STATE URBAN DEVELOPMENT AGENCY, RAIPUR CHHATTISGARH

Request for proposal

for

Consultancy services for preparation of City sanitation plans for five cities of Chhattisgarh state.

State Urban Development Agency, Raipur, Chhattisgarh
DISCLAIMER

The information contained in this Request for Proposal (hereinafter referred to as “RFP”) document provided to the Bidders, by the State Urban Development Agency hereinafter referred to as ‘SUDA’ or any of their employees or advisors, is provided to the Bidder(s) on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided.

The purpose of this RFP documents is to provide Bidder(s) with information to assist the formulation of their Proposals. This RFP document does not purport to contain all the information each Bidder may require. This RFP document may not be appropriate for all persons, and it is not possible for the SUDA, their employees or advisors to consider the business/investment objectives, financial situation and particular needs of each Bidder who reads or uses this RFP document and where necessary obtain independent advice from appropriate sources.

SUDA, their employees and advisors make no representation or warranty and shall incur no liability under any law, status, rules or regulations as to the accuracy, reliability or completeness of the RFP. SUDA may in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document.

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STATE URBAN DEVELOPMENT AGENCY RAIPUR, CHHATTISGARH


Notice inviting Request for Proposal for selection of consultants for preparation city sanitation plans for five cities of the states namely Bilaspur, Korba, Bhilai, Durg & Rajnandgaon.

SUDA intends to engage consultants who shall study the existing status of sanitation in the cities in respect to open defecation and use of Household toilets, community toilets, public toilets, etc. besides this status regarding existing underground sewerage system, storm water disposal system, solid waste disposal management system of the cities and shall prepare city sanitation plans for each city in consideration to the guidelines issued by Govt. of India, Ministry of urban development (MoUD) on National Urban sanitation policy and for drafting of city sanitation plans These guidelines were available on website of MoUD. The CSP report of these cities earlier prepared by SUDA shall be made available to the consultant for reference. Consultants may use certain data as available in these reports after due verification the authenticity of the data from the field.

The RFP document can be obtained from SUDA office, Raipur, Chhattisgarh, by paying demand draft/pay order of any nationalized/ scheduled bank for Rs. 5000/- (Five thousand only) towards cost of the document, drawn in favor of “State Urban Development Agency” payable at Raipur, during the office hours between 10:30 hrs and 16:30 hrs up to 09.11.2011. The document can also be downloaded from the website www.cg.nic.in/urbandevelopment. While submitting the downloaded document, a demand draft of Rs. 5000/- (Five Thousand Only) drawn on any nationalized/ scheduled Bank in favour of State Urban Development Agency shall be submitted.

The Chief Executive Officer
State Urban Development Agency
Raipur Chhattisgarh
## Relevant Dates

<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Date of Submission of Queries</td>
<td>Up to 16:30 on _________</td>
</tr>
<tr>
<td>Pre-Bid Meeting</td>
<td>At 16:30 on _________</td>
</tr>
<tr>
<td>Last Date of Issue of RFP</td>
<td>Up to 16:30 on _________</td>
</tr>
<tr>
<td>Due Date for submission bid proposal</td>
<td>Up to 16:30 on _________</td>
</tr>
<tr>
<td>Date of Opening of Technical Proposal</td>
<td>At 16:30 on _________</td>
</tr>
<tr>
<td>Date of opening of financial Bid</td>
<td>At 16:30 on _________</td>
</tr>
</tbody>
</table>
Instructions to Bidders

A) GENERAL

1. Scope of Proposal

1.1 SUDA wishes to receive proposal for selection and appointment of well experienced and technically capable consultants for the project as per the scope of work mentioned under Annexure 1.

2. Eligibility

2.1 The Bidder shall be an Individual Firm or Company or a Consortium or Joint Partnership of firms/companies with a maximum of three entities. In the case of Consortium or Joint Partnership the members of the Consortium shall select one of the members of the Consortium as Lead Consultant who will receive communications from SUDA in respect of the Project and represent the Consortium in the discussions pertaining to the Project. For the purpose of this RFP, the term Applicant or Bidder, as the case may be, shall mean the Individual Firm or the Consortium or Joint Partnership, as the case may be.

2.2 Technical Capacity: The Applicant shall have over the last twelve months preceding the Proposal Due Date (PDD), undertaken or currently undertaking consultancy services in respect of at least one Eligible Assignments as described in Annexure II.

2.3 Financial Capability: The Applicant shall have received minimum average professional fees of Rs. 50 (Fifty) lakhs per annum during three financial years preceding the PDD. The Applicants/Bidder shall submit a certificate from a Chartered Accountant to prove the Financial Capacity.

2.4 Availability of Key Personnel: The Consultancy team shall consist of the following key personnel (the “Key Personnel”) who shall discharge their respective responsibilities as specified below:

<table>
<thead>
<tr>
<th>Key Personnel</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Team Leader</td>
<td>He/She will lead, co-ordinate and supervise the multidisciplinary team for preparation of the Report. He shall have a minimum of 10 (Ten) years of experience in the urban sanitation/infrastructure sector.</td>
</tr>
<tr>
<td>Field Surveyor</td>
<td>He/She will be responsible for the assessment of water supply system. He/She shall have a minimum of 5 (Five) years of experience in the urban sanitation/infrastructure sector.</td>
</tr>
<tr>
<td>GIS Database Expert</td>
<td>He/She should have GIS experience of 5 (Five) years.</td>
</tr>
</tbody>
</table>
2.5 Eligibility of Key Personnel: The Applicant shall offer and make available the following Key Personnel meeting the eligibility requirements specified below:

<table>
<thead>
<tr>
<th>Key personnel</th>
<th>Educational Qualification</th>
<th>Length of Personnel Experience</th>
<th>Experience on Eligible Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Team Leader</td>
<td>Graduate in Civil Engineering or Post Graduation in Environmental science/ Engineering/Public Health Engineering</td>
<td>10 years</td>
<td>He/ She should have head an Urban sanitation/infrastructure utility department of a state or a municipal corporation.</td>
</tr>
<tr>
<td>Field Surveyor</td>
<td>BE/B.Arch/B.Sc</td>
<td>5 years</td>
<td>He/She should have conducted similar assignments.</td>
</tr>
<tr>
<td>GIS Database Expert</td>
<td>Graduate or Post Graduate in GIS &amp; Remote sensing</td>
<td>5 Years</td>
<td>He/ she should have GIS experience of 8 years</td>
</tr>
</tbody>
</table>

The CVs of the Key Personnel, duly self-certified by the respective personnel, ad counter signed by authorized signatory of the bidder, shall be attached along with the Technical Proposal.

3. Submission of Bid Proposal

3.1 Each Applicant shall submit only one Application in response to this document. In the financial proposal the applicant shall quote their rates for each city individually. In case an applicant submits more than one application, then such Applicant’s proposals shall be disqualified.

4. Application Preparation Cost

4.1 The Applicant shall be responsible and shall pay for all of the costs associated with the preparation of its Application and its participation in the Bidding process. SUDA will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding process.
5. Validity of Proposal

5.1 The Proposal shall remain valid for a period not less than 180 Days from the Proposal Due Date. SUDA reserves the right to reject any Proposal, which does not meet this requirement.

6. Earnest Money Deposit (EMD)

6.1 The Proposal shall be accompanied by an EMD of Rs. 25,000/- (Rupees Twenty Five Thousand Only).
6.2 The EMD shall be in the form of a crossed demand draft/ banker’s cheque drawn in favor of State Urban Development Agency on any nationalized/ scheduled bank, payable at Raipur.

7. Pre-requisite for Application Submission

7.1 It would be deemed that by submitting the application, the Applicant has:

a) Made a complete and careful examination of the document, and
b) Received all relevant information requested from SUDA

SUDA shall not be liable for any mistake or error on the part of the Application in respect of the above.

8. Assistance from SUDA and ULB’s

8.1 SUDA will provide such assistance as may reasonably be required to the Consultant in procuring documents and their information in relation to the proposed project from the ULBs where the proposed project is being undertaken.
8.2 The Consultant shall work with ULBs in its day to day work requirements and for collection of required information including maps, manuals and other documents.

9. Format and Signing of Proposal

9.1 The Proposal and all related correspondence and documents should be written in English language.
9.2 All the documents of the Proposal sought under this document shall be typed or written in indelible ink and signed by the authorized signatory of the Bidder who shall also initial each page. All the alterations, omissions, additions or any other amendments made to the Bid shall be initialed by the person(s) signing the Bid.
9.3 The Bidder would provide all the information as per this document. SUDA would evaluate only those Proposals that are received in the required format and are complete in all respects. Incomplete and/or conditional Bids shall be liable to rejection. Each Proposal shall comprise the following:

A. Technical Submission

a. Brief Profile of the Applicant/ Bidder
b. A note on the methodology proposed to be adopted by the Applicant for the project.
c. CVs of Key Personnel.
d. Documents showing experience of the Applicant.
e. Certificate from a Chartered Accountant to prove the Financial Capacity.
f. Signed copy of the RFP, wherein all the pages are initialed by the Authorized Signatory of the Applicant.

B. Financial Offer

Financial proposal should be submitted in the Original & Copy of Annexure 3. Offer shall be inclusive of all costs associated with the assignment including remuneration towards manpower, logistics, software, hardware, consumables, infrastructure backup, firm’s overhead costs, miscellaneous expenses, etc. The offer shall also be inclusive of all duties, levies and taxes except Service Tax which will be reimbursed by SUDA to the Applicant. The consultant should make realistic assessment of the exhaustive nature of work and the extent of expert technical and managerial inputs and resources required to carry out the services included in the Scope of work diligently to achieve high quality outputs and deliverables within the stipulated time and quote their offer accordingly. The financial offer in totality for 5 cities shall be limited to Rs.38 Lakhs shall only be considered.

10. Sealing and Marking of Proposal

10.1 The bidder shall prepare one original and one copy of the Technical Submission as well as original copy and one copy of Financial Offer. The bidder shall seal the original of Technical Submission and the original Financial Offer in two separate envelopes, which shall be marked as “TECHNICAL SUBMISSION” and “FINANCIAL OFFER”. These two envelopes shall then be sealed in a single outer envelope and clearly marked as “ORIGINAL”.

10.2 Similarly, the copy of the Technical Submission and the copy of the Financial Offer shall be sealed in two separate envelopes duly marked as “TECHNICAL SUBMISSION-COPY” and “FINANCIAL OFFER-COPY”. These two envelopes shall then be sealed in a single outer envelope and clearly marked as “COPY”.

10.3 In envelopes marked as ‘ORIGINAL’ and ‘COPY’ shall then be sealed in a single outer envelope.

10.4 In the event of any discrepancy between the original and the copy, the original shall prevail.

10.5 The Proposal, both the original and the copy shall be typed or written in indelible ink and each page shall be initialed by an authorized signatory of the Bidder or an Individual, as applicable. All the alterations, omission, addition, or any other
amendments made to the Proposal shall also be initialed by the person(s) signing the Proposal.

10.6 Each of the envelopes, both outer and inner, must be superscripted with the following information:
   a. Name and Address of Bidder
   b. Contact person and phone numbers
   c. As per Notice for RFP inviting request for proposal for selection of consultants for preparation city sanitation plans for five cities of the state.

10.7 If the envelope is not sealed and marked as instructed above, SUDA assumes no responsibility for the misplacement or premature opening of the contents of the Proposal submitted and such proposal, may at the sole discretion of SUDA, be rejected.

11. Proposal Due Date

11.1 Proposals should be submitted before “16.30” hours IST on Proposal Due date, in the manner and form as detailed in this document. Proposals submitted by either facsimile transmission or telex will not be accepted.

11.2 SUDA may, in exceptional circumstances, and at its sole discretion, extend the above Proposal due Date by issuing an Addendum.

12. Opening of Proposals and Clarifications

12.1 SUDA would open the Technical Submission of the Proposals as given in the Bidding Schedule or any earliest convenient working day after the Proposal Due Date for the purpose of evaluation, however not later than eight days from the Date of the Proposal due date. The Financial Offers of only the Qualified Bidder/s shall be opened after intimation of the date, time and venue of such opening, however not later than fifteen (15) days from the date of opening of Technical Submission.

12.2 SUDA reserves the right to reject any Proposal not submitted on time and which does not contain the information/documents as set out in this document.

12.3 To facilitate evaluation of proposals, SUDA may, at its sole discretion, seek clarifications in writing from any Bidder regarding its Proposal. The request for such clarification or substantiation and the response shall be in writing or by facsimile. No material change in the substance of the proposal would be permitted by way of such clarification substantiation.

12.4 Information relating to the examination, clarification, evaluation and recommendation of the Proposal shall not be disclosed to any person not officially concerned with the process.

13 Evaluation of technical and financial proposals

13.1 The criteria for evaluation of Bidders are set out in Annexure II.
13.2 The final score for each qualified bidder are tabulated in descending order. The Bidder with highest Final Score is chosen for Award of contract. SUDA will notify the successful Bidder through a Letter of Award (LoA) that its Proposal has been accepted.

13.3 As part of the evaluation, the Proposal/s shall be checked for responsiveness with the requirements of the document and only those Proposals which are found to be responsive would be further evaluated in accordance with the criteria set out in this document.

13.4 The proposal would be considered to be responsive if it meets the following conditions:
   a. It is received / deemed to be received by the Proposal Due Date including any extension thereof.
   b. It is signed, sealed and marked as stipulated in clause ‘9’ and Clause ‘10’.
   c. It contains all the information and documents as requested in the document.
   d. It contains information in formats specified in this document.
   e. It mentions the validity period.
   f. It provides information in reasonable detail. (“Reasonable Detail” means that, but for minor deviations, the information can be reviewed and evaluated by SUDA without communication with the Bidder). SUDA reserves the right to determine whether the information has been provided in reasonable detail.
   g. There are no inconsistencies between the Proposal and the supporting documents.

A Proposal that is substantially responsive is one that conforms to the preceding requirements without material deviation or reservation. A material deviation or reservation is one.
   i. Which affects in any substantial way, the scope, quality, or performance of the Project, or
   ii. Which limits in any substantial way, inconsistent with the document, SUDA’s rights or the Bidder’s obligations under the Agreement, or
   iii. This would affect unfairly the competitive position of other Bidders presenting substantially responsive Proposals.

13.5 SUDA reserves the right to reject any Proposal, If:
   a. At any time, a material misrepresentation is made or discovered; or
   b. The Bidder does not respond promptly and diligently to requests for supplemental information required for the evaluation of the Proposal.

14. The Successful Bidder shall furnish Performance Security by way of an irrevocable Bank Guarantee or Demand draft, for an amount equal to 1% (One percent) of the Contracted Price, issued by a nationalized/ scheduled bank located in India in favor of State Urban development Agency, payable at Raipur.

15. Failure of the Successful Bidder to comply with the requirements of Clause 14 shall constitute sufficient ground for the annulment of the LoA, and forfeiture of the EMD. In such an event, SUDA reserves the right to:
   a. Either invites the next highest scoring Bidder for negotiations
   b. Take any such measures as may be deemed fit in the sole discretion of SUDA, including annulment of the bidding process.
16. Notwithstanding anything contained in this document, SUDA reserves the right to accept or reject any proposal, or to annul the bidding process or reject all proposals, at any time without any liability or any obligation for such rejection or annulment, without assigning any reasons thereof.
Annexure -I
SCOPE OF PROPOSAL
DEMOGRAPHIC DETAILS

BILASPUR

Geographical Location:

Demographic details: The population of Bilaspur Municipal Corporation was 2, 74,917 as per the Census 2001, with a decadal population growth of 22.70%. Development of different economic activities in the region which results in influx of population to the city. Presently establishment of new High Court and other related offices in the city shows that there is still scope of expansion of the city. Sex ratio in the city is 919 females per thousand males, which is slightly lower than the average sex ratio of the country which is 934 females to 1000 males.

Literacy rate: The current literacy rate as per 2001 Census in Bilaspur is 74.60 per cent.

Average Household Size: The total number of Households in Bilaspur as per the 2001 census is 56167. The average household size in the city worked out to be 4.8.

Area of City: Presently the Municipal Corporation encompasses an area of 30.42 sq.km and comprises of 55 nos. of wards (including the Railway areas).

KORBA

Demographic details: The population of Korba City was 3, 15, 690 as per the Census 2001, with a decadal population growth of 115.15%. The population density as per 2001 is calculated to be 1468 persons per sq km. Sex ratio in the city is 915 females per thousand males.

Literacy rate: The current literacy rate as per 2001 Census in Korba is 78.92 per cent.

Average Household Size: The total number of Households in Kobe as per the 2001 census is 63911. The average household size in the city worked out to be 4.9.

Area of City: Presently the Municipal Corporation encompasses an area of 215.02 sq.km and comprises of 58 nos. of wards.

DURG

Demographic details: The population of Durg City was 2, 32,517 as per the Census 2001, with a decadal population growth of 39.29%. The population density as per 2001 is calculated to be 7624 persons per sq km. Sex ratio in the city is 948 females per thousand males.

Literacy rate: The current literacy rate as per 2001 Census in Durg is 83.31 per cent.

Average Household Size: The total number of Households in Durg as per the 2001 census is 44,055. The average household size in the city worked out to be 5.3.

Area of City: Presently the Durg Municipal Corporation encompasses an area of 30.5 sq.km and comprises of 58 nos. of wards.
RAJNANDGAON

Geographical Location:

Demographic details: The population of Rajnandgaon City was 1,43,770 as per the Census 2001, with a decadal population growth of 14.68%. The population density as per 2001 is calculated to be 1841 persons per sq km. Sex ratio in the city is 970 female per thousand males.

Literacy rate: The current literacy rate as per 2001 Census in Rajnandgaon is 82.86 per cent.

Average Household Size: The total number of Households in Rajnandgaon as per the 2001 census is 27,400. The average household size in the city worked out to be 5.2.

Area of City: Presently the Rajnandgaon Municipal Corporation encompasses an area of 78.09sq.km and comprises of 45 nos. of wards.

BHILAI

Geographical Location:

Demographic details: The population of Bhilai City was 5,56,366 as per the Census 2001, with a decadal population growth of 20.59%. The population density as per 2001 is calculated to be 3937 persons per sq km. Sex ratio in the city is 911 females per thousand males.

Literacy rate: The current literacy rate as per 2001 Census in Bhilai is 83.39 per cent.

Average Household Size: The total number of Households in Bhilai as per the 2001 census is 1,13,321. The average household size in the city worked out to be 4.9.

Area of City: Presently the Bhilai Municipal Corporation encompasses an area of 141.3sq.km and comprises of 67 nos. of wards.
DETAILED SCOPE OF WORK

A city sanitation plan for all five cities are to be prepared as per guidelines of National Urban Sanitation Policy of Government of India, Ministry Of Urban Development and looking to the sanitation ranking given in the NUSP survey conducted by GOI MOUD in the year 2010. The plan is to be prepared in consultation with City Sanitation Task Force (CSTF) constituted by each municipal Corporations (MC) of five cities. The consultants shall be required to conduct the meeting with CSTF for their opinion and guidance in respect to their requirements for improvement of Sanitation status of their city. Earlier draft plan has already prepared with CSFT consent and recommended by General Bodies of MCs but such plans were not truly as per NUSP guidelines and GOI has given directions to modify the draft plan as per observations made. The Drat CSP reports prepared shall be made available to the Consultants for review and adopting relevant data after its field verification. Ward level committees were also formed by MCs for this and the same committee may be consulted for field statistics. The different Components for preparation of CSP Report are as listed below.

<table>
<thead>
<tr>
<th>SITUATION ANALYSIS</th>
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<tbody>
<tr>
<td>Preparation of Detailed Base Map</td>
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<tr>
<td>Land Use and Infrastructure Survey</td>
</tr>
<tr>
<td>Existing Slum Surveys</td>
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<tr>
<td>Assessment of Demand and Supply</td>
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<table>
<thead>
<tr>
<th>POPULATION ESTIMATES AND DEMOGRAPHIC PROFILE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Urban population and growth rate in Durg</td>
</tr>
<tr>
<td>Population Projections and the Tradeoff Between Infrastructure Adequacy and Cost</td>
</tr>
<tr>
<td>Population Projection</td>
</tr>
<tr>
<td>Ward-wise Distribution of Future Population (Include the slum population and better include surrounding villages)</td>
</tr>
<tr>
<td>Limitations of Population Projection at City and Ward Levels</td>
</tr>
<tr>
<td>Factors that can affect city level population and its spatial distribution</td>
</tr>
<tr>
<td>Illustrative list of situations that can alter population dynamics</td>
</tr>
<tr>
<td>Projections of Water Demand and Sewerage Generation</td>
</tr>
<tr>
<td>Show future population growth trends and direction with the help of maps,</td>
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<table>
<thead>
<tr>
<th>EXISTING SANITATION SITUATION ANALYSIS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Situation Assessment from Surveys</td>
</tr>
<tr>
<td>The objective and scope of surveys</td>
</tr>
<tr>
<td>Sanitation status as per surveys</td>
</tr>
<tr>
<td>Hygiene behavior of households as per the detailed slum survey</td>
</tr>
<tr>
<td>Existing sewerage</td>
</tr>
<tr>
<td>Projection of population</td>
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<tr>
<td>Design considerations</td>
</tr>
<tr>
<td>Coverage of the project</td>
</tr>
<tr>
<td>Sewage pumping stations</td>
</tr>
<tr>
<td>Sewage treatment plants</td>
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</tbody>
</table>
### STRATEGY AND APPROACH TOWARDS DEVELOPING A CITY SANITATION PLAN

**Approach to Project Design**
- Time horizon

**Approach to Provide Safe Access to Sanitation**
- Eradication of open defecation
- Options for toilets

**Approach to Disposal of Household Waste Water**
- Possible options
- Evaluation of options

**Approach to Waste Water Disposal at Community Level**
- Options
- Evaluation of options

**Approach to Waste Water Treatment and Reuse**
- Standards of treatment
- Options for treatment
- Evaluation
- Reuse of treated effluent

**Approach to Storm Water Disposal**
- Current situation

**Approach to Collection, Disposal and Treatment of Solid Waste**
- Strategy of Implementation of Sanitation Plan
- Institutional arrangements
- Mapping key stakeholders for CSP implementation in Durg
- Strategic communications with the staff of the DMC
- Approach for community awareness and participation
- Institutionalizing community-government interactions
- Community participation at city scale
- Financing the City Sanitation Plan

### WASTE WATER SYSTEMS

**Sanitation Components**
- Existing Coverage by Toilets
- Household toilets
### Public toilets

### Open defecation

### Estimation of Demand for New Household Toilets

<table>
<thead>
<tr>
<th>Households with no toilets</th>
</tr>
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<tbody>
<tr>
<td>Options</td>
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<td>Choice</td>
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</table>

### Estimate of quantity

### Sanitation Arrangements for Floating Population

<table>
<thead>
<tr>
<th>Need</th>
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<tr>
<td>Estimate of public toilets for floating population</td>
</tr>
<tr>
<td>Estimate of community toilets in slums</td>
</tr>
</tbody>
</table>

### Options for Disposal of Waste Water at Household Level

<table>
<thead>
<tr>
<th>Fully on-site sanitation – system description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Centralized or decentralized sewerage system description</td>
</tr>
</tbody>
</table>

### Evaluation of options of waste water disposal

### Integration of Existing Sewerage Facilities

### Existing sewerage

<table>
<thead>
<tr>
<th>Approach to utilization of existing sewerage facilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coverage of existing sewerage and demand for new sewerage in these wards</td>
</tr>
</tbody>
</table>

### Decentralized and Centralized Waste Water Disposal Systems

### Decentralized systems

<table>
<thead>
<tr>
<th>Centralized systems</th>
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<tbody>
<tr>
<td>Choice of decentralized and centralized systems</td>
</tr>
</tbody>
</table>

### Options for decentralized systems

### Decentralized Waste Water Treatment Systems (DEWATS)

### Treatment systems

<table>
<thead>
<tr>
<th>Quality of treatment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Centralized Treatment Systems</td>
</tr>
</tbody>
</table>

### Basic unit operations

### Commonly used options

### Evaluation of options

### Choice for Dewas

### Layout of Decentralized Waste Water Disposal Systems

<table>
<thead>
<tr>
<th>Time horizon for design</th>
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<tbody>
<tr>
<td>Broad features of decentralized waste water systems</td>
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</table>

### Layout of Centralized Waste Water Disposal Systems

<table>
<thead>
<tr>
<th>Time horizon for design</th>
</tr>
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<tbody>
<tr>
<td>Broad features of centralized waste water systems</td>
</tr>
</tbody>
</table>

### Existing Situation

<table>
<thead>
<tr>
<th>Climate and rainfall</th>
</tr>
</thead>
<tbody>
<tr>
<td>Natural drains</td>
</tr>
</tbody>
</table>

### Secondary and tertiary drains

### Flooding

### Improvements in Storm Water Drainage System

### Roadside drains
Primary drains  
Design approach  
Waste Water from Industries  
Industries in Durg  
Water supply and waste water disposal  
Waste Water from other Public Institutions  
Impact on Environment  
Project Components and Costs  
Proposals for investment  
Operation and maintenance

**SOLID WASTE MANAGEMENT**  
Floating Population  
Un-served and Under-served Areas  
Quantity of Solid Waste  
Waste estimates  
Peak loads  
Sources of bulk generation  
Waste Characteristics  
Available Equipment  
Primary Collection in Residential Areas  
Primary Collection in Commercial Areas  
Secondary Storage  
Waste Lifting  
Institutional Issues  
Organizational strength  
Functional incompatibility  
Lack of community engagement  
Split responsibility  
Lack of monitoring system  
Interaction with civil society  
The Overriding Paradigm  
Service Levels  
Projected Waste Quantities  
Integrated Solid Waste Management System  

<table>
<thead>
<tr>
<th>Integrated Solid Waste Management System</th>
<th>32</th>
</tr>
</thead>
</table>

Primary storage  
Primary collection and secondary storage  
Street sweeping and drain sweeping  
Secondary Collection and Transport  
Features  
Transfer station and long haul  
Waste Treatment  
Waste Disposal  
Primary Collection  
Primary storage
Home composting
Primary collection
Secondary Storage
Secondary Transport
Treatment Plant
Sanitary Landfill
Capital Investment
Operation and Maintenance Cost
Current Practices
Septage Management System
Treatment and safe disposal of septage
User charges
Options for septage treatment
Septage disposal options

ROLE AND STRATEGY FOR AWARENESS
Informing the community about the scope of the plan and activities.
Bridging gaps by sharing information, both technical and nontechnical like cleaning septic tanks, alternative uses and disposal methods of sludge, wet garbage, vermiculure and composting at household and community level.
Capacity development on technology options like the mobile applications for monitoring and social audit.
Building awareness among citizens safe water, sanitation and hygiene practices and health.
Building an atmosphere of trust and transparency between ULBs and stakeholders
Generating willingness to pay for facilities

INSTITUTION CAPACITY & FINANCE
City Governance
Existing Institutional Structure
Allocation of Roles and Responsibilities
Capacity Assessment
Human resource and office infrastructure
Sanitation service equipment
Brief Assessment of Municipal Finances
DMC financial issues/concerns

CITY SANITATION RANKING AND SLB
Provide the Sanitation Ranking
Also mention how CSP will help to improve the ranking.

Components to be Reviewed on Draft  City Sanitation Plans prepared earlier
☐  Provide Demographic and population derails of each City
- It is better prepare CSP with the inclusion of surrounding villages which are the part of the city and also include the slum population of the city

- Provide details of the existing slums their population, Household size and socio-economic status

- Mention the basis for the assumption of floating population (Suppose a city have pilgrimage value which creates floating population day to day or in some part of the month or year) Put the appropriate reason behind that

- Provide the solid waste generation details, mention the technology used in solid waste management and also mention how to manage the financial issues for SWM

- Provide the basic details for the requirement of community toilets in different wards

- Provide norms regarding the assumption of community toilets per HH

- Provide the layouts for the community toilets and individual toilets and their disposal arrangements

- If you proposing community toilets mention how many people will use it and how it will maintain and mention the charges they will pay

- Types of septic tank proposed with details of layout pictures and how they are connected with the sewers?
SCOPE OF CONSULTANCY WORK

Conduct City Sanitation Task Force (CSTF) Committee meeting of respective Municipal Corporation and apprise the Committee about the observations made by Govt. Of India MoUD on the draft CSP Report prepared by RCUES Lucknow which was accepted by CSTF & the ULBs and to explain the CSTF the need of its revision. Also provide awareness to the ULBs regarding the important components which need further survey and to revise the report to acceptable level of GOI.

Consultant shall finalize the details of activities and seek approval of CSTF to move further in revision process of the CSP Report. Further the Consultant team shall visit each wards of the ULBs along with the Ward Committee Members and update the data regarding the status of open defecation, use of individual toilets, storm water disposal arrangements, Sewerage disposal system, Solid Waste Management Status and additional arrangements required with respect to these services for improvement in Sanitation Ranking of the city with respect to NUSP guidelines and Service Level Bench Marks (SLB) for four urban services prescribed by MOUD.

1. Consultant has to present the summary of above study on following format

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Particulars SLB</th>
<th>Present status of Services</th>
<th>Five Year’s Implementation Plan to achieve SLB</th>
<th>Corresponding Project Costing &amp; Investment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Toilet</td>
<td>OD Free, HH, Comm. Public</td>
<td>Y1 Y2 Y3 Y4 Y5</td>
<td>Y1 Y2 Y3 Y4 Y5</td>
</tr>
<tr>
<td>2</td>
<td>Storm Water System</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Solid Waste Disposal</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Sewerage System</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Quality of Drinking water</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The following basic technical data of the operational area of Municipal Corporation on either digitized Base map or a GIS platform to a Scale 1:10,000 should be prepared:

b. Sanitation Zone Boundaries of MC.
c. Location & Technical details of existing sanitation services civil works like community/Public Toilets,STPs if any, SPS, Drains & Disposal points etc.
Establishment of Baseline Conditions through Household Survey & Detailed Study, Condition Assessment and Physical evaluation of Sanitation System. Land Use pattern within the ULB limits and identification of areas where additional sanitation facilities can be developed as per requirement assessment and indicate them on the Base Map. The Channelization of Storm Water discharge to avoid flooding during monsoons needs to be studied critically. Study of existing Ponds within the City limits, their status regarding encroachment and conservation shall also be studied by the Consultant.

Payments to the Consultant would be done by SUDA as per the following schedule.

<table>
<thead>
<tr>
<th>S. No</th>
<th>Description</th>
<th>Percentage of payment</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Submission of Inception Report</td>
<td>20% of Contracted Price</td>
</tr>
<tr>
<td>3</td>
<td>Monthly Payments</td>
<td>60% of the Contracted Price will be paid on a monthly basis, on or before 10th day of each month for a period of 3 (Three) months from the date of commencement of services. Monthly Installment = 60/100x Contracted Price / 3</td>
</tr>
<tr>
<td>4</td>
<td>Submission of Draft CSP</td>
<td>10% of Contracted Price</td>
</tr>
<tr>
<td>5</td>
<td>Submission of Final CSP</td>
<td>10% of Contracted Price</td>
</tr>
</tbody>
</table>

Note:

1. Contracted Price is the final price arrived at after negotiations, if any with the Consultant.

2. Deduction of taxes shall be made from the fee at every stage of payment as applicable.
3. Service Tax and education cess will be paid extra by SUDA.

Annexure- II

EVALUATION OF TECHNICAL AND FINANCIAL PROPOSALS

1. Technical Proposal

The Technical bids shall be opened and a comparative statement indicating the bidder’s qualification against each of the set criteria shall be tabulated based on the documentary evidence submitted.

The qualifying values will be based on the detailed proposal and justifications provided in the technical documentation submitted by the Bidder. The maximum qualifying values among the technical bids shall be identified for each of the criteria.

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Technical Qualification</th>
<th>Criteria</th>
<th>Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Previous experience in Eligible Assignment</td>
<td>The Applicant shall have over the last twelve months preceding the proposal due date (PDD), undertaken or currently undertaking consultancy services in respect of at least one sanitation related or slum related project or alternatively at least one consultancy services project in waste management or alternatively at least one consultancy services project in water supply or waste water project with urban local bodies, either as a main contractor or subcontractor to a main contractor. The marks will be awarded for a maximum of 5 projects @ 2 marks per projects.</td>
<td>10 Marks</td>
</tr>
<tr>
<td>2</td>
<td>Appreciation of issues, adequacy of proposed methodology and work plan including team organization, work division and responsibilities</td>
<td>1. Appreciation of Issues - 10 marks 2. Methodology- 15 marks 3. Work Plan including team organization, work division &amp; responsibilities- 20 marks</td>
<td>45 Marks</td>
</tr>
<tr>
<td>3</td>
<td>Qualification, competence and practical</td>
<td>1. Team Leader – 5 Marks 2. Other Experts- 5 Marks</td>
<td>10 Marks</td>
</tr>
</tbody>
</table>
The individual marks for all the criteria shall be added to obtain the Aggregate Marks.

Note:

- The evaluation will be done based on documentary proof submitted by the Bidder. The experience details of the bidder with or without consortium members, if applicable and/or their partners within the meaning of this RFP shall be provided in the technical proposal.

- Experience for any activity relating to evaluation measure shall not be claimed by two or more members’ of Consortium/Partnership. In other words, no double counting by a consortium in respect of the experience shall be permitted in any manner whatsoever.

- As evidence of experience, Bidder(s) shall submit notarized copies of Certificates or Agreements or Permit or Licenses from the concerned authorized official from Urban Local Body/Government department or Agencies/Statutory or Government Agencies and/subcontracting arrangements/ work orders/ or Audited reports.

2. Financial Proposal

Only the financial bids of that Bidder/s who have obtained a minimum eligibility of 40 marks in the Technical Proposal shall be opened.

Bidder/s shall quote his Lump Sum rate individually for each of the five cities and the aggregate price shall be mentioned in the last column of the Financial Proposal. The evaluation will, however, be done on the aggregate amount proposed by the bidder/s. The Bidder who has secured the highest marks in the Technical cum Commercial Evaluation will be considered for award of the project.


A. Evaluation of Technical and Financial Proposal

i. The responsive proposals will be rationally evaluated as per the criteria set out in this Annexure II.

ii. The Scores for each criterion under Technical evaluation is mentioned in clause 1. Only those who are securing a minimum score of 40 marks

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Experience of key staff in Relevant Assignment</td>
<td>10</td>
</tr>
<tr>
<td>Profile of the Consortium/Firm</td>
<td>10</td>
</tr>
<tr>
<td>Total Marks</td>
<td>75</td>
</tr>
</tbody>
</table>

The individual marks for all the criteria shall be added to obtain the Aggregate Marks.
(fifty) in the Technical Proposal shall be shortlisted for opening of the Financial Proposal.

iii. The technical proposals shall be opened and a comparative statement indicating the Consultant’s marks against each of the set criteria shall be tabulated based on the marks obtained. The qualifying values will be based on the detailed proposal and justifications provided in the technical documentation submitted by the participating Consultant. The individual marks for all the criteria shall be added to obtain the Aggregate Marks. The marks shall be ranked in the descending order of Aggregate Technical Marks.

iv. Only the Financial Proposals of those participating Consultants who have obtained a minimum eligibility of 40 Marks (forty) in the Technical Proposal shall be opened. The lowest price amongst the Qualified Proposals is given full Marks of 25. Marks for others shall be computed as follows;

\[
\text{Financial Marks} = \frac{25 \times \text{L1 price}}{(\text{L2 or L3 or L4})}
\]

B. Final Grading

i. The final score will be arrived by adding the marks of Technical Proposal and Financial Proposal

\[
\text{Final Score} = \text{Technical Score} + \text{Financial Score}
\]

ii. The Final scores for each qualified bidder are tabulated in descending order. The Bidder with highest Final Score is chosen for negotiations leading to award of contract.

4. Eligible Assignments

For the purpose of determining Conditions of Eligibility and for evaluating the Proposals under this RFP, advisory/consultancy assignments in respect of preparation of City Sanitation Plan, for the following projects shall be deemed as Eligible Assignments (“the Eligible Assignment”)

(i) Consulting services related to urban development/water/wastewater/environment/sanitation/solid waste disposal consultancy: or

(ii) Consulting services in respect of any project involving supervision or project management in respect of construction of Infrastructure projects.

Despite the above Eligible Assignments, the Applicant shall have, prior to the PDD, the capability to undertake consulting services in Sanitation sector and the same shall be evidenced from the CVs of the Key Personnel. The Applicant shall submit documentary proof, duly certified as provided in this RFP, in support of the Eligible Assignments.
Annexure III
FORMAT FOR FINANCIAL PROPOSAL
(ON THE LETTER HEAD OF THE BIDDER)

Request for Proposal for the Appointment of Consultant for Preparation of City Sanitation plan for five cities namely Bilaspur, Korba, Bhilai, Durg & Rajnandgaon in the state of Chhattisgarh.

Having gone through this RFP document and Draft Consultancy Agreement and having fully understood the scope of work for the Project as set out in this RFP document, we are pleased to quote the following city wise Professional fees for the Assignment as per the specified scope of Work:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of Project &amp; City Name</th>
<th>Lump sum Professional Fee in Figures</th>
<th>Lump sum Professional Fee in Words</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>City Sanitation Plan for Bilaspur</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>City Sanitation Plan for Korba</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>City Sanitation Plan for Bhilai</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>City Sanitation Plan for Durg</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>City Sanitation Plan for Rajnandgaon</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Aggregate Fee

Notes:-

1. The total professional fees for all five cities should be limited to Rs.38 lakhs, offers more than this limit shall not be considered.

2. The Financial Proposal is inclusive of all out of pocket expenses which may be incurred towards travel, documentation, conducting CSTF meeting in ULBs as well as communication expenses during the assignment period.
3. The financial Proposal is inclusive of all the taxes i.e. income tax, professional tax but excluding service tax which will be borne by the client.

4. In case of difference in amount quoted in figures and words, the lower value would be considered for evaluation.

Signature and seal of
Authorized signatory of the bidder
Name, Title, Address
Annexure – IV
Covering Letter
(On the Letter head of The Bidder)

Date:

To,

The Chief Executive Officer
State Urban Development Agency
Raipur

Subject-“Request for Proposal for Appointment of Consultant for Preparation of City Sanitation Plans for five Municipal Corporation cities namely Bilaspur, Korba, Bhilai, Durg & Rajnandgaon in state the Chhattisgarh State”.

Reference: Your Notification No. dated

Sir,

Being duly authorized to represent and act on behalf of ------------------------- (hereinafter referred to as Bidder), and having reviewed and fully understood all of the Proposal requirements and information provided and collected, the undersigned hereby submits the Proposal on behalf of ------------------------- for the above subjected Project in two copies one original and second the copy thereof with the details as per the requirements of the tender, for your evaluation.

We confirm that our Proposal is valid for a period of six months from due date of submission as per the notification under reference.

Yours sincerely

For and on Behalf of (Name of bidder)
Duly signed by the Authorized Signatory of the bidder
(Name, Title and Address of the Authorized Signatory)