operated Vehicles (BOV) with capacity of 1 (one) cum with hydraulic hopper tipper dumper with two company build separate container and sound system, along with one driver and one loader per vehicle** for door to door collection of garbage from household in SWM work of Cuttack Municipal Corporation (CMC) on **monthly rent** basis which shall conform to the Terms and Conditions given below (**Annexure-I**).

The total works include supply of vehicles (BOV) having mike system, fuel, lubricant etc. with driver and one loader / helper per vehicle for door-to-door collection of segregated waste from households and other sources as directed by CMC from time to time, safe disposal of the collected waste at the Wealth Centre/MCC/MRF/Collection site and take up day to day operation, repair, comprehensive maintenance of vehicles etc. The drivers and loaders deployed shall work as a team in the assigned Wealth Centre and shall assist the SHGs in processing of the waste collected.

The actual no. of BOVs to be hired may be increased or decreased at the discretion of CMC which shall be communicated to the supplier in writing.

If the authority feels the necessity of additional manpower for facilitation in door to door collection, the same shall be supplied at the prevailing rate of wages notified by the Labour Department from time to time.

Instruction to Bidders

DEPLOYMENT OF BOVs:

1. The vehicle must be in Road Worthy condition, shall not be more than 1 (one) year old from the date of initial registration for the BOV and must have valid Registration Certificate, Insurance Certificate, Fitness Certificate, valid Contract Carriage Permit, proof of up-to-date tax payment etc. which are mandatory for plying of vehicle. Self-attested copy shall be attached with the bid.
2. Battery Operated Vehicles (BOV) with Lithium ion battery with battery voltage of 48V having capacity of 1 (one) cum with hydraulic hopper tipper dumper with two company build separate container and sound system.
3. The supplier shall make provision for separate collection of domestic hazardous that shall not be mixed with dry and wet waste.
4. The SHG/ NGO/ Transport Agencies/ Suppliers/ Service Providers/ firms shall supply vehicle, fuel, lubricants, Mobil, Spares & consumables for BOV during running & operation as per guidelines of OEM etc. for day-to-day operation and take up maintenance.
5. All the expenditure towards labour and material and consumable for the operation and maintenance shall be borne by the bidder.
6. The details of the make and year of manufacture of the vehicle, registration no., mileage (Kms covered per battery charging) and period of validity should be specifically provided in the general bid information to be furnished with the Quotation/Tender (**Annexure-II**).
7. The target mileage for schedule shall be within 50 km/day.
8. The Agency shall supply the list of vehicles deployed to CMC.
9. The vehicles must be GPS enabled for their real time tracking.
10. The vehicles deployed for door to door collection must be painted and branded as per the direction of CMC so that it is distinguished from other similar such vehicles.
11. The hired Battery Operated Vehicles (BOVs), during the period of contract, shall have all necessary valid MV documents such as: - valid Registration Certificate, Insurance Certificate, Fitness Certificate, PUC Certificate valid Contract Carriage Permit, proof of up to date tax payment and valid driving license of the drivers etc.
12. The Department/ Office hiring the vehicle shall not be responsible for any damage/ loss caused to hired vehicles / theft / security / sabotage or loss of life/ injury made to any person or damage to any property on account of the use of hired vehicle in any manner whatsoever. CMC shall not be responsible for all such litigation.

13. Any award / compensation / order passed against CMC in the matter of operation of the hired vehicles shall be borne by the bidder at his own expense.
14. The hire charges to be paid on monthly basis to include cost of battery charging etc. for day to day operation, repair, comprehensive maintenance and the wages of driver and loader.
15. The number of vehicles to be hired is likely to be increase/ decrease as and when required with the same terms & conditions.
16. The parking of the vehicles shall be at a place as directed by the CMC.
17. The BOV shall commence operation from 5.30am every day. The time of operation shall be decided by CMC depending on the requirement.
18. The logbook shall be maintained as per terms & conditions laid down. All the particulars such as time of arrival, departure, kilometers covered in a day with reading of milometer should be mentioned in the log book date-wise every day in respect of BOV without fail.
19. In case of breakdown for reasons whatsoever, the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/ bidder.
20. The door to door collection vehicles shall not avail Sundays or any other Government holidays. If the hire vehicles remain absent from duty, the amount due for the said period of absence shall be deducted proportionately from the monthly bill.
21. A Service provider agreement has to be executed by the owner of the vehicle for engagement in CMC for a period of one year as per term & condition of tender.
22. During the period of contract, if the activities/ movements/utterances/ behavior etc. of the bidder are found suspicious, questionable or against the directions given by CMC or by the officials of the department from time to time or has any effect to disrupt the essential service delivery, in this regard owner shall be called back from duty and / or penalty as deemed proper shall be imposed by the department.
23. The Bidder/ Service provider shall abide by all the terms & condition of the contract of the work. In case of breach of any of the term & condition, the CMC shall be at liberty to terminate the contract upon giving a show cause notice with a 15 days cure period.

SWACHHA SARATHI AND SWACHHA KARMIS:

1. The Agency will provide services throughout the year irrespective of holidays.
2. The sanitation services are essential services that includes Door to Door collection of segregated waste from households and other sources as directed by CMC and transportation of Solid Waste to the designated location and Operation & Maintenance (O&M) of Battery operated Vehicles (BOVs).
3. In order to ensure uninterrupted services throughout the year, the bidder shall engage sufficient man power so that the services are not broken due to absence of the man power.

4. The bidder shall adhere to all the provisions of the prevalent labour laws in respect of the manpower deployed for door to door collection of solid waste.
5. The Agency shall engage one skilled driver (Swachha Sarathi) and one loader / helper (swachha karmi) per each BOV with proper documents (driving license, ID proof and Address etc.) & priority shall be given to members of Mission Shakti Group/ WSHG/ Transgender / waste pickers / Rag pickers.
6. The bidder shall pay the monthly incentive / remuneration of Swachh Sarathi (Driver) and Swachha Karmi (loader/helper) as applicable as per the Minimum Wages Act. Notified by Govt. of Odisha time to time.
7. For battery operated vehicle, the driver should obtain a driving license for operating e-kart.
8. They must abide by that standard operation procedure laid down herewith and operate accordingly.
9. BOVs shall be in operation all days of the year including Govt. holidays, festivals, in emergency etc. The Agency shall abide by the labour laws while supplying man power so that the essential services are not broken due to absence of the swachha karmis.
10. They must always be in uniform and wear Identity Cards and Personal Protective Equipment (PPE) while on duty as prescribed by CMC which shall be supplied by the bidder.
11. Personnel found working without uniform or the required PPE shall invite strict action and penalty.
12. The Agency shall replace the PPE periodically so that they are not in a damaged or unserviceable condition.
13. There shall be mandatory monthly health check of the Swachha Saarathis and Swachha Karmis deployed by the bidder
14. GPS to be installed in the BoV by the Bidder and user id & password to be shared separately.

DOCUMENTATION RELATED TO VEHICLE & DRIVERS

1. The bidder shall ensure that all the documents / paper related to BOVs deployed and the drivers engaged for segregated waste collection are maintained up-to-date and produced on demand by CMC.
2. The bidder shall ensure that the copies of updated Insurance documents/ papers, pollution certificate, fitness certificate, valid driving license of the drivers, identity cards etc. are available in the vehicle during the working hours.
3. The bidder shall be responsible for renewal of Insurance as required time to time. Any other documents / papers are required to be renewed on time by the bidder.
4. The bidder shall ensure the pollution certificate of vehicles are maintained properly.
5. The bidder shall ensure the fitness certificate are maintained properly and shall be renewed as required.
6. The bidder shall ensure the documents related to drivers such as identification proof, address proof, driving license, etc. (Aadhar card, voter card etc.) are maintained and produced on demand to CMC.

TENDER TERMS AND CONDITIONS:

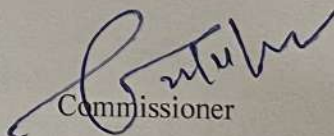
1. There shall be a panel of vehicle suppliers who have participated in tender process in an ascending order.
2. An interest free sum of **Rs.1,00,000/- (Rupees One Lakh)** only shall be deposited by the intending bidders in shape of Account Payee Bank Draft from any Nationalised Bank pledged in favour of the **“Commissioner, Cuttack Municipal Corporation”, payable at Cuttack** and submitted along with the tender as EMD. After completion of tender process, the amount will be refunded to unsuccessful bidders.
3. The monthly rate of hire charge be quoted separately for BOV in the tender schedule (**Annexure III**).
4. The application form of quotation / tender containing General Bid Information, Tender Schedule & Terms and Conditions for hiring of Vehicles etc. can be downloaded from Cuttack Municipal Corporation Website www.cmccuttack.gov.in. with effect from **11.00 A.M. of 24/11/2022 to 4.00 P.M. of 15/12/2022**.
5. The bidders for the purpose of participation in tender have to deposit Cost of Tender Paper amounting to **Rs 11,800/- (Rs 10,000/- + 18% GST)** in the Cash Counter of Cuttack Municipal Corporation located at Biju Bhawan, Choudhury Bazar, Cuttack **“OR”** in shape of demand draft drawn in favour of **“Commissioner, Cuttack Municipal Corporation”** from any Nationalized Payable at Cuttack.
6. Non submission of Cost of Tender Paper and EMD along with the bid at the time of submission of tender in the manner as prescribed will lead to the rejection of bid.
7. The quotation should reach the undersigned by **16/12/2022 up to 5.00 P.M** at the latest through registered post/ Speed post/ Courier in sealed cover only. The quotation will be opened on **17/12/ 2022 at 11.00 AM** in the presence of bidders or their authorized representatives.
8. If the office happens to be closed on the date of receipt, opening of the Quotation as specified, the quotations will be received / opened on the next working day at the same time and venue. The quotations will not be accepted after due date and time. No postal delay shall be entertained.
9. Conditional quotation will not be accepted.
10. **It must be noted that Consortium/ Joint Venture approach is not acceptable.**
11. Interested bidder may obtain further information and clarification on any matter relating to quotation, from the office of Deputy Commissioner (Sanitation), CMC, Cuttack, Contact No: 8637223554, At: - Bikash Bhawan, Jaganath Lane, Cuttack
12. The undersigned will not be held responsible for the postal delay if any, in the delivery of the documents or non-receipt of the same.
13. Statutory deduction of taxes as applicable as per the prevailing Govt. order in force like GST, Income Tax, any other Central Govt. taxes etc. will be made at source from the bills.
14. Paying Authority: Commissioner, Cuttack Municipal Corporation, Cuttack

15. Legal Dispute: Legal dispute, if any concerning this tender shall be subject to such courts exercising civil jurisdiction over Cuttack, Odisha.
16. The rate will be fixed as per the offer of the L-1 Bidder or at the rate as may be decided after negotiation by the tender committee.
17. The eligible bidder shall commence service within 15 days from the date of placement of order and shall continue to provide services up to 01 (One) year from the date of issue of order and it may further be extended up to 4 (Four) years **at the approved rate of contract** subject to fulfilment of conditions laid down and to the satisfaction of the authority.
18. The authority reserves the right to reject or accept any or all quotations without assigning the reason thereof. The quotations received in incomplete shape or after due date shall be summarily rejected.
19. If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement.
20. In case the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be mandatory upon him to grant one month notice before such withdrawal of service and termination of agreement.
21. If the bidder violates any of the terms of contract, Government shall forfeit the entire amount of security deposit.
22. Bidder shall commence the necessary services in all respect within 15 days of date of issue of letter of acceptance/ work order.
23. The CMC shall not be responsible for any compensation which may be required to be paid to any person or to the Driver/ Helper of the Bidder/ Service provider consequent upon any injury/ mishap and/or in respect of any order passed by any court relating to the services provided by the bidder.
24. In case of breakdown for reasons whatsoever, the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle/ bidder.
25. In case of the vehicles not reporting regularly, the authority will be at liberty to reject the agreement and may engage vehicle from the approved panel list.
26. In case BOV do not operate & run regularly due to negligence of bidder i.e., absence of divers and loaders, non recharging of battery of vehicle etc. and non-repair & maintenance in time, then the authority will be at liberty to reject the agreement and may engage a supplier from the approved panel list.
27. All communication between CMC and the Bidder/ Service provider shall be in written/ and deemed to be a part of agreement.

PAYMENT TERMS & PROCEDURE

The CMC shall make payment to the service provider the amount due per month as per the agreement. No payment for any other purpose like maintenance, wages etc. shall be borne by CMC. The amount shall include the wages of the Swachha Sarathi and the Swachha Karmis as well.

1. The Agency shall submit the invoice monthly basis within seven days of succeeding month with necessary supporting documents / reports as required by CMC
2. After due scrutiny the file will be put up by Team leader CMC after due scrutiny through Health Officer, CMC and DC Sanitation for approval and payment process.
3. The Agency partner shall submit the invoice along with original log book of vehicles duly certified by concerned MPHS – cum - Sanitary Inspector.
4. The Agency shall prepare and submit an abstract of vehicle wise daily actual kilometers covered and mileage in respect of the vehicles deployed by him for Office records.
5. The Agency shall submit the approval of the concerned Officer in Health & Sanitation wing, in case vehicle is engaged in any location other than designated route.
6. The Agency shall submit the list of Swachha Saarathi (driver) for BOV – semiskilled and Swachha Karmi (loader/ sanitation staffs) - unskilled as per Minimum Wages Act. Of State Govt. / office of the labour Commission/ Dept. notification time to time deployed for door to door collection.
7. The Agency shall ensure the ESI & EPF compliance. Every year Agency shall submit yearly return of ESI & EPF to CMC.
8. Payment will be made within thirty days upon submission of invoice / bill with proper necessary supporting documents / reports as required by CMC.
9. Repair and maintenance charges and other operating cost including taxes would be borne by the Service Provider/Owner.
10. No advance payment will be made.
11. In case of emergency, BOV will have to report for duty as per the requirement of hirer/owner. No extra payment shall be demanded.
12. If the services are found to be unsatisfactory, the client/owner shall be given one month notice and the agreement shall be terminated.


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Cuttack Municipal Corporation

SCOPE OF WORK:

1. Operator shall deploy BOV for door-to-door collection of segregated waste from the households, shops, institutions etc in assigned ward as per the route chart and time.
2. BOVs shall report for duty at 5.30am and the duration of service shall be as decided by officer – in-charge.
3. Follow the instructions given by Health & Sanitation Section and Engineering Section (Mechanical), Cuttack Municipal Corporation for day-to-day operation of BOV.
4. Appropriate field authority shall be assigned by the Health & Sanitation section for reporting of the vehicle and the swachha karmis engaged by the operator.
5. The segregated solid waste collected shall only be taken to the assigned Wealth Centre comprising MCC and MRF or any other location to be specified by CMC for further processing or secondary segregation. Dumping of waste in any other place shall invite penalty.
6. It shall be the duty of the operator to collect waste in segregated manner i.e., biodegradable wet waste, non-biodegradable dry waste and domestic hazardous waste from the households, institutions and shops with the help of loaders.
7. If any household gives unsegregated waste, then the accompanying person in the BOV shall get the waste segregated at the doorstep of the household. CMC shall conduct an orientation of the swachha karmis in this regard.
8. The drivers and loaders of BOV deployed by the operator, together called as swachha karmis must preferably be women, transgender and rag-pickers as directed by the H&UD Department.
9. The swachha karmis deployed by the operator shall record their attendance every day at the designated places and assigned times without fail.
10. Biometric attendance and geo-fencing of the deployed manpower and vehicles shall be preferred. Loitering of the vehicle outside the assigned area during duty hours without any valid reason or approval from CMC shall be liable for penalty.
11. The BOV operator shall be punctual and take the BOV to the designated beats in the wards at the allotted time without fail. Non-sticking to the timetable shall invite penalty.
12. The schedule and the route shall be displayed on the BOV for public awareness.
13. Delay in / non-sticking to the scheduled time will put the households in trouble, hence the BOV operator shall be responsible for any lapse in public service delivery.
14. The wet waste shall be collected in the green compartment and dry waste shall be collected in blue compartment. Domestic hazardous waste shall be kept in a separate container.

15. Each BOV operator shall devote at least 8 working hours every day. The 8 hrs. shall comprise of door-to-door collection of segregated waste from the assigned route in the ward and other works in the assigned wealth centre if any.
16. Each vehicle shall be deployed under a wealth centre comprising MCC and MRF. The Swachha Saarthis and the Swachha Karmis may be required to assist in different works at the MCC like shredding of waste, turning the compost in tubs, sieving and packaging of compost, plantation, cleaning of BOVs, charging etc. or any other work as and when directed by CMC.
17. While driving the BOV the operator shall not exceed the assigned speed limit and negotiate the turns carefully to avoid accidents and damage to public and private property.
18. On collection of optimum quantity of waste from the ward, the operator shall take the BOV to the assigned MCC and MRF to empty the container at the collection center.
19. A log book / Register showing trip wise quantity of waste collected every day by each BOV shall be maintained in the Wealth Centre (MCC & MRF) where the waste collected in every trip shall be measured and recorded.
20. It shall be the duty of the agency to ensure that the driver gets the trip wise entry done at the wealth centre and to sign the log book / register against the entry of weight of wet and dry waste collected after every trip.
21. The agency shall ensure that every BOV shall make as many trips for door to door collection of solid waste as is required so that each and every household and shop is covered in the route allotted.
22. The agency shall be answerable for the driver and loader if any household or institution is left out from the door to door collection and shall be penalized accordingly.
23. If the bins points are still in existence in the beat even after the deployment of the BOV, it will be understood that the vehicle is not covering all the household allotted and skipping them. The operator shall be suitably penalized for non-collection of waste after due fact finding.
24. The agency shall ensure that the drivers and the loaders collect waste in segregated manner from source i.e, from house-holds and shops in the ward.
25. The agency shall take care that the hazardous waste like syringes, glass, Iron, needle, tin etc that pose a threat to the workers in MCC / MRF and also cause damage to the shredding machine are collected separately from the dry and wet waste.
26. If the household or shop are not giving the waste in segregated manner, initially the household shall be asked to segregate waste with the help of the loader in the presence of Swachha Sathi.
27. Those household or shop not giving segregated waste after counselling and demonstration, then they shall be warned and must be informed to the respective SI. It's the duty of the Driver, Loader and Swachha Sathis to record the name of the Households and shop owner's name so that in future they may be fined for not giving the waste in segregated manner.

28. At the MCC the wet waste shall be unloaded for shredding to smaller size and composting and the dry waste shall be unloaded at the MRF for further segregation. Domestic hazardous waste shall be kept separately as directed by Wealth Centre in-charge.
29. After emptying the BOV, the operator shall again go back to the allotted beat for door-to-door collection for completion of the assigned households and shops.
30. The sweeping waste if any shall also be collected by the BOV in consultation with the concerned Sanitary Inspector so that the door to door collection is not hampered.
31. Every day after collection is over the BOV shall be cleaned thoroughly by the operator at the designated location so that when the vehicle rolls out in the next morning it is clean and there is no smell.
32. It is the responsibility of the driver to do the routine check of the vehicle every day so that the vehicle does not breakdown or battery is discharged during the duty hours leading to breakage in service.
33. In case of any problem with the BOV during operation, the agency shall engage a mechanic immediately to set right the vehicle so as not to hamper the service delivery.
34. In case of any issue in the field at the time of door-to-door collection of waste, the concerned Sanitary Inspector (SI), Mate, Jamadar/ Supervisor shall be contacted. The BOV operator shall abide by the instruction of the concerned Sanitary Inspector of the ward.
35. The BOV operator shall get the remuneration as prescribed by the Government from the agency.
36. In case of only illness or other reason for which any Swachha Karmi shall not be able to attend duty, then he/she shall intimate the agency beforehand and the agency shall send a substitute in his/her place so that the public services are delivered uninterrupted and there is no piling of garbage in the ward.
37. Under no circumstances the BOV driver or loader shall remain absent unauthorizedly, leading to disruption in the essential services and public displeasure for piling up of waste in the ward. This will invite penalty for the operator.
38. The drivers shall take all necessary care to protect the public from accident and the operator shall be bound to bear expenses of defense or any such action or other proceedings at law that may be brought by any persons for injury sustained owing to the action or neglect of the BOV driver or any other person engaged by him and to pay any damages and cost which may be awarded in any such suit, action or proceedings to any person or which may be required to be paid to compromise any claim by any person.
39. Every driver shall maintain the vehicle log book diligently and get it signed from the ward SI/Jamadar/Mate/Swachha Sathi as will be directed by the CMC for release of payment.
40. In case of any defect noticed in the vehicle, the driver shall take the vehicle to the garage. The cost of the repair and maintenance shall be borne by the operator not by the Swachha Karmis.

41. If the vehicles break down enroute during collection, it shall be the responsibility of driver to inform all concerned. The operator shall then ensure that a replacement vehicle is deployed in the field to ensure that the service resumes unhampered.
42. The driver shall not deviate from the allotted route and time at all. The BOVs shall be used for door to door collection of solid waste only from the allotted beats only from the allotted ward. Deviation from the route plan shall invite penalty.
43. The Wet waste and dry waste collected from the household/shops shall straight away come to the allotted MCC/MRF only for processing.
44. The swachha karmis should not indulge in practices like selling of waste to kabadiwalas for easy money.
45. In case it is detected that the vehicles are deviating from the assigned route, or going to any vendor or kabaddi wala, the agency shall be penalized.
46. The dry waste like cartoons and plastic bottles containers and other useful items shall be brought to the MRF only, where it shall be sold to the recycler appointed by CMC for revenue generation. The drivers and loaders shall be careful and sincere to bring the waste to the wealth centre only and not indulge any other pilferage or transaction.
47. The agency shall ensure that no driver or loader shall come to duty in the drunken state. Any laxity or irresponsibility seen in this regard, shall not be tolerated and the driver/loader shall be removed immediately and FIR shall be lodged.
48. The agency shall ensure that drivers and loaders shall be collectively responsible along with other community stakeholders for smooth functioning, efficiency, prosperity and cleanliness as well as beautification of wealth centres to which they are tagged.
49. The agency shall ensure that the drivers and loader shall help the WSHG deployed in the MCC in turning of the shredded wet waste in the tub for proper aeration.
50. The agency shall ensure that the loaders collect the solid waste from Senior Citizens and from the denizens of Apartments unfailingly.
51. The agency shall ensure that the loaders and drivers must be cordial in behaviour to citizen and should not pick up any argument. They must help senior citizen, persons with disability, pregnant women etc while collecting garbage.
52. If the CMC decides there shall be competition among the wards where the BOVs are driven in respect of the cleaning of the wards, collection of solid waste from door to door and for making the ground bin & garbage free.
53. The operator must ensure that the swachha karmis wear the personal protective gear for their own safety while on duty. If the driver and loader found not wearing PPE, strict action will be taken against the operator.

54. The loader shall be provided with whistle which they will blow during duty so that the house hold and shop owners are aware of the presence of the Swachha Karmis.
55. The operator must resolve all public grievances within 24 hours.
56. The public address system fitted to the BOVs must be functional without fail so that the people in the locality are aware when the vehicle comes for garbage collection. Failure of public address system shall invite penalty.
57. The public address system to play only the approved message or music for dissemination among the public. Time to time CMC may direct to play messages relevant for public welfare.
58. If there is repeated complaint against a driver or loader then penalty shall be imposed and the said worker should be replaced forthwith.
59. List out the households who mix animal droppings and waste in door to door collection garbage.

PENALTY CLAUSES:

SL NO	Description of activity	Penalty
1	Absence from duty	1.5 times daily hire charge per vehicle
2	Delay in reporting	Per hour 12.5% of the daily hire charge per vehicle
3	Non sticking to the routine time	10% of the daily hire charge per vehicle
4	Drunken driving	10% of the daily hire charge per vehicle
5	Taking bribe and favours	20% of the daily hire charge per vehicle
6	Swachha karmis found to use alcohol or other narcotic substances during duty	10% of the daily hire charge per vehicle
7	Diversion from fixed route during duty	10% of the daily hire charge per vehicle
8	Misutilization of the vehicle	20% of the daily hire charge per vehicle
9	Nonfunctioning / tampering of milometer	5% of the daily hire charge per vehicle
10	Non solving of public grievance	Rs 100 /- per grievance
11	More than 5 complaints against any driver of Swachha Karmi	10% of the daily hire charge per vehicle
12	Damage to the vehicle and public property	5% of hire charge or actual cost of repair cost or whichever is higher
13	Accidents owing to negligence of driver	5% of hire charge or actual cost of repair / damage cost or whichever is higher
14	Segregation of waste is less than 90%	Up to 90% no penalty. 10% of hire charge per vehicle for every 10% shortfall below 90% or part thereof.
15	Mixing of biomedical and hazardous waste with dry and wet waste	20% of the hire charge per vehicle
16	Dumping of waste in places other than the assigned location	20% of the hire charge per vehicle
17	During door to door collection not covering the assigned beats and households, shops etc	15% of the hire charge per vehicle for each 100 households not covered or part thereof
18	Selling of valuable waste collected to kabaddi wala instead of bringing it to MRF	20% of the hire charge per vehicle
19	Not wearing personal protective equipment	Rs 1000/- per person per day
20	Non-cleaning of the vehicle daily	5% of the hire charge per vehicle per day

GENERAL INFORMATION FOR HIRING VEHICLES

1. Registration No. of Vehicle :
2. Type of Tipper :
3. Tipper of Capacity :
4. Year of Manufacture :
5. Model :
6. Battery charging time :
7. Vehicle Emission Compliance :
8. Date of Registration :
9. Name & complete address of the owner of the vehicle :
10. Fitness Certificate Validity :
11. Permit Validity :
12. Insurance Validity :
13. Rate of Battery consumption / Rate per kilometre :
14. Contract Number of the Service Provider (Tenderer / Quotationer)
: Mobile No. _____
: Telephone No. _____

Certified that the information submitted BOV is true to the best of my knowledge and belief.

Seal & Signature of the Quotationer / Tenderer

TENDER SCHEDULE

Name of the Work: Hiring of Battery Operated Vehicles (BOV) having two company built separate container of wet & dry waste compartments/tipper body with mike system including the driver and loader.

E.M.D. to be deposited : **Rs.1,00,000/-**

Paper Cost : **Rs 11,800/- (Rs 10,000/- + 18% GST)**

Eligibility Tenderer: Reputed/registered Transport Agencies/Suppliers/Service Providers/firms/ SHGs/ NGOs

Sl. No.	Item	Unit	Rate in Figure & Word
1	2	3	4
1	Hire charges for supply of Battery Operated Vehicles (BOV)s having two company built compartments/tipper body with mike system for wet waste and dry waste for carriage of garbage including collection of garbage from Door to Door of each household, loading at door to door collection site & unloading at the collecting site/MCC/MRF/ other defined location etc. complete including cost of fuel & lubricants, comprehensive maintenance vehicles etc. Complete including running within 50 kms per day inside the city as per direction of officer in charge. The total works include supply of vehicle, fuel, lubricant etc. for door-to-door collection of waste, day to day operation, safe disposal of waste at MCC/MRF/Collection site etc. and take up comprehensive maintenance etc. including drivers, loaders etc. BOVs to be operated starting from 5.30 AM to such time as decided by officer – in-charge. N.B: The human resources such as drivers, loaders etc. for BOV have to be preferably members of Mission Shakti (WSHGs) or Transgender groups or Rag Pickers.	Each Month	
	TOTAL		
2	CGST & SGST @		

Number of Correction –

Number of Overwriting –

Number of Interpolation –

Signature of Bidder