

CUTTACK MUNICIPAL CORPORATION, CUTTACK

CUTTACK

GOVERNMENT OF ODISHA



RFQ NO:- 545

DATE: 17/1/2025

REQUEST FOR PROPOSAL

Selection of a Bidder /OEM/ Companies /Firms for

Supply and Installation of

**Sanitary Napkin Vending machine in 80 Nos. Of Public & Community Toilet
under**

Cuttack Municipal Corporation for Swachha Survekshan 2024-25 under

“ Swachha Bharat Mission -2.0(SBM-2.0)”

QUOTATION CALL SCHEDULE

Availability of Quotation document	18-01-2025 at 11:00 A.M.
Last date for submission of Sealed Quotation(through Speed Post/Registered Post/courier)	27-01-25 up to 5:00 P.M.
Date and Time for opening of Technical Proposals	29-01-2025 at 4:00 P.M.
Date and Time for Technical presentation through PPT & Demonstration	29-01-2025 at 5:00 P.M.
Date & Time of opening of Financial proposals	To be intimated later on to the qualified Bidder after evaluation of technical bids

Issued by:

Commissioner

Cuttack Municipal Corporation



Cuttack Municipal Corporation, Cuttack

Letter No. 545

Dated: 17/1/2025

REQUEST FOR PROPOSAL

1.	The Commissioner, Cuttack Municipal Corporation (CMC), Cuttack, Government of Odisha invites technical and financial proposals from reputed Bidder /OEM/ Companies /Firms for "Supply and Installation of Sanitary Napkin Vending Machine in 80 Nos. Of Public & Community Toilet under Cuttack Municipal Corporation for Swachha Survekshan 2024-25 under Swachha Bharat Mission-2.0(SBM-2.0)" as detailed in the scope of work in this RFP. The interested and eligible Agency/Firms may apply for the same in OFF-LINE mode. (For details visit www.cmccuttack.gov.in).		
2.	Nature of Works	:-	Selection of a Bidder /OEM/ Companies /Firms for Supply and Installation of Sanitary Napkin Vending Machines in 80 Nos. Of Public & Community Toilet under Cuttack Municipal Corporation for Swachha Survekshan 2024-25 under "Swachha Bharat Mission
3.	Tender (Bid) Cost	:-	Rs.11,800/- (Bid cost-10,000/-+ GST 18% i.e., 1800/-)
4	EMD	:-	Rs.50,000/-
5	Availability of bid document in the website	:-	From 11:00 A.M. of 18-01-2025 to 27-01-25 up to 5:00 P.M.
6.	Last date of receipt of Bid	:-	27-01-25 up to 5:00 P.M.

7	Mode of Receipt of Bids	:-	Through (Speed Post/Registered Post/courier) and by no other means.
8	Date of opening of Technical Bid	:-	29-01-2025 at 4:00 P.M.
9	Date of opening Commercial Bid	:-	To be intimated later on to the qualified Bidder after evaluation of technical bids
10.	Address for Business query and correspondence	:-	Cuttack Municipal Corporation, Biju Bhawan, Choudhary Bazaar, Cuttack-753001 Website- www.cmccuttack.gov.in ^{odisha.} E-mail Id- mccmc@nic.in
11	The bidders have to participate in OFF-LINE bidding only. Further details can be seen from the Cuttack District website (www.cmccuttack.gov.in) ^{odisha.} . Any addendum /corrigendum / cancellation of tender can also be seen in the said websites. If any query, then contact E-mail ID -mccmc@nic.in.		

Commissioner
Cuttack Municipal Corporation

Memo No. 546 Date: 17/1/2025

Copy forwarded to DC (IT) for uploading of the Request of Proposal (RFP) document in the CMC website before 11.00 AM of dt. 18/01/2025

Commissioner
Cuttack Municipal Corporation

Memo No. 547 Date: 17/1/2025

Copy to office Notice Board of CMC for wider publicity of advertisement through office notice board

Commissioner
Cuttack Municipal Corporation

This Page is Left Blank Intentionally

DISCLAIMER

- 1) All information's contained in this RFP subsequently provided are in good faith. this RFP is not an agreement or an offer by CMC to the prospective applicants or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation and submission of their applications pursuant to this RFP.
- 2) CMC accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any applicant upon the statements contained in this RFP.
- 3) CMC may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP, without assigning any reason or providing any notice and without accepting any liability for the same.
- 4) The issue of this RFP does not imply that CMC is bound to select an applicant or to appoint the selected applicant, as the case may be. CMC reserves the right to Cancel this request for RFP and/ or invite afresh with or without amendments to this request for RFP, without liability or any obligation for such request for RFP and without assigning any reason. Information provided at this stage is merely indicative.
- 5) Each Bidder should conduct its own investigations & analysis and should check the accuracy, reliability & completeness of the information in this RFP document and wherever necessary obtain independent advice from appropriate sources. CMC and its employees and advisors make no representation or warranty and shall have no liability to any person, including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of this RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way for participation in this bid stage.

CONTENTS

Objectives

Scope of work

Specification

Eligibility Criteria

Format and Signing of Proposal

Submission of Proposals: Packing, Sealing and Marking of proposals

Tender fee /Bid Cost

Bid security

Validity of Proposal

Document accompanying the proposal

Deadline and mode of submission of Proposals

Late Proposals

Modification and Withdrawal of Proposals

Proposal Opening

Bid Evaluation Methodology

Contacts during Bid evaluation

Performance Security and Agreement

Termination of contract

Right to Accept or Reject

Disputes

Confidentiality

Liability

Payment Schedule

FORMS:

Form A – Cover Letter

Form B – Bidders Profile

Form C- Projects Experience

Form D- Financial Proposal

Objective:

As part of various initiatives undertaken by the **Housing & Urban Development Department, Odisha**, and in compliance with the directives issued by the Deputy Secretary to Government, H & UD Department (vide Letter No. 26170/H & UD dated 07-12-2024), the **Cuttack Municipal Corporation (CMC)** intends to procure and install **Sanitary Napkin Vending Machine** in all **Public and Community Toilets (PT & CT)** under its jurisdiction.

This initiative aims at upgrading the standard and quality of services in these facilities, thereby contributing to achieving **ODF+**, **ODF++**, and **WATER+** status for the city under the **Swachh Bharat Mission 2.0(SBM-2.0)**.

Hence, Commissioner CMC invites applications from renowned, experienced bidders/DEM's, which have prior experience in supply and installation of Sanitary Napkin Vending Machine and must note the following:

There shall be **Quality cum cost based Selection (QCBS)** for above component.

Scope of Work:

Supply & installation of the Sanitary Napkin Vending Machine for 80 Nos. of CT & PT under Swacha Bharat Mission 2.0 (SBM-2.0) and submit the delivery challans addressing to the Commissioner, CMC.

Specification:

Specification of SANITARY NAPKIN VENDING MACHINE:

TECHNICAL SPECIFICATION OF SANITARY NAPKIN VENDING MACHINE		
SL.NO	FEATURES	SPECIFICATIONS
1.	TYPE OF MACHINE	FULLY AUTOMATIC WITH MANUAL OPERATION
2.	LOADING TYPE	FRONT FEED/LOADING
3.	MOUNTING TYPE	BOTH WALL MOUNTED AND TABLE MOUNTED
4.	CAPACITY	50-60 PADS
5.	TYPE (SELECTION OPTION)	COIN AND TOKEN BASED, TWO OPTION MINIMUM
6.	TYPE O COATING	TANK COATING
7.	MATERIAL OF THE OUTER BODY	STAINLESS STEEL
8.	MODE OF FUNCTION	STAND ALONE
9.	WARRANTY	ON SITE 3 YEARS
10.	BRANDING	AS DEMANDED/BRANDED GOOD QUALITY
11.	MII	YES
12.	WINDOW FOR STOCK	YES
13.	COIN ACCEPTOR	METALLIC CHROME PLATED
14.	THICKNESS	1.5 MM
15.	DIMENSION	700 X 360 X 130 MM or above
16.	TEST CERTIFICATES	CE, ISO 9001,2015, ISO 45001,ISO 14001,
17.	SPRING MATERIAL	PLATED HS

18.	SAMPLE	SHOULD BE SUBMITTED
19.	OPERATING POWER SOURCE	ELECTRONIC
20.	BUILT IN CHARGER	YES, IF AUTOMATIC
21.	INPUT POWER SUPPLY	220v +/-10%, 50Hz, SINGLE PHASE
22.	SUBMISSION OF TEST REPORT ON FORM 39 OR FROM CENTRAL GOVT./NABL/ILACACCREDITED LAB OR MANUFACTURES IN HOUSE TEST REPORT TO THE CONFORMITY TO DECLARED SPECIFICATION AT THE TIME OF SUPPLY.	YES
23.	CERTIFICATION FOR MANUFACTURING PREMISES	YES-EU-CE/IS509001-2015
24.	THICKNESS	MINIMUM 1.5 MM
25.	OEM AUTHORISED CERTIFICATE SUBMITTED AND OTHER CERTIFICATE.IF ANY	YES
26.	PACKAGING	MACHINE SHOULD BE PACKED IN POLYBAG WITH THERMOCOL PROTECTION FOR DAMAGE/CARTON BOX
27.	INSTALATION SHOULD BE MADE AT TOILET POINT (INCLUDING ALL COST)	YES

Eligibility Criteria:

1. The applicant for this contract shall be a company /Firm/Trust/Society/NGO registered under relevant law. Appropriate documents supporting their incorporation /registration status must be submitted along with the proposal.
2. The firm should be operational for at least five years.
3. Consortiums/Joint Ventures are not allowed.
4. The firm registered in Odisha for easy and first service .It has a local service center maximum 100 Km from Cuttack District.
5. The bidder/OEM should possess a minimum of 3 years of relevant work experience, specifically in supplying and installation of similar materials to ULBs/PSUs/Government organizations in Odisha .
6. A copy of all work order/Experience certificate must be provided for same i.e. as per above Clause No.-5 .

7. The bidder/OEM shall have an average annual turnover of 50 Lakh (Rupees Fifty Lakh Only) or more for the year 2021-22, 2022-23 & 2023-24. Supporting documents like Balance sheets, Profit and Loss Account for last three years. Audited annual statement shall be attached along with the proposal along with CA certificate with CA's Registration Number with Seal.
8. The bidder/OEM must submit IT return for the last three years along with audited balance sheets by a certified Chartered Accountant.

Format and Signing of Proposal

The proposal shall be submitted in two parts:

Part A – Technical Proposal

While preparing the Technical Proposal, the bidders/OEMs are expected to examine the documents comprising this tender in detail. Material deficiencies in providing the information requested may result in rejection of a proposal.

The Technical Proposal shall provide the following information using the attached Standard Forms as enclosed in the Bid document:

- i) Cover Letter for Technical Proposal (Form A)
- ii) Bidders Profile (Form B)
- iii) Similar Project Experience (Form C)
- iv) Financial Proposal (Form D)

Note: The Technical Proposal shall not include any **Financial Information**. The technical proposals shall be spiral/hard bound.

Part B –Financial Proposal

In preparing the Financial Proposal, the bidders /OEMs are expected to consider the requirement and conditions of the tender document. The Financial Proposal shall follow Standard Form i.e. Bidder /OEM's letter Head.

Note:

- i) The proposal shall be typed or written indelible ink and shall be signed by the Authorized signatory of the bidder/OEM with seal.
- ii) Any Interlineations, erasures or overwriting shall not be valid only if they are initiated by the person signing the Proposal prior to submission of the Proposal.

- iii) The rate quoted by the bidder /OEM inclusive of materials, transportation, taxes and any other levies to the consignee point i.e. at the Toilet Point as per list.

Submission of Proposal: Packing, Sealing and Marking of Proposals

The Technical Proposal (Part A) and Financial Proposal (Part B) must be inserted in separate sealed envelopes, along with bidders/OEM name and address in the left-hand corner of the envelope and super scribed in the following manner.

PART A: Technical Proposal for "Selection of a Bidder/OEM for Supply and installation of Sanitary Napkin Vending Machine for 80 Nos. of Public & Community Toilet under Cuttack Municipal Corporation"

PART B: Financial Proposal for "Selection of a Bidder/OEM for Supply and installation of Sanitary Napkin Vending Machine for 80 Nos. of Public & Community Toilet under Cuttack Municipal Corporation"

Finally, Both the Envelopes must be packed in a bigger sealed outer cover and clearly super scribed with the following:

Technical & Financial Proposal for "Selection of a Bidder/OEM for Supply and installation of Sanitary Napkin Vending Machine for 80 Nos. of Public & Community Toilet under Cuttack Municipal Corporation"

The Bidders Name & Address shall be mentioned in the left-hand bottom corner of the outer envelope. The envelopes shall be addressed to **Cuttack Municipal Corporation** at the following Address:

To

**Cuttack Municipal Corporation,
Biju Bhawan, Choudhary Bazaar,
Cuttack-753001**

If the outer envelope is not sealed and marked as mentioned above, then Commissioner, Cuttack Municipal Corporation will assume that the Proposals are being misplaced or opened pre-maturely. The proposals treated as cancelled.

Tender fee/Bid Cost

A Bid Cost Rs. 11,800/- (Rupees Eleven Thousand Eight Hundred) (Non-refundable)

Only in the form of Demand Draft (D.D.) made from any nationalized /scheduled bank in favor of "Commissioner, CUTTACK MUNICIPAL CORPORATION" payable at Cuttack, must be submitted along with the Technical Proposal. Proposals without the requisite Application Fee shall be treated as non- responsive and rejected outright. No exemption will be entertained.

Bid Security/ EMD:

An Earnest Money Deposit (EMD) of Rs. 50,000/- (Rupees Fifty thousand) only in The form of Demand Draft duly pledged in favor of Commissioner, CUTTACK MUNICIPAL CORPORATION, from any nationalized /scheduled bank / post office must accompany with the

Proposal. Proposals without the requisite EMD shall be treated as non-responsive and rejected. No exemption will be entertained.

The Bid Security submitted by unsuccessful bidders shall be returned after issue of the work order with successful bidder/OEM.

Note:

The Bid Security shall be forfeited:

- i) If a Bidder withdraws its Proposal during the period of validity of the proposal,
Or
- ii) If the successful Bidder/DEM fails to execute the work assigned as per timeline.

Validity of Proposal

Proposals shall remain valid for 180 days from the last date of submission of proposals. A proposal valid for a shorter period shall be rejected as non- responsive.

Documents accompanying the Proposal**PART A (Technical Proposal)**

The bidder must submit the following particulars / documents along with the Technical Proposal failing which the Proposal may be treated as non-responsive.

- a) Non-refundable Application Fee of **₹11,800/- (Rupees Eleven Thousand Eight Hundred)**, in the form of Demand Draft (D.D.) made from any nationalized /scheduled bank in favor of "Commissioner, CUTTACK MUNICIPAL CORPORATION" payable at Cuttack .
- b) Bid Security/EMD in the form of Demand Draft from any scheduled Commercial Bank in favour of the Commissioner, CUTTACK MUNICIPAL CORPORATION, from any nationalized /scheduled bank / post office must accompany with the Proposal.
- c) Copy of GSTIN (Registered in Odisha)
- d) Cover Letter as per the format in Form-A.
- e) Bidders / OEM profile as per the format in Form-B.
- f) Experience of the Applicant in Form-C (Attach photo copies of similar type work orders along with work completion certificates. In cases, where the work completion certificates for the services are not available, a self- declaration by the bidder on its letter head with contact

details of client or an interim certificate issued by the client for an ongoing project certifying the basic eligibility criteria, must be submitted)

g) The bidder/OEM shall have an average annual turnover of minimum 50 Lakh (Rupees Fifty lakh Only) or more for the year 2021-22, 2022-23 & 2023-24 (Audited annual statement shall be attached along with the proposal)

PART B (Financial Proposal)

The Bidder must submit the Financial Proposal as per the format in Form-D with proper signature and seal of the Bidder.

Deadline and mode of submission of Proposals

Proposals filled in all respect must reach at the mentioned address, time and date specified in table Bidding Schedule of the RFP document through Speed Post/ Registered Post/courier only **(No in-hand delivery will be accepted)**. If the specified date for the submission of Proposal is declared as a holiday for Cuttack Municipal Corporation, the Proposals will be received up to the appointed time on the next working day.

Late Proposals

Proposals received after the deadline for submission of Proposals prescribed by Commissioner, **Cuttack Municipal Corporation** will be rejected.

Modifications and Withdrawal of Proposals

Proposals received by the office will not be allowed for any modification. Only withdrawal of proposal on the date of opening will be allowed.

Proposal Opening

Commissioner, Cuttack Municipal Corporation will open all the technical Proposals in the presence of Bidders or their authorized representatives along with Technical Committee members who choose to attend the proposal opening along with their sample, at the date and time mentioned and the location specified by the authority.

The Bidders representatives/OEMs present at the event place shall sign a register evidencing their attendance. In the event of the specified date of proposal opening being declared as holiday for Cuttack Municipal Corporation and proposals shall be opened at the appointed time and location on the next working day.

The Financial Proposals of only those firms fulfilling the eligibility criteria and the technical requirements of the proposal shall be opened.

Bid Evaluation Methodology

Evaluation of the Technical and Financial proposals will be based on **Quality-cum- Cost Based Selection (QCBS) mode with weightage of 70% and 30% for technical and financial proposals, respectively.**

a) Bids will be checked for responsiveness and eligibility, against eligibility criteria mentioned.

b) Bids which are found responsive and satisfy the eligibility criteria will be evaluated against the evaluation criteria as mentioned. Only of a bid score more than equals to 70% marks in the Technical Evaluation (70), its financial bid will be considered to be opened.

Evaluation Criteria:

Technical:

Sl.no.	Parameters	Maximum Marks
1.	Turnover - Average Annual Turnover (Three years not before 2020-21): Rs.50 lakhs up to Rs.60 lakhs.- 10 marks Rs.60 Lakhs up to Rs.70 Lakhs.- 15 marks Rs. 70 Lakhs Up to Rs. 80 Lakhs -20 marks Rs.80 Lakhs & Up to Rs. 1 Crore -25 marks More than Rs. 1 Crore -30 Marks	30
2.	Experience in completion of similar projects in Govt. Department in last 3 years preceding the proposal due date. ➤ 5 Similar Projects -10 Marks ➤ 5 marks for each additional similar project subjected to maximum of 30 marks in total.	30
3.	Authorization Certificate in form of Manufacturer Authorization Form (MAF) / Manufacturing Certificate if OEM (Mail must be send by OEM from their domain to mccmc@nic.in)	10
4	Processing Fee	5
5	Bid Security / EMD	5
6	Technical Presentation (Demonstration and Power Point Presentation)	20
	TOTAL	100

Technical Score(Ts):

The total score obtained by the Bidder above shall be the Technical Score (Ts) of the Bidder. The highest technical marks will be given a technical score of 100 points.

The Technical scores of other proposals will be computed as follows:

$$Ts = 100 \times T1 / TM1$$

(T1 = Technical Mark of the proposal under consideration; TM1 = Highest Technical Marks Given)

Financial Score(Fs):

The financial bid of the bidder would be opened after the Technical evaluation.

The lowest financial proposal will be given a financial score of 100 points. The financial scores of other proposals will be computed as follows:

$$Fs = 100 \times FM1/F1$$

(F1 = amount of Financial Proposal as proposed by the bidder; FM1 = Lowest financial quote)

Combined and Final Evaluation:

Proposals will finally be ranked according to their combined technical (Ts) and financial (Fs) scores as follows as per the QCBS system:

$$S = Ts \times Tw + Fs \times Fw$$

(Where S is the combined score, and Tw and Fw are weights assigned to Technical Proposal and Financial Proposal that shall be **70%** and **30%** respectively).

Selection of Bidder:

The Bidder securing the highest combined score would be the Selected Bidder, The Second and third Ranked Bidder shall be kept in reserve and may be invited for negotiations in case the first ranked Applicant withdraws, or fails to comply with the requirements specified in the Response for Proposal document.

Contacts During Bid Evaluation

Bids shall be deemed to be under consideration immediately after they are opened and until such time the CMC makes official intimation of award/ rejection to the Bidders. While the Bids are under consideration, Bidders and/ or their representatives or other interested parties are advised to refrain from contacting by any means, the CMC and/ or their employees/ representatives on matters related to the Bids under consideration.

Performance Security and Agreement.

- a) The successful Bidder will submit the Performance Security which will be 10% of the order value in shape of Account payee Demand Draft/Pay Order or Bank Guarantee in favor of "**Commissioner, Cuttack Municipal Corporation**" payable at Cuttack, to Cuttack Municipal Corporation.
- b) The Performance Security of the successful firm will be returned to the firm without interest only after the completion of warranty period which will be submitted at the time of execution of agreement.

Commissioner, CMC shall issue a letter of Award (LOA) along with the Draft Contract Agreement to the Selected Bidder within 7 days from the opening of the financial proposals. Within 15 days of such issuance, the selected firm is required to submit the agreement to enter into the contract agreement with the Commissioner, CMC and start the work on an immediate completion of the work.

Termination of contract

Commissioner, CMC can terminate the agreement and cancel the work order by giving 30 days prior written notice if the Awarded bidder fails to comply the work in time.

Right to Accept or Reject

Product having a deviation of maximum of 5% of specifications may at the discretion of the Committee be considered for acceptance.

The CUTTACK MUNICIPAL CORPORATION, reserves the right to accept or reject any or all bids to cancel / withdraw the invitation or to annul the bidding process at any time prior to Award of Contract, without assigning any reason thereof. CUTTACK MUNICIPAL CORPORATION, shall bear no liability whatever the Consequent upon such a decision nor shall CUTTACK MUNICIPAL CORPORATION, have any obligation to inform the affected bidder or bidders against any action.

Disputes

All legal disputes are subject to the jurisdiction of High courts, Cuttack only.

Confidentiality

The agency shall treat the details of the output of the assignment and the services as confidential and shall not publish or disclose the details of the output, deliverables / milestones submitted in any professional or technical journal or paper or elsewhere in any manner whatsoever without the previous written consent of the CMC .

Information relating to the examination, clarification, evaluation and recommendation for the Bidders shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional advisor advising the CMC in relation to or matters arising out of or concerning the Bidding Process. CMC will treat all information, submitted as part of the Bid, in confidence and would require all those who have access to such material to treat the same in confidence. CMC may not divulge any such information unless it is ordered to do so by any Statutory Entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/ or the CMC.

Liability

The Liability of the selected Agency in any case shall not be beyond the amount of fees payable to the selected Agency.

Payment Schedule

The agency needs to raise invoice along with delivery Challans, which shall be paid to the agency in full after sample verification report received from the authorized officer selected by the Technical Committee.

Additional Terms & Condition:

1. Buyer is liable to reject if any essential certificates/documents asked in ATC are not uploaded with the bid documents.

2. Bidders shall have to submit original EMD (hard copies) must reach to the Buyer on or before bid closing date and time.
3. Documents regarding availability of the authorized service center must be attached with the bid documents.
4. OEM/ Bidder should not be blacklisted by GOO, GOI, PSU and any other Govt. Agencies. Declaration of the OEM/Bidder is required along with bid documents.
5. The OEM/Bidder must have valid ISO 9001: 2015, Good manufacturing practice (GMP), CE (Scope Should be related to the bid Items), ZED (Certificate of Scheme under MSME).
6. OEM / Bidder have to submit ISO 14001: 2015 & NSIC Certificate.
7. In case of Bidder Trade License and OEM of Factory or Manufacturing License Proof from any Govt. body is required
8. Bidders have to submit Trademark Certificate of OEM for known Brand.
9. Bidder must submit up-to-date GST Certificate (Odisha GST Only) till bid publication date.
10. OEM should have production capacity of minimum 1500 number per month the item of the items to be procured. Supporting documents issued by NSIC or DIC production assessment before the date of publish of the tender.
- 11 Bidder/OEM shall have to submit NABL test report as per bid specifications.
- 12 Regarding financial standing, the bidder has to furnish an undertaking on Rs 20/- stamp paper along with bid in connection with bankruptcy and liquidation of asset
13. No consortium is allowed for the supply, installation, and commissioning and warranty maintenance and after sales service
14. Bidder/OEM has to submit an undertaking for Supply, Installation, and Testing & Commissioning of the items within 45 days. No additional cost will be paid for installation of items at different Toilet locations. Payment will be made after successful installation of the product at respective location and submission of delivery and Installation report duly signed by the Sanitation Inspector /Sanitation Expert–in charge of ward.
- 15 Bidder/OEM must have to submit an undertaking for Three (03) year onsite Warranty.
- 16 Technical Datasheet as per Buyer specifications must be attached while submitting the BID under OEM/ Bidders Official Letter Head
17. A self-declaration certificate must be attached for acceptance of all terms & conditions by Buyer while submitting the BID under OEM/Bidders Official Letter Head.

18. The manufacturing defective parts required to be changed /replaced during the warranty period shall be borne by the successful bidder

19. During the warranty period, if there is a requirement of replacement /repair of any part, the same must be resolved within 3 days by the successful bidder.

20. In the event of any correction of defects or replacement of defective parts is undertaken during the warranty period, then warranty for the corrected/replaced part shall be extendable to the period as per applicable rules of the OEM of the corrected/replaced part. A certificate in this regard shall be submitted by the successful bidder.

21. CMC depending upon its requirement within a period of six month from the date of issuance of work order/ signing of agreement with selected agency may procure additional Sanitary Napkin Vending Machine from the selected agency (L1 bidder) at the rate quoted by them in their financial proposal.

Duration of Work:

The duration of the work would be 45 days from the issuance of the work order

Check List of Submissions:

S.N	Particulars	Submission by Bidder
1	Tender Document fee of Rs. 10,000/-	
2	EMD of Rs.50,000/-	
3	Self-declaration of non-blacklisting	
4	Form A- Covering Letter	
5	Form B-Bidders Profile	
6	Form C-Project Experience	
7	Form D-Financial Proposal	

Form A- Cover Letter

(To be submitted on letter head of the bidder duly signed by authorized signatory)

Date:

To,

**Commissioner,
Cuttack Municipal Corporation,
Biju Bhawan, Choudhary Bazaar,
Cuttack-753001**

Sub: Selection of a Bidder/OEM for Supply and installation of Sanitary
Napkin Vending Machines for
80 nos of Public & Community Toilet under CMC.

Sir

We have examined in detail and have understood the terms and conditions stipulated for eligibility of the Applicant in the RFP Document issued by the Commissioner, Cuttack Municipal Corporation. We agree and undertake to abide by all these terms and conditions. We hereby submit all the necessary information and relevant documents during submission of our RFP, we undertake, if our Proposal is accepted, to deliver services as specified in the RFP document.

We acknowledge that we have not, during the last three years, failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitrator or judicial authority or a judicial pronouncement or arbitration award against us, nor been expelled from any project or agreement or have had any agreement terminated of contract.

We are enclosing Application Fee of INR 10,000/-in the form of Demand Draft (DD No.....Dt.....drawn on.) in favor of Commissioner ,Cuttack Municipal Corporation payable at Cuttack. We are enclosing Bid Security of INR 50,000/-in the Form of Demand Draft vide No.....Dt..... drawn in favour **“Commissioner ,Cuttack Municipal Corporation “payable at Cuttack.** As per RFP the validity of the proposal is 180 days from the last date of submission of proposal and we agree that the proposal is unconditional. We understand that the competent authority reserves the right to accept or reject any / all proposal partially or fully without assigning any reason thereof. The decision of the Competent Authority shall be final and binding on all the Bidders

Yours faithfully,

Signature of Authorized with Seal

Form B-Bidders Profile

1. Name of the Firm:	:	
2. Year of Establishment:	:	
3. Registered address of Office:	:	
4. PAN & GST No.:	:	
5. Telephone No. & Fax No:	:	
6. Email Address:	:	
7. Brief description of background of the firm for this assignment	:	
8. No. of years of proven experience of providing similar services.	:	
9. Average Annual turnover of the Applicant (in INR) during the last three Financial Years. (Please attach copy of three Audited Financial Statements)	:	
2021-22	:	
2022-23	:	
2023-24	:	

Signature of Authorized with Seal

Form C - Project Experience (Similar Type of Work)

Sl	Name of project	No of Sanitary Napkin Vending Machine supplied	Name of the Client with address	Project Status (Completed/Ongoing)

Note:

- * Please use separate rows for each project
- * Same experience details can be submitted by Bidders for projects Meeting more than one technical eligibility criteria.
- * Completion certificates of all completed or work order of on-going Projects must be submitted.

Signature of Authorized with Seal

Form D - Financial Proposal

(To be submitted on letter head of the bidder duly signed by authorized signatory)

Date: _____

To,

**Commissioner,
Cuttack Municipal Corporation,
Biju Bhawan, Choudhary Bazaar,
Cuttack-753001**

Sub: Financial Proposal for "Selection of a Bidder/OEM for Supply and Installation of Sanitary Napkin Vending Machine for 80 Nos. of PT & CT under CMC"

Sir

We, the undersigned, offer to provide the services for "Selection of a Bidder/OEM for Supply and installation of Sanitary Napkin Vending Machine for 80 nos. of PT & CT under CMC in accordance with your RFP at the financial quote as given below,

FINANCIAL QUOTE PER UNIT

Particular	Financial Quote (In Rs.)	Financial Quote (In word)
Sanitary Napkin Vending Machine		

Rate quoted inclusive all Taxes, levies to the consignee point (Toilet location as per list)

Our Financial Proposal shall be binding upon us for the assignment and this proposal would be valid up to 180 days from the last date of submission of proposal. This Financial Proposal covers remuneration for all personnel cost, all incidental manpower expenses. The Financial proposal is without any condition.

Signature of Authorized with Seal

LIST OF PUBLIC & COMMUNITY TOILET UNDER CUTTACK MUNICIPAL CORPORATION

SL NO	CT/PT NAME	WARD NO	CT/PT
1	BIDA NASI (SAMMAAN)	1	CT
2	BIDANASI NUA SAHI	1	CT
3	BIDANASI Bauri SAHI	1	CT
4	SATICHOURA TRAFFIC CHHAK	6	PT
5	HAIRANA PUR, SEC-6	6	CT
6	SATICHOURA NEAR SHELTER CHHAK	7	CT
7	DEULASAH Sbi Colony	7	CT
8	DEULA SAHI DHOBA SAHI (SAMMAAN)	7	CT
9	TULASIPUR matha sahi	8	CT
10	SIDHESWAR SAHI	10	PT
11	COLLECTORATE,HIGHCOURT	11	PT
12	SISHU BHAWAN	13 (11)	PT
13	DAGARPADA (SAMMAAN)	11	CT
14	MEHENDIPUR REFUGEE COLONY (SAMMAAN)	14	CT
15	BUXI BAZAR	15	PT
16	BUXI BAZAR POLICE LINE	15	CT
17	Bus stop near barabati stadium	15	APT
18	GORAKABAR	8	CT
19	GADAGADIA GHAT	16	PT
20	PATTAPOLA (SAMMAAN)	17	CT
21	SUTAHAT,Pata Pola	17	CT
22	CITY HOSPITAL	18	PT
23	BIJU BHAWAN	21	PT
24	Sahid Bhawan	21	CT
25	Kalyani Mandap	21	CT
26	Council Hall	21	CT
27	Council Hall	21	CT
28	Office Building	21	CT
29	Mallik Bag,choudhari bazar, (bauri sahi slum -40)	21	PT
30	UCHA SAHI(THORIA SAHI)	25	CT
31	RAUSPATNA	27	PT
32	CHOUDHURY BAZAR MATHA SAHI	28	CT
33	RAJA BAGICHA SWEEPER COLONY	28	PT
34	RANIHAT	35	CT
35	GHASIA SAHI (SAMMAAN)	33	CT
36	THORIA SAHI UCHASAH	33	CT
37	MACHUA BAZZAR (SAMMAAN)	34	CT
38	GHODAGALI (SAMMAAN) Ranihat	35	CT
39	MEDICAL CAMPUS	35	PT
40	PURI BUS STAND	36	PT

LIST OF PUBLIC & COMMUNITY TOILET UNDER CUTTACK MUNICIPAL CORPORATION

41	CHHATRA BAZAR,drain site	36	PT
42	ANGUL BUSTAND	36	PT
43	CHHATRA BAZAR,behera sahi/ urban hata	36 (38)	PT
44	SANKARPUR	37	CT
45	NAKEIPADIA	37	CT
46	HOTEL BIJAYA LANE, PATRA SAHI	37	PT
47	COLLEGE SQUARE	38	PT
48	MALGODAM	38	PT
49	MALGODAM DEPOT BASTI	38	CT
50	CHHATRA BAZAR,station road	38	CT
51	BRAJARAMBA DISPENSERY (SAMMAN)	39	CT
52	JOBRA NADIKULA SAHI	40	CT
53	JOBRA, TINAPITA SAHI	41	CT
54	REHMAN CHHAK	41	PT
55	MURAD KHAN PATNA ,JOBRA	41	CT
56	CHAULIAGANJ MATH SAHI	42	CT
57	NUA NIMA SAHI NEAR OSFC	42	CT
58	CHAULIAGANJ MANGALA SAHI	42	CT
59	SHANTI NAGAR	42	CT
60	OMP CAMPUS	42	CT
61	POTA POKHARI	43	PT
62	INSIDE OSRTC BUS STAND	44	PT
63	BADAMBADI SQUARE	44	PT
64	Bikash Bhawan	44	APT
65	Bikash Bhawan	44	CT
66	Bikash Bhawan	44	Pt
67	KHANNAGAR	44	CT
68	MANGALA TEMPLE SIDE KHAN NAGAR	45	PT
69	KALIABODA	46	CT
70	JAGATPUR	49	PT
71	JAGATPUR NEAR TRUCK TERMINAL	49	PT
72	Aahar kendra, Jagatpur	49	APT
73	NUAPADA MARKET COMPLEX	50	PT
74	UTKAL BALASHARM	50	CT
75	MANGALA SAHI (SAMMAAN)	51	CT

LIST OF PUBLIC & COMMUNITY TOILET UNDER CUTTACK MUNICIPAL CORPORATION

76	TINIGHARIA	51	CT
77	PAIKA SAHI, GOPALPUR(BALIKUDA)	56	CT
78	SUBHADRAPUR	56	CT
79	GANDHI SMRUTI PITHA	59	PT
80	NUAPATNA VILLAGE	59	CT