



SILIGURI MUNICIPAL CORPORATION

SILIGURI, DIST. DARJEELING (WB) 2432804, 2435444 (FAX) 2433277, 2523445

EOI NO: 01/IT/SMC/2019-2020

DATE: 15/01/2020

INVITATION OF "EXPRESSION OF INTEREST" FOR 'PURCHASE OF ORGANIC COMPOST IN BULK', BEING PROCESSED BY SILIGURI MUNICIPAL CORPORATION FROM BIODEGRADABLE WASTE OF SILIGURI, AND 'SALE OF THE SAME IN THE OPEN MARKET'

1. THE PROJECT

Siliguri Municipal Corporation (SMC) with support from the Swiss Agency for Development and Cooperation (SDC) has undertaken the Capacity Building Project on Low Carbon and Climate Resilience City Development in India (CapaCITIES). In this project, Siliguri city has been selected along with three other Indian cities, namely Coimbatore, Rajkot and Udaipur. CapaCITIES is a multi-year cooperation project between Switzerland and the aforesaid four Indian cities aiming at strengthening the capacities of city authorities:

- to plan and implement measures for reducing greenhouse gas emissions, and
- to cope with the effects of a changing climate in an integrated manner

As part of the CapaCITIES project, SMC has commissioned an automated organic waste composting (OWC) facility in September 2019. The automated OWC facility processes the biodegradable compost of Siliguri into organic compost. In furtherance to the same, SMC intends to sell the organic compost in the open market through a third party, who will purchase the organic compost from SMC at the prescribed rate in bulk quantities and sell the same in the open market. All costs originating from purchase to sale has to be borne by the third party. At least 3 years period of purchase guarantee has to be furnished to SMC. SMC invites Expression of Interest (Eoi) from suitable private sector entities/vendors/consortiums for 'purchase of organic compost in bulk, and sale of the same in the open market'.

2. SCOPE OF EXPRESSION OF INTEREST (EOI)

SMC intends to follow a two-stage process for selection of a private partner for the project. At this stage, i.e., the first stage, SMC invites Expression of Interest from the prospective parties who should not only meet the under noted eligibility criteria but also demonstrate the potential ability to develop infrastructure and facilities for the successful operation by itself. At the second stage, sealed Technical and Financial Bids will be invited from the shortlisted developers.

The Eoi applicants, shall have to fulfill certain basic eligibility criteria as noted below. The applicant shall have to furnish necessary documents in support of their eligibility claim. The applicant is required to provide the rate at which they intend to purchase the compost from SMC, in a separate sealed envelope clearly marking their names and addresses, along with the Eoi. Also, the applicants shall have to provide a Concept plan showing how they are proposing to purchase the organic waste from SMC, and transport and sell the same in the open market. Evaluation of Eoi submissions shall be done by an Empowered Committee that may be assisted by relevant experts in the field. Based on the evaluation of the Eoi submissions by the applicants, shortlisting of qualified and capable private sector entities/vendors/consortiums would be made.



SILIGURI MUNICIPAL CORPORATION

SILIGURI, DIST. DARJEELING (WB) 2432804, 2435444 (FAX) 2433277, 2523445

At the next stage, a Two-Envelope Bid (sealed technical and financial bids) shall be invited from the shortlisted bidders only. The detailed procedure that shall be followed for final selection shall be communicated to the shortlisted bidders only. While submitting the Financial Bid as a part of the Two-Envelope Bid at the second stage, the shortlisted applicants will be required to specify the rate that they are willing to provide SMC for the purchase of organic compost in bulk from the latter, which shall be one of the criteria for selection at the second stage. While submitting the Technical Bid, the shortlisted applicant has to submit a detailed operation plan from purchase of organic compost from SMC to sale of the same in the open market, inclusive of transportation, storage and distribution (if any).

The EoI should be submitted under cover of a forwarding letter on the letterhead, the format of which is given in Annexure - I.

3. ELIGIBILITY/PRE-QUALIFICATION CRITERIA FOR PROSPECTIVE APPLICANT AGENCIES

- (i) The applicant must be an authorized agent of the private sector entity/vendor/consortium of repute having at least 3 years of experience, and should have undertaken work of similar nature for a minimum period of 3 years.
- (ii) The applicant as described should have a valid trade license for undertaking such tasks.

4. DOCUMENTS TO BE SUBMITTED ALONG WITH EOI

The interested private sector entities/consortia of private sector entities must submit the following documents along with the EoI:

- Documentary evidence of pre-qualification criteria as mentioned in point number 3 (i) and 3 (ii) above;
- List and brief description of similar kind of projects undertaken in the last 3 years along with completion certificates for the completed projects;
- Income Tax PAN & GST number of the bidder/each member forming the bidder consortium.
- A Concept plan showing how the applicant is proposing to purchase the organic waste from SMC, and transport and sell the same in the open market, supported by tables, photos, drawings and maps (if required); and
- Tentative timeline for implementation of the project.

5. OTHER GENERAL INSTRUCTIONS

- In the event of a shortlisted applicant being selected at the second stage, the selected private sector entity/vendor/consortium shall remain solely responsible for operation of the entire project for at least three years, towards fulfilling the project objectives and terms;
- The selected private sector entity/vendor/consortium will be required to purchase the compost production of SMC in its entirety;
- In the event of a shortlisted applicant being selected at the second stage, the selected agency must submit all the detailed plans to SMC for the latter's clearance before implementation of the plan.
- Collection of EOI Document: Documents can be downloaded from www.siligurismc.in



SILIGURI MUNICIPAL CORPORATION

SILIGURI, DIST. DARJEELING (WB) 2432804, 2435444 (FAX) 2433277, 2523445

- In the event of a shortlisted applicant being selected at the second stage, payment to SMC has to be made before obtaining the organic compost. Payment to SMC should preferably be made in cash. In case, payment is made through other modes then supply of compost would be subject to realization of payment.
- Price of EOI documents : Rs 1000/- (One Thousand rupees only)
- Earnest Money: Rs 50,000/- (Fifty Thousand rupees only)

6. DEADLINE FOR SUBMISSION OF EOI

The Eoi along with the Demand Draft for EOI documents & Earnest Money shall be received, in sealed covers, at the office of The Commissioner, Siliguri Municipal Corporation, Baghajatin Road, PO - Siliguri, West Bengal - 734001, India, **not later than 12.00 noon on 08/02/2020.**

SMC may at its discretion extend the deadline for submission of Eoi by issuing an addendum.

7. LATE EOIS

Eois submitted after the deadline of submission will either not be received or if inadvertently received will not be opened and shall be returned unopened to the applicant agency.

8. EOI OPENING

The Eois will be opened by the Empowered Committee in presence of the authorized representatives of the applicants, who may choose to remain present at the office of The Commissioner, Siliguri Municipal Corporation, Baghajatin Road, PO - Siliguri, West Bengal - 734 001 on the date and time to be notified in due course.

9. EOI EVALUATION

1. The Eoi submissions shall be evaluated by an Empowered Committee, which would determine the criteria for evaluation of the technical and financial capability of the applicants.
2. The shortlisted applicants shall be asked by the Empowered Committee to submit their Technical and Financial bids in two separate sealed envelopes, with their names and addresses clearly marked on the face of the envelopes.
3. The Empowered Committee shall evaluate the Technical Bids of the shortlisted applicants. The Empowered Committee may take the help of external experts in the concerned fields.
4. Each of the shortlisted applicants, as selected after the process of point number 9.3 above, shall be asked by the Empowered Committee to make a PowerPoint presentation of the Concept Plan and the management plan before the Committee on date, time and venue to be notified and communicated to the applicants in due course. The external experts may also attend the PowerPoint (PPT) presentation.
5. After the presentation is made, the applicants will have to supply a soft copy of the said PPT presentation to the Committee for evaluation. The PPT presentation should be in line with the Technical Bid/concept plan submitted as per point number 9.1 and 9.2 above. Large scale deviation of the PPT presentation from the Technical Bid/ concept plan submitted shall be viewed adversely.



SILIGURI MUNICIPAL CORPORATION

SILIGURI, DIST. DARJEELING (WB) 2432004, 2435444 (FAX) 2433277, 2523445

6. The rates submitted alongside the EoI in a separate sealed envelope as per Section 2 above and the Financial Bid of shortlisted candidates, as per process specified in point number 9.4 and 9.5, shall be opened for evaluation. ANY deviation between the rates provided alongside the EoI and in the Financial Bid shall be viewed negatively, and would result in immediate disqualification of the applicant.
7. The applicant with the strongest technical capacity and/or providing the highest rate for purchase of compost from SMC shall be selected and awarded the rights of purchase of the entire compost production of SMC for a minimum duration of three years from the date of issue of work order.

10. DISCLAIMER:

1. SMC reserves the right to withdraw from the whole process or any part thereof, to accept or reject any or all offers at any stage of the process and / or modify the process or any part thereof of to vary any terms at any time without giving any reasons. No financial obligation shall accrue to SMC in such an event. The authority shall not be responsible for non receipt of correspondence sent by post/e-mail/fax/courier either way.
2. SMC reserves the right to escalate the rate at which compost is sold to the successful bidder, if required, as per prevailing market conditions at the end of any financial year.

ANNEXURES:

Annexure - I: Format for forwarding letter.

Annexure - II: Declaration


Commissioner
Siliguri Municipal Corporation
A. Pandey

Memo No:173/IT/SMC/2019-2020

Copy to:

Date:15/01/2020

1. The Principal Secretary, Municipal Affairs & Urban Development Department, Govt. of West Bengal, Kolkata
2. The Joint Secretary, Municipal Affairs & Urban Development Department, Govt. of West Bengal, Kolkata
3. The Secretary, Siliguri Municipal Corporation
4. The Superintending Engineer, Siliguri Municipal Corporation
5. The Executive Engineer, Siliguri Municipal Corporation.
6. The Finance Officer, Siliguri Municipal Corporation.
7. The Head Clerk, Siliguri Municipal Corporation
8. PA to Mayor, Siliguri


Commissioner
Siliguri Municipal Corporation
A. Pandey

APPLICANT'S EXPRESSION OF INTEREST

To:
 The Commissioner
 Siliguri Municipal Corporation
 Baghajatin Road
 Siliguri - 734001

Sub: Submission of Expression of Interest to undertake purchase of organic compost being processed by Siliguri Municipal Corporation from biodegradable waste of Siliguri, and subsequent sale of the same in the open market

Respected Sir,

In response to the Invitation for Expressions of Interest (EOI) published on 15/01/2020 for the above purpose, we would like to express interest to carry out the above proposed task. As instructed, we are enclosing 2 sets of the following documents in separately scaled envelopes and one soft copy:

1. Organizational Details
2. Financial strength of the organization
3. List and brief description of similar kind of projects undertaken in the last 3 years along with completion certificates for the completed projects;
4. Income Tax PAN & GST number of the bidder/each member forming the bidder consortium.
5. A Concept plan showing how the applicant is proposing to purchase the organic waste from SMC, and transport and sell the same in the open market, supported by tables, photos, drawings and maps (if required); and
6. Tentative timeline for implementation of the project.
7. Documentary evidence of 'Pre-Qualification Criteria' as mentioned in Section 3 of EOI NO _____;
8. Demand Draft
9. Additional information (if any)
10. Declaration (Annexure II)

We are aware of the fact that submission of the said documents does not confer on us any right or claim for shortlisting.

Hope, you would find the documents in order.

Thanking you

Sincerely Yours,

For: _____
 (Signature with Official Seal)

Date:

Encl.: As above.

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

Declaration

We hereby confirm that we are interested to undertake purchase of organic compost being processed by Siliguri Municipal Corporation from biodegradable waste of Siliguri, and subsequent sale of the same in the open market.

All the information provided herewith is genuine and accurate.

Authorized Person's Signature.

Name and Designation:

Date of Signature:

Note: The declaration is to be furnished on the letter head of the organization.