

Letter-----658-----

Date--13.03.2023

REQUEST FOR PROPOSAL (RFP)

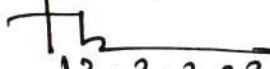
Anandapur Municipality proposes to undertake "Preparation of Storm Water Drainage Master Plan and DPR for Anandapur Municipality area".

Proposals are invited to conduct the assignment and submit the deliverables from Public Sector Undertakings/ Autonomous Bodies/ consulting agencies/registered architectural firms that have requisite experience in preparation of drainage/ pipeline/ sewerage network plan and infrastructure.

The details may be accessed and the RFP/Application forms can be downloaded from the website Anandapur Municipality.org & www.kendujhar.nic.in.

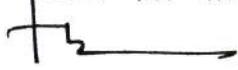
The completed application as per the instructions in the EOI document, should reach the following address by Speed Post/ Registered Post/ Courier & by hand latest by **5 pm on 28.03.2023**.

Anandapur Municipality reserves the sole right to accept or reject any or all proposals without assigning any reason whatsoever.


13.3.2023
Executive Officer
Anandapur Municipality

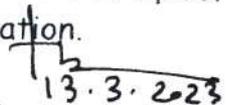
Memo No. 659 / Date 13.03.2023

Copy submitted to the Collector & District Magistrate, Kendujhar/ Project Director, DUDA, Kendujhar / Sub collector -Anandapur for favour of kind information with a request to display the same in the notice board for wide publication and one copy displayed in the Anandapur Municipality Office Notice Board for wide publication.


13.3.2023
Executive Officer
Anandapur Municipality

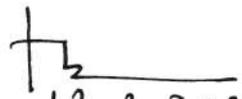
Memo No. 660 / Date 13.03.2023

Copy submitted to the D.I.O, NIC, Kendujhar for kind information with a request to display the notice in the district website, Kendujhar for wide publication.


13.3.2023
Executive Officer
Anandapur Municipality

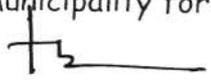
Memo No. 661 / Date 13-03-2023

Copy submitted to the Director, I&PR, Govt .of Odisha, Bhubaneswar for information with a request to publish the same in anyone English News Paper and one Odia News Paper.


13.3.2023
Executive Officer
Anandapur Municipality

Memo No. 662 / Date 13.03.2023

Copy submitted to the Chairperson/Vice-chairperson Anandapurs Municipality for favour of kind information.


13.3.2023
Executive Officer
Anandapur Municipality



**PREPARATION OF COMPREHENSIVE STORM
WATER DRAINAGE MASTER PLAN AND
DETAILED PROJECT REPORT OF
ANANDAPUR MUNICIPALITY AREA
DISTRICT: KENDUJHAR ,ODISHA**

Anandapur Town

Anandapur is a Municipality city in district of Kendujhar, Orissa. The Anandapur city is divided into 16 wards for which elections are held every 5 years. The Anandapur Municipality has population of 39,585 of which 20,462 are males while 19,123 are females as per report released by Census India 2011.

Anandapur Municipality has total 8,588 houses. It is also authorize to build roads within Municipality limits and impose taxes on properties coming under its jurisdiction

Distance from Bhubaneswar by Road- 135 kms

Nearest Railway station- Jajpur kendujhar Road

District Head Quarter-Kendujhar

State Head Quarter-Bhubaneswar

Nearest Air Port-Bhubaneswar

Total Nos of Municipality Wards----- 16no

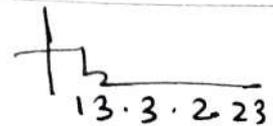
REQUEST FOR PROPOSAL (RFP)

For
Providing Consultancy Services for preparation of DPR including Topographical Survey,
Design and technical support assistance for Improvement of Drainage System of
Anandapur Municipality in the District of Kendujhar, Odisha.

DATASHEET

Sl.N o.	Particular	Details
1	Name of the Client	Executive Officer, Address- Anandapur Municipality, Kendujhar, Odisha Pin-758021
2	Date of Issue of RFP	13.03.2023
3	Deadline for Submission of Pre-Proposal Query	23.03.2023
4	Proposal Due Date	28.03.2023 up to 05.00 PM
5	Date of opening of Technical Proposal	29.03.2023 at 04.00 PM
6	Date of opening of Financial Proposal	Intimated later on to Qualified bidders.
7	Contact Person	Executive Officer Name & Ph.No-8895926340
8	Address for Hard Copy Submission of Technical Proposal	Office of the Executive Officer, Address- Mode of Submission: Speed Post /Registered Post/Courier and by hand.
9	Place of Opening of Proposal:	Office of the Executive Officer,

Notes- (JV) Joint venture is not allowed


13.3.23

Executive Officer
Anandapur Municipality

REQUEST FOR PROPOSAL (RFP)
SCHEDULE OF EOI AND OTHER IMPORTANT INFORMATION

1.	Web address to download the EOI	www.kendujhar.nic.in
2.	Last date & time of submission of bid by speed post/ registered post/ Courier and by hand (Bid due date & time)	28.03.2023 up to 05.00 PM
3.	Date & Time of opening of Technical Bid	29.03.2023 at 04.00 PM
4.	Date & time of opening of Financial Bid	To be intimated later to the technically qualified bidders
5.	Duration of Service	09 Months.
6.	Cost of EOI document	DD of Rs. 5000/- (Five Thousand) only from any Nationalized Bank in favour of Executive Officer, Anandapur Municipality payable at Anandapur
7.	Earnest Money Deposit	DD of Rs. 35000/- (Thirty five Thousand) only from any Nationalized Bank in favour of Executive Officer, Anandapur Municipality payable at Anandapur,
8.	Address where Bidders must sent proposal	Executive Officer, Anandapur Municipality Anandapur Kendujhar-758021



REQUEST FOR PROPOSAL (RFP)

For

Providing Consultancy Services for preparation of DPR including Topographical Survey, Design and technical support assistance for Improvement of Drainage System of Anandapur Municipality in the District of Kendujhar, Odisha

INFORMATION TO THE BIDDER

Pre- Qualification Criteria:

Before opening and evaluation of the technical proposals, each bidder / consultant will be assessed based on the following pre-qualification criteria. The bidder / consultant is required to produce the copies of the required supportive documents/information as part of their technical proposal failing which the proposals will be rejected.

Sl No	Eligibility Criteria	Supportive Documents
1	Bidder/Consultant must be a Company as registered under Indian Companies Act, 2013 or a Society registered under The Societies Registration Act, 1860 or a Trust registered under the Indian Trusts Act, 1882 or a Partnership Firm registered under the Indian Partnership Act, 1932 or a Limited Liability Partnership registered under The Limited Liability Partnership Act, 2008	Certificate of Incorporation/Partnership deed/Service Tax Registration
2	The bidder/ Consultant should have been in the consulting business for more than Ten years from the date of Incorporation on the last date of submission of the proposal.	
3	bidder should be operate its local office in Odisha. -Decldeclaration from the Bidder with mentioning ce address.	
4	Bidder/Consultant must have experience in: The Agency/bidder should have offered/completed similar consultancy services, i.e Preparation of at least one Master Plan with relate to Sewerage OR Storm Water Management in any urban area in india with existing population more than 1 lakh within the last 10 years.	Copies of Work Order /Contract Document /Completion Certificate from the previous Clients

5	The Bidder should have average financial turnover of at least Rs.5.00 Cr from consulting business only during the last 5(Five) Financial Years.	Financial Details of the bidder along with copies of the audited balance sheet.
6	Bidder /Consultant shall furnish an undertaking about no black listed or debarred from any project. & The bidder undertake a letter that all the provide documents are true as per their knowledge's and there are no falls documentation during submission of the bid & the bidder agree that the discretion and decision of Anandapur Municipality in respect of selection of agencies with accomplished expertise is final and binding.	Self-Declaration from the Bidder.

2 Documents/Formats needs to be submitted along with TECHNICAL

PROPOSAL: The bidder / consultants have to furnish the following documents duly signed in along with their Technical Proposal:

- 1-Covering letter (**TECH- 1**) on bidder's letter head requesting to participate in the selection process.
 - 2-Copy of Certificate of Incorporation/Registration
 - 3-Copy of PAN
 - 4-Copy of Goods and Services Tax Identification Number (GSTIN).
 - 5-Copies of IT Return for the last **3 (Three) Assessment** Years
 - 6-General Details of the Bidder
 - 7-List of completed assignments of similar nature (Past Experience Details,) along with copies of contracts / work orders from previous Clients.
 - 8-Undertaking for not having been black-listed by any Central / State Government / Any other autonomous bodies/International & National Organization in the recent past.
- .Each page should be signed by the authorized representative.**

3. Validity of the Proposal:

Proposals shall remain valid for a period of **90 (Ninety Days)** from the date of opening of the technical proposal. The Client reserves the rights to reject a proposal valid for a shorter period as non-responsive and will make the best efforts to finalize the selection process and award of the contract within the bid validity period. The bid validity period may be extended on mutual consent.

Bid shall be enclosed with -----

Part 1: Tender Fee/Pre-Qualification/Technical

Proposal with proposed key personnel's

Part 2: Financial Proposal.

Performance Bank Guarantee: (PBG)

Within 15 days of notifying the acceptance of a proposal for award of contract, the qualified bidder shall have to furnish a Performance Bank Guarantee amounting to **3% of the Contract Value** from a scheduled commercial bank. After deposit of PBG the EMD will be refunded to successful bidder.

Anti-corruption Measure:

- a Any effort by Bidder(s) to influence the Client in the evaluation and ranking of financial proposals, and recommendation for award of contract, will result in the rejection of the proposal.
- b A recommendation for award of Contract shall be rejected if it is determined that the commended bidder has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question. In such cases, the Client shall blacklist the bidder either indefinitely or for a stated period of time, disqualifying it from participating in any related bidding process for the said period.

Language of Proposals:

The proposal and all related correspondence exchanged between the bidder and the Client shall be written in the **English** language. Supporting documents and printed literature that are part of the proposal may be in another language provided they are accompanied by an accurate translation of the relevant passages in English with self-certification for accuracy, in which case, for the purposes of interpretation of the Proposal, the translated version shall govern.

Legal Jurisdiction: All legal disputes are subject to the jurisdiction of civil court of Kendhjar, Odisha.

The Client and the agency shall make every effort to resolve amicably, by direct negotiation, any disagreement or dispute arising between them under or arising from or in connection with the contract. Disputes not so resolved amicably within 30 days of receipt of notice of such as a dispute shall be resolved by a sole arbitrator nominated by the dept of Housing and Urban development dept govt of Odisha.

Force Majeure:

For purpose of this clause, "Force Majeure" means an event beyond the control of the agency and not involving the agency's fault or negligence and not foreseeable. Such events may include, but are not restricted, wars or revolutions, fires, floods, riots, civil commotion, earth quake, epidemics or other natural disasters and restriction imposed by the Government or other bodies, which are beyond the control of the agency, which prevents or delays the execution of the order by the agency. If a force Majeure situation arises, the agency shall promptly notify Client in writing of such

condition, the cause thereof and the change that is necessitated due to the condition. Until and unless otherwise directed by the Client in writing, the Agency shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. The agency shall advise Client in writing, the beginning and the end of the above causes of delay, within seven days of the occurrence and cessation of the Force Majeure condition. In the event of a delay lasting for more than one month, if arising out of causes of Force Majeure, Client reserve the right to cancel the contract without any obligation to compensate the agency in any manner for what so ever reason.

OBJECTIVE --- "Preparation of Storm Water Drainage Master Plan and DPR for Anandapur Municipality area".

The objective of the programme is to promote planned integrated development of the Municipal town to help creating durable public access and to improve quality oriented services in the town.

The broad objective of this proposed Project is to:

- ❖ Prevent flooding of the City thereby minimize occurrence of damages to public / private properties and public life & Renovation of the existing natural storm water channels suiting to following scope.
- ❖ Construction of storm water drains and / or retaining walls on both sides wherever needed duly demarcating the boundaries on either side.
- ❖ Construction of Check dams/Drops wherever necessary to reduce the velocity in stages to ensure steady flow, to help in ground water recharge and to use as water bodies / lakes for recreational spots.
- ❖ Construction of cross culverts/Bridges wherever necessary.
- ❖ Chain link fences to minimize dumping of garbage and litter.
- ❖ Conducting detailed survey of the existing storm water Channels to assess their physical status, carrying capacity & adequacy to meet design discharge requirements.
- ❖ Preparation of storm water drainage map for Anadapur Municipal area & zonal maps showing existing major and primary, tertiary storm water drains & their disposal system.
- ❖ Based on the hydrologic study design of the entire drainage system including out-fall structures shall be carried out for safe discharge of design flood to the rivers.
- ❖ Structural design of the entire drainage system without fall structures shall be carried out.

The DPRs shall include the following (SCOPE OF WORK)

- Detailed survey of the drains and their flood plain areas
 - Review of existing conditions
 - Deficiency analysis from hydraulic and structural point of view
 - Enlisting of obstructions, bottlenecks and encroachments
 - Rehabilitation plan
 - Estimation of flood discharge and hydraulic design
 - Preparation of Longitudinal Sections (LS) and Cross Sections (CS) of drains.
 - Soil Investigation
 - Construction of cross culverts/Bridges wherever necessary
 - Structural design of drain cross-section depending on the availability of land.
 - Detailed estimates with rate analysis based on current SSR
 - Preparation of detailed drawings & estimate. (As per present SOR OPWD Odisha.)
 - Construction programme to complete the execution..
 - Ground water recharging study & its effect.
 - Conducting detailed survey of the existing storm water Channels to assess their physical status, carrying capacity & adequacy to meet design discharge requirements and estimate of project costs.
 - Preparation of storm water drainage map for Anandapur Municipal area & zonal maps showing existing major and primary, tertiary storm water drains & their disposal system & hydrologic study design of the entire drainage system with Alignment maps-Drains.
 - Preparation of land schedule with ROR, village map etc. for acquisition of private, Govt. and forest lands to develop the network.
- ❖ The DPR should be prepared as per the guidelines & norms stipulated by the Govt. of Odisha and the Govt. of India.

Evaluation Process of RFP

TECHNICAL EVALUATION: Detailed evaluation process as per the following parameters will be adopted for evaluation of the proposals.

Sl. No.	Bid Evaluation Parameters	Allocation of Marks
1	The Agency/bidder should have offered/completed similar consultancy services, i.e. Preparation of at least one Master Plan with relate to Sewerage OR Storm Water Management in any urban area in India with existing population more than 1 lakh within the last 10 years.	20
2	The bidder having experience for preparation of DPR of similar /urban consultancy work performed in India, like detailed Survey of urban utilities, design engineering for water supply / drainage / sewerage projects etc in last 10 years for any Urban / Govt infrastructures minimum 06 nos * 2.5 marks each	15
3	Work Plan & Approach and Methodology- to be submitted along with Proposal.	35
4	Qualifications and competence of the Key Professional staff for the assignment 1- Team Leader-01-BE with 10 years' experience & Specialization in Master Plan / sewerage or storm water management-10 marks 2- GIS Expert-01- Graduate /Diploma-07 years' experience with Specialization in Master Plan / sewerage or storm water management GIS work minimum 03 project experience in any urban towns of India-10 marks 3- Project Engineer-02-BE with 05 years' experience in water supply/sewerage or storm water management-@5*2 =10 marks	30

Bidders who secure above 70% marks from the total (100marks) in the technical proposal will be called for financial evaluation.

QCBS approach for storm water drainage DPR

Bidders who secure above 70% marks from the total (100marks) in the technical proposal will be called for financial evaluation.

JV is not allowed in this project. The minimum technical score (ST) required to pass 70 points
The formula for determining the financial score is the following:

The financial proposal (F) shall be arithmetic sum of Total cost, as indicated in price bid.(P).
 $SF = 100 * FM / F$, In which in SF is the financial score, FM is the lowest price and F price of the proposal under consideration. The weights to be given to the technical and financial proposals are $T = 0.80, P = 0.20$

Time lines, stages of deliverables and content of each deliverable.

Deliverables time frame

Deliverables	Description of Items/Deliverables	Corresponding time frame (Monthly)
D1	Topographic Survey and Survey Reports	1- 3 Months
D2	Preparation of Detailed Project Report	4- 6 Months
D3	Tendering for Construction with necessary coordination	7- 9 Months

Special conditions of contract

- 1- The payments will be made upon submission of an invoice backed by consultant. Payment of professional fees would be made within two weeks of submission of Invoices.
- 2-If any of the work is to be addition in this contract in jurisdiction of ULB area according to the necessary requirements & desires of ULB authority then the extra payment shall be pay to consultant as per mutual discussion between both the parts in consideration to a Minutes of Minutes.
- 3- The ULB will be extend all necessary coordination with different depts. for providing of all necessary information's during topographical survey and preparation of DPR .The ULB authority shall be extend all necessary cooperation to Scrutiny of the Technical Feasibility of the (DPR) detailed project Report with formed committee by ULB.
- 4-The DPR is to study the Topography, Hydrology of the site and surrounding area with Design and prepare the surface runoff water drainage as per the center Public Health and Environmental Engineering Organization (CPHEEO) -Manual for storm water Management 2019,Central Ground water Board (DGWB) guidelines/River centric Urban Development Planning guide of MoHUA.(considered by Dept of HUD ,Govt of Odish
- 5-If the consultant/bidder submitted the completion certificate, in consideration to JV completion works near any client in past, then the bidder should produce the amount of fee sharing between the venture partners along with TDS certificates.
- 6- The bidder should be visit the Anandapur municipality area with its own arrangement for study and analysis of geographical & topographical situation of area before submission of the RFP.

Payment Terms and Schedule form

The Payment of Consultancy Fees will be made as per the following table:

Sl.No.	Payment Terms	Schedule	Disbursement Schedule
1	Team Mobilisation and start of survey work with necessary inter department coordination	1st Month	10% on team mobilization and intimation to Municipality Authority
2	Completion of Topographic Survey and Submission of Survey Report	3 rd Month	20% Survey and Submission of Survey Report
3	Preparation of draft DPR & Submission	6 th Month	25% Submission of draft DPR & presentation in ULB with all analysis of the technical issues and proposals with the initial estimation.
4	Preparation of DPR and Submission of Final DPR incorporating observations and compliance	8 th Month	30% Submission of Final DPR along the presentation and discussion with technical committee formed by municipality.
5	Preparation of Specifications and submission of Tender Documents for Construction & assist in bidding system of municipality for mutual decide period.	9 to 10 th Month	15%. Assist in tendering system & Supervision of QC & QA and reporting to municipality

Bidder's Organization (General Details)

Sl. No.	Description	FullDetails
1	Name of the Bidder/ Consultant	
2	Address for communication: Tel : Fax: Email id:	
3	Name of the authorized person signing & submitting the bid on behalf of the Bidder: Mobile No. : Email id:	
4	Registration/Incorporation Details Registration No: Date &Year.:	
5	Local office in Odisha Please furnish contact details	
6	Bid Processing Fee Details Amount: DD/No. : Date: Name of the Bank:	
7	EMD Details Amount: TDR/FD/Postal Deposit No. : Date: Name of the Bank:	
8	PAN Number	
9	Goods and Services Tax Identification Number (GSTIN)	
10	Willing to carry out assignments as per the scope of work of the RFP	YES
11	Willing to accept all the terms and conditions as specified in the RFP	YES

Authorized Signatory [In full and initials]: _____
 Name and Designation with Date and Seal: _____

(BIDDER'S PAST EXPERIENCE DETAILS)

Table-1(List of <Nos>completed assignments only of similar nature**in any sector During last<5> years)

Sl. no.	Period	Name of the Assignment	Name of the Client	*Contract Value(in INR) and	Date of Award /Commencement of assignment	Date of Completion of assignment	Remarks if any
A	B	C	D	E	F	G	H
1							
2							
3							

Authorized Signatory [In full and initials]:

→
PROPOSED WORKPLAN TO CARRYOUT THE ASSIGNMEN

Bidders Work Plan in Month Wise

bidders requested to fill and propose their work plan.

FINANCIAL PROPOSAL- II
COVERING LETTER
(In Bidder's Letter Head)

Date-

Place- _____
To

The Executive Officer,
ANANDAPUR MUNICIPALITY
KENDUJHAR, Odisha.

Subject:

**Financial Price offer for Providing Consultancy Services for
preparation of DPR including Topographical Survey, Design
and technical support assistance for Improvement of
Drainage System of ANANDAPUR MUNICIPALITY
AREA, KENDUJHAR, ODISHA.**

Sir

I, the undersigned, offer to provide the consulting services for [Price offer for Providing Consultancy Services for preparation of DPR including Topographical Survey, Design and technical support assistance for Improvement of Drainage System of Anadapur- Municipality in the District of Kendujhar, Odisha] in accordance with your Request for Proposal No. _____, Date. Our attached Financial Proposal is for the sum of RS-- _____ [Insert amount(s) in words and figures*].
()

The above quoted amount is inclusive of the taxes applicable as per GST Act. I do hereby undertake that, in the event of acceptance of our bid, the services shall be provided in respect to the terms and conditions as stipulated in the RFP document.

Yours faithfully,

Authorized Signatory [In full and initials]

Name and Designation of Signatory with Date and Seal:

Address of the Bidder:

PERFORMANCE BANK GUARANTEE FORMAT

To,

The Executive Officer,
Anandapur, Odisha.

WHEREAS _____ (Name and address of the Consultant) (hereinafter called "the Consultant") has undertaken, in pursuance of RFP No _____ Dated _____ to undertake the service _____ (description of services) (herein after called "the contract").

AND WHEREAS it has been stipulated by _____ (Name of the Client) in the said contract that the Consultant shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the Consultant, up to a total of _____ (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the consultant to be in default under the contract and without caviler argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We here by waive the necessity of your demanding the said debt from the consultant before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the consultant shall in any way release us from any liability under this guarantee and we here by waive notice of any such change, addition or modification.

This performance bank guarantee shall be valid until the day of _____, <Year>

Our branch at ----- (Name & Address of the Bank) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our ----- branch a written claim or demand and received by us at our ----- branch on or before Dt. _____ Otherwise bank shall be discharged of

all liabilities under this guarantee thereafter.

.....(Signature of the authorized officer of the Bank)
.....Name and designation of the officer
.....Seal, name & address of the Bank & Branch