

REQUEST FOR EXPRESSION OF INTEREST

FOR

EMPANELMENT OF PRE-CAST TOILET PROVIDERS IN URBAN
MAHARASHTRA UNDER SWACHH MAHARASHTRA MISSION
URBAN(SMM-U)



**Government of
Maharashtra**

SWACHH MAHARASHTRA MISSION FOR URBAN AREA (SMM-U)
URBAN DEVELOPMENT DEPARTMENT
GOVERNMENT OF MAHARASHTRA

February 2017

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Chapter 1

1.1 Background

The Urban Development Department, Govt. of Maharashtra (UDD) is implementing the Swachh Maharashtra Mission in all 384 urban local bodies across the state. The Mission envisages achieving Open Defecation free city status by October, 2017.

Government of Maharashtra has launched the Swachh Maharashtra Mission for Urban (SMMU) from 02nd October 2014 under which it is proposed to construct Individual House Hold latrines (IHHL) for urban Maharashtra.

After Verification of and approval of Beneficiaries form, ULB gives workorder for commencement of the Toilet construction. As per conditions decided by ULBs the funds are released to the beneficiaries account.

1.2 Empanelment of Consultant

The objective of seeking expression of interest is to empanel precast toilet providers to construct / install Individual Household Level Toilet and Community Toilet facilities across ULBs under SMMU at state level. The ULBs at their level facilitate the empanelled consultants after following due procedure at their level.

All MoUD guidelines for SBM will be prevailed.

1.3 Scope of work

Agencies with adequate capacity to construct and commission Individual Household Latrine (IHHL) and CTs should submit their application in the relevant prescribed format.

The minimum requirements expected for the toilets are as under:

- i) Minimum required toilet and septic tank dimensions should be as per शासन परिपत्रक क्रमांक:- स्वमअ-२०१५ / प्रक्र२४८ / नवि - ३४ attached herewith. Also attached in annexure.
- ii) Superstructure should be permanent in nature – made concrete precast panels/ concrete blocks/ aerated concrete that is used for external construction and provides sufficient ventilation, adequate privacy, strength and protection.
- iii) Agencies should adopt standard technology like septic tank with soak pits or any other proven effective human excreta management technology to ensure the human excreta management effectively.

- iv) The agencies should submit the designs of superstructure as well as technology for human excreta management that they wish to provide.
- v) Life of the superstructure and sub structure (permanent in nature) should be mentioned by the supplier.

1.4 Availability of Request for Expression of Interest (REoI) Document

The document can be downloaded from the following website:
<https://mahatenders.gov.in/nicgep/app>

1.5 Validity of Proposals

The Proposal shall be valid for a period of not less than 120 (one hundred and twenty) days from the Proposal Due Date hereinafter called "Proposal Validity Period". SMM reserves the right to reject any Proposal, which does not meet this requirement.

1.6 Description of Shortlisting Process

SMM proposes to adopt a one stage process to evaluate Proposals received based on criteria set out in this REoI Document. Based on this evaluation undertaken, a short-list of Applicants will be prepared.

1.7 Schedule of the Proposal Process

S. No.	Particulars	Dates
1	Date of issue of EOI	06-02-2017 Monday from 16:30 hrs
2	Last Date of receiving of Queries by email only	15-02-2017 Wednesday till 17:00 hrs
3	Authority response to queries	18-02-2017 Saturday
4	Proposal start and End date	06-02-2017 to 22-02-2017
5	Last date of Proposal Submission	22-02-2017 Wednesday till 15:00 hrs.
6	Proposal Opening	23-02-2017 Thursday after 15:00 hrs.

Chapter 2

2.1 General Instructions to Applicants

1. The firm applying for the empanelment should **have qualified professionals and technically sound people on board.**
2. Conditional/telegraphic, incomplete EOI would not be entertained.
3. Swachh Maharashtra Mission reserves right to reject any or all Proposals in full or part without assigning any reason.
4. For any clarifications contact on **Ph. No.+91-22-266157390/266155652** at the office of **Mission Director, Swachh Maharashtra Mission - Urban**, MUIDCL, Ground Floor, CR -2, Barrister Rajni Patel Road, Nariman Point, Mumbai -400 021.
5. The proposal shall be signed by the persons on behalf of the organization having necessary authorization/ power of attorney to do so. Each page of proposal shall be signed (copy of power of Attorney).
6. The Applicant should submit Clients/Users Certificate of appreciation for the projects.
7. The Applicant shall not be blacklisted by NGO/ PSU/ State Government/ Central Government or Any subsidiary of State or Central Government. (Submit an undertaking on a notarized certificate on Non Judicial Stamp paper of value Rs. 100 to that effect). Record of poor performance such as abandoning work not properly completing the contract, or financial failures / weaknesses etc., should be defined.
8. Even though an applicant may satisfy the above requirements, he would be liable for disqualification if he has submitted incomplete information or made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the pre-qualification document.
9. Empanelment of Applicant shall be subject to thorough verification of their credential and inspection of similar works carried out / in progress by them, through a Technical Committee of experts to be constituted by Swachh Maharashtra Mission.
10. The SMM shall shortlist the agency that secures the minimum 70% required marks under above criteria.
11. Decision of the SMMU regarding empanel the agency shall be final. The department is not bound to assign any reasons thereof.
12. The panel of firms once prepared, shall be valid till Mission Period and the SMM is free to reduce / extend this time limit at Mission's discretion.
13. The firm for any particular work shall be selected from the respective panel at the discretion of the SMM and such selected firms are required to execute agreements as per existing norms of the department.
14. Advocating at any level for empanelment will be treated as demerits of the firm/ Applicant and will be liable for rejection.
15. Amendment of REoI: At any time prior to the deadline for submission of proposal, the Authority may, for any reason, whether at its own initiative or in response to clarifications requested by an Applicant, Modify the REoI document by the issuance of Addendum /Amendment and posting it on the Official Website.
16. Every page of the proposal should signed and stamped with initialed.
17. Any government registration will be provided along with Annexures mentioned.

2.2 Preparation and Submission of Proposal

2.2.1 Format And Submission Of Proposal

The Proposal should be submitted through e-tendering system only. The applicant should also submit hard copies of their proposal till 20-02-2017 as mentioned below. The Applicants shall in its Proposal provide all the information sought under the REOI Document. Authority will evaluate only those Proposals that are received in the required formats and complete in all respects.

The Applicant shall prepare 1 (one) original set of the Proposal (together with originals / copies of documents required to be submitted along therewith pursuant to this REOI) and clearly marked "ORIGINAL". In addition, the Applicant shall submit 2 (two) copies of the Proposal (along with documents required to be submitted along therewith pursuant to this REOI) clearly marked "COPY". In the event of any discrepancy between the original and the copy, the original shall prevail.

The Proposal and its copy shall be typed or written in indelible blue ink and signed by the authorized signatory of the Applicant who shall also initial each page, in blue ink. In case of printed and published documents, only the cover shall be initialed. All the alterations, omissions, additions or any other amendments made to the Proposal shall be initialed by the person(s) signing the Proposal. The Proposal shall contain page numbers and shall be bound together in hard cover.

The proposal with all accompanying documents and all communication in relation to or concerning the selection process shall be in English language and strictly on the forms provided in this REOI. No supporting documents or printed literature shall be submitted with the proposal unless specifically asked for and in case any of these documents are in another language it must be accompanied by an accurate translation of the relevant passages in English, in which case, for all purposes of interpretation of the proposal, the translation in English shall prevail.

2.2.2 Sealing and Marking of Proposals

The Applicant shall submit the Proposal in a single sealed envelope and mark the envelope as "PROPOSAL".

A. The Proposal shall comprise of 1 (One) envelope:

Qualification (original + two copies). The envelope shall be clearly marked as "Envelope-1 – Qualification).

The envelope shall clearly bear the following identification:

"Empanelment of Pre-Cast Toilet Providers in Urban Maharashtra under Swachh Maharashtra Mission for Urban Area (SMM-U)" and "TO BE OPENED IN THE PRESENCE OF REOI EVALUATION COMMITTEE OR ITS AUTHORISED REPRESENTATIVE ONLY" and shall clearly

indicate the name and address of the Applicant. In addition, the Proposal Due Date should be indicated on the right hand top corner of each of the envelopes

B. Each of the envelopes shall be addressed to:

For Proposal submission:

KIND ATTENTION OF: **Mission Director,**
ADDRESS: **Maharashtra Urban Development Mission Directorate,
MUIDCL, Ground Floor,CR -2 , Barrister Rajni Patel
Road, Nariman Point, Mumbai -400 021.**

For Proposal related queries and clarifications:

KIND ATTENTION OF: **Mission Director,**
ADDRESS: **Maharashtra Urban Development Mission Directorate
MUIDCL, Ground Floor,CR -2 , Barrister Rajni Patel
Road, Nariman Point, Mumbai -400 021.**
TELEPHONE: (+91) 022- 66157390 / 7426
EMAIL: director.smau@gmail.com

C. If the envelopes are not sealed and marked as instructed above, Authority assumes no responsibility for the misplacement or premature opening of the contents of the Proposal submitted and consequent losses, if any, suffered by the Applicant.

2.3 Eligibility Criteria

1. REOI Document fee of Rs. 5,000/- should be paid online at the website.
2. Proposal in the prescribed format along with Annexures and supporting documents.
3. Power of Attorney for signing of Proposal in the format at Annexure.
4. A copy of the REOI document with each page initialed by the person signing the REOI in pursuance of the Power of Attorney.
5. In case of supplier he should proved certification from Manufacturer about authorized dealer and provider with necessary documents.

2.4 Evaluation Criteria for Shortlisting of Consultants

For the purpose of short listing, applicants will be evaluated in the following manner:

- a) The proposal shall be assessed for responsiveness to the condition mentioned in the REOI, otherwise liable to be rejected.
- b) The eligibility criteria prescribed in the REOI in respect of experience of similar class of works completed will first be scrutinized and the applicant's eligibility for the short list for the work be determined.
- c) In case of number of eligible applicants being very high further screening for restricting the empaneled agencies shall be done by order of merit to be determined by a marking system as below:
 - An Applicant scoring minimum 70 marks in the Qualification shall be shortlisted for finalizing of list of empanelment.

MARKING PARAMETERS

Sr No	Criteria / Sub-Criteria	Maximum Marks
A	ORGANIZATION	40 Marks
	1. The Applicant Organization is in practice for at least 3 years.(40 Marks) 2. The Applicant Organization is in practice for at least 2 years.(35 Marks) 3. The Applicant Organization is in practice for at least 1 years.(30 Marks)	
B	TOILET CONSTRUCTION COST per Unit	30 Marks
C	FINANCIAL CAPABILITY	30 Marks
	Average annual financial turnover for last 3 financial years 1. More Rs. 20 lakhs – 30 Marks 2. Rs. 10 lakhs to 20 lakhs – 25 Marks 3. Upto Rs 10 lakhs – 20 Marks	
	Total	100 Marks

Marks for Cost per unit will be based on percentile system of evaluation with least cost will be considered in with Rs. 20,000 + 10% upper limit variations inclusive of all costs considered. Minimum 70 marks out of 100 shall be obtained by an applicant to qualify.

For short listing, the applicant must required to fulfil all the parameters as mentioned in [Clause 2.3 Qualifying Conditions/Eligibility Criteria](#) with supporting documents.

Annexure 1: Application for Empanelment as Precast toilet providers

Name of the Firm	
Contact Details:	
Name of the Contact Person	
Address of Correspondence with Pin Code	
Phone No.	
Fax No.	
Mobile No.	
E-mail Address	
Legal status of the firm and Registration details. (Proprietary/Partnership/Pvt Ltd/ other)	
PAN No.	
Existing Geographic operations areas	
Preferred geographic operations areas in Maharashtra for empanelment purpose	

Authorized Signature

Annexure – 2: Detail of Works – Qualification

Details of the qualification works executed (please mention only such works which qualify for the eligibility criteria)

S. No.	Name of Work	Work executed for (name of the organization with address, concerned office & telephone no.)	Nature of work (in brief)	Location of the Work	Actual value of the works	Stipulated time for completion	Actual time for completion	If work left incomplete Or terminated (furnish reasons)

Authorized Signature

Annexure – 3: Details of Major Works in Hand

Details of the major works in hand (please mention only such works which qualify for the eligibility criteria)

S. No.	Name of work	Work under execution for (name of the organization with address, concerned office & telephone no.)	Nature of work (in brief)	Location of the work	Estimated value of the works	Stipulated Time for completion	Remarks(if any)

Authorized Signature

Annexure – 4: Financial Information of the Applicant

Years	Annual Turnover (in INR Lakhs)	Profit Before Tax (in INR Lakhs)	Net Worth (in INR Lakhs)
FY 2015-16			
FY 2014-15			
FY 2013-14			

(This annexure shall be certified by the Chartered Accountant)

Annexure – 5: Description of the proposed product specifications and technology in brief

A. Details

Component	Specifications / other details/ Life of Super & Sub structure in years
Super structure	
human excreta management system	
Water Storage & Hand washing Facility	

B. Average Per day toilet unit production capacity of Manufacturer:

C. Average Per day installing capacity of toilet facility at household level:

D. Unit cost of construction including installing toilet facilities at household level:

E. Give details of manufacturing facility available – space, machinery, present capacity along with photographs

F. Construction capacity – Please give details of manpower, transportation and expert installation teams available along with capacity of installation per week

G. Provides information with proof on ISO or under PWD, GoM or any other accreditation or if empanelment under any public sector undertakings

H. Give details of association with technology provider – attach document in respect of association / MoU with the technology provider for using the technology. Provide details of technology for human excreta disposal management

I. Presentation Material/ Brochure

Note: Additional information if any should be submitted separately

Annexure – 6: Powers of Attorney

Know all persons by these presents, *I (name of the Agency) incorporated under the laws of India and having its registered office at *__+ “Agency”+ do hereby irrevocably constitute, nominate, appoint and authorize Mr. /Ms (name), son/daughter/wife of

..... and presently residing at, who is presently employed with us and holding the position of, as our true and lawful attorney (hereinafter referred to as the “Attorney”) to do in our name and on our behalf, all such acts, deeds, matters and things as are necessary or required in connection with or incidental to submission of our Proposal for “Empanelment of Pre-Cast Toilet Providers in Urban Maharashtra under Swachh Maharashtra Mission for Urban Area (SMM-U)” to the Request for Expression Of Interest dated 06-02-2017 (“REOI”) issued by the Urban Development Department (UDD) (“The Authority”) and for our selection as Successful Applicant including but not limited to signing and submission of all Proposals and other documents and writings, participate in pre-proposal conferences and other conferences and providing information/responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts including the Agreement and undertakings consequent to acceptance of our Proposal, and generally dealing with the Authority in all matters in connection with or relating to or arising out of our Proposal for the said Project and/or upon award thereof to us and/or till the entering into of the Agreement with the Authority.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deed, matters and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF,, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF, 2.....

For

(Signature)

(Name, Title and Address)

Witnesses:

(Notarised)

Accepted

..... (Signature)

(Name, Title and Address of the Attorney)

Notes:

Annexure – 7: Government Resolution on Pre-Cast Toilet Construction

Link for the GR :

<https://www.maharashtra.gov.in/Site/Upload/Government%20Resolutions/Marathi/201612011517197825.pdf>