



JAWAHARLAL NEHRU UNIVERSITY
SANITATION CELL/ESTATE BRANCH
New Delhi-110067

Expression of Interest (EOI)

JNU/Estate/Eoi/2020/02

For

**Providing Services of Garbage Collection and Disposal and Cleaning of roads in
the University Campus**

DEPUTY REGISTRAR (ESTATE)

Room No.: 116, Estate Branch,

Administration Building, JNU

New Delhi – 110067

Tel No.: 011-26704024

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Notice for inviting Expression of Interest for providing Sanitation Services for Collection & Disposal of Garbage and cleaning of Residential areas, Markets and all roads in JNU Campus

The Jawaharlal Nehru University (JNU) established in 1966 at New Delhi by an Act of Parliament as a Central University, is a premier Institute of Post Graduate teaching and research. The University has been ranked first best among the Universities in the Country by the Government of India for the years 2017 and 2018. The total houses are 1200-1500 in the University and approx. 300-350 dustbins are placed or fixed all over the campus. The residential area of the University is divided into five Khand's i.e. UK & DK, Saraswatipuram, Paschimabad, Poorvanchal and old Campus. Each Khand consists of residential areas, student hostels and Engg Branch enquiries. There are 18 residential hostels in the campus and all buildings, hostels, offices and residential areas are connected with concrete roads.

In order to provide **Sanitation Services in the University Campus.** on behalf of the **Jawaharlal Nehru University (JNU)**, New Delhi, the Deputy Registrar (Estate), JNU invites Expression of interest (EOI) from reputed firms / agencies/ companies having experience in the field of providing required services in any of the Central/State Govt. Departments / PSU / Autonomous / Other Organizations. In addition to the above, the prospective bidder is also required to maintain confidentiality & integrity beyond doubt.

Earnest Money Deposit:

The bidder shall be required to submit the Earnest Money (EMD) an amount of Rs.1,00,000/- (Rupees One Lakh Only) by way of demand drafts only. The demand drafts shall be drawn in favour of Finance Officer, JNU and must be enclosed with the duly completed EOI documents. The firms registered with NSIC/ MSME are exempted from EMD. Copy of valid MSME certificate must be uploaded with EOI.

The EMD of successful bidder shall be returned after the successful execution of contract agreement and for unsuccessful bidder(s) it would be refunded after awarding the contract to the successful bidder and no interest will be paid for the interim period. Bids received without prescribed Earnest Money Deposit (EMD) shall not be considered and will be rejected.

No Bidder will be allowed to withdraw after submission of their bids within the bids validity period; otherwise the EMD submitted by the Bidder agency would stand forfeited

In case the successful Bidder agency declines the offer of contract, for whatsoever reason(s), their EMD will be forfeited

Period of service

The said services are required for a period of **one** year from the date of signing of agreement. It may further extended by the Competent Authority provided the services are found satisfactory.

CRITICAL DATE SHEET

Published Date	26 th October 2020 (16.30 Hrs)
EOI Document Download / Sale Start Date	26 th October 2020 (16.30 Hrs)
Clarification Start Date	26 th October 2020 (16.30 Hrs)
Clarification End Date	14 th November 2020 (17.00 Hrs)
EOI Submission Start Date	26 th October 2020 (16.30 Hrs)
EOI Submission End Date	21 st November 2020 (16.00 Hrs)
EOI Opening Date	23 rd November 2020 (16.00 Hrs)

Qualification Criteria

The following is qualification criteria for short-listing the eligible bidders for issue of Request for Proposal (RFP) document: -

S. No.	Pre-qualification Criteria	Supporting Compliance document
1.	The bidder shall be a firm/ company/ partnership firm registered under the Indian Companies Act,1956/ the partnership Act, 1932 and who have their registered offices in India and must have an office in National Capital Region of Delhi.	Copy of Certificate of incorporation and Partnership Deed, if any and organizational details as per Annexure-I
2.	The bidder must have registration for EPF, ESIC, income tax/ GST, PAN and other requisite approvals & certificates from all statutory authorities including Municipal/ Labour department, valid for the entire duration of the work	Copy of same be uploaded
3.	The bidder must have successfully executed the contract of Sanitation in of any of the Central/State Govt. Departments /PSU/ Autonomous/Other Organizations for at least two years	Copy of Work Order / Contract
4.	The bidder should have minimum annual turnover of Rs. 05 Crore in each of last three consecutive year in any of the Central/State Govt. Departments / PSU/ Autonomous/Other Organizations	Proof of the same to be uploaded
5.	The bidder has to be profitable and should not have incurred loss in any of the last three consecutive Financial Years (FY 2017-18, 2018-19 & 2019-20)	Annexure-II to be certified & validated by Chartered Accountant (CA) of the bidder's organization
6.	The firm should not be blacklisted by any Central Govt./ State Govt. / PSU/Govt. Bodies	Certificate signed by the Authorized signatory
7.	The Bidder must have an office in Delhi / NCR.	Details of branch offices in State/UTs other than Delhi/NCR area, if any, may be uploaded.
8.	No Joint Venture/Consortium are allowed to participate in the Bidding Process.	

Scope of Work

The University campus has 1200-1500 houses having 300-350 dustbins all over the Campus. The services are required for door to door garbage collection for **all seven days in a week**, all the aforesaid dustbins are to be cleaned and cleared daily and includes sweeping and picking of scattered garbage on the roads in and around the residential areas, Markets, main roads and link roads etc. Apart from aforesaid services, it also includes the collection and disposal of garbage & leftover food from 18 hostels, all canteens and dhabas and markets, etc. The entire garbage is to be collected at transit site near HRDC building. The Garbage is to be segregated at transit site (HRDC) only. The bio-degradable garbage will be used for making the compost by the agency. The compost shall be used by the horticulture department and by the residents of the campus free of cost.

The University invites online Expression of Interest (EOI) for the following services with respect to the below mentioned premises: -

REQUIREMENT OF GARBAGE COLLECTION & DISPOSAL WORK AT THE JAWAHARLAL NEHRU UNIVERSITY.

1. Door to Door collection of garbage from about 1200 to 1500 houses located on both the Campuses i.e., old campus and new campus of JNU for **all seven days a week**.
2. Collection of garbage from hostels of the University for **all seven days a week**.
3. Collection of garbage from all the masonry dustbins/dumps located at various point on the Campus.
4. Sweeping and removal of plastic bottles, cups, glasses, waste papers from all over the campus particularly from near eateries like Ganga Dhaba, Health Centre, Shopping Centre, TEFLA, back of Central Library/Academic Complexes other canteens/dhabas old campus, Brahmaputra Hostel, all roads, Uttarakhand, Dakshinapuram, New Type-III, New Type-IV (Paschimabad), V.C. Gate and Old CRS for **all seven days a week**.
5. Sweeping and removal of leaves etc. from all over the campus including from hostels and roads.
6. To Control and prevention of dog and monkey menace from the University campus.
7. To remove bee hives in the Campus.
8. Removal and disposal of dead animals as and when reported with the help of MCD.
9. Removal of all types of garbage and their proper disposal outside the University at authorized MCD site.
10. Removal of garbage's such as fused tube lights, sanitary fitting and cut hair from barber shop, garbage from fruit shop, stationary shop.
11. Picking up leftover food /kitchen waste from hostels and food outlets, Tea Canteen, general stores any other Canteen.
12. All waste collected from various points have to be transported in four wheeler, rickshaw etc. (properly covered) and disposal off in the designated drop sites.
13. The Agency will ensure cleanliness of all dustbins and the area around it.
14. The Agency will not be allowed to dump the generated waste at any other place other than the specified place.
15. The Agency should also ensure that there is no any foul smell and fly/mosquito nuisance at the dumping site.
16. The Agency should segregate the waste at dumping site only as bio waste and non bio waste.
17. The Agency should be able to compost the entire bio waste as per the procedures laid down. The manure will be used by the University and its staff as and when required.
18. The Agency will sieve and pack the entire compost into small bags, after screening items like glass piece, nails and stone pieces etc.
19. The recyclable material will be stored and sold to recycling agencies only.

20. The Agency has to provide two Tata 407 or two big tempo and 10 rickshaws **(Electrical preferably)** for picking up garbage & leftover food from all Hostel and other food outlets, Academic Complex Area and for collection of doors to door waste from 1200-1500 houses.
21. The Agency must provide heavy leather gloves for handling items like broken glass, nails etc. and light cotton gloves for handling garbage's where, minor injury is not even anticipated.
22. To take out the picking up leftover food, if any.
23. Sweeping, moping and cleaning of toilets of all Civil/Electric Inquiries, Main Shopping Complex, Godawari Market, Tapti Market and Poorvanchal Market etc. of the University.
24. Metal/Steel containers at the garbage dumping site, which should be used for collecting/stocking the garbage & enabling transportation (mechanically) from containers to trucks (for disposal to the MCD dumping sites).
25. Garbage should be removed from the dumping site within 48 hours through approved MCD approved trucks and should be disposed off at its own cost at the MCD approved dumping site.
26. Rickshaws/vans should be used/ deployed for collection of garbage from various sites within the campus for accumulation of garbage at the approved garbage dumping site.
27. Selected vendor has to provide all basic facilities of drinking/washing water, washroom/toilets etc., as per labour law to its work charged employees at its own cost.
28. Any other work assigned by the Sanitation Cell/Deputy Registrar.

The designated committee or Officer/s of the University will randomly inspect the quality of services from time to time and in case any lack of service is noticed, appropriate action would be taken including deduction from payment as per the agreement entered into by the parties with respect to the aforesaid scope of work..

List of Sanitation Materials

<u>S.No.</u>	<u>Name of Article</u>
1.	Broom Road
2.	Bamboo Lathi
3.	Jharu Ring
4.	Bori for Collecting Garbage
5.	Panjee for Garbage Collection
6.	Hand Gloves
7.	Masks
8.	Gumboots
9.	Cleanzo/Phenyl
10.	Platform Brush
11.	Wiper
12.	Commode Brush
13.	Napthalene Balls
14.	Harpic
15.	Broom Nariyal
16.	Broom Phool

Issue of Request for Proposal (RFP) Document

The RFP documents shall be issued only to the short-listed participants, who fulfils all criteria mentioned in this EOI document. The RFP document will be supplied free of cost or it can be downloaded from the University website, as per the dates notified on the website of the University i.e. <http://www.jnu.ac.in>) and also on <https://www.eprocure.gov.in> & Govt.E-Marketplace (GEM).

EOI Submission

The Expression of Interest (EOI), as per **Qualification Criteria & Annexure-I, II & III** should be uploaded online on <https://www.eprocure.gov.in> with bidder's credentials alongwith. Each page of uploaded documents should be self attested. A complete set of uploaded documents and other details alongwith original EMD should be sent by post in a sealed envelope at the address given in the end of first page of EOI. The Expression of Interest (EOI) received in any other mode shall not be accepted and shall be summarily rejected without assigning any reason there for.

Evaluation Criteria and Method of Evaluation

- 1) Screening of EOIs shall be carried out by the Committee formed for the purpose as per eligibility conditions mentioned in this document and based on verification of testimonials uploaded.
- 2) EOI will be evaluated for short listing inter alia based on their past experience of handling similar type of project, strength of their man power, financial strength of firm and presentation/proposal to the selection committee whose decision will be final.
- 3) Agencies who qualify as per the eligibility conditions may be required to make a presentation, if required, to the committee show-casing their Mode of operation (MOP).
- 4) Short listed agencies will be issued Bid Documents (RFP) and asked to submit their price proposal in a sealed envelope.

Termination of Services

The services of the successful bidder can be terminated by the University/Authorized Committee by giving 1 (one) month's prior notice. However, the University/Authorized Committee reserves the right to terminate the services without assigning any reason, if it appears to the University/Authorized Authority at any point of time that the aforesaid services are deteriorated to such an extent that it is detrimental to the health and hygiene of the residents, students, professors, university's staff, administration staff and officers, visitors and any other person due to the improper and careless behavior of the bearer/staff of the successful bidder.

General Conditions and Disclaimer

- Jawaharlal Nehru University (JNU) reserves the right to accept or reject any or all Expressions of Interest (EOI) without assigning any reason and is not obliged to correspond with the bidders in this regard.
- JNU reserves the right to issue amendments to the Request for Expression of Interest by issue of addendums, at any stage, without liability or any obligation for such invitation and without assigning any reason. The request for EOI does not give rise to any rights and does not constitute an offer or an invitation to offer.
- All the documents and other information uploaded by a bidder to JNU shall remain and/or become the property of JNU. The University will not be liable to return any application(s) or any information provided along there with.
- Submission/uploading of EOI by a party shall not create any contractual obligation between that agency and JNU.
- The bidding agency shall bear all costs associated with the preparation and uploading of its EOI. JNU shall in no case be responsible or liable for these costs, regardless of the conduct or outcome of the EOI process.
- No further discussion/interface will be held with the bidding agency/agencies whose bids would be Rejected/Disqualified/Technically Disqualified.
- The bids of the bidding agency/ agencies which do not fulfill the requisite criteria and which do not furnish documentary evidence will be summarily rejected. Any misleading information will lead to disqualification of offer.
- The successful Bidder shall ensure that sufficient manpower is deployed for providing the aforesaid services with respect to the premises as stipulated in the scope of work
- The successful bidder will be required to enter into an Agreement /Contract.
- Police verification and staff's identity cards will be compulsory. The bearer/Staff will be in clean and decent uniform provided by the successful bidder, should be medically fit and hygienically suitable. The conduct/character/antecedents and proper behaviour of the staff for aforesaid services shall be the sole responsibility of the successful bidder.
- The successful bidder and his staff would be governed by the discipline rules as may be laid down by the University while they are in the University premises. The responsibility of maintaining the cleanliness and hygienic condition of the premises stipulated in the scope of work and proper disposal of the waste will be of the Successful Bidder.

- The bearer/ staff (not below the age of 18 years) employed by the successful bidder shall always have to be medically fit, neat and clean. The successful Bidder shall not employ child labour as prohibited under the labour law/rules/ regulations.
- The successful Bidder shall comply with the environment laws in force and all relevant laws for proper disposal of the waste materials and its use, including all existing labour laws and Acts, provisions, such as Contract Labour Regulation Act, Workmen's Compensation Act, Minimum Wages Act, Payment of Wages Act, Provident Fund Act, ESI Act, etc.
- The successful bidder shall bear the cost, if required, for necessary insurance cover in respect of staff and other personnel to be employed or engaged by it in connection with the aforementioned services. The successful Bidder shall assure/indemnify the authorized Committee against all acts of omissions, fault, breaches and or any Claim or demand, loss injury and expenses.
- Consumption of alcoholic/Tobacco products is banned in the Hostel Premises.
- Any dispute, which may necessitate legal redressal will be subject to the jurisdiction of Courts at Delhi only.

Deputy Registrar (Estate)

Date: -

Organizational Details

S. No.	Particulars	Details
1.	Name of Organization	
2.	Main areas of business	
3.	Type of Organization Firm/ Company/ partnership firm/ Society registered under the Indian Companies Act/ the partnership Act, Societies Registration Act etc.	
4.	Name/s & Addresses of Owner(s)/ Partners / Directors of the Organization with contract details	
5.	No of employees :	
	a) Supervisory level	
	b) executive level	
	c) Others	
6.	Details of Clients during last two years along with address, phone numbers and duration of contract and types of Services provided to these clients	
7.	Whether the firm has been blacklisted by any Central Govt. / State Govt./PSU/ Govt. Bodies / Autonomous? If yes, detailsthereof.	
8.	Address of registered office with telephone no. & fax	
9.	Address of offices in i) National Capital Region of Delhi ii) All other State/UT's	
10.	Contact Person with telephone no. & e-mail ID	

(Authorized Signatory of Company)

Seal of Organisation

Date :

* (Attach separate sheet, if required)

Financial Strength of the Organization

S. No	Financial Year	Whether profitable (Yes/No)	Annual net profit (in Rs.)	Annual turnover (in Rs.)
1	2017-18			
2	2018-19			
3	2019-20			
* Please enclose Auditor's Report in support of your claim.				

(Authorized Signatory of Company)

Seal of Organisation

Date :

***Note: This is to be furnished on the letter head of the organization**

APPLICANT'S EXPRESSION OF INTEREST

To,
Deputy Registrar (Estate),
Room No. 116, Estate Branch,
Administration Building,
Jawaharlal Nehru University (JNU)
New Mehrauli Road, New Delhi – 110067.

Sub: **Submission of Expression of Interest for Providing Services of Garbage Collection & Disposal and Cleaning of Roads in the University Campus**

Dear Sir,

In response to the Invitation for Expressions of Interest (EOI) published on For the aforementioned purpose, we would like to express our interest to carry out the aforesaid proposed task. As instructed, we have uploaded one sets of the documents as required by the **Qualification Criteria** clause in a sealed envelope along with the EMD and non-refundable EOI processing fee.

Sincerely Yours,

(Authorized Signatory of Company)

Seal of Organisation

Date :

Encl.: As above.

***Note: This is to be furnished on the letter head of the organization**