



BID DOCUMENT

FOR

SANITATION WORKS

JAJPUR MUNICIPALITY

JAJPUR

BID DOCUMENTS FOR THE WORK

“Road sweeping, Door to Door collection of segregated dry & wet waste, cleaning of drains, bush cutting/uprooting in ward no 01 to 18(in four packages) and transportation of road sweeping waste to designated/Identified site/Wealth Centre located within 08K.M. and to temporary dumping point within 14 KM radius distance from the town under Jajpur Municipality & land filling”.

Cost of Bid Document	: Rs.11800.00 (including GST) for SI no 01 to 03 and Rs.7080.00 (including GST) for SI No. 04
Period of Sale of Bid Document	: Dt.07.03.2026 to dt.18.03.2026 up to 5.00 P.M.
Last Date & Time for Receipt Of Bid Document	: 23.03.2026 up to 2.00 P.M
Date & Time of Opening of Technical Bid Document	: 24.03.2026 at 03.00P.M
Date & Time of Opening of Financial Bid	: 26.03.2026 at 03.00 P.M
Officer Invited the Bid On behalf of Jajpur Municipality.	: The Executive Officer, Jajpur Municipality
Period of Contract	: 01 (One) Year
Earnest Money Deposit	: 1% of Estimated Cost to be paid through D.D/ Bank Draft/NSC pledged in favour of Executive Officer, Jajpur Municipality, Jajpur.
Security Deposit	: Successful Bidder has to deposit 1% towards Security Deposite in shape of Fixed Deposit/Bank Draft/NSC pledged in favour of “The Executive Officer, Jajpur Municipality”, Jajpur before award of work.

Executive Officer

Jajpur Municipality

Signature of the Bidder

With seal

JAJPUR MUNICIPALITY

Notice Inviting Tender

Tender Call Notice No.723/ dtd. 06.03.2026.

The Executive Officer, Jajpur Municipality, Jajpur invites sealed **Percentage Rate** bids through e-procurement in double cover system (Technical Bid & Financial Bid) for the following works from the intending Partnership Firms registered under Indian partnership Act, 2013/Company registered under companies Act, 2013/Organization registered under the societies registration Act 1860, A Limited Liability Partnership (LLP) registered under the LLP Act, 2008 who is the sincere and dedicated in sanitation service having eligibility criteria as mentioned in technical bid for the execution of work as noted below.

Sl. No.	Name of the Work	Quantity in Nos	Amount put to tender excluding GST charges.	Cost of Bid document in Rs.	Class of Contractor	Period of Contract	EMD Deposit @1% of Estimated Cost in Rs.
1	Road sweeping, Door to Door collection of segregated waste, Cleaning of drains, bush uprooting in WardNo 01 to 05 and transportation of road sweeping waste to designated point/wealth centres located around 14 KM radius under Jajpur Municipality and land filling.	37	Estimated Cost of Rs.7,10,037.00 per Month.(Including Tractor Charges) Package -I	Rs.11800/- (Non Refundable)	Registered under the societies registration Act 1860, A Limited Liability Partnership (LLP) registered under the LLP Act, 2008 (Sanitation Work)	One Years from the date of agreement	1% of Estimated Cost
2	Road sweeping, Door to Door collection of segregated waste, Cleaning of drains, bush uprooting in WardNo 06 to 10 and transportation of road sweeping waste to designated point/wealth centres located around 14 KM radius under Jajpur Municipality and land filling.	35	Estimated Cost of Rs.6,73,677.00 per Month..(Including Tractor Charges) Package -II	Rs.11800/- (Non Refundable)	Registered under the societies registration Act 1860, A Limited Liability Partnership (LLP) registered under the LLP Act, 2008 (Sanitation Work)	One Years from the date of agreement	1% of Estimated Cost
3	Road sweeping, Door to Door collection of segregated waste, Cleaning of drains, bush uprooting in WardNo 11 to 15 and transportation of road sweeping waste to designated point/wealth centres located around 14 KM radius under Jajpur Municipality and land filling.	38	Estimated Cost of Rs.7,28,217.00 per Month. (Including Tractor Charges) Package -III	Rs.11800/- (Non Refundable)	Registered under the societies registration Act 1860, A Limited Liability Partnership (LLP) registered under the LLP Act, 2008 (Sanitation Work)	One Years from the date of agreement	1% of Estimated Cost
4	Road sweeping, Door to Door collection of segregated waste, Cleaning of drains, bush uprooting in WardNo 16 to 18 and transportation of road sweeping waste to designated point/wealth centres located around 14 KM radius under Jajpur Municipality and land filling.	22	Estimated Cost of Rs.4, 37,337.00 per Month. (Including Tractor Charges) Package -IV	Rs.7080/- (Non Refundable)	Registered under the societies registration Act 1860, A Limited Liability Partnership (LLP) registered under the LLP Act, 2008 (Sanitation Work)	One Years from the date of agreement	1% of Estimated Cost

2. Bid documents consisting of contract periods, terms and conditions, the schedule of quantities and the set of terms and conditions of contract and other necessary documents can be seen in the Govt. Website i.e. www.tendersorissa.gov.in.
3. Bid must be accompanied by the financial instruments towards cost of Tender Documents as mentioned incolumn-4 in the above table only be received through online payment.
4. The Bid documents will be available in the Govt. Website i.e. www.tendersorissa.gov.in from **17.00A.M.** of dated **07.03.2026** to **5.30 P.M.** of dated **18.03.2026** for online bidding.

5. The bidders must possess compatible **Digital Signature Certificate (DSC)** of class-II or class-III.
6. Bids shall be received only “online” on or before **2.00 P.M.** dated... **23.03.2026**.
7. Bids received (Technical) **online** shall be opened at **03.00 PM** on dated.. **24.03.2026** in the office of the **Executive Officer, Jajpur Municipality, Jajpur** in presence of bidders who wish to attend. Bidders who will participate in the bid can be witness in the opening of bids after logging on to the site through their DSC. If the office happens to be closed on the date of opening of bids as specified, the bids will be opened on the next working day at the same time and venue.
8. Other details can be seen in the bidding documents.
9. The authority reserves the right to reject any or all the bids without assigning any reason thereof.
10. As per the Works Department Letter No 5984/ Dtd.27.04.2021, it is hereby decided that, no Provisions regarding Bid Security should be kept in the Bid Documents and only provision for “**Bid Security Declaration**” should be kept.
11. Mere procurement of tender document does not guarantee fulfillment of the eligibility criteria.
12. Only Ink /Dot pen signed copy of DTCN(Detail Tender Call Notice) issued by the Office shall be entertained
13. The bidders have to participate in Online bidding www.tenderorissa.gov.in
14. No hard copies of the tender documents are accepted.
15. No bidder is allowed to participate for multiple work of packages by payment paying cost for single package.

Executive Officer
Jajpur Municipality

Memo No.724/Dated.06/03/2026

Copy submitted to the Deputy Secretary to Govt. Information and Public Relation Deptt. Govt. of Odisha, Bhubaneswar for favour of kind information with a request of one-time publication in one Daily Odia & English News Paper within a minimum space at the I & P.R. rate on or before dt. **07.03.2026** for the information of the general public.

Executive Officer
Jajpur Municipality

Memo No.725/ Dated.06/03/2026

Copy submitted to the e-Governance Manager, Jajpur with a request to web hosting the Tender Call Notice in the Official Web site of Jajpur District on or before **07.03.2026**.

Executive Officer
Jajpur Municipality

Memo No.726/ Dated. 06/03/2026

Copy to Office Notice Board for information of all concerned and wide publication.

Executive Officer
Jajpur Municipality

Memo No.727/Dated 06/03/2026

Copy submitted to the Collector& District Magistrate, Jajpur/Sub-Collector, Jajpur/CDO-cum-EO, Zilla Parishad& PD, DUDA, Jajpur/B.D.O.,Jajpur /Tahasildar, Jajpur / Superintending Engineer (R&B) Division, Panikoili / Superintending Engineer Engineer, R.W., Division, Jajpur & Jararka /A.E., P.H. Sub-Division, Jajpur with a request to display the Bid Notice in their respective Notice Board for wide publication.

Signatureof the Bidder

**ExecutiveOfficer
JajpurMunicipality**

Eligibility criteria:

The technical bid shall be accompanied with self attested photo copy of following requisite documents failing which the bid shall be rejected outrightly.

1. The bidder must be a registered Firm/Company/Organization must be registered under Partnership Firms registered under Indian partnership Act 2013/Company registered under companies Act 2013/Organization registered under the Societies Registration Act 1860, a Limited Liability Partnership (LLP) registered under the LLP Act, 2008/ Proprietorship Firm should submit the Registration Certificate.
2. Consortium is not allowed.
3. Paper cost & EMD @ 1% of the quoted amount to be paid in shape NSC/Bank Draft/Term deposit drawn in favour pledged in favour of the **Executive Officer, Jajpur Municipality** payable at Jajpur. No exemption in Paper cost & EMD is allowed.
4. Credibility & experience certificate issued from the concerned authority/Employer of a Govt. /ULB/PSU of repute at least for 03 (Three years) under whom the work is done for performing the similar nature of work i.e. sweeping of roads, cleaning of drains, bush cutting and transportation solid waste.
5. Average annual financial turnover more than Rs. 10Crore (Ten crore) for last 03 financial years i.e. (2021-22, 2022-23 & 2023-24).
6. EPF Registration Certificate and EPF deposit payment confirmation receipt along with ECR for minimum 100 no's of workers for the month of January 2025.
7. ESI Registration Certificate and ESIC deposit payment confirmation receipt along with ECR for the month of January 2025.
8. Copy of valid Labour Contract License for at least 100 no's of persons.
9. ISO 9001, ISO 14001&ISO 45001 certification.
10. PAN Card.
11. Valid GST Registration Certificate.
12. IT returns for last 3 financial years.i.e. (2022-23, 2023-24 & 2024-25).
13. Audited Balance sheet last 3 financial years i.e. (2022-23, 2023-24 & 2024-25).
14. All affidavits & formats duly filled & signed from competent authority.
15. The Bidder must not have been ever blacklisted or debarred either by the tender inviting authority or by any State Govt.or Govt.of India organization or by any PSUs or by any other department. The agency shall submit undertaking regarding the same on Non Judicial Stamp paper of Rs. 100/-. If it is detected in the course of bidding evaluation that, a bidder has ever blacklisted /terminated / debarred from anywhere in India, then the bidder shall be disqualified on that ground. Revocation of blacklisting / termination/debarment is not allowed.
16. Must have own bank account. Statement of bank transaction for last one month must be submitted in support.

Signature of the Bidder

Sd/-
Executive Officer
Jajpur Municipality

Scope of Work

(1) Sweeping of Roads:

The entire geographical area of ward should remain always clean i.e. throughout the day. The solid wastes generated in the area are to be collected from various sources like: Biodegradable and non-degradable solid waste should be separately collected.

- a. Sweeping of the entire ward area both road and road sides.
- b. Lifting of garbage from all Municipal primary collection point.
- c. Lifting of garbage from market places including commercial/industrial institutional units.
- d. Lifting of dead animals and carcasses
- e. All Municipal drains including earthen drains should be clean and waste including silt deposition should be lifted out side.
- f. Commercial areas, Market areas and prominent roads are to be swept two times daily.
- g. Removal of dust and sand lying on the roads(if any)
- h. Grievance redressal in within 24 hrs.
- i. Spreading of mosquito oil in every ward

(2) Door to door collection:- Door to door collection of segregated dry & wet waste separately from each house/ institution/ markets/ shops shall be shifted to assigned M.C.C & M.R.F for proper treatment & disposal.

- a. Cutting & lifting of bushes & shrubs from road side breams & conservancy lanes shall be ensured at least once in every month.
- b. In all festive occasion, the selected service provider should keep the area coming under his jurisdiction clean. All the Puja Mandaps are to be cleaned perfectly with spreading bleaching powder properly. Disinfection products such as bleaching powder, mosquito oil & the like disinfection goods shall be provided by the Municipality.
- c. The agency shall provide uniform/jacket/rainy coat, shoes, gloves and T& P articles as required including safety device for the health of the sanitary workers engaged. In case of Non- compliance of the above by the executing agency the undersigned reserves the right to reject the contract within the specified period on the ground of violation of terms and condition of the agreement.
- d. The selected Agency should ensure treatment of dry & wet waste at M.C.C & M.R.F as per direction of Executive Officer or his Authorized Officer.
- e. The selected Agency shall deploy one Supervisor at the maximum excluding the total nos. of sweepers to be deployed.
- f. Affixing Service provider's name, ward Supervisor's name & their contact numbers in conspicuous places inside the wards so as to redress the complain of the public without any delay.

(3) Cleaning of Drains & Transportation of solid waste:

The road side drains are also to be cleaned i.e. removal of polythene, paper, foreign materials and other floating materials to avoid chocking of the drains & the MSW generated are to be accumulated in the dustbins/garbage bins placed on the road side & temporary collection points identified by Jajpur Municipality from which daily lifting is to be made to the temporary dumping point by the agency.

All type of solid wastes separately collected from different places is to be stacked separately at the identified primary collection point of the Municipality. There after the same are to be suitably loaded in to transporting vehicles (Portioned in two section Wet /Dry) with green covered such as truck/mini truck/tractors as per requirements and shall have to be transported to the designated site /Waste centre identified by the Municipality and will be unloaded systematically by the agency as per direction of the Officer-in-charge/Nodal Officer/Health Officer of the Municipality. The cost of transportation should include the cost of labourers for loading and unloading of solid waste in to the vehicles and the wages of the drivers/helpers attached to the vehicles. In no case solid wastes generated on a day shall be retained in the area for more than 24 hours.

The bidder must be given an undertaking towards execution & transportation of waste as per the estimate prepared by the authority at the time of submission of bid documents.

Executive Officer

Jajpur Municipality

Signature of the Bidder

With seal

(4) Service delivery performance Criteria:

The performance monitoring and evaluation of service delivery has been institutionalized through Service Level Benchmarking and the purpose and objective of the assignment should be improved and achieve the National Level Benchmark. With this target as well as the underlying constraints in mind the operator has to achieve the following performance levels.

Parameter Description	Minimum Achievement Target	Actual monthly Achievement	Non Compliance Penalty
Street Sweeping	95% coverage	Total road length in the service area.	0.5% of monthly bill for every 5% shortfall or part thereof.
Drain Cleaning	95%	Total drain cleaning covered during the month.	0.5% of monthly bill for every 5% short fall or part thereof.
Bushcutting ,de weeding	95% coverage	Total bush cutting, uprooting & de weeding covered during the month.	0.5% of monthly bill for every 5% short fall or part thereof.
Compliant Redresses	90% within 24 hrs	During the month total no.of Complaint redressed within 24 hrs. Total Complain received during the month.	0.5% of monthly bill for every 5% short fall or part thereof.

1. The service provider in close coordination with employer shall undertake sample survey to access the extent of waste generated. Secondary data from employers past experience can be referred to conclude the assessment. The sample should comprise of all Income groups equally spread over the service area and stretched over a period of lime, lo give a fair average.
2. A detail performance monitoring, reporting and evaluation system shall have to be developed in consultation with to employer. The broad outline of the computation procedure is provided in the table above.

Sd/-

Signature of the Bidder

**Executive Officer
Jajpur Municipality**

General Terms and Conditions:

1. The Bidder are expected to examine all the instructions, terms and specifications in the bid document. Failure to furnish all information as per the bid document or submission of bid not substantially responsive to bid document in every respect will be at bidder's risk and result in rejection of bid.
2. The tender has been invited under two bid system i.e Technical Bid and Financial Bid. The interested agencies are advised to submit two separate sealed envelopes super scribing "Technical Bid for executing Sanitation Work under jajpur Municipality & Financial Bid for executing Sanitation Work under Jajpur Municipality Both the envelopes should be kept in another sealed envelope super scribing " Tender for executing sanitation work under Jajpur Municipality.
3. The bidders are required to inspect and assess the entire geographical area and quote their rates inclusive of the labor charges conservancy material for sweeping, bush cutting, drain cleaning, including lifting of MSW and other miscellaneous expenditures as may be required are mentioned detail in scope of work.
4. The bidder must have appropriate resource, necessary expertise, requisite manpower and supervisory ability to undertake the work.
5. This bid is meant for carrying out of the work for a period of one (01) year which may extendable more time for another two (02) years after satisfactory completion and Council decision.
6. The conditional and incomplete bid is liable for rejection.
7. Letter of authorization for representing the firm / entrepreneur /Agency and to sign the bid document should be enclosed along with the bid document.
8. Bids containing overwriting, additions, alterations, erasures, obliteration and other discrepancies should be properly attested all corrections made by them.
9. The bidders shall sign every page of the tender documents and submit all of them.
10. All the documents furnished by the bidders are subject to verification from the issuing authority. In case any manipulation, the EMD will be forfeited and the agency will be rejected from the list.
11. EMD (1% of the annual estimated cost) to be deposited for one year.
12. The Agency/Organization shall not be allowed to transfer, assign, pledge or sub-contract its right and liabilities under this agreement to any other agency or organization.
13. The Agency/Organization shall nominate a coordinator who shall be responsible for immediate interaction with the office so that optimal service could be availed without any disruption.
14. For all intents and purposes the agency shall be the employer within the meaning of different rules and act in respect of work assigned. The person deployed in this work by the agency shall not claim what so ever like employer and employee's relationship.
15. The Agency/Organization will provide uniform/aprons, safety articles & identity card with photo for their deployed staff.
16. Since this is a Sanitation work no GST is payable.

17. After completion of each month the total bill in duplicate will be submitted by the agency to the Authority by 1st week of the next month with update ESI & EPF Payment Documents.
18. Whenever the Labour Department, Govt. of Odisha will enhance the rate of minimum wages then the Authority shall pay the enhance amount to the agency /Organization from the day effect after confirmation from H & U D Deptt Govt. of Odisha.
19. Whenever there is requirement of additional manpower then the Authority issue order for supplying excess number of manpower to meet the requirement of the municipality & the extra amount will be reimbursed to the agency on production of Bill.
20. In case of any dispute arising out of the contract the matter shall be decided either mutual understanding between the two or as per the law inside the jurisdiction of Jajpur.
21. Performance Security @1% of the annual estimated value and APS as per norm in shape of DD from any nationalized bank submitted by L1 bidder pledged in favour of "Executive Officer, Jajpur Municipality" before the agreement.
22. The successful bidder cannot stop the sanitation work/raise any agitation/strike at any cost during the contract period if payment not release due to non-receipt of funds or any other reason. In this connection an affidavit by Executive Magistrate shall be produced by the agency at the time of Participating of tender.
23. The agency shall not engage any disable, old age and minor age sanitation staff during the contract period under no circumstances. The staff should do their duty according to the rules and instructions of Labour& ESI Department.
24. The agency shall not engage less/excess labour without any prior approval of Executive Officer. The Sanitation staff will clean the Municipality area in two shifts by dividing the duty hour.
25. The dry solid waste shall not be burnt by the agency and the attendance of the workers to be taken daily, countersigned by Sanitation Expert& submit at the end of month with the monthly bill.
26. The agency will provide all vehicles in good condition for sweeping and transportation of waste to the designated places and arrange substitute vehicle immediately in case of failure of any vehicles and do the repairs work of all vehicles at his own cost.
27. The agency's vehicle should have commercial license not less than 1(one) year.
28. The agency shall not sublet the sanitation contract to anybody.
29. The agency will bear the fuel cost of waste transporting vehicle and driver remuneration.
30. The bidders are required to make a field visit within the ward mentioned in the quotation call notice & to ascertain the no. of houses for door to door collection of solid waste & the length / width of internal roads & drains to be cleaned & machineries required for the work w.r.t the list of drain & roads enclosed well in advance of submission of quotation documents failing which it shall be deemed that the assignment as suggest including left out roads & drains shall be ensured as per Terms & conditions.

31. One centrally located office along with separate complains register for each ward will be provided by the successful bidder.
32. The workman ship of the successful bidder is to be watched for a period of 3 months as to whether the execution of work is satisfactory failing which the work order shall be cancelled & the 2nd lowest bidder will be given opportunities to do the work within the quoted rate of the disengaged agency.
33. The Bidders will have to submit to the Executive Officer, Jajpur Municipality, the monthly return /attendance sheet of labour, both skilled and unskilled, employed by him on the work while submitting bill for payment.
34. All the disputed matters arising from out of the work assigned shall be dealt in the Jurisdictions of Court of Jajpur only.
35. The authority reserves the right to reject any or all the bids without assigns any reason thereof.
36. The Vehicles will be engaged for three hours in daily basic towards sanitation work. Additional charge beyond three (03) hours if required to engage vehicles will be paid @Rs.415.30 (SOR) per hour.

Signature of the Bidder

With seal

Executive Officer

Jajpur Municipality

Evaluation of Technical Proposals

Evaluation of proposals shall be made by the Municipal authority. In the first stage, the Technical Proposal will be evaluated on the basis of bidder's fulfillment of eligibility criteria. Only those bidders whose Technical Proposals becomes responsive based on the eligibility criteria, shall qualify for further detail technical evaluation and awards of marks based on the following Criteria:

Sl. No.	Evaluation Parameters	Total Mark	Criteria for award of Mark			
1	Years of Experience in sanitation work in Municipal Corporation / Municipal Council Area (to be determined from the contract copies and Experience Certificate)	20	<ul style="list-style-type: none"> • 3–10Years :10 marks • More Than10Years :20 marks 			
2	Service rendered for particular number's of year and number of population in sanitation work in single ULB under single contract package or multiple contract packages in any state of India. (to be determined from the contract copies and Experience Certificate)	15	Years	0 years to 2 years	2 years to 3 years	>3 years
			Population			
			<75,000	4	6	8
			75,000to < 2,00,000	6	8	10
	>2,00,000	10	12	15		
3	Experience in handling ULBs in similar nature of work with strength of sweepers in single work order (To be determined from Work order & Continuance Certificate)	15	<ul style="list-style-type: none"> • $\geq 50 < 100$: 5 marks • $\geq 100 < 250$: 10 marks • ≥ 250 : 15 marks 			
4	Annual Average Turnover for Last 3FY(2022-23, 2023-24 & 2024-25)	20	<ul style="list-style-type: none"> • 10 - 15Crore : 10 marks • > 15Crore : 20 marks 			
5	Current strength of the organization. (to be determined from payment confirmation slip of EPF for the month of December 2024).	15	<ul style="list-style-type: none"> • 500 to 750 persons: 5 marks • 750 – 1000 persons : 10 marks • > 1000 persons : 15 marks 			
6	ISO Certifications	10	<ul style="list-style-type: none"> • ISO 9001 : 4 marks • ISO 14001 : 4 marks • ISO 45001 : 2 marks • All of three : 10 marks 			
7	Performance/ Credential Certificates of any previous ULB related assignment.	5	<ul style="list-style-type: none"> • Satisfactory Work Performance Submitted: 5 marks • Otherwise 0 marks 			

Financial proposal shall be opened after the technical evaluation is completed and only those bidders who score at least 60 marks out of 100 marks in technical evaluation shall qualify for financial bid opening.

Signature of the Bidder

Executive Officer
Jajpur Municipality

CONDITON AS REGARD TO FAIR WAGE CLAUSE

1. Compliance with labour regulation: During continuance of the contract, the Bidders shall have to follow to all existing labour law (including rules), regulations, bye laws that may be passed or notification that may be issued under any labour law in future either by the State or the Central Government are the local authority, Salient features of some of major labour laws that are applicable to execution industry are given below.
 - a) Workmen Compensation Act 1923 : The Act provides for compensation in case of injury by accident arising out of and during the course of employment.
 - b) Employees P.F. and misc. Provision Act 1952 : The act provide for monthly contribution by the employer plus worker as per Govt. norms . The benefits payable under the Act are:
 - i) Pension or family pension on retirement or death, as the case may be.
 - ii) Deposit linked, Insurance on the death in harness of the worker.
 - iii) Payment of P.F. accumulation on retirement / death etc.
 - c) Contract labour (Regulation & Abolition act 1970) : The Act provides for certain welfare measures to be provided by the Bidders to contract labour and in case the Bidders fails to provide, the same are required to be provided, by the principals Employer by Law. The Principal Employer is required to take certificate of Registration and the Bidders is required to take license from the designated Officer. The Act is applicable to the establishments or Bidders of Principal Employer if any they employ 20(Twenty) or more contract labour.
 - d) Minimum wages act 1948: The employer is supposed to pay not less than the Minimum wages fixed by appropriate Government as per provisions of the act.
 - e) Payment of Wages Act 1936 : It lays down as to by what date the wages are to be paid when it will be paid and what deductions can be made from the wages of the workers.
 - f) Equal Remuneration Act 1979 : The act provides for payment of equal wages for work of equal nature to Male and Female workers and for not making discrimination against female employees in the matters of transfers, training and promotion etc.
 - g) Child Labour (Prohibition & Regulation) Act 1986 : The act prohibits employment of children below 14 years of age in certain occupations and process and provides for regulation of employment of children in all other occupations and processes. Employments of child labour is prohibited in Building, Roads, pavements and execution Industry & sanitation also.

The Principal Employer shall:

- i) If the employer indemnified in case any action is taken against the Employer by the competent authority on account of contravention of any of the provisions of any Act or rules made there under, regulations or notifications including amendment.
- ii) If the Employer is caused to pay or reimburse, such amount as may be necessary to cause or observe or for non observe of the provisions stipulated in the notifications/bye-laws/Acts/Rules Regulations including amendment if any, on part of the Bidders.

have the right to deduct any money due to the Bidders including his amount of security / EMD etc. the employer shall also have right to recover from the Bidders any sum required or estimated to be required for making good to the loss damages suffered by the employer.

- h) The Employees of the Bidders in no case shall be treated as the employees of the Municipality at any point of time. However, all expenditure in terms of labour taxes, EPF, Labours compensation and all expenditures coming under Labour Acts in several labour clauses on account of labour regulations and fare wage clause thereon are to be borne by the Bidders at his own cost and risk and no extra payment on this account shall be entertained by the Jajpur Municipality

Signature of the Bidder

With seal

Executive Officer

Jajpur Municipality

**Format for Affidavit certifying that Entity / Promoter(s) /Director(s)/Partners of Entity are not
blacklisted
(On a Stamp Paper of Rs.100/-)**

Affidavit

I, M/s. (the name of the agency with address of the registered office) hereby certify and confirm that we or any of our promoter(s) / Director(s) are not debarred by Department of Housing & Urban Development, Govt. of Odisha / or any other entity of GoO or blacklisted by any State Government or Central Government/ Department /ULBs/ Organization/ PSUs/ any other department in India from participating in Tenders as on the _____ (Date of Signing of this proposal).

We further confirm that we are aware that, our proposal for the captioned Project would be liable for rejection in case any material misrepresentation is made or discovered at any stage of the Bidding Process or thereafter during the agreement period.

Dated thisDay of, 2026

Authorized Signatory/Signature [In full and initials]:

Name and Title of Signatory:

(Organization Seal)

(To be furnished in the technical proposal)
(On the letterhead of the agency)

AntiCollusion Certificate

We hereby certify and confirm that in the preparation and submission of our Proposal for executing sanitation work in Jajpur Municipality under this NIT Reference No. _____ Dt _____, We have not acted in concert or in collusion with any other Bidder or other person(s) and also not done any act, deed or thing, which is or could be regarded as anticompetitive. We further confirm that we have not offered nor will offer any illegal gratification in cash or kind to any person or organization in connection with the instant proposal.

Dated this _____ Day of _____, 2026

Authorized Signatory/Signature [In full and initials]:

Name and Title of Signatory:

(Organization Seal)

UNDERTAKING REGARDING NOT HAVE ANY PENDING JUDICIAL PROCEEDINGS FOR ANY CRIMINAL OFFENCES

(To be furnished in the technical proposal)

(On a Stamp Paper of Rs.100/-)

I, hereby undertake that there is no criminal case or no criminal proceedings is pending in any Court of Law against our company or against the Proprietor / Director / Persons to be deployed by our company.

I/ We further certify that Proprietor / Director / Persons to be deployed by our company of my company have not been convicted of any offence in any Court in India during the recent past. I understand that I am fully responsible for the contents of this undertaking and its truthfulness.

Authorized Signatory
(In full and Initials)

Name and Designation of the Signatory:

Name of the Bidder and Address:

AFFIDAVIT

**REGARDING CORRECT & GENUINE OF DOCUMENTS FURNISHED IN THE TENDER
(On a Stamp Paper of Rs.20/-)**

1. I, _____ S/o _____, (Designation) _____, (Name of Firm & address) _____ signatory of the Service Provider mentioned above, am competent to sign this declaration and execute this tender document;
2. I have carefully read & understood all the terms & conditions of the tender & undertake to abide by them.
3. The information/documents furnished along with the above application are true and authentic to the best of my knowledge & belief. I/We are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Signature of authorized person
Full Name:
Designation:
Address:
Seal:

IDENTIFIED BY

ADVOCATE

DEPONENT

AFFIDAVIT
NO RELATION CERTIFICATE
(On a Stamp Paper of Rs.20/-)

I, _____, Director/Partner, _____ am competent for submission of the affidavit on behalf of _____ do solemnly affirm on oath & state that:

1. No close relative of the undersigned and our firm/company is working in the office of the Executive Officer, Jajpur Municipality and not related to any officers & staff of the department.
2. I am aware that, if the facts subsequently proved to be false my/our contract will be rescinded with forfeiture of EMD, ISD & S.D. if any.
3. I do hereby certify that, the facts mentioned above are correct to the best of my knowledge & belief.

Signature with seal of the Deponent.

Name & Designation of the signatory:

Name of the Bidder and address:

IDENTIFIED BY

ADVOCATE

DEPONENT

DECLARATION BY THE TENDERER

1. I/We have visited the site and have fully been acquainted myself with the local situation regarding materials, labour and the factors pertaining to the work for completion in all respect before submitting the tender.
2. I/We have carefully studied the conditions of the contract specification and other documents of this work and agreed to execute the same accordingly.
3. I/We solemnly pledge that I/We shall be sincere in discharging my /our duties as responsible executants and complete the work within the prescribed time limit. I/We shall submit detailed sanitation programme with target dates for various items of works keeping in view the time limit and shall accordingly arrange for necessary labours punctually. In case there are any deviations from the sanitation programme, I/We shall abide by the decision of the Officer-in-charge for revision of the programme and shall arrange for labours to maintain the sanitation work.
4. I/We shall follow all rules and regulations of the state in force with regard to engagement of labour for the sanitation work.
5. The documents furnished with the tender are correct to the best of my knowledge and belief and if any information found to be incorrect in future, the Department has the liberty to take any action as deemed fit.
6. I/We shall abide by the decision of the Executive Officer, Jajpur Municipality for effectiveness of the sanitation programme and the instructions communicated from Housing and Urban Development Department, Odisha, Bhubaneswar.

Executive Officer

Jajpur Municipality

Signature of the Bidder

With seal

FINANCIAL BID

- As per finance dept. letter no. 19595/F dated. 11-07-2023 the bidder must quote his rate which should be equal or more than 3.85% and maximum up to 7% of the estimated cost, by adding the service charge otherwise the bid shall be treated unresponsive and will not be considered for further valuation and will be disqualified.
- The bidder must quote his rate up to only two digits after decimal.
- Wrong computation in Financial Bid will be liable for rejection.
- NB. In the financial bid, the bidder with the lowest price shall be awarded the contract. However, in case two bidders quote the same lowest price, then the bidder with the higher mark in the technical bid shall be awarded the contract. If their technical marks also become equal, in the case, the selection of the tender shall be decided through lottery.

Executive Officer

Jajpur Municipality

Signature of the Bidder

With seal

PERCENTAGE BID TO QUOTE

SI No.	Name of the Work	Quantity in Nos	Amount put to tender excluding GST	Percentage to quote by bidders (less/excess)
01	Road sweeping, Door to Door collection of segregated waste, Cleaning of drains, bush uprooting in WardNo 01 to 05 and transportation of road sweeping waste to designated point/wealth centres located around 14 KM radius under Jajpur Municipality and land filling.	37	Estimated Cost of Rs.7,10,037.00 per Month.(Including Tractor Charges) Package -I	
02	Road sweeping, Door to Door collection of segregated waste, Cleaning of drains, bush uprooting in WardNo 06 to 10 and transportation of road sweeping waste to designated point/wealth centres located around 14 KM radius under Jajpur Municipality and land filling.	35	Estimated Cost of Rs.6,73,677.00 per Month..(Including Tractor Charges) Package -II	
03	Road sweeping, Door to Door collection of segregated waste, Cleaning of drains, bush uprooting in WardNo 11 to 15 and transportation of road sweeping waste to designated point/wealth centres located around 14 KM radius under Jajpur Municipality and land filling.	38	Estimated Cost of Rs.7,28,217.00 per Month. (Including Tractor Charges) Package -III	
04	Road sweeping, Door to Door collection of segregated waste, Cleaning of drains, bush uprooting in WardNo 16 to 18 and transportation of road sweeping waste to designated point/wealth centres located around 14 KM radius under Jajpur Municipality and land filling.	22	Estimated Cost of Rs.4, 37,337.00 per Month. (Including Tractor Charges) Package -IV	