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दोलाबारी, कालियाभोमोरा  
Dolabari, P.O. Kaliabhomora  
तेजपुर-784027, असम (भारत)  
Tezpur-784027, Assam (India)



**पूर्वोत्तर क्षेत्रीय जल और भूमि प्रबंधन संस्थान**  
**NORTH EASTERN REGIONAL INSTITUTE OF WATER AND LAND**  
**MANAGEMENT**

(जलसंसाधन, नदी विकास और गंगा कायाकल्पविभाग, जल शक्ति मंत्रालय, भारत सरकार के अधीन एक संस्थान)  
(An Institute under the Department of Water Resources, River Development and Ganga Rejuvenation,  
Ministry of Jal Shakti, Govt. of India)

**No. Ad-28/3/2026-Administration-NERIWALM**

**Comp. No. 306702**

**NOTICE INVITING BIDS THROUGH GEM**

BIDS (Technical and Financial) are invited through GeM Portal by the Director, NERIWALM, Dolabari, Tezpur - 784027 (Assam) from appropriate registered Firms/Contractors/Company/Individuals with Govt. Department / Govt. Organization / PSU having experience in similar nature of work as given below.

Interested bidders having the eligibility criteria and valid documents (as mentioned in the Section- 1 & 2 of the Technical Part) may participate in the bid process in **GeM Portal**.

The tender along with terms and conditions may be viewed and downloaded from the institute's website <https://neriwalm.gov.in>.

| Sl. No. | Name of the Service                                                                                                      | Earnest Money (Refundable)                                                                                                           | Tentative Estimated value                                                                | Last date of submission of Tender                       | Date of opening the tender |
|---------|--------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|---------------------------------------------------------|----------------------------|
| 01      | Dumping of Waste & Garbage Directly at Dumping Site from NERIWALM Campus including loading, unloading and transportation | Rs. 6,372.00<br>EMD is payable in the form of Demand Draft/ Banker's Cheque/ISB in favour of "The Director, NERIWALM, Tezpur, Assam" | Rs. 3,18,600.00 (Rupees Three Lakh Eighteen Thousand Six Hundred) only for 01 (one) year | (Technical & Financial)<br>As per GeM (Minimum 21 Days) | As per GeM                 |

The price offers of only the qualifying parties in the first stage shall be opened **ONLINE** at the same day OR date to be notified/informed separately. Director, NERIWALM reserves the right to accept or reject any or all the tenders without assigning any reason thereof. The tender documents may please be read thoroughly before filling the Tender.

Digitally signed by  
SANDEEP DOLEY  
Date: 23-09-2026  
16:08:06

Deputy Director (Admin)  
NERIWALM

**Copy for information and necessary action :**

1. PS to Director for favour of Director's kind information.
2. Chief Vigilance Officer (CVO), NERIWALM.
3. Purchase Cell for exploring through GeM Portal for publishing and bidding.
4. Assistant Director (Civil), NERIWALM.
5. Accounts Officer, NERIWALM.
6. Assistant Engineer (Civil), NERIWALM.
7. Junior Engineer (Civil), NERIWALM.
8. NERIWALM WEBSITE: <https://neriwalm.gov.in> for publishing.

**No. Ad-28/3/2026-Administration-NERIWALM**

**Comp. No. 306702**

**e-Tender FOR SERVICE FOR DUMPING OF WASTE & GARBAGE DIRECTLY AT DUMPING SITE FROM NERIWALM CAMPUS INCLUDING LOADING, UNLOADING AND TRANSPORTATION**

**Situation of the proposed service :** NERIWALM Campus, Vill : Dolabari, PO : Kaliabhomora, Tezpur - 784027, Assam

**Name of the Service :** DUMPING OF WASTE & GARBAGE DIRECTLY AT DUMPING SITE FROM NERIWALM CAMPUS INCLUDING LOADING, UNLOADING AND TRANSPORTATION

**Through GeM**

**Invited by**



**NORTH EASTERN REGIONAL INSTITUTE OF WATER AND LAND  
MANAGEMENT  
(NERIWALM)**

Department of Water Resources, River Development & Ganga Rejuvenation,  
Ministry of Jal Shakti, Govt. of India  
(Registered under the Societies Registration Act, 1860)  
Dolabari, P.O Kaliabhomora  
Tezpur-784027, Assam (India)  
Website: <https://neriwalm.gov.in>  
Phones: 03712-268107/268007  
Fax: +91(03712)268007

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## SECTION-1

### ABOUT THE NOTICE INVITING TENDER

Electronic tenders are invited from eligible bidders for **SERVICE FOR “DUMPING OF WASTE & GARBAGE DIRECTLY AT DUMPING SITE FROM NERIWALM CAMPUS INCLUDING LOADING, UNLOADING AND TRANSPORTATION”**

Submission of Online Bids is mandatory for this Tender. Detailed instructions are given in Section-2 of this Tender Document.

#### **Important Dates :**

- (i) Please refer the Tender Notice for important dates of the tender.
- (ii) The amendments/Corrigendum will be notified on NERIWALM Website <https://neriwalm.gov.in>.
- (iii) Bidders are advised to visit NERIWALM Website & GeM Portal regularly for updates on the Tender

**Earnest Money** as mentioned in the Tender Notice **OR** GeM Portal shall be submitted Offline by Demand Draft/Banker Cheque/Pay order / ISB in favour of “ **The Director, NERIWALM**” payable at Tezpur, Assam. The Earnest Money should reach the Director, NERIWALM, Dolabari, Tezpur, Assam (Pin-784027) before the last date of submission of the Bids.

**The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers of Goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.**

Bidders are advised to visit the GeM Portal and NERIWALM official website (as indicated above) regularly for updates/amendments, if any.

#### **Eligibility Criteria :**

1. (i) Govt registered contractor/Firm/Company/Individual registered in Govt Deptt/Organization/PSU having valid documents may participate in the bidding process. (ii) Bidder having MSME Certificate authorized to carry out activities of cleaning/sanitation/General house hold maintenance/General cleaning of buildings/Temporary placement activities under the activity of **PROVIDING SERVICE** also may participate in the bidding process.
2. Average Annual Financial Turnover during the last 3 FY, ending 31st March 2026, should be at least Rs. 2.00 Lakhs.
3. Bidder should have experience of having successfully completed similar nature of AMC works/services in Govt. Department / Govt. Organisation / PSUs during the last 05 FY ending 31st March, 2026 should be either of the following :
  - i) One similar completion/performance certificate of work costing not less than Rs. 02.00 Lakhs
  - Or**
  - ii) Two similar completion/performance certificate of work each costing not less than Rs. 01.00 Lakhs
  - Or**
  - iii) Three similar completion/performance certificate of work each costing not less than Rs. 00.50 Lakh

(Similar works means Annual Maintenance Contract for Garbage Transfer / Cleaning of Buildings / Roads, footpath and Drains in Campus /office / multi storied buildings/reputed institution under Govt. Department/PSU)

4. The Bidder should not have been barred / black listed by any PSU/Govt. Deptt/Institution/Organisation in doing business with them

5. (a) The Bidder should be registered for **GST & PAN**.  
 (b) The bidder should have local registered office in Assam State.  
 (c) EPF & ESIC Registration.

**Note :** (i) Bidder must provide necessary supporting documents mentioned below (Please see the Bidding Methodology) The interested bidders may visit NERIWALM Campus situated at Dolabari, Tezpur, Assam (PIN-784027) for inspection of the proposed work before bidding at their own cost and risk

The price bids shall be opened at the same day or date to be notified separately. Director, NERIWALM reserves the right to accept or reject any or all the tenders without assigning any reason.

### **Bidding Methodology:**

Single-stage Two-Bid System (**Technical Part and Financial Part** to be submitted at the same time) shall be followed.

**(A) Technical Bid Part :** The following shall be signed with seal and dated and will comprise the Technical Bid in PDF : (NON-SUBMISSION OF BELOW LISTED VALID DOCUMENTS MAY LEAD TO DISQUALIFICATION OF THE BID/TENDER). All the documents should be self-attested with dated signature.

- i. Submission of particulars of **EMD. (Mandatory for Non-exempted bidder)**
- ii. Submission of Registration Certificate of the Contractor/Firm/Individual with Govt Department / Govt Organization / PSU / MSME Certificate. (MSME Certificate shall have to be in force to carry out activities of cleaning/sanitation/General house hold maintenance/General cleaning of buildings/Temporary placement activities under the activity of **PROVIDING SERVICE) (Mandatory)**
- iii. Submission of registration certificate with **GST, PAN. (Mandatory)**
- iv. Local Office / Geographical presence in Assam State. **(Mandatory)**
- v. Submission of Experience certificate in the form of work completion certificate/Performance certificate of similar nature of AMC works/AMC services from the Client. (Merely submission of Work order/Letter of Intent will not be considered as work experience certificate). **(Mandatory)**  
 Bidder should have experience of having successfully completed similar nature of AMC works /AMC services in Govt. Department / Govt. Organisation / PSUs during the last 05 FY ending 31st March, 2026 should be either of the following :  
 i) One similar completion/performance certificate of work costing not less than Rs. 02.00 Lakhs  
**Or**  
 ii) Two similar completion/performance certificate of work each costing not less than Rs. 01.00 Lakhs  
**Or**  
 iii) Three similar completion/performance certificate of work each costing not less than Rs. 00.50 Lakh
- vi. Submission of **BID SUBMISSION FORM (Section-08)** duly filled and signed by the bidder. **(Mandatory)**
- vii. Submission of **UNDERTAKING (Section-09, Annexure – I, II, III & IV)** duly filled and signed by the bidder. **(Mandatory)**
- viii. Submission of Certificate of MSME/NSIC, if any.

- |       |                                                                                 |
|-------|---------------------------------------------------------------------------------|
| ix.   | Submission of Trade License upto date, if any.                                  |
| x.    | Submission of <b>Financial Statement for F/Y (2024-25/2025-26). (Mandatory)</b> |
| xi.   | Submission of <b>IT Return Statement for F/Y (2024-25/2025-26) (Mandatory)</b>  |
| xii.  | Submission of <b>Turnover Certificate for last 03 (three) FY. (Mandatory)</b>   |
| xiii. | Submission of Any other clarification/Amendment.                                |

**(B) Financial Bid Part :** The financial part will have the following activities:

- |     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i.  | Submission of the Financial bids as per <b>Section-10</b> of the Tender document which is to be uploaded separately in the financial segment in Bidder Letter Head, to be signed by the bidder.                                                                                                                                                                                                                                                                                                                                                                       |
| ii. | The contract amount shall be inclusive of all the wages of labour as per current rate of wages of Govt. of India, Employer's contribution to EPF & ESIC, Cost of safety tools and safety measures, Cost of hand handling tools, (as stated in Section-5), Agency charge, GST, all indirect cost such as Logistics, insurance, documentations and relevant taxes, etc. The bidders are requested to quote their rates for Service charge, POL Charges, Vehicle/Tipper Charges, consumables, charge of garbage disposal in dumping yard, etc considering all the above. |

**(C) Offline Submission :** Only the following will be submitted offline . The same may be submitted in person/by Post addressed to the **Director, NERIWALM, Dolabari, PO: Kaliabhomora, Tezpur, Assam (Pin-784027)** and should reach before the due date of opening the Technical Bid. The sealed envelope shall bear the name of the work and the Tender Notice and Description and words **"DO NOT OPEN BEFORE"** (due date).

- |                                                                                      |
|--------------------------------------------------------------------------------------|
| (1) EMD in the form of Demand Draft/Banker Cheque/Pay order/ISB <b>(In original)</b> |
| (2) Any information for opening the tender (If required)                             |

**Tenders received without EMD / inadequate EMD (applicable to Non-exempted bidder) and without the requisite documents shall be summarily rejected. The bidder must officially procure/download the tender documents from the GeM Portal or NERIWALM official website.**

The price offers of only those parties who qualify in the first stage shall be opened at the same day or date to be notified separately. Director, NERIWALM reserves the right to accept or reject any or all the tenders without assigning any reason.

## **SECTION – 2**

### **INSTRUCTIONS TO BIDDERS**

#### **2.1 INTRODUCTION (DEFINITIONS)**

**2.1.1** “Purchaser/Employer/Buyer” means North Eastern Regional Institute of Water and Land Management (NERIWALM), Dolabari, Tezpur – 784027 (Assam).

**2.1.2** “Bidder” means the individual or firm or corporate body who participates in the tender and submits its bid.

**2.1.3** “Letter of Intent (LOI)” means the communication of the intention of the Purchaser to the Bidder to place the Purchaser Order/Work Order for the former’s offered goods/services.

**2.1.4** “Purchase/Work Order/GeM Contract” means the order placed by the NERIWALM on the Contractor/Supplier duly signed by NERIWALM’s authorized representative to purchase certain goods & services from the vendor/contractor.

**2.1.5** “Contract Price” means considerations payable to the supplier/contractor as stipulated in the Purchase or Work Order for performance of specified contractual obligations.

**2.1.6** “Contractor/Service Provider” means the successful bidder who will be awarded the AMC work by NERIWALM.

**2.1.7** “Employer/Buyer” means the North Eastern Regional Institute of Water and Land Management (NERIWALM), Dolabari, Tezpur – 784027 (Assam).

**2.1.8** “GeM Contract” means the contract drawn in GeM Portal between the Service provider and NERIWALM

#### **2.2 BIDDER TO BEAR COST OF PURCHASE OF TENDER**

The Bidder shall bear all costs associated with the preparation and submission of the bid. NERIWALM in any case will not be responsible or liable for these costs regardless of the conduct of the bidding process.

#### **2.3 BID DOCUMENTS:**

**2.3.1** As mentioned in the Section-1

**2.3.2** Any clarification or communications obtained from NERIWALM and NERIWALM official website.

**2.3.3** Any amendments, Corrigendum, Notification issued by NERIWALM

#### **2.4 AMENDMENT TO BID DOCUMENTS**

**2.4.1** At any time, prior to the date of submission of bids, NERIWALM may for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bid documents by amendments.

**2.4.2** The amendments/Corrigendum will be notified on NERIWALM Website <https://neriwalm.gov.in> and these amendments will be binding on them. Bidders are advised to visit NERIWALM Website regularly for updates on this Tender.

#### **2.5 EXTENSION OF TIME**

In order to give prospective bidders required time in which to take the amendments into action in preparing their bid, the NERIWALM may at its discretion extend the deadline for submission of bid suitably.

#### **2.6 BID PRICE**

Price indicated in the schedule shall be FOR NERIWALM, Tezpur, Assam. The Contract amount shall be inclusive of all the charges, taxes and duties, POL, Vehicle Charges, GST, EPF, ESIC, and other benefits of Labour, etc. as applicable and Agency Charges, cost of consumables, implements, insurance, logistic supports, etc.

## **2.7 BIDDERS ELIGIBILITY AND QUALIFICATIONS**

Bidder shall furnish the attested copies of all the documents in support their eligibility for the bids.

### **2.8 BID SECURITY/EMD:**

2.8.1 As mentioned in the Tender Notice for the work.

2.8.2 The bid not secured in accordance with the above shall be rejected by the Purchaser as non-responsive.

2.8.3 The bid security of the unsuccessful bidder will be discharged/ returned as promptly as possible as but not later than 45 days after expiry of the bid validity period prescribed by NERIWALM.

2.8.4 The successful bidder's bid security will be discharged upon the bidder's submission of the Performance Guarantee.

2.8.5 The bid security may be forfeited under the following circumstances:-

a) If a bidder withdraws his bid during the period of bid validity specified by the bidder on the bid form.

b) In case of a successful bidder, if he fails to submit the Performance Guarantee within the time prescribed or

c) If he fails to supply the material/manpower/implements in terms of the AMC.

2.8.6 No interest is payable on EMD/Bid Security/Performance Security.

2.8.7 In case of inadequacy or non-submission of prescribed EMD, the tender shall be deemed to be disqualified and shall be summarily rejected in the technical evaluation.

### **2.9 VALIDITY PERIOD OF BID**

Bid shall remain valid for 120 days after the date of bid opening. The bid validity for a shorter period shall be rejected by the NERIWALM as non-responsive.

### **2.10 CLARIFICATION OF BIDS**

2.10.1 The interested bidder may visit NERIWALM Campus at Dolabari, P.O. Kaliabhomora, Tezpur, Assam PIN – 784027 during office hours of NERIWALM for inspection the proposed work before bidding at their own cost and risk.

2.10.2 The NERIWALM does not bind it to accept the lowest or any tender and reserves to himself the right to accept the whole or any part of the tender and altering the quantities offered and tenderer shall supply the same at the rate quoted.

### **2.11 EVALUATION OF TENDERS**

2.11.1 The NERIWALM shall evaluate the bids in respect to the substantive responsiveness of the bid or otherwise. The NERIWALM shall carry out detailed evaluation of the substantially responsive bids. The NERIWALM shall check the bid to determine whether they are complete, whether any computational errors have been made or required sureties have been furnished.

2.11.2 Arithmetical error shall be rectified on the following basis :-

a) If there is a discrepancy between the unit price and total price that is obtained multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected by the Purchaser.

b) In case of discrepancy between words and figures, the amount in words shall prevail.

2.11.3 A bid determined as substantially non-responsive shall be rejected by the NERIWALM.

2.11.4 The NERIWALM may waive any minor infirmity or non-conformity or irregularity in the bid which does not constitute a material deviation.

2.11.5 The NERIWALM shall evaluate in detail and compare the bids which are substantially responsive.

2.11.6 The evaluation of the ranking shall be carried out on the landed price of goods offered inclusive of all taxes.

2.11.7 The distribution of tendered quantity amongst the technically and commercially complied bidders shall be based on merits of each case.

2.11.8 NERIWALM shall have the sole discretion in deciding the number of parties on whom the orders shall be finally placed.

## **2.12 NERIWALM's RIGHT TO VARY QUANTITIES**

2.12.1 The Director, NERIWALM reserves the right at the time of award of the contract or any point of time to increase OR decrease the quantity specified in the schedule of requirements without any change in unit price of the ordered quantity.

## **2.13 NERIWALM'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS**

The NERIWALM does not bind itself to accept lowest or any other tender/bid at any stage and has the right to cancel the bidding process and reject all bids at any time prior to award of the contract without assigning any reasons whatsoever and without thereby incurring any liability to the affected bidder on the grounds for NERIWALM's action.

## **2.14 NOTIFICATION OF SUCCESSFUL BIDDER**

2.14.1 Prior to the expiration of the bid period, the NERIWALM will notify the successful bidder that its bid has been accepted.

2.14.2 Upon successful bidder furnishing of Performance Guarantee, necessary documents as mentioned in the Section-1, the NERIWALM will release the Bid Security/EMD to the successful bidder.

## **2.15 GENERAL CONTRACT AGREEMENT/PERFORMANCE SECURITY**

2.15.1 The successful bidder shall attend the office of NERIWALM at Dolabari, P.O. Kaliabhomora, Tezpur, Assam PIN – 784027 along with the **following documents, authorization certificate, performance security money and Non-Judicial Stamp Paper of appropriate value** for signing the general contract agreement within 10 (Ten) days of the GeM Contract date. The performance security will be in the form of Demand Draft/Banker Cheque/ Pay Order/ISB (in favour of **The Director, NERIWALM, Tezpur**) from any Scheduled Bank payable at Tezpur, Assam. The performance security in the form of Bank Guarantee from any scheduled bank payable at Tezpur, Assam shall be valid for the contract period plus 06 (six) months. The rate of Performance Security will be @ 5% of the contract amount. Documents to be produced / submitted at the time of drawing agreement are as below:

- i. GeM Contract.
- ii. Registration Certificate of the Contractor/Firm/Individual with Govt Department.
- iii. Registration certificate with **GST, PAN, EPF & ESIC**.
- iv. Submission of Certificate of MSME/NSIC, if any.
- v. Submission of Trade License upto date, if any.
- vi. Performance Security Money in the form DD/BC/Pay Order/BG/ISB in favour of the Director, NERIWALM, Tezpur, Assam
- vii. Submission of Any other clarification/Amendment.

2.15.2 The Performance Security will be discharged by the NERIWALM after satisfactory completion of the supplier's/contractor's obligations including any warranty obligations under the contract during the contract period including extension period, if any in all respect and submission of Labour Clearance Certificate by the contractor/Service provider to NERIWALM at their own risk and responsibility.

2.15.3 An Integrity Pact Agreement (Refer Section – 7) will be executed in a non-judicial stamp paper of appropriate value between NERIWALM and the prospective bidder, committing the persons/officials of both sides not to resort to any corrupt practices in any aspect/stage of the contract. The Integrity Pact is deemed as part of the contract.

## **2.16 CANCELLATION OF LETTER OF INTENT/GeM CONTRACT.**

Failure of the successful bidder to comply with the requirement of submission of Performance Guarantee in time shall constitute sufficient ground for the cancellation of the acceptance of bid and forfeiture of the bid bond, in which case NERIWALM may make the offer to any other bidder at the discretion of the Purchaser or call for new bids.

## **2.17 PRE BID CLARIFICATIONS**

The bidder or his authorized representative may visit NERIWALM Campus at Dolabari, P.O. Kaliabhomora, Tezpur, Assam for inspection of the work area/for any clarifications before the last date of Submission of the bids during working hours of NERIWALM. No post bid clarification at the initiative of the bidders shall be entertained.

**2.18 DELIVERY:** As per Work Order to be issued to the successful bidder.

## **2.19 SUBMISSION OF BID (Refer the Bidding Methodology of section -1)**

Only the following shall be accepted in physical form:

- ☐ EMD in the form of Demand Draft.
- ☐ Pass Phrase for opening of bids (if required).

All other documents shall have to be submitted in Electronic/Soft form and shall not be accepted in physical form.

## **2.20 OPENING OF PRICE OFFER**

Price offers of only those bidders whose Techno-Commercial offers are found to be responsive and acceptable to NERIWALM will qualify to be opened online. Representative of the qualified parties may attend the Online Price Bid opening. In case of any conflict in any of the terms mentioned at Section – 4, the same shall prevail over the terms mentioned in other sections.

## **2.21 INSTRUCTIONS REGARDING ONLINE BID SUBMISSION**

**2.21.1 Bidding Methodology :** (Refer Section -1) Through GeM Portal

**2.21.2 Broad outline of activities from Bidders perspective :** As per procedure of GeM Portal.

**2.21.3 Digital Signature Certificates :** The bidders should have digital signatures certificate.

**2.21.4 On-Line Submission (Refer : Section 1 for details)**

**2.21.5 Offline Submissions :** As mentioned as above . For any instructions/amendments, the Bidder should visit the website of NERIWALM and GeM Portal.

**2.21.6 Special Note on Security of Bids:** As per Rules of implementation in GeM:

**2.21.7 Online Public Tender Opening Event (TOE) :** As per GeM Portal.

**2.21.8 Other Instructions**

For any instructions/amendments, the Bidder should visit the website of NERIWALM and GeM Portal.

## **SECTION – 3**

### **GENERAL CONDITIONS OF THE CONTRACT**

#### **3.1 PRICE APPLICABILITY**

Prices in the Purchase Order / Work Order / GeM Contract / Price Bid shall remain valid for the period of 01 (One) year/as mentioned in the GeM Contract/General Contract of Agreement from the date of signing of formal General agreement. However, the contract may be extended for a further period on mutual agreement if the service rendered by the party is found to be satisfactory. If the service is found un-satisfactory NERIWALM can cancel the work with 01 (one) month prior notice.

**3.2 PERFORMANCE SECURITY:** (Kindly Refer Section -2, Clause No. 2.15)

#### **3.3 CHANGE ORDERS**

3.3.1 The NERIWALM may at any time by written order given to the Supplier/Contractor make changes within the general scope of the contract in any one or more of the following:-  
a) Services to be provided by the supplier/contractor.

3.3.2 If any such change causes an increase or decrease in the cost or the time required for the execution of the contractor, an equitable adjustment shall be made in the contract price or delivery schedule or both and the contract shall accordingly be amended.

#### **3.4 SUB-LETTING**

The Bidder cannot assign or transfer and sub-contract the work or part thereof under the contract without prior written permission of the Purchaser.

#### **3.5 LIQUIDATED DAMAGES**

3.5.1 The date of the delivery of the goods/services stipulated in the acceptance of tender should be deemed to be the essence of the contract and the delivery must be completed not later than the dates specified therein. Extension in delivery period will not be given except in exceptional circumstances. Should, however, deliveries be made after expiry of the contract delivery period and accepted by the consignee, such deliveries will not deprive the NERIWALM of the right to recover Liquidated Damages.

3.5.2 For any type of un-satisfactory work, as liquidated damages, a sum equal to 1% of the total quoted amount per day will be recovered from the Supplier/Contractor. The NERIWALM also reserves the right to cancel the order in such cases and forfeit the EMD/Performance Bank Guarantee and may also debar the Supplier/Contractor from participation in future.

3.5.3 LD can be recovered from any dues of the Supplier.

### **3.6 ARBITRATION**

3.6.1 In the event of any dispute arising between NERIWALM and the Supplier/Contractor, in any matter covered by this contract or arising directly or indirectly therefrom or connected or concerned with the said contract in any manner of the implementation of any terms and conditions of the said contract, the matter shall be referred to the Director, NERIWALM who may himself act as sole arbitrator or may name as sole arbitrator an officer of NERIWALM notwithstanding the fact that such officer has been directly or indirectly associated with this contract and the provisions of the Indian Arbitration Conciliation Act, 1996 shall apply to such arbitration. The supplier expressly agrees that the arbitration proceedings shall be held Tezpur.

3.6.2 The proceedings of arbitration shall be in English language:

3.6.3 In case any supplier wants to take the dispute to a court of law after arbitration award as aforesaid, it is clearly understood that only courts in Tezpur and Guwahati shall have the Jurisdiction.

3.6.4 In case of Public Sector Undertaking/Government Departments

In the event of any dispute or difference relating to the interpretation and application of the provisions of the contracts with any Public Sector Undertaking / Government Department, such dispute or difference shall be referred by either party for Arbitration to the sole Arbitrator in the Department of Public Enterprises to be nominated by the Secretary to the Government of India in-charge of the Department of Public Enterprises. The Arbitration and Conciliation Act, 1996 shall not be applicable to arbitration under this clause. The award of the Arbitrator shall be binding upon the parties to the dispute, provided, however, any party aggrieved by such award may make a further reference for setting aside or revision of the award to the Law Secretary, Department of Legal Affairs, Ministry of Law & Justice, Government of India. Upon such reference, the dispute shall be decided by the Law Secretary or the Special Secretary / Additional Secretary, when so authorized by the Law Secretary, whose decision shall bind the Parties finally and conclusively. The Parties to the dispute will share equally the cost of arbitration as intimated by the Arbitrator.

### **3.7 APPLICABLE LAWS**

This contract shall be interpreted, construed and governed by the laws of the Republic of India and the parties hereby submit to the exclusive jurisdiction of the Court at Tezpur and Guwahati having jurisdiction in appeal there from. Any dispute in relation to the contract shall be submitted to the appropriate Court of the Republic of India for determination. The parties to the contract shall continue to fulfill their respective obligations under the contract during the currency of the contract pending the final decision of the Court.

### **3.8 GENERAL LIEN**

Whenever under this contract any sum of money is recoverable from and payable by the Supplier/Contractor, the NERIWALM shall be entitled to recover such sum by appropriating in part or in whole the security deposit of the Supplier/Contractor, if a security is taken from the Supplier/Contractor. In the event of the Security being insufficient or if no security has been taken from the Supplier, the balance or the total sum recoverable, as may be, shall be deducted from any sum due to the Supplier or which at any time thereafter may become due to the Supplier under this or any other contract with the Company. Should this sum be not sufficient to cover the full amount recoverable, the Supplier shall pay to the Company on demand the remaining balance due.

### **3.9 FORCE MAJEURE**

If any time, during the continuance of this contract, the performance in whole or in part by either party under obligation as per this contract is prevented or delayed by reasons of any war or hostility, act of the public enemy, civil commotion, sabotage, fire, flood, explosion, epidemic, quarantine restrictions, strike, lockout or acts of God (hereinafter referred to "eventuality"), provided notice of happening of any such eventuality is given by either party to the other within 21 days of the date of occurrence thereof, neither party shall be reason of such an "eventuality" be entitled to terminate this contract nor shall either party have any claim or damages against the other in respect of such non-performance or delay in performance and deliveries under the contract. The contract shall be resumed as soon as practicable after such "eventuality" has come to an end or ceased to exist. In case of any dispute, the decision of Director, NERIWALM, shall be final and conclusive, provided further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reason of any such eventuality for a period exceeding 60 days, either party may at its option, terminate the contract. Provided also that if the contract is terminated under this clause the NERIWALM shall be at liberty to take over from the Supplier at a price to be fixed by the NERIWALM, which shall be final, all unused, undamaged and acceptable materials, bought out components and other stores in the course of manufacture which may be in the possession of the Supplier at the time of such termination, or such portion thereof as the NERIWALM may deem fit except such material, as the Supplier may, with the concurrence of the NERIWALM, elect to retain.

### **3.10 TERMINATION FOR DEFAULT**

3.10.1 The NERIWALM, may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the Supplier, terminate this contract in whole or in part.

### **3.11 TERMINATION FOR INSOLVENCY**

The NERIWALM may at any time terminate the Contract by giving written notice to the Supplier/Contractor, without compensation to the supplier/contractor if the supplier becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or effect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

### **3.12 ADD ON ORDER**

NERIWALM reserves the right to place "Add on order" for additional quantity upto 25% of the original quantity at the same rate and terms & conditions of the GeM Contract/contract order. The Service Provider/Contractor will have the binding to carry out the AMC work at the same rates, terms and conditions till the fresh contractor is selected by NERIWALM.

### **3.13 COMPLIANCE TO LABOUR LAW**

3.13.1 The contractor/Service Provider shall abide by and comply with EPF Laws, ESIC Laws, Insurance, Income Tax Act/Rules, Minimum Wages Act, Minimum Wages (Central) Rules, Industrial Disputes Act, 1947, Contract Labour (Regulation & Abolition) Act, Contract Labour (Regulation & Abolition) Central Rules, or any other law in force from time to time.

3.13.2 The engagement, deployment and payment of wages to manpower as per the above laws shall be the sole responsibility of the contractor and any breach of such laws shall be deemed to be breach of this contract.

3.13.3 The contractor shall be liable for any legal dispute/case/claims that may arises or may arise during currency of the contract due to non-compliance of labour or other related laws.

## **SECTION – 4**

### **SPECIAL CONDITIONS OF CONTRACT**

**4.1 PLACE OF FOR SERVICE "Dumping of Waste & Garbage Directly at Dumping Site from NERIWALM Campus including loading, unloading and transportation"**

#### **4.2 PAYMENT TERMS**

| Sl. No. | Monthly Installment                                                                                                                                                                       | Output/ Outcome parameter                                                                                     |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| 1       | Payment shall be made against the submission of log book sheet showing the record of collection and disposal at the dumping yard of the Tezpur Municipal Board duly certified by NERIWALM | Invoicing is done on the basis of trip made by garbage tipper of minimum 2.00 cubic metre capacity in a month |

#### **4.2.1 Payment calculation would be as below :**

a) Payment = Cost of Collection and Disposal including dumping of Waste & Garbage (Dry & Wet) directly at the Dumping Site Under Tezpur Municipal Board from NERIWALM Campus including Loading, Unloading and Transportation Charge with Garbage Tipper of Minimum Capacity of 2.00 cum & including necessary charges, taxes, etc. at the waste treatment plant x Nos. of trips in a month as per Log Book Entry

b) It may be noted that 2.00 cum waste & garbage will be considered as ONE TRIP load of waste & garbage.

#### **4.2.2 Breach of Contract and Penalties**

Breach of SLA is defined as performance lower than requisite performance in this agreement. The following conditions shall specify breach of contract and buyer shall have right to immediately terminate the contract.

- i) Cumulative penalties reach 10% of the contract value.
- ii) Repeated breach of SLAs beyond 3 instances in the entire contractual period.

- iii) Subcontracting or outsourcing of the contract, in part or whole.
- iv) Penalties will be levied on the service provider, for the violation of Service Level Agreement of the contract as mentioned below:

| Sl. No. | Particulars                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Financial Implications                                                                                                            |
|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| i       | a) Non-servicing of areas to be covered under the contract<br>b) Non-deployment of vehicle / composters or shortage of manpower<br>c) Improper management of waste collection process which includes inflation of weight of waste being carried by a vehicle<br>d) Non redressal of complaints in 2 days<br>e) Vehicle unloads collected waste at location other than specified spot specified for route<br>f) Vehicles deployed overflowing or not maintained clean (or littering in adjoining areas) | 1st instance – 2% of monthly bill value<br><br>2nd instance – 5% of monthly bill value<br><br>3rd instance – 1% of contract value |

#### 4.2.3 Taxes and Statutory Deductions

- a) The contractor shall be responsible for payment of all taxes, duties, cess, fees, labour-related statutory liabilities and other applicable charges.
- b) GST shall be dealt with as per applicable Government rules.
- c) Statutory deductions such as TDS and other applicable deductions shall be made from the contractor's bills.
- d) The contractor shall comply with all applicable labour laws and regulations.

#### 4.3 PAYING AUTHORITY

The Director, NERIWALM, Tezpur.

#### 4.4 INSPECTION AUTHORITY

Officer deputed by Director, NERIWALM.

#### 4.5 VALIDITY OF PERFORMANCE SECURITY

Successful bidder is required to submit Performance Security Money for a value of **5 %** of value of the awarded work value/GeM Contract value with validity up to contract period plus 6 (six) months for final handing over of AMC covered equipments, etc. For other details kindly refer the Section-2.

#### **4.6 SCOPE OF WORK**

4.6.1 The scope of work shall cover complete cleaning solution to NERIWALM Campus.  
**(Kindly Refer Section – 05)**

#### **4.7 PERIOD OF CONTRACT**

Service Contract shall be initially for a period of 01 (one) year extendable for further period of 01 (one) year or more on mutual agreement between NERIWALM and the Contractor/Agency at same rates & terms & conditions subjected to satisfactory performance of contractor.

#### **4.8 DAMAGE CAUSED TO INSTALLATION**

In case of any damage caused to the installation due to negligence, carelessness or inefficiency of staff of the firm the contractor shall be responsible to make good the loss. Decision of the Director, NERIWALM shall be final & binding on the contractor.

#### **4.9 DEPLOYMENT OF STAFF**

4.9.1 The contractor shall engage cleaning workers not below the age of 18 years.

4.9.2 The NERIWALM shall not provide any accommodation to any of the Housekeeping Personnel deployed by the contractor.

4.9.3 Contractor shall keep a record of the details like name, age, parentage, photograph address (residential as well as permanent) of all manpower personnel and shall submit such record on demand of the Client.

4.9.4 The persons deployed by Contractor shall be properly trained, have requisite experience and skills for carrying out the conservancy work related tasks assigned at Client's office.

4.9.5 The driver engaged for plying of tipper /vehicle should have valid driving license or authorization.

4.9.6 The strength of the workers can be enhanced or decreased on the discretion of the NERIWALM based on the functional requirement. The cost of engagement of labour/manpower will be borne by the service provider.

#### **4.10 TOOLS & PLANTS**

All the general tools & plants / implements / vehicle/ tipper / POL Charges required for pick up and dumping of waste at designated location shall be the liability of the Service Provider at their own risk and cost. The contractor shall include the charges for the same in the bid/quote. No separate payment shall be made for the purpose.

#### **4.11 SCHEDULE OF MAINTENANCE**

Within one week of award of work, the contractor shall submit for approval of NERIWALM enclosing the detailed schedule of operation, routine, along with daily monthly activities of cleaning activities to concerned officer of NERIWALM.

#### **4.12 RECORDS TO BE MAINTAINED AT SITE**

The following Register shall be maintained by the contractor at site and to be got signed by Engineer in charge, NERIWALM.

☐ Log Book (Entry, Exit) of movement of garbage carrying tipper in NERIWALM Campus.

#### **4.13 PERSONAL ACCIDENT INSURANCE:**

The entire contractor's employee will have to be in covered under insurance against any personal accident and NERIWALM will not be liable for payment of any compensation on that account. The contractor shall follow all standard norms of safety measures / precautions to avoid the accident / damages to man, machineries and building. On non adherence of this clause, suitable action/fines shall be initiated as per rule as decided by NERIWALM.

#### **4.14 PERIOD OF OPERATION**

- i) The operation time will be as follows;
  - a) 7.00 AM to 1.00 PM for full day duty or as directed by the authority of NERIWALM.
  - b) Alternate days of the week.
  - c) Any Holiday or Sunday may be adjusted with other week day as per need of the institute.
- ii) Frequency in each cycle may be change depending to the condition and requirement of the institute.

## **SECTION – 5**

### **SCOPE OF WORK**

#### **1. SCOPE OF WORK**

**The work shall broadly comprise the following activities:**

- a) Collection of dry and wet waste/garbage generated within the NERIWALM Campus from the designated collection points.
- b) Loading of waste and garbage into a suitable garbage tipper/vehicle.
- c) Transportation of the loaded waste from NERIWALM Campus to the authorized dumping/disposal site.
- d) Unloading/dumping of the waste directly at the designated/authorized dumping site of Tezpur Municipal Board.
- e) The service provider shall obtain and comply with all permissions, rules and directions of the concerned local authority relating to transportation and disposal of waste.
- f) The vehicle deployed shall be suitable for transportation of municipal solid waste and shall be maintained in clean and roadworthy condition.
- g) The vehicle shall be properly covered, wherever required, to prevent scattering/spillage of waste during transportation.
- h) Loading and unloading shall be carried out by the service provider through adequate manpower.
- i) The service provider shall ensure that no waste is dumped at any location other than the authorized dumping/disposal site of Tezpur Municipal Board.
- j) The service provider shall ensure that the NERIWALM Campus and the route used for transportation are not unnecessarily polluted or littered during the operation.
- k) Any waste accidentally spilled during loading/transportation shall immediately be collected and cleaned by the service provider at his own cost.
- l) All labour, vehicle, fuel, lubricants, maintenance, loading/unloading charges, transportation charges, tools, tackles, safety equipment and other incidental expenses shall be borne by the service provider.
- m) The service provider shall maintain proper records of each trip/collection, including date, vehicle registration number, quantity/capacity transported and dumping location, wherever required by NERIWALM.
- n) The service provider shall perform the work as per the instructions of the Engineer-in-Charge/authorized representative of NERIWALM.
- o) The manpower engaged by the service provider shall be disciplined and well-mannered with proper identifying dress code.
- p) The age of the manpower engaged for the work should not less than 18 years.

#### **2. MINIMUM REQUIREMENT OF VEHICLE**

**The service provider shall deploy a suitable garbage collection/transportation vehicle having adequate capacity for the work.**

**The vehicle shall preferably be:**

- a) Garbage Tipper / Covered Garbage Vehicle / equivalent suitable vehicle.
- b) Minimum carrying capacity: 2.00 cum, unless otherwise specified by NERIWALM.
- c) Registered with the appropriate transport authority.
- d) Covered/closed suitably to prevent falling, spilling or scattering of waste.
- e) Roadworthy and fit for operation.
- f) Compliant with applicable pollution control, motor vehicle and safety requirements.
- g) Equipped with necessary safety and emergency equipment.
- h) The vehicle may be inspected by NERIWALM before deployment.

### 3. FREQUENCY OF SERVICE

- a) The service shall be provided as and when required by NERIWALM.
- b) The approximate frequency may be:
- c) **\_\_04\_\_ trips per week / \_\_15\_\_ trips per month** or as directed by the Engineer-in-Charge depending upon the quantity of waste generated.
- d) The actual number of trips may vary depending upon the requirement of NERIWALM. Payment shall be made only for the actual service/trips performed and duly certified by the authorized representative.
- e) The service provider has to be always ready to provide services at very short notice as per the requirement of the institute, failing to comply the order may be view very seriously and ay affect the goodwill of the service provider.

### 4. MANPOWER

- a) The service provider shall arrange adequate manpower for:
  - Loading of garbage/waste.
  - Unloading/dumping at the authorized dumping site.
  - Cleaning of any spillage during transportation.
  - Other incidental activities required for satisfactory execution of the work.
- b) The service provider shall be solely responsible for payment of wages, overtime, statutory benefits and other dues of the manpower engaged by him.
- c) No employer-employee relationship shall exist between NERIWALM and the personnel deployed by the service provider.

### 5. DUTIES AND RESPONSIBILITIES OF THE CONTRACTOR / SERVICE PROVIDER

The contractor/service provider shall:

- a) Provide suitable vehicle(s) in good working condition.
- b) Provide competent driver(s) and sufficient labour.
- c) Ensure regular availability of the vehicle as per requirement.
- d) Maintain the vehicle in clean, safe and roadworthy condition.
- e) Ensure compliance with all applicable laws and regulations.
- f) Bear all expenditure towards fuel, lubricants, repairs, maintenance and operation of the vehicle.
- g) Bear wages and other liabilities of the manpower deployed.
- h) Ensure safe loading and transportation of waste.
- i) Prevent leakage/spillage/scattering of waste during transportation.

- j) Clean any accidental spillage immediately.
- k) Obtain/maintain all required vehicle documents and permissions.
- l) Follow the instructions of NERIWALM's Engineer-in-Charge.
- m) Ensure that no unauthorized disposal takes place.
- n) Maintain proper service records.
- o) Immediately arrange an alternative vehicle in case the deployed vehicle becomes unavailable due to breakdown or any other reason.

## **6. SAFETY AND ENVIRONMENTAL REQUIREMENTS**

- a) The contractor shall comply with all applicable environmental, health and safety requirements.
- b) Waste shall be transported in such a manner that it does not cause nuisance, pollution or danger to the public.
- c) The vehicle shall be properly covered wherever necessary.
- d) Workers engaged in handling waste shall be provided with appropriate Personal Protective Equipment (PPE), including gloves, masks, safety shoes/boots and other necessary protective equipment.
- e) The contractor shall take all necessary precautions to prevent accidents.
- f) Any accident, injury, loss or damage arising from the contractor's operation shall be the responsibility of the contractor.
- g) The contractor shall comply with applicable provisions relating to solid waste management and directions issued by the concerned local authority.

**SECTION – 6**

**(BID SUBMISSION FORM)**  
**(To be filled up by the bidder)**  
**(BIDDER LETTER HEAD)**

To

The Director,  
 North Eastern Regional Institute of Water and Land Management  
 (NERIWALM)  
 Dolabari, P.O. Kaliabhomora  
 Tezpur – 784027 (Assam)

Dear Sir,

In response to your Tender Notice (mentioned below) for the Work (mentioned below), We hereby submit our **PARTICULARS/OFFER** for consideration:

|          |                                             |                                                                                                                                     |
|----------|---------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| <b>A</b> | <b>GeM Bid No. &amp; Date</b>               |                                                                                                                                     |
| <b>B</b> | <b>Name of the Service :</b>                | <b>DUMPING OF WASTE &amp; GARBAGE DIRECTLY AT DUMPING SITE FROM NERIWALM CAMPUS INCLUDING LOADING, UNLOADING AND TRANSPORTATION</b> |
| 1        | Bidder's Name :                             |                                                                                                                                     |
| 2        | Web site Address:                           |                                                                                                                                     |
| 3        | E-Mail Address:                             |                                                                                                                                     |
| 4        | Actual Address of the Bidder as per record: |                                                                                                                                     |
| 5        | Postal Address :                            |                                                                                                                                     |
| 6        | Contact No. :                               |                                                                                                                                     |
| 7        | Authorized Person's Name                    |                                                                                                                                     |
|          | Designation :                               |                                                                                                                                     |
|          | Contact No:                                 |                                                                                                                                     |

|        |                                                                                                         |  |
|--------|---------------------------------------------------------------------------------------------------------|--|
| 8      | Local Registered Office Address                                                                         |  |
| 9      | PAN No :                                                                                                |  |
| 10     | GST Reg No:                                                                                             |  |
|        | Name of the party as per record in document                                                             |  |
| 11     | Registration Certificate of the Contractor / Firm / Individual with Govt Department/PSU/Company dealing |  |
|        | Registration Certificate No:                                                                            |  |
|        | Name of the party as reflected in the document                                                          |  |
|        | Name of Issuing authority :                                                                             |  |
|        | Validity up to :                                                                                        |  |
| 12     | Labour Licence No.:                                                                                     |  |
|        | Name of the party as reflected in the document:                                                         |  |
|        | Name of Issuing authority :                                                                             |  |
|        | Validity up to :                                                                                        |  |
|        | Nos of Labours authorized to engage:                                                                    |  |
| 13 (a) | EPF Registration No.                                                                                    |  |
|        | Name of the party as reflected in the document:                                                         |  |
|        | Name of Issuing authority :                                                                             |  |
|        | Validity up to :                                                                                        |  |

|           |                                                                                      |                                      |                                       |                         |
|-----------|--------------------------------------------------------------------------------------|--------------------------------------|---------------------------------------|-------------------------|
| 13<br>(b) | ESIC Registration No.                                                                |                                      |                                       |                         |
|           | Name of the party as reflected in the document:                                      |                                      |                                       |                         |
|           | Name of Issuing authority :                                                          |                                      |                                       |                         |
|           | Validity up to :                                                                     |                                      |                                       |                         |
| 14        | Particular of EMD (Copy to be submitted Online with Technical Bid also)              |                                      |                                       |                         |
|           | Amount (Rs.)                                                                         |                                      |                                       |                         |
|           | Transaction Details:                                                                 |                                      |                                       |                         |
|           | Bank :                                                                               |                                      |                                       |                         |
| 15        | Details of Bank Accounts for release of EMD/Performance Security / Bill payment etc. |                                      |                                       |                         |
|           | Bank A/C No.                                                                         |                                      |                                       |                         |
|           | Name of the Bank                                                                     |                                      |                                       |                         |
|           | Name of the Branch                                                                   |                                      |                                       |                         |
|           | IFS Code.                                                                            |                                      |                                       |                         |
|           | Name of the Bank Account Holder(As per record in the Bank Account)                   |                                      |                                       |                         |
| 16        | Average Annual Financial Turnover during the last 3 years, ending 31st March 2025    |                                      |                                       |                         |
|           | <b>Period (As below)</b>                                                             |                                      | <b>Financial Turn Over (As below)</b> |                         |
|           |                                                                                      |                                      |                                       |                         |
|           |                                                                                      |                                      |                                       |                         |
|           |                                                                                      |                                      |                                       |                         |
| 17        | Experience in similar nature of works during last 5 (Five) years                     |                                      |                                       |                         |
|           | <b>Duration of Experience</b>                                                        | <b>Description of the experience</b> | <b>Deptt/Company/PSU/Organization</b> | <b>Work value (Rs.)</b> |

|                |                                                                                                                                                                                                             |                                |                                                          |              |
|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|----------------------------------------------------------|--------------|
|                |                                                                                                                                                                                                             |                                |                                                          |              |
|                |                                                                                                                                                                                                             |                                |                                                          |              |
|                |                                                                                                                                                                                                             |                                |                                                          |              |
|                |                                                                                                                                                                                                             |                                |                                                          |              |
| 18             | Particulars of Registration of Contractor/ Firm/Company with Govt. Department                                                                                                                               |                                |                                                          |              |
|                | Name :                                                                                                                                                                                                      |                                |                                                          |              |
|                | Class /Category of Registration                                                                                                                                                                             | Issuing Authority              | Nature & type of works/business authorized for execution | Valid upto : |
|                |                                                                                                                                                                                                             |                                |                                                          |              |
|                |                                                                                                                                                                                                             |                                |                                                          |              |
|                |                                                                                                                                                                                                             |                                |                                                          |              |
| 19             | Particulars of MSME/NSIC Registration (If Any)                                                                                                                                                              |                                |                                                          |              |
|                | Class /Category of Registration                                                                                                                                                                             | Issuing Authority              | Nature of works authorized for execution                 | Valid upto:  |
|                |                                                                                                                                                                                                             |                                |                                                          |              |
|                |                                                                                                                                                                                                             |                                |                                                          |              |
| 20             | The following documents are duly entertained, signed and submitted with this Bid Submission Form (As Technical Bid)                                                                                         |                                |                                                          |              |
| <b>Sl. No.</b> | <b>Particulars</b>                                                                                                                                                                                          | <b>Submitted/Not submitted</b> | <b>Page No.</b>                                          |              |
| (A)            | <b>ONLINE SUBMISSION WITH TECHNICAL BIDS</b> (All the documents shall be valid and the validity shall continue till the completion of the work). The documents should self-attested with date by the bidder |                                |                                                          |              |
| i              | Submission of <b>the BID SUBMISSION FORM (Section-8)</b> duly filled and signed by the bidder.                                                                                                              |                                |                                                          |              |
| ii             | Submission of particulars of <b>EMD.</b> (Upload Scan Copy for reference) <b>(Mandatory for Non-exempted bidder)</b>                                                                                        |                                |                                                          |              |

|      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |  |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| iii  | Submission of Registration Certificate of the Contractor/Firm/Individual with Govt Department. (In case of MSME certificate, it shall have to be in force to carry out activities of cleaning/sanitation/General house hold maintenance/General cleaning of buildings/Temporary placement activities under the activity of <b>PROVIDING SERVICE</b> ) <b>(Mandatory)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |  |
| iv   | Submission of registration certificate with <b>GST, PAN. (Mandatory)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |  |
| v    | Submission of Experience certificate in the form of work completion certificate/Performance certificate from the Client. (Merely submission of Work order/Letter of Intent will not be considered as work experience certificate). <b>(Mandatory)</b><br>Bidder should have experience of having successfully completed similar nature of AMC works/services in Govt. Department / Govt. Organisation / PSUs during the last 05 FY ending 31st March, 2026 should be either of the following :<br>i) One similar completion/performance certificate of work costing not less than Rs. 02.00 Lakhs<br>Or<br>ii) Two similar completion/performance certificate of work each costing not less than Rs. 01.00 Lakhs<br>Or<br>iii) Three similar completion/performance certificate of work each costing not less than Rs. 00.50 Lakh |  |  |
| vi   | Submission of <b>UNDERTAKING (Section - 09 Annex – I, II, III &amp; IV)</b> duly filled and signed by the bidder. <b>(Mandatory)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |  |
| vii  | Submission of <b>Audited Balance Sheet or Financial Statement for the F/Y (2024-25/2025-26). (Mandatory)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |  |
| viii | Submission of <b>IT Return Statement for F/Y (2024-25/2025-26). (Mandatory)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |  |
| ix   | Submission of <b>last 03 FY Turnover Certificate. (Mandatory)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |

**DECLARATION**

- 1) We have read and understood the terms & conditions of the above mentioned tender and comply with all Terms & Conditions of your Tender.  
(In case of any deviation the Bidder must attach a separate sheet clearly mentioning the Clause No. of the Tender and Deviation thereto)
- 2) We certify that the information mentioned above are true and correct to best of our knowledge.
- 3) In case of receipt of order we confirm that payment shall be received through e-Banking / Electronics Transfer.
- 4) This offer contains \_\_\_\_\_ No. of pages including all Annexures and Enclosures.

**(Signature of the bidder with seal).....**

**Name of the Signatory (In Block Letters) :.....**

**Name of the party: .....**

**Address .....**

**Seal : .....**

**SECTION - 07****(UNDERTAKING)  
ANNEXURE - I****(BIDDER LETTER HEAD)**

To,

The Director,  
NERIWALM,  
Dolabari, Tezpur, Assam (Pin-784027)

**Name of the service : DUMPING OF WASTE & GARBAGE DIRECTLY AT  
DUMPING SITE FROM NERIWALM CAMPUS INCLUDING LOADING,  
UNLOADING AND TRANSPORTATION**

**GeM Bid No. & date : .....**

I do hereby declare that I/We have not been barred/black listed by any PSU/Government Department/Organization/institution in doing business with them. I/We have submitted the information/documents to the best of my/your knowledge.

Signature with date of Authorized Signatory.....

Name of the signatory (**In block letters**) .....

Name of the party/Firm/Company/Contractor:.....

Address .....

Date:..... Place :.....

**SECTION - 07****(UNDERTAKING)  
ANNEXURE - II****(BIDDER LETTER HEAD)****Undertaking to comply Minimum wage policy of Government of India**

To,

The Director,  
NERIWALM,  
Dolabari, Tezpur, Assam (Pin-784027)

For the service of - **DUMPING OF WASTE & GARBAGE DIRECTLY AT DUMPING SITE FROM NERIWALM CAMPUS INCLUDING LOADING, UNLOADING AND TRANSPORTATION**

**GeM Bid No. & date :** .....

We hereby certify that we have gone through the tender document and we have fully understood the conditions herein. We hereby assure that we will comply with the conditions and submit monthly compliance statements regarding minimum wages and other Labour related statutory formalities like PF, ESI, Mediclaim, Insurance etc. we further undertake that wages/salaries of the workers to be engaged at NERIWALM for any month will be paid within 1<sup>st</sup> week of the following month, irrespective of the release of payment of the related invoice(s) by NERIWALM.

Signature with date of Authorized Signatory.....

Name of the signatory (**In block letters**) .....

Name of the party/Firm/Company/Contractor:.....

Address .....

Date:..... Place :.....

**SECTION - 07****(UNDERTAKING)  
ANNEXURE - III****(BIDDER LETTER HEAD)**

To,  
The Director,  
NERIWALM,  
Dolabari, Tezpur, Assam (PIN-784027)

**Name of the service : DUMPING OF WASTE & GARBAGE DIRECTLY AT  
DUMPING SITE FROM NERIWALM CAMPUS INCLUDING LOADING,  
UNLOADING AND TRANSPORTATION**

**GeM Bid No. & date : .....**

Sir,

I/We do hereby declare that I/We or my representatives have got first-hand information of the service to be carried out in ground for the above mentioned work and aware of scope of work and service to be done for above mentioned service.

Signature with date of Authorized Signatory.....

Name of the signatory (**In block letters**) .....

Name of the party/Firm/Company/Contractor :.....

Address .....

Date:..... Place :.....

**SECTION - 07****(UNDERTAKING)  
ANNEXURE - IV****(BIDDER LETTER HEAD)**

To,  
The Director,  
NERIWALM,  
Dolabari, Tezpur, Assam (PIN-784027)

**Name of the service : DUMPING OF WASTE & GARBAGE DIRECTLY AT  
DUMPING SITE FROM NERIWALM CAMPUS INCLUDING LOADING,  
UNLOADING AND TRANSPORTATION**

**GeM Bid No. & date : .....**

Sir,

I/We do hereby give the undertaking that I/We have read all the contents of the Tender Notice and Tender Documents to the best of my /our knowledge. I/We shall strictly follow all the Terms and Conditions of the Tender Documents in adherence to the applicable laws, rules, norms, etc.

Signature with date of Authorized Signatory.....

Name of the signatory (**In block letters**) .....

Name of the party/Firm/Company/Contractor:.....

Address .....

Date:..... Place :.....

**END OF TECHNICAL BID**

## FORMAT OF FINANCIAL BID (BIDDER LETTER HEAD)

**NAME OF THE SERVICE : DUMPING OF WASTE & GARBAGE  
DIRECTLY AT DUMPING SITE FROM NERIWALM CAMPUS  
INCLUDING LOADING, UNLOADING AND TRANSPORTATION**

| Sl. No.                                                                                                                                                                                 | Description                                                                                                                                                                                                                                                                                                                                | Unit | Tentative Estimated Quantity                     | Rate per Unit Trip (excluding GST) (Rs.)  | GST on unit rate (Rs.)                    | Total Unit Rate incl. GST (Rs.)           | Total Amount incl. GST for 01 year period (Rs.) |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|--------------------------------------------------|-------------------------------------------|-------------------------------------------|-------------------------------------------|-------------------------------------------------|
| a                                                                                                                                                                                       | b                                                                                                                                                                                                                                                                                                                                          | c    | d                                                | e                                         | f                                         | g = e + f                                 | h = g x 180 trips                               |
| i                                                                                                                                                                                       | COLLECTION AND DISPOSAL INCLUDING DUMPING OF WASTE & GARBAGE (DRY & WET) DIRECTLY AT THE DUMPING SITE UNDER TEZPUR MUNICIPAL BOARD FROM NERIWALM CAMPUS INCLUDING LOADING, UNLOADING AND TRANSPORTATION CHARGE WITH GARBAGE TIPPER OF MINIMUM CAPACITY OF 2.00 CUM & INCLUDING NECESSARY CHARGES, TAXES, ETC. AT THE WASTE TREATMENT PLANT | Trip | 15 Trips per month, 180 Trips for 01 year period | (Amount to be filled up by bidder in Rs.) | (Amount to be filled up by bidder in Rs.) | (Amount to be filled up by bidder in Rs.) | (Amount to be filled up by bidder in Rs.)       |
| Total Quoted Amount (Rs.) for 01 (One) year service period (including Labour Component, Consumables and other component, Contractor Service Charge, GST and other charges) (in figures) |                                                                                                                                                                                                                                                                                                                                            |      |                                                  |                                           |                                           |                                           |                                                 |
| Total Quoted Amount in words                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                            |      |                                                  |                                           |                                           |                                           |                                                 |
|                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                            |      |                                                  |                                           |                                           |                                           |                                                 |
|                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                            |      |                                                  |                                           |                                           |                                           |                                                 |

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**NOTE :**

- a) The quoted amount of the bidder shall be inclusive of GST and all other charges, etc. The total quoted price/value in GeM should match with price breakup format/Financial Bid.
- b) The value of the service work (in Rs.) = Total Quoted Amount of the bidder shall be inclusive of GST and all other charges, etc
- c) The Bidder must ensure that the quoted rate shall be inclusive of all indirect costs such as (and not limited to) Logistics, Accommodation, TA/DA of personnel, Communication, Documentation, Transportation, Travel, Insurance, and other necessary and relevant taxes.
- d) Bidder may refer to **Section – 5** for more details related to scope of work.
- e) Breakup of Taxes included in total prices may please be indicated.
- f) NERIWALM will pay only the bill as per actual execution/deployment of garbage carrying tipper. No payment will be made extra. Bidder may refer to **Section – 4** for more details.
- g) L1 will be selected as per GeM Portal Financial Bid Actions point.
- h) In case of Multiple L1, Preference will be given as per GeM.

**(Signature of the bidder with seal).....**

**Name of the Signatory (In Block Letters) :.....**

**Name of the party: .....**

**Address .....**

**Seal**