



Jharkhand Industrial Area Development Authority (JIADA)
(A Govt. of Jharkhand Undertaking)

Regd. Off: 3rd floor, JIADA building, Namkum Industrial Estate, Namkum, Ranchi, Jharkhand – 834010

E-mail-mdjiada@gmail.com, web-jiada.co.in



Letter No. 259

Dated: 16/03/2026

Tender Notice

NIT No.:-JIADA/09/2025-26

Sub: Selection of agency for Providing Comprehensive Cleaning and Waste Management Services at Adityapur Industrial Area of JIADA, Adityapur Region

JIADA, Ranchi invites tenders for engagement of a competent agency for collection, transportation, and disposal of waste from common areas, mechanical road sweeping, desilting of drains and disposal of silt of Adityapur Industrial Area under JIADA, Adityapur Region.

S. No.	Particulars	Details
1.	RFP/ Tender Availability	18/03/2026
2.	Site visit date	24/03/2026 & 25/03/2026
3.	Last date for receiving queries	28/03/2026 at 05.00 P.M
4.	Date and time of Pre-Bidding Meeting	30/03/2026 at 12.30 P.M Venue: Jharkhand Industrial Development Authority (JIADA), 3 rd Floor, JIADA Bhawan, Namkum, Lowadih, Ranchi, Jharkhand-834010
5.	Last date of Submission	08/04/2026 at 05.00 P.M
6.	Technical Proposal opening	10/04/2026 at 03.00 P.M
7.	Technical Presentation	To be Notified
8.	Cost of Tender	Electronic transfer of INR 11,800/- {including 18% GST(Non-Refundable)} through Jharkhand Tender website- https://jharkhandtenders.gov.in/nicgep/app
9.	Earnest Money Deposit (EMD)	Electronic transfer of INR Rs. 2,00,000/- (i.e. Rupees Two Lakhs only) to be paid in favor of MD, JIADA payable at Ranchi through online mode of https://jharkhandtenders.gov.in/nicgep/app
10.	Website for downloading Tender Documents	https://jiada.jharkhand.gov.in/ https://jharkhandtenders.gov.in/nicgep/app
11.	Contact Details	Secretary, JIADA, 3 rd Floor, JIADA Bhawan, Namkum, Lowadih, Ranchi, Jharkhand-834010 Mobile:+91 9431386208 Website: www.jiada.co.in Email: mdjiada@gmail.com

- JIADA reserves the right to change any schedule of bidding process. Please visit JIADA website mentioned in document regularly for the same.
- JIADA reserves the right to terminate the bid process at any time without assigning any reason.
- Proposals must be received not later than time, and date as mentioned above. Proposals that are received after the last date and will not be entertained.

(By the order of MD, JIADA)

Sd/-
Secretary- JIADA

Request for Proposal (RFP)

**Selection of agency
for
Providing Comprehensive Cleaning and
Waste Management Services at Adityapur
Industrial Area of JIADA, Adityapur Region**



RFP Reference Number: **JIADA/09/2025-26**

**Jharkhand Industrial Area Development
Authority (JIADA)**

3rd floor, JIADA Bhawan, Lowadih, Namkum Industrial Area,
Ranchi-834010, Jharkhand
Email ID: mdjiada@gmail.com

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Disclaimer

- I. The Request for Proposal (RFP) is issued by **Jharkhand Industrial Development Authority (JIADA)** or the “**Authority**”
- II. The information contained in this RFP is selective and is subject to updating, expansion, revision and amendment. It does not, and does not purport to, contain all the information that a Bidder may require. Neither **Authority** nor any of their officers; employees nor any of its advisors / consultants undertakes to provide any prospective bidder with access to any additional information or to update the information in this RFP or to correct any inaccuracies therein which may become apparent. Each prospective bidder must conduct its own analysis of the information contained in this RFP or to correct any inaccuracies therein that may this RFP and is advised to carry out its own investigation into the proposed Project, the legislative and regulatory regime which applies thereto and by and all matters pertinent to the proposed Project and to seek its own professional advice on the legal, financial, regulatory and taxation consequences of entering into any agreement or arrangement relating to the proposed Project.
- III. This RFP is neither an agreement nor an offer by the Authority to the prospective Bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in making/ submitting their Bids (technical and financial bids) pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP may not be appropriate for all persons, and it is not possible for the Authority, its employees or advisors to consider the investment objectives, financial situation and particular needs of each Bidder who reads or uses this RFP. The assumptions, assessments, statements and information contained in the Bidding Documents may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this RFP and obtain independent advice from appropriate sources.
- IV. The information provided in this RFP to the Bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.
- V. The Authority, its employees and advisors make no representation or warranty and shall have no liability to any person, including any applicant or Bidder under any law,

statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way for participation in this bid stage.

- VI. The Authority also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from any Bidder upon the statements contained in this RFP.
- VII. The Authority may in its absolute discretion prior to the Bid Due Date, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP at any time during the Bidding Process.
- VIII. The issue of this RFP does not imply that the Authority is bound to select a Bidder or to appoint the Selected Bidder, as the case may be, for the Project and the Authority reserves the right to reject all or any of the Bidders or Bids without assigning any reason whatsoever. Mere submission of a responsive Bid does not ensure appointment of the bidder as Preferred / Selected Bidder.
- IX. The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.

1. Information to Bidders

1.1. General Condition

- 1.1.1. Bidders shall furnish all relevant information, as per the formats provided in the Request for Proposal (the “**RFP**”).
- 1.1.2. Bidders who agree to such an extension shall confirm to abide by their Bid including all terms and conditions of the RFP. Bidders who do not agree shall have the right to refuse to extend the validity of their Bids.
- 1.1.3. Bidders, upon submission of bids, will be deemed to have inspected the site and to have satisfied himself as to the nature of all works and available infrastructure at the respective sites
- 1.1.4. Bids submitted by in Consortium / Joint Venture will not be accepted.
- 1.1.5. Bids, as submitted by the Bidders, shall have a Bid Validity of **180 Days** (or “**Calendar Days**”) from the last date of Bid Submission. The Authority will make its best effort to complete negotiations within this period. Should the need arise, however, the Authority may request Bidders to extend the validity period of their Bids.
- 1.1.6. At any time prior to the deadline for submission of bids, JIADA may, for any reason, whether at its own initiative or in response to a clarification requested by a bidder or for any other reason, modify the tender document by an amendment. The amendments will be notified through portal to all bidders who have downloaded the Tender Document and will be binding on them.
- 1.1.7. In order to offer bidders reasonable time in which to take the amendment in consideration in preparing their bids, JIADA may, at its discretion, extend the deadline for the submission of bids.
- 1.1.8. In exceptional circumstances, JIADA may solicit the bidder’s consent to an extension of the period of validity of bid. The request and the response thereto shall be made by e-mail.
- 1.1.9. After opening the bids, to assist in the examination, evaluation and comparison of bids, JIADA may, at its discretion, ask the bidder for clarification on its bid. The request for such clarification and the response shall be in writing through letter / email.
- 1.1.10. JIADA reserves the right of annulment of tender without assigning any reasons whatsoever Bidder submitting his bid should not be under liquidation, court receivership or similar proceedings.
- 1.1.11. The bidder must have an established office within Jharkhand or set up an office within 01 month in Jharkhand upon being selected as the successful bidder.

1.1.12. Non-compliance with any of the above conditions will result in disqualification from the process of bidding for this project.

1.2. Clarifications and Amendment of RFP Documents

1.2.1. Bidders may request clarification on any of the points contained in RFP documents up to the number of days as indicated below. Any request for clarification must be sent in writing by paper, mail, facsimile, or electronic mail to the Authority's address as indicated. The Authority will upload response to all such requests received by it on the website <https://jiada.jharkhand.gov.in/> or

<https://jharkhandtenders.gov.in/nicgep/app>

1.2.2. Queries, if any, proposed to be raised at the pre-bid conference by the Bidder/s should be submitted in writing (over email or a letter) at least one (1) working days before the date of the Pre-Bid Conference to the Official as below:

To,

Managing Director

Jharkhand Industrial Development Authority (JIADA)

3rd Floor, JIADA Main Building, Lowadih, Namkum, Dist-

Ranchi, PIN-834010, Jharkhand, India.

Email -md-jiada@jharkhandmail.gov.in

Phone +91-0651-2460125

1.2.3. A maximum of two representatives of each Bidder shall be allowed to participate in the production of Authorization letter from the Bidder.

1.2.4. At any time before the submission of Bids, the Authority may, for any reason, whether at its own initiative or in response to a clarification requested by a Bidder, modify the RFP documents by amendment. Any such amendment shall be issued in writing through Corrigenda. Corrigenda shall be uploaded in <https://jharkhandtenders.gov.in/nicgep/app> / <https://jiada.jharkhand.gov.in/> shall be binding on all Bidders. The Authority may at its discretion extend the deadline for the submission of Bids

1.3. Bidding Schedule

Sl.	Event	Date and time
1	Issue of RFP (Bid) Documents	18/03/2026
2	Pre-Bid Meeting date and Venu	30/03/2026 at 12.30 P.M Venue: Jharkhand Industrial Area Development Authority (JIADA),

		3 rd Floor, JIADA BHAWAN, Lowadih, Namkum Industrial Area, Ranchi-834010
3	Last date of technical bid	08/04/2026 at 05.00 P.M
4	Last date of physical copy of Bid	09/04/2026 at 05.00 P.M
5	Technical Proposal opening	10/04/2026 at 03.00 P.M
6	Presentation by Bidder	To be Notified
7	Opening of Financial Bids	To be Notified
8	Cost of Tender	Electronic transfer of INR 11,800/- {including 18% GST(Non-Refundable)} through Jharkhand Tender website- https://jharkhandtenders.gov.in/nicgep/app
9	Earnest Money Deposit (EMD)	Electronic transfer of INR Rs. 2,00,000/- (i.e. Rupees Two Lakhs only) to be paid in favor of MD, JIADA payable at Ranchi through online mode of https://jharkhandtenders.gov.in/nicgep/app
10	Performance Bank Guarantee	5% of the total annual fee payable
11	Website for downloading Tender Documents	https://jiada.jharkhand.gov.in/ https://jharkhandtenders.gov.in/nicgep/app
12	Name and Address of Office inviting Tender	Managing Director Jharkhand Industrial Area Development Authority (JIADA), 3 rd Floor, JIADA BHAWAN, Lowadih, Namkum Industrial Area, Ranchi-834010, Jharkhand Phone- +91-9431386208 Email- md-jiada@jharkhandmail.gov.in

- **Note:** JIADA reserves the right to change any schedule of bidding process. Please visit JIADA website mentioned in document regularly for any update regarding the same.
- JIADA reserves the right to terminate the bid process at any time without assigning any reason.
- Proposals must be received not later than time, and date as mentioned above. Proposals that are received after the last date and time will not be entertained.

1.4. Preparation of Bid

1.4.1. The Bidders are required to submit the Bid in two parts in two separate envelopes / parts and put together in one single outer envelope. The two parts shall be captioned as follows on the respective envelopes:

- a) Part 1: Bid Processing Fee & EMD and
- b) Part 2: Technical Bid (Original).

1.4.2. Bid shall be written only English Language.

1.4.3. Bids submitted without Bid Processing Fee and / or EMD shall be summarily rejected and will not be evaluated.

Technical Bid

1.4.4. In preparing the Technical Bid, Bidders are expected to examine the submission documents / format / enclosures etc., comprising this RFP in detail. Material deficiencies in providing the information requested may result in rejection of the Bid.

1.4.5. The Technical Bid must provide the following information, using but not limited to the formats as indicated below:

- a) Annexure 1: Technical Bid Submission Form
- b) Annexure 2: Format for Power of Attorney for Authorized Representative
- c) Annexure 3: Financial Summary of the Bidder
- d) Annexure 4: Format for letter of undertaking
- e) Annexure 5: Format for showcasing experience
- f) Annexure 6: KPIs
- g) Annexure 7: Financial Bid Submission Form
- h) Annexure 8: Format for Pre-Bid Query

Financial Bid:

1.4.6. In preparing the Financial Bid, Bidders are expected to take into account the requirements and conditions of the RFP documents. It should include all costs associated with the Project, including (a) remuneration to the staff and (b) rentals / fixed rates, transportation (for mobilization and demobilization), services and equipment (machinery, vehicles, office equipment, furniture, and supplies / consumables), office rent, insurance, printing of documents, training, IEC, software, etc. as components of this Project.

1.4.7. The Financial Bid should clearly identify and include all the taxes, duties, fees, levies and other charges imposed under the applicable law, on the Bidders, and their personnel, and include as part of their offer, and show only GST separately.

1.4.8. Bidders have to express the price of their services in the format as indicated in the sample format placed at **Annexure 7: Financial Bid Submission Form** (to be

submitted <https://jharkhandtenders.gov.in/nicgep/app> only).

1.4.9. Conditional Tenders / bids shall not be accepted.

1.4.10. Information relating to evaluation of Bids and recommendations concerning awards shall not be disclosed to the Bidders who submitted the Bids or to other persons not officially concerned with the process without the consent of the appropriate Authority.

1.5. Submission, Receipt and Opening of Bids

1.5.1. Bidders shall submit their proposal online through the website <https://jharkhandtenders.gov.in/nicgep/app> and <https://jiada.jharkhand.gov.in/>

1.5.2. The original bid shall be prepared in indelible ink. It shall contain no inter-lineation or overwriting, except as necessary to correct errors made by the Bidder. Any such corrections must be initialed by the person who signs the Bids.

1.5.3. Each of the bids, along with their relevant enclosures, should be bound, paginated, with an index of submission on the first page.

1.5.4. An authorized representative of the Bidder shall initial all pages of Technical Bid. The representative's authorization shall be in the form of a written power of attorney accompanying the Bid, or in any other form demonstrating that the representative has been duly authorized to sign.

1.5.5. The Bid Processing Fee should be electronic transfer only through Jharkhand Tender. Proof of successful payment of the Bid Processing Fee shall be mandatorily attached to the bid document. The envelope must be clearly marked on top as "Technical Bid". A soft copy of Technical Bid in PDF format on pen drive should also be placed in the cover containing the Technical Bid.

1.5.6. The two separate envelopes containing the Bid Processing Fee and EMD and Technical Bid, should be placed on one cover and addressed to Authority (as per the given detailed address) and should label the Project name clearly. The Bid shall be sent to the following address:

To,
Managing Director
Jharkhand Industrial Development Authority (JIADA)
3rd Floor, JIADA Main Building, Lowadih, Namkum, Dist- Ranchi,
PIN-834010, Jharkhand, India.
Email -md-jiada@jharkhandmail.gov.in
Phone +91-0651-2460125

1.5.7. The completed Bids must be delivered / submitted on or before the submission time and date as stated in the Bidding Schedule. The Authority shall not be responsible

for misplacement, losing or pre-matured opening of the Bid, if the outer envelope is not sealed and / or not marked as stipulated.

- 1.5.8. After the deadline for submission of Bids, the Technical Bid envelope shall be opened in the presence of the Bidders / their Authorized Representatives who choose to attend on the date and time indicated in the Bidding Schedule.

1.6. Bid Evaluation

- 1.6.1. The following procedure shall be adopted in evaluation of bid

1.7. Stage 1: Test of Responsiveness

- 1.7.1. Prior to evaluation of the documents contained in the Technical Bid envelope, the Authority shall determine whether each Bid is responsive to the requirements set out in this Tender. A Bid shall be considered responsive only if:

- a) It is received by the Bid due date including any extensions thereof.
- b) The Part-1 submission (Cover-1) shall contain the Bid Processing Fee and EMD as defined under:
 - a) **Bid Processing Fee:** Bidder has to furnish, as part of its submission, non-refundable Bid Processing Fee amounting to Rs. **10,000/-+ GST (i.e. INR 11,800)**. The Bid Processing Fee shall be submitted in online the Jharkhand tender portal.
 - b) **Earnest Money Deposit:** Bidder has to furnish, as part of its submission, Bid Security / Earnest Money Deposit amounting to **Rs. 2,00,000/- (i.e. Rupees Two Lakhs only)** in the form of electronic transfer only through Jharkhand e procurement site. The EMD of the unsuccessful bidders shall be returned by the Authority preferably within 15 days of the signing of the Agreement with the Successful Bidder. The EMD of the successful bidder shall be returned upon submission of the Performance Guarantee.

1.8. Stage 2: PQ Evaluation

Bidders who comply with the following basic criteria are eligible for participation in this tender:

- 1.8.1. Bidder should be a company registered under the Companies Act of India, 1956 (or later) OR a registered partnership firm (including LLP) OR proprietorship firm and should be in existence for at least 5 years, in India.
- 1.8.2. Bidder should have had a Minimum Annual Average Turnover of **INR 5.00 Crores in the last 3 financial years** (FY 2022- 2023, FY 2023 -2024, FY 2024-2025).

1.8.3. The Bidder should have completed projects related to providing **comprehensive cleaning and sanitation services / Industrial / Municipal solid waste management / waste collection/ transportation/ disposal** for Government Clients in the last 5 years, in India as on the Bid Due Date as below:

a) At least one eligible project with a minimum average annual project fee of **INR 80 Lakh (exclusive of taxes)**.

OR

b) At least two eligible projects with a minimum average annual project fee of **Rs. 50 Lakhs (exclusive of taxes)**.

OR

c) At least three eligible projects with a minimum average annual project fee of **Rs. 40 Lakhs (exclusive taxes)**.

Note:

1) Decision of JIADA towards adjudging similar projects shall be final and binding on the bidders.

2) All submitted projects should be backed by valid documentary evidence in the form of work order, agreement, and completion certificate, from the client side, clearly establishing the eligibility of project

3) For ongoing mandates, Bidders should have successfully completed at least one year of delivery services as per the eligibility criteria. The same should be supported by valid certificates from the client side

1.8.4. The bidder should not be blacklisted by any government department, organization, company, or any other body.

1.8.5. The Bidder should have valid registration with **PF, ESIC and EPFO Registration**

1.8.6. Bids qualifying as per the PQ Criteria given above, will be eligible for the next stage of evaluation, that is **Stage 3: Technical Bid Evaluation**.

1.9. Stage 3: Technical Bid Evaluation

1.9.1. The Authority will carry out an evaluation of Technical Bids, based on the point / marks system as specified in the Table below. Each pre-qualified bid shall be attributed to a Technical Score. The Bidders are also required to give a presentation detailing various aspects as per the details included in the Table below. Marks out of 100 shall be awarded as per the Technical Bid Evaluation and the presentation before the Evaluation Committee. **Bidder scoring at least 60% marks shall be the “Technically Eligible Bidder” and would be eligible for Financial Evaluation.**

1.9.2. The combined Technical Qualification and presentation would carry marks as below:

Sr	Aspects	Max Marks
1	Years of existence of the Bidder: <ul style="list-style-type: none"> • If X is \geq 5 years but < 7.5 years: 10 marks • If X is \geq 7.5 years but < 10 years: 12.5 marks • If X is \geq 10 years: 15 marks (Where X is years of existence)	15
2	Annual average turnover of the bidder in the last 3 financial years (FY 2022- 2023, FY 2023 -2024, FY 2024-2025). <ul style="list-style-type: none"> • If X is \geq Rs. 5.00 crores but < Rs. 10.00 marks • If X is \geq Rs. 10.00 crores but < Rs. 15.00 crores: 12.50 marks • If X is \geq Rs. 15.00 crores: 15 marks (Where X is Annual average turnover)	15
3	Available human resources (as per Electronic Challan cum Return for EPFO) on roles of the Bidder <ul style="list-style-type: none"> • If X is \geq 50 but < 100: 10 marks • If X is \geq 100 but < 150: 12.50 marks • If X is \geq 150: 15 marks (Where X is Available number of human resources)	15
4	Total Fee from eligible projects: <ul style="list-style-type: none"> • If X is \geq INR .80 Lakhs but < Rs. 1 crore: 15 marks • If X is \geq Rs. 1.00 crores but < Rs. 1.2 crores: 20 marks • If X is \geq Rs. 1.2 crores: 25 marks (Where X is total fee from eligible projects completed during last 5 years)	25

5	<p>Technical Presentation</p> <ol style="list-style-type: none"> 1. Approach & Methodology of overall scope of work 2. Team Composition (nos. of employee on payroll and details of the resources to be deputed etc.) 3. Machinery is available with Bidder and use for this project 4. Proposed innovation in service delivery 5. Awards & Certifications 	30
	TOTAL MARKS	100

Note:

1. For all the submitted projects, documentary evidence to substantiate the scope of work, duration, completion, project fee, and any other aspect for which marks are being sought shall be submitted in the form of Work Order, Agreement, Completion Certificate from the Client is mandatory.
2. Decision of Authority towards adjudging similar projects shall be final and binding on the bidders.
3. Shortlisted Bidders may be invited to make the Technical Presentation in front of the Committee. It is advised that a Senior Team Member shall remain present for making the Presentation. Further the presentation should be concise and should not exceed more than 15 minutes (~30 slides).

1.10. Stage 4: Financial Bid Evaluation

- 1.10.1. After the evaluation of Technical Bid is complete, the Authority will notify, before the date of financial bid opening, those Bidders whose Technical Bids were considered responsive and who have qualified in the Technical Bid.
- 1.10.2. The Financial Bids shall be opened in the presence of the Bidders / authorized representatives who choose to attend. The name of the Bidders, the technical scores, and the quoted prices shall be read aloud and recorded when the Financial Bids are opened.
- 1.10.3. It is expected that Bidders shall determine the costs appropriately and shall take necessary care in allocating budgets adequately to major components of study.
- 1.10.4. The **Financial Bid to be considered for evaluation shall exclude GST**, but shall include all the other taxes, if any.
- 1.10.5. The Evaluation Committee shall consider the **quoted price and the Technically Eligible Bidder quoting the lowest amount for the Adityapur Industrial Area (the “L1 Bidder”)**.

1.11. Negotiation

- 1.11.1. Prior to the expiration of the period of validity of Bid, Authority shall notify the successful Bidder who has emerged the L1 bidder and invite them to negotiate.
- 1.11.2. If negotiations fail, the Authority will invite the subsequent ranked bidder to negotiate.
- 1.11.3. **A tie-bid** shall be deemed to occur where two or more bidders quote the same lowest evaluated price for the entire scope, inclusive of all taxes, duties, and arithmetical corrections. In the event of a tie-bid, the bidder securing the higher Technical Score (as per the technical evaluation under this RFP) shall rank higher and shall be given preference for award.

1.12. Award of Work

- 1.12.1. After completion of negotiations with the preferred bidder, the Authority shall award the work to the Preferred Bidder by issuing a Letter of Award/s
- 1.12.2. The Successful Bidders with whom the License Agreement (the “**Agreement**”) is signed is expected to commence the Project on the date as indicated by the Authority during the negotiation meeting.
- 1.12.3. The Preferred Bidder shall be required to submit a Performance Guarantee which shall be equal to **5% of the total annual fee payable, in the form of an FDR or Bank Guarantee** as a pre- requisite to signing of the Agreement. The Performance Guarantee shall be submitted within 10 days of the issue of the Letter of Award (the “**LoA**”) and shall be kept valid for 12 months from the date of signing of agreement. Failing to adhere to the said conditions might lead to the withdrawal of the Letter of Award. Additionally, 5% retention money from each bill shall be deducted and released back as per the tender conditions.
- 1.12.4. The Performance Guarantee, as submitted, shall be renewed by the Agency before its expiry, if so desired.

1.13. Right to Rejection

- 1.13.1. Authority reserves the right to reject any or all Bids, to waive any informality in such Bids, to request new Bids, to revise the RFP prior to, and including, the pre-bid meeting date, to proceed to do the work otherwise, withdraw this RFP, not award the work, or not award a portion of work at any time.
- 1.13.2. The receipt of bids shall not in any way obligate the Authority to enter into a **Licence Agreement**, or any other agreement of any kind with the Bidder. All submitted copies of the bids shall become the property of Authority.

- 1.13.3. The bid will be rejected for award if it determined that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the project in question.
- 1.13.4. A Bidder will be declared ineligible, either indefinitely or for a stated period of time, to be awarded a project if the Authority at any time determines that the Bidder has engaged in corrupt or fraudulent practices in competing for or in executing, a project; and
- 1.13.5. A Bidder may be declared ineligible and/or blacklisted from further bidding with Authority for a period as deemed fit by Authority, in case any misrepresentation of facts / details is found in the bid as submitted by them at any point of time.

1.14. Late Proposal:

- 1.14.1. JIADA may, at its discretion, extend the deadline for the submission of Proposal by amending the RFP, in which case all rights and obligations of JIADA and Bidders subject to the previous deadline shall thereafter be subject to the deadline as extended.
- 1.14.2. JIADA will not consider any Proposal that arrives after the deadline prescribed by JIADA for submission of Proposals. Any Proposal received after the respective deadline for submission shall be declared late, rejected, and returned unopened to the Bidder.

1.15. Anti-corruption Measure

- 1.15.1. Any effort by Bidder(s) to influence JIADA in the evaluation and ranking of proposals, and recommendation for award **of Contract, may result in the rejection of the Proposal.**
- 1.15.2. A recommendation for award of Contract shall be rejected, if it is determined that the recommended Bidder has directly or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question. In such cases, JIADA shall blacklist the Bidder either indefinitely or for a stated period of time, disqualifying it from participating in any JIADA related bidding for the said period.

1.16. Liquidity Damages:

- 1.16.1. In the event of failure of the Agency to provide services as per the scope of work, deployment plan, or instructions of the Authority, the Agency shall be liable to pay Liquidated Damages (LD) to the Authority.
- 1.16.2. The decision of the Authority regarding the extent of default and the quantum of

LD shall be **final and binding** on the Agency.

1.16.3. Recovery of LD shall be made by way of deduction from monthly bills, Performance Security, or any other dues payable to the Agency.

1.16.4. The Imposition of LD shall not restrict the Authority's right to **terminate the contract, blacklist the Agency, or seek any other remedy available under law.**

1.17. Indemnity

1.17.1. The Selected Agency shall, within the time specified by the Authority, execute and submit an Indemnity Bond on a non-judicial stamp paper of appropriate value, duly notarised, in the prescribed format.

1.17.2. The Agency shall indemnify and keep indemnified the Authority, its officers, and employees against all actions, proceedings, claims, demands, losses, damages, costs, charges, and expenses whatsoever, which may arise on account of:

- a) Any negligence, omission, misconduct, or default on the part of the Agency, its employees, agents, or representatives.
- b) Any breach of applicable laws, rules, and regulations, including but not limited to the Solid Waste Management Rules, 2016, labour laws, and safety regulations;
- c) Any injury to life or damage to property of the Authority, third parties, or the environment during execution of the services.

1.17.3. The Indemnity Bond shall remain valid and enforceable for the entire duration of the Contract and for a further period of six (6) months after its completion, covering all liabilities that may arise thereafter. The Authority shall have the right to recover any dues under this Indemnity Bond by way of adjustment against pending payments or by invoking the Performance Security.

2. Terms of Reference

2.1. Background

- 2.1.1. JIADA, is responsible for the development of industrial areas in the State of Jharkhand. The administrative set up consists of a Head Office located at Ranchi and is supported by regional offices at Adityapur, Bokaro, Ranchi and Dumka. JIADA is responsible for acquisition of land, and the development of infrastructure facilities like road, drainage, water supply, public utilities, etc. within their jurisdiction. The main objective of JIADA is to promote industries including small, medium and large-scale Industries in order to ensure inclusive socio-economic growth in the State. Potential entrepreneurs are advised regarding availability of land, procedure for allotment of land, incentives and concessions available to the industry, pollution control and other clearances required and facilities available from other Government Departments/ agencies.
- 2.1.2. Keeping in view the various initiatives taken by JIADA for the development of industrial sector in the State, it has been decided to engage a high-end cleaning agency for providing comprehensive cleaning and waste management services in the industrial estates under the jurisdiction of the Authority. The objective of this engagement is to ensure a **clean, safe, and investor-friendly industrial environment by maintaining high standards of hygiene, waste collection, transportation, and disposal** at Adityapur industrial area.
- 2.1.3. The agency will be responsible for carrying out daily waste collection from industrial units, managing community bins, transporting waste to designated processing sites, sweeping roads, cleaning drains, and providing special cleaning services during events or emergencies. The work shall also include deployment of adequate manpower and modern equipment, strict compliance with the **Solid Waste Management Rules, 2016**, and adherence to all applicable labour and environmental laws.
- 2.1.4. The scope further requires the agency to adopt innovative, sustainable, and technology-driven practices for effective monitoring, reporting, and service delivery. The overall aim is not only to maintain basic cleanliness but also to create an **industrial ecosystem that is clean, compliant, and conducive to business growth.**
- 2.1.5. Bidders must acquaint themselves with the area of operation before submission of the bid and shall ensure that they are well acquainted with the job sites, environment including topography, logistics and climate, social environment of locality, prevailing

rate of minimum wage, and the trend of increase in minimum wages, etc. JIADA will in no case be responsible or liable for costs associated with the preparation and submission of bids regardless of the outcome.

2.2. Location and Area

- 2.2.1. The proposed cleaning and waste management services are to be undertaken in the **Adityapur** Industrial Area which falls under the jurisdiction of the Authority.
- 2.2.2. The total area to be covered under this scope is **approximately 1,500 acres**, comprising industrial plots, common spaces, utility zones, and ancillary facilities. The services will also extend to **internal and peripheral roads, open drains, green belts, and vacant lands** within the estate.
- 2.2.3. The **road network within the area is around 45 kilometres in length**, including main arterial roads, secondary roads, and approach lanes. All such roads, along with adjoining spaces, will fall within the operational responsibility of the agency.
- 2.2.4. The agency shall be responsible for ensuring **comprehensive cleanliness and waste management across the entire extent of land and road length**, maintaining standards as prescribed by the Authority.
- 2.2.5. Detailed demarcation of sectors, stretches, and priority locations shall be **communicated during the mobilization stage** and reviewed periodically to ensure effective service delivery.

2.3. License Period

- 2.3.1. The Agreement Period shall be for a **period of 3 year initially** further extendable to another 2 years, on an annual basis, provided the Authority is satisfied with the performance of the Agency. The Authority shall conduct a monthly performance review, and any extension shall be subject to sustained satisfactory performance of the Agency.

2.4. Scope of Work

The broad scope of work includes not limited daily door-to-door waste collection, secondary storage, transportation through GPS-enabled vehicles, mechanized and manual sweeping, and special cleaning drives as required. The agency shall deploy adequate manpower, equipment, and resources with proper safety gear to ensure uninterrupted service delivery. All activities shall be carried out in compliance with the Solid Waste Management Rules, 2016 and other applicable regulations.

2.4.1. Door-to-Door Collection from Industrial Units

1. The Agency shall collect waste from all industrial units within the designated area. Waste must be collected in a segregated manner, ensuring separate handling of wet, dry, recyclable, and hazardous waste.
2. The collection process shall be carried out in a neat and orderly manner without spillage, obstruction, or disturbance to industrial operations.
3. Adequate staff and vehicles should be deployed to cover all units on time. The agency should also encourage units to hand over waste in a segregated form.
4. The responsibility for the disposal of all waste generated under this contract shall rest solely with the selected agency.
5. The Agency shall ensure that all waste collection, transportation, handling, and disposal activities are carried out in full compliance with applicable environmental norms, regulations, and statutory requirements.
6. Prior to undertaking any disposal-related activity, the Agency must obtain prior written approval from JIADA for the designated scientific dumping and/or recycling facility (the "Approved Facility"). Any change in the Approved Facility requires fresh written approval from JIADA.
7. Until such time as JIADA identifies and operationalizes a suitable site for scientific dumping and issues written intimation to the Agency, JIADA shall bear the admissible charges levied by the Approved Facility for scientific dumping and/or recycling of waste. For this purpose, JIADA may pay the Approved Facility directly or reimburse the Agency at actuals without markup, subject to submission of invoices, weighment slips, gate receipts, and proof of compliant disposal.
8. Notwithstanding the above, the entire operational responsibility for arranging, transporting, processing/recycling, and ensuring scientific disposal at the Approved Facility shall rest solely with the Agency during the contract period.
9. Upon JIADA identifying and operationalizing a suitable site for scientific dumping and notifying the Agency in writing, the disposal arrangement and financial terms shall stand modified as per directions issued by JIADA and/or through a contract addendum.
10. JIADA may, if required, facilitate communication with the concerned local body/SPCB/other statutory authorities for enabling access to the Approved Facility. Such facilitation shall not dilute the Agency's obligations under this contract.
11. The Agency shall maintain and submit periodic compliance reports to JIADA, confirming adherence to environmental norms and approved disposal processes.

2.4.2. Community Bins and Secondary Storage

1. Community bins or containers will be placed at approved locations within the industrial estate.
2. The agency will keep these bins clean, disinfected, and emptied before they overflow. Care should be taken that bins do not block traffic or industrial activities.
3. Surrounding areas of the bins must also be kept free from litter. The agency will ensure regular upkeep of these storage points.

2.4.3. Transportation of Industrial Waste

1. Collected waste will be transported to the landfill or processing site using GPS-fitted, covered vehicles.
2. Vehicles must be leak-proof and maintained to avoid foul odour or spillage on roads. The agency will follow fixed routes and schedules to maintain regularity.
3. GPS logs should be maintained and shared with the Authority. Vehicles should be roadworthy and meet pollution control standards.

2.4.4. Mechanical Sweeping and Dust Control

1. The agency will clean all main roads and industrial corridors using mechanical sweepers. Dust control measures, such as sprinkling treated water, will be taken up, especially during dry weather.
2. Sweepers must be in good condition and operated by trained staff. Collected silt and debris should be properly disposed of. These measures will help maintain clean roads and reduce air pollution.

2.4.5. Manual Sweeping and Drain Cleaning

1. Narrow lanes, footpaths, and areas where machines cannot reach will be cleaned manually. Drains will be cleaned and de-silted regularly to avoid waterlogging and flooding.
2. Workers should be provided with proper tools and protective gear. Extra care should be given to litter-prone spots. A record of cleaning activities must be maintained and shared with the Authority.
3. The Agency shall undertake manual sweeping and cleaning of non-road areas, including industrial yards, open drains, green belts, and other spaces that are not accessible to mechanized sweepers.

2.4.6. Special Cleaning and Industrial Hygiene

1. The agency will provide extra cleaning during industrial events, fairs, or emergencies.

2. Construction and demolition waste will be collected and safely disposed of. Disinfection and fogging will be done where needed to protect public health.
3. Emergency cleaning will be carried out after rain or accidents as directed by the Authority. These efforts will help maintain hygiene and safety in the area.

2.4.7. Manpower Deployment and Safety

1. The agency will provide sufficient sanitation workers to ensure smooth daily operations.
2. All workers will wear uniforms, identity cards, and protective gear such as gloves, masks, and boots. Supervisors will be deployed to guide and monitor staff.
3. Workers should be trained in handling industrial and hazardous waste. Attendance and deployment details must be recorded and shared with the Authority.

2.4.8. Equipment and Vehicle Deployment

1. The agency will provide compactors, mechanical sweepers, e-rickshaws, sprinkling tankers, and other required machinery.
2. All equipment will be kept in good working order with preventive maintenance. Spare machines will be arranged to avoid service disruption.
3. Fuel, minor repairs, and upkeep will be the responsibility of the agency. The Authority will be updated regularly on the availability of equipment.

2.4.9. Monitoring, Reporting, and Documentation

1. The Agency shall equip all primary and secondary collection/transport vehicles with functional GPS devices and ensure real-time tracking during operational hours. The system shall capture trip logs, routes, stoppages, idling time, speed, geo-fence breaches, and entry/exit at Approved Facilities.
2. The agency will submit monthly reports covering waste collection, sweeping, manpower, and equipment used. Cooperation with third-party audits and inspections is mandatory.
3. Photographs of special cleaning drives or emergency work should be shared when required. Monitoring will ensure accountability and transparency in service delivery.
4. The Agency shall design/deploy and maintain a web-based Monitoring System and mobile application (Android; iOS desirable) for real-time operational monitoring and transparency, within 30 days of LoA/Agreement

2.4.10. Compliance with Rules and Regulations

1. The agency must follow Solid Waste Management Rules, 2016, and later

amendments. Labour laws, wage rules, and worker welfare measures must be fully implemented.

2. Environmental and safety regulations must be respected, especially for hazardous waste. Occupational health and safety practices should be part of daily operations.
3. Non-compliance will be treated as a breach of contract.

2.4.11. Service Outcomes and Value Addition

1. The agency will ensure that the industrial area remains clean, hygienic, and attractive for investors and workers. Modern practices and sustainable methods such as recycling and resource recovery should be encouraged.
2. The focus will be on delivering visible improvements in cleanliness and safety. Innovation and use of technology are encouraged to improve services.
3. The ultimate goal is to create a clean, safe, and investor-friendly industrial environment.

2.4.12. Special / Periodic cleaning

1. The Agency shall carry out special cleaning activities as and when required, which shall include removal of construction and demolition (C&D) waste, post-event cleaning, disinfection, fogging, and other sanitation drives as directed by the Authority.
2. The responsibility of the Agency shall be limited to the **common areas of the industrial area**. Cleaning and waste management **inside the premises/factory units** shall remain the responsibility of the respective industrial units and are expressly excluded from the Agency's scope of work.

2.4.13. Other Conditions

1. The Agency shall submit daily, fortnightly, monthly, progress reports, Attendance of Staff, Salary Slips, PF & ESIC statement, grievance if any, Material / Cleaning Tools/ Equipment's Invoices as per specifications to JIADA for verification and review. The format and details of the same shall be as per the requirements of the Authority / TPI.
2. Agency shall obtain all necessary statutory approvals required to fulfil their obligations under this project. JIADA shall not be liable for any liability arising out of violation of any statutory compliance.
3. Agency will ensure high quality standards. Subletting of work is not allowed.
4. Agency will be responsible for safety of its personnel. As working area is an industrial area, industrial safety norms will have to be followed.
5. Duly verified personnel will be deployed and informed to JIADA in the

beginning and when there is any replacement. Agency will be responsible for good conduct of the personnel deployed. JIADA may seek replacement, if not satisfied with work/ conduct of a given personnel.

6. Agency is responsible to get all Antecedent Checks conducted for the personnel employed. Detailed Bio Data of all personnel deployed with JIADA should be submitted for records which will be also given to the police department for verification. Only Indian nationals are to be deployed.
7. Agency will be responsible to provide uniforms and requisite tools, safety equipment and consumables for proper delivery of scope of work. Approval of JIADA to be attained on the design of uniform. All equipment, safety instruments, Boots / Gumboots, Waterproof, Torch with battery, whistle etc as per rules laid down by the Govt. will be provided by the selected bidder to its staff deployed. The uniform shall clearly identify the employee of the Service Provider. The uniforms should be neat, clean, well pressed and should present a professional look. No Cargo Dress or Standard Uniform of Army / Navy / Air Force / Commando etc. would be permitted.
8. Selected Bidder's personnel are required to carry their Identity Card issued by the selected bidder all the time.
9. JIADA is not liable to provide any kind of accommodation and food facilities to agency's personnel. No personnel will stay in the industrial area beyond notified hours/ agreed with JIADA in writing.
10. JIADA is not liable to provide any kind of Medical or Travelling Facilities to bidder's personnel.
11. Selected Bidder shall ensure that all its personnel deployed shall get minimum wages as per the Minimum Wages notification of Department of Labor, Employment & Training, Govt. of Jharkhand.
12. On commencement of work, selected bidder shall provide the list of personnel along with their personal/professional details and passport size photographs with full address to JIADA Selected bidder shall ensure that its 'Site In-charge' of the Industrial Area shall be responsible person with proper experience for at least two years. The maximum and minimum age limit is 60 years and 18 years respectively.
13. Agency shall ensure that its personnel will keep record of work done and also inform to JIADA about all nuisances and unsavory activities observed.
14. Agency shall provide all manpower, supervision, material and equipment necessary to perform and complete the services in all aspects. The Service Provider shall comply with the Agency's Employee Safety Handbook, and

- Personal Protective Equipment, Confined Space Entry and Hazard Communication Programs or any other requirement as necessary for this purpose.
15. The deployment of manpower should periodically be interchanged. The manpower deployed of must have requisite qualification, experience & Statutory Certificates as required.
 16. It is to be ensured that no child labor is deployed.
 17. The deployment of manpower will be reviewed by JIADA at any time without giving any notice.
 18. In case of any dispute, decision of the Managing Director, JIADA shall be final and binding.
 19. Agency shall maintain strict discipline and good order among their respective employees and shall abide by and confirm to all instructions by JIADA.
 20. Agency shall be solely responsible throughout the tenure of this contract to provide all requirements of its personnel including medical attention, vacation, increment, bonus and time off allowance and any other benefits which may be due to such employees under law and otherwise. JIADA shall have no responsibility or liability whatsoever in this regard.
 21. Agency will engage a supervisor to plan and implement the work envisaged.
 22. Agency shall set up a phone helpline with WhatsApp/ similar feature for service delivery as well as registering/ addressing complaints. Control room shall work 365 days 12 x 7. Requests/ complaints received shall be addressed within 24 hrs.
 23. Industrial units are supposed to ensure proper disposal of industrial waste and debris, if any. Employees of the agency are likely to come across any such dump still happening or silt being passed into drains by any industrial units. Selected bidder has to ensure that same is reported to JIADA as soon as it is noticed in writing.
 24. No subletting/outsourcing of work will be allowed. If at any stage it is found that a portion or whole of work has been sublated/ outsourced, JIADA shall have the right to terminate the contract with immediate effect and forfeit the Performance Security.
 25. Agency shall provide all manpower, supervision, material and equipment necessary to perform and complete the services in all aspects. The Service Provider shall comply with the Agency's Employee Safety Handbook, and Personal Protective Equipment, Confined Space Entry and Hazard Communication Programs.

26. Agency shall not be entitled to be paid or reimbursed by the Authority for any services or any other Labor, Supervision, material that is in excess of the Scope of Work. Any extra services furnished by the selected bidder shall be provided when asked for and the remuneration in respect of the same shall be mutually agreeable to both the parties.

2.5. Monthly Billing and Payment

- 2.5.1. The monthly bill of the Agency shall be calculated as quoted in financial bid.
- 2.5.2. Adjustments and Deductions shall be made for absenteeism or non-deployment of manpower/machines, on a pro-rata basis.
- 2.5.3. Additions shall be allowed only for deployment of additional manpower/machines, **if formally approved in writing by JIADA.**
- 2.5.4. The Agency shall submit the consolidated monthly bill along with attendance sheets, deployment logs, GPS records (where applicable), and other supporting documents. Payment shall be released by the Authority after verification and subject to satisfactory performance.

2.6. Schedule of Fees & Timelines

- 2.6.1. The Agency shall raise invoices towards the payment on a monthly basis on the last day of the month.
- 2.6.2. Payments shall be generally made within 15-20, following due screening of bills in consultation with the monitoring agency after due deductions towards taxes and any other deductions towards penalty.
- 2.6.3. The Agency shall submit attendance records of the staff being deployed and details of machinery being used with each invoice

2.7. Addition and Deduction

- 2.7.1. All payments to the Agency shall be subject to adjustments on a **pro-rata basis** depending upon the actual deployment of manpower and machines during the billing period.
- 2.7.2. In case of absenteeism, short deployment, breakdown, or non-performance, the corresponding amount shall be deducted on a pro-rata basis from the monthly bill.
- 2.7.3. No claims for idle time, partial deployment, or non-availability of resources shall be entertained.
- 2.7.4. Any requirement of additional manpower or machinery beyond the approved

deployment plan shall be considered only if **formally approved by the Authority in writing.**

2.7.5. Payment for such additional deployment shall be made at the approved man-day or machine-day rate quoted in the tender.

2.7.6. No adjustment, addition, or claim shall be entertained without **prior approval of the Authority.**

2.7.7. Unauthorized deployment shall not qualify for payment.

2.8. Penalty Provision:

2.8.1. Non-performance of the services as per the tender conditions and deployment of sub-optimal resources & machinery shall invite penal provisions as **an annexure - 7.**

3. Technical Bid Forms

3.1. Technical Submission Checklist

Sr. No.	Enclosures to the Bid	Status (Submitted / Not)	Page Number
Envelope 1			
1.	Bid Processing Fee & Earnest Money Deposit		
Envelope 2			
2.	Technical Bid Submission Form (As per Form 1)		
3.	Power of Attorney for Authorized Representative (As per Form 2)		
4.	Financial Summary of the Bidder (As per the Form 3)		
5.	Audited Balance Sheet, Profit and Loss Statements and Annual Reports		
6.	Letter of Undertaking (As per Form 4)		
7.	A copy of Registration / Incorporation certificate of Bidder		
8.	A copy of PAN of Firm		
9.	A copy of Tax Registrations of Bidder		
10.	Copy of a) GST Registration, b) EPFO Registration and c) ESIC Registration		
11.	Experience details of the Bidder (As per Form 5)		
12.	Scanned copy of the documents in a Pen drive		

3.2. Technical Bid Submission Form

(on the letterhead of the Bidder)

To,

The Managing Director
Jharkhand Industrial Area Development Authority (JIADA),
3rd Floor, JIADA Bhawan, Lowadih
Namkum Industrial Area
Ranchi-834010, Jharkhand

Subject: Submission of Bid for Selection of an Agency for providing Comprehensive Cleaning and Waste Management Services in Adityapur Industrial Area

Reference: RFP Ref no.:.....

1. We, the undersigned, offer to provide the services for the captioned project in accordance with your Request for Proposal dated _____, and our Bid. We are hereby submitting our Bid which includes this Technical Bid sealed under an envelope.
2. This Bid and the LOA issued by the **Authority** in lieu of its acceptance shall form part of the Agreement to be signed between the Preferred Bidder (the “**Agency**”) and the Authority. If a Bidder is nominated as Preferred Bidder, we understand that it is on the basis of the technical, financial & organizational capabilities and experience of the Bidder taken together. We understand that the basis for our qualification will be the complete Bid documents submitted along with this letter and that any circumstance affecting our continued eligibility as per RFP or any circumstance which would lead or have lead to our disqualification, shall result in our disqualification under this Bidding process.
3. We undertake, if our Bid is accepted, to undertake the Project as per terms and conditions of the RFP.
4. We agree to abide by this Bid for a period of 180 (one hundred and eighty) days from the Bid Due Date fixed for receiving the same and it shall remain binding upon us and may be accepted at any time before the expiry of that period.
5. In the event of our Bid being accepted, we agree to enter into a formal Agreement with the **Authority**, incorporating the conditions of the Bid including the addendum, if issued.
6. We agree that if we fail to fulfil any of the conditions mentioned at RFP (or any subsequent modification / addendum / corrigendum), **the Authority** has the right to forfeit the Bid Security being furnished by us along with this Bid.
7. Notwithstanding any qualifications of conditions, whether implied or otherwise, contained in our Bid we hereby represent and confirm that our Bid is unqualified and unconditional in all respects.

8. We understand that **Authority** is not bound to accept any or all Bids it may receive.
9. We declare that we have disclosed all material information, facts and circumstances which would be relevant to and have a bearing on the evaluation of our Bid and selection as Agency.
10. We do also certify that all the statements made and / or any information provided in our Bid are true and correct and complete in all respects.
11. We declare that in the event that **Authority** discovers anything contrary to our above declarations, it is empowered to forthwith disqualify us and our Bid from further participation in the Bid evaluation process and forfeit our Bid Security.
12. If negotiations are held during the period of validity of the Bid, we undertake to negotiate on the basis of the proposed staff. Our Bid is binding upon us and subject to the modifications resulting from negotiations.
13. I/We agree and understand that the proposal is subject to the provisions of the RFP document. In no case, shall I/we have any claim or right of whatsoever nature if the work is not awarded to me/us or our proposal is not opened or rejected.
14. In the event of my/our firm/ consortium being selected, I/we agree to enter into an Agreement in accordance with the form in the RFP. We agree not to seek any changes in the aforesaid form and agree to abide by the same.
15. The Financial Proposal shall be submitted separately through the Jharkhand e-Tender portal only. Our proposal, together with the Financial Quote, shall constitute the complete proposal and shall be binding upon us.
16. We understand you are not bound to accept any Bid you receive.
17. Our organization details are below

S. No	Particulars	Details
1.	Basic Information of Bidder	
a)	Name of Firm	
b)	Bidder is a Micro / Small / Cottage Industry / NA Please give details & enclose relevant papers / certificates	
c)	Country of incorporation	
d)	Registered Office Address and Branch Office(s), if any, in India	
e)	Offices in Jharkhand, if yes, provide details	
f)	Date of incorporation and / or commencement of business	

g)	Bidder is a Private / Public Limited Company or Partnership Firm (including LLP) or Proprietorship firm Please give details & enclose relevant papers / certificates	
h)	Details of Income Tax Registration (Enclose PAN / GST Details)	
i)	Ownership of the Organization (List of stakeholders / members who own 10% or more stocks & their interest in the company)	
j)	List of Current Directors	
k)	Other key management personnel	
2	Brief description of the Company including details of its main lines of business.	
3	Details of individual (s) who will serve as the point of contact/ communication within the Company: (a) Name (b) Designation (c) Address (d) Telephone Number / Mobile (e) E-Mail Address	

Yours Sincerely,

Authorized Signature (in Full and Initials)

Name and Title of Signatory:

Name of Firm: Address:

Annexure 2: Format for Power of Attorney for Authorized Representative

(On Stamp Paper)

Know all men by these presents, We, [name of organization and address of the registered office] do hereby constitute, nominate, appoint and authorise Mr / Ms [name], son/ daughter/ wife of [name], and presently residing at [address], who is presently employed with/ retained by us and holding the position of [designation] as our true and lawful attorney (hereinafter referred to as the “**Authorised Representative**”), with power to sub-delegate to any person, to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Bid for and selection as Agency for [name of Project],

by the **Authority** including but not limited to signing and submission of all applications, proposals and other documents and writings, participating in pre-bid and other conferences and providing information / responses to the Authority, representing us in all matters before the Authority, signing and execution of all Agreement and undertakings consequent to acceptance of our bid and generally dealing with the Authority in all matters in connection with or relating to or arising out of our bid for the said Project and / or upon award thereof to us until the entering into of the Licence Agreement with the Authority.

AND, we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Authorised Representative 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 Authorised Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, [name of organization], THE ABOVE-NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS [date in words] DAY OF [month] [year in “YYYY” format].

For [name and registered address of organization] [Signature]
[Name] [Designation] Witnesses:

1. [Signature, name and address of witness]
2. [Signature, name and address of witness] Accepted
[Signature]

[Name] [Designation] [Address]

Notes:

1. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under seal affixed in accordance with the required procedure.
2. Wherever required, the Bidder should submit for verification the extract of the charter documents and other documents such as a resolution / power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.
3. For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued.

Annexure 3: Format for Financial Summary of the Bidder

(on the letterhead of the Bidder)

Average Annual Turnover of the Bidder

S. No	Financial Year	Standalone Revenue (INR)
1.	FY_____	
2.	FY_____	
3.	FY_____	
	[Average Annual Turnover]	[indicate sum of above divided by 3]

Note: Bidders are required to provide data for last three years ending 31st March 2025 Audited Balance Sheets are also required to be submitted for the same.

UDIN No: _____

Certificate from the Statutory Auditor

This is to certify that [name of Bidder] [registered address] has received the payments shown above against the respective years.

Name of Authorized Signatory

Designation

Name of Bidding firm

Signature of Authorized Signatory

Seal of Audit firm

Annexure 4: Format for Letter of Undertaking

(On Letterhead of the Bidder)

Date:

To,

The Managing Director

Jharkhand Industrial Area Development Authority (JIADA),

3rd Floor, JIADA Bhawan, Lowadih

Namkum Industrial Area

Ranchi-834010, Jharkhand

Subject: Submission of Bid for Selection of an Agency for providing Comprehensive Cleaning and Waste Management Services in Adityapur Industrial Area

Sir,

With reference to this tender, I/We confirm the following

- a. **Declaration for Not Blacklisted:** I/We hereby confirm that our firm has not been banned or blacklisted by any government organization / Financial institution / Court / Public Sector Unit / Central Government / State Government as on the Bid Due Date.
- b. **Indemnity Undertaking:**
 - i. I / We on behalf of our firm, hereby agree and undertake that I / We have understood all the rules, regulations, guidelines and procedures and all staff Technical & Non-Technical working on behalf of our firm will abide by all the rules, regulations, guidelines, and procedures.
 - ii. I / We also declare that our firm will be responsible for any safety violations / accident etc. in providing services as per the conditions of the Agreement. Authority will not be responsible in case of any accident / incident and will not compensate financially or otherwise. I / we hereby declare that I am / we are sole responsible on behalf of the firm for giving such declaration.
- c. **Anti-Collusion Certificate:** I / We hereby certify and confirm that in the preparation and submission of this Bid, we have not acted in concert or in collusion with any other Bidder or any other person(s) and also not done any act, deed or thing which is or could be regarded as anti- competitive, restrictive or monopolistic trade practice.
- d. We further confirm that we have not offered nor will offer any illegal gratification in cash

or kind to any person or agency in connection with this Bid.

- e. **History of Litigation:** I / We hereby provide details / Information on any history of litigation or arbitration resulting from contracts in last five years or currently under execution / operation, which may have an impact on providing services under this tender

Name of the Bidder

Signature of the Authorized Signatory

Name of the Authorized Signatory

Annexure 5: Format for Showcasing Experience

On Bidders' letterhead

Sl. No.	Project Title	Client Name	Client Type (Govt /PSU /Private)	Sector (SWM /Drain /Hazardous /Facility Management /Monitoring)	Contract Type (O&M /AMC /PPP /Item Rate)	Contract/PO Value (INR)	Start Date	End Date	Status (Completed /Ongoing)	Duration (Months)	Work Order/Agreement Ref. No.

Annexure 6: KPI

SI	Scope of Work	KPI	Target	Frequency (by Area Category)	Penalty	Documentation / Evidence
1	Door-to-Door Collection (Segregated)	Units serviced as per schedule	≥99% of scheduled units covered	A: Daily • B: Thrice/week • C: Twice/week	0.10% per missed unit/day	App service acknowledgment (QR/OTP/geo-fence), GPS trip logs, daily logbook signed by Estate Officer
2	Segregation at Source	Source-level segregation	≥90% compliance; cross-contamination ≤5% by weight	Continuous (as per collection schedule)	0.25% if <90%; 0.25% if contamination >5%	Segregation checklist, inspection sheets, photos, app records
3	Transportation to Approved Facility	Route & manifest compliance	100% use of JIADA-approved facility; 100% manifest/gate pass compliance	Daily, as per dispatch	0.50% per violation (route/manifest)	GPS route logs, weighment slips, gate receipts, manifests
4	Hazardous/Restricted Streams	Authorized handling only	100% to authorized TSDF/co-processor/PRO (no mixing)	As generated	1.00% per deviation	Manifests, authorization copies of facilities, weighment/gate slips
5	Complaint Redressal (Waste)	TAT compliance	95% within 24 hrs; 100% within 48 hrs	Continuous	0.50% per complaint pending >48 hrs	Complaint register / App ticketing with closure proof
6	Road & Corridor Sweeping	Road length coverage	100% stretch cleaned per schedule	A: Thrice/week • B: Twice/week • C: Once/week	0.25% per uncleaned stretch	GPS/route logs, inspection record, photos if required
7	Drain & Pipeline Corridor Cleaning	No clogging/overflow	100% clear ; preventive desilting	Monthly / As needed	1.00% if clogged >7 days post complaint	Before/After photos, inspection certificate
8	Industrial Open Areas	Grass/shrub control & anti-dumping	100% cleared as per schedule	A: Bi-monthly • B: Monthly • C: Monthly	0.25% per uncleared patch	Inspection certificate, photos
9	Removal of Construction/Industrial Debris	Timely lifting & clearance	100% as per schedule/SLA	A: Daily • B: Thrice/week • C: Twice/week	0.10% if not cleared within next scheduled cycle (or 48 hrs for A)	Daily log signed by Officer, photos (before/after), gate slips if disposed
10	Common Utility Premises Cleaning (SS, pump houses, water tanks, admin blocks)	Cleanliness & debris-free	100%	Weekly	0.25% per missed cleaning	Logbook signed by Officer, checklist
11	Safety & PPE Compliance	Uniform + PPE availability	100% workers equipped on duty	Daily	0.10% per violation	Inspection report, HSE checklist, photos
12	GPS Tracking – Vehicles	Device uptime & route adherence	≥95% devices active during ops; ≥95% route adherence	Daily	0.10% per vehicle-day with missing GPS;	Live dashboard access, GPS exports, trip reports

Comprehensive Cleaning and Waste Management Services Adityapur Industrial Area of JIADA, Adityapur Region

					0.25% if route deviation without justification	
13	Monitoring System / Mobile App	System availability & data completeness	≥99% monthly uptime; 100% trip & pickup data synced	Monthly (with daily ops)	0.10% per %-point shortfall (capped at 1%)	SLA report, uptime logs, API/exports, user access provided to JIADA
14	MIS & Records	On-time monthly report + daily logs	100% MIS by 5th of month; daily logs maintained	Monthly/Daily	0.25% if MIS not submitted for 3 consecutive days or monthly MIS delayed	Monthly MIS, daily logs, disposal invoices & weighment slips
15	Spillage/Housekeeping During Ops	Zero spillage; quick response	0 spillage; if any, clean within 2 hrs	Continuous	0.25% per incident; 0.50% if not cleaned within 2 hrs	Incident report with geo-tagged photos, app ticket
16	Special / Emergency Drives	Evidence & completion	Works completed within notified time; geo-tagged before/after evidence	As directed	0.10% per event missing proof or delayed	Photo evidence via app, event sheet
17	Audit/Inspection Cooperation	Access & rectification	Full cooperation; rectify NCs within 7 days	As directed	0.25% per instance of non-cooperation or delayed closure	Audit reports, CAPA closure proof

Industrial Area Details

Sl	Dist.	Name of IA	Category of Industrial Park/Area	Total Industrial Land (in Acres)	Total Number of Industrial Plots	Occupancy Rate
1	Saraikela Kharsawan	Adityapur IA (1st Phase)	A	198.7	263	100%
2		Adityapur IA (2nd Phase)	A	133.75	191	100%
3		Adityapur IA (3rd Phase)	A	127.49	137	100%
4		Adityapur IA Near 3rd Phase	A	37	23	100%
5		Adityapur IA (4th Phase)	A	200.1	119	100%
6		Adityapur IA (5th Phase)	A	417.02	61	100%
7		Adityapur IA (6th Phase)	A	295	286	100%
8		Adityapur IA (7th Phase)	A	131.81	80	100%
9		Near Industrial Estate	A	28.14	75	100%
10		Large Sector IA	A	1137.16	89	100%
11		Near 7th Phase IA	A	233.38	94	100%
12		Medium Sector	A	69.07	17	100%
13		ASHIANA TO ESI HOSPITAL Adityapur IA	A	34	2	100%
14		Dugni IA	A	94.64	26	100%
15		Chandrapur IA	A	27.27	1	100%
16		Jamdih IA	B	54.03	2	100%
17	East Singhbhum	Murgagutu IA	A	37.6	4	100%
18		Tetuldanga IA	A	26.67	4	100%
19		Rowam IA	C	153.87	14	100%
20		Singhpura IA	C	27.3	2	100%

Annexure 7: Financial Bid Submission Form

To,

The Managing Director

Jharkhand Industrial Area Development Authority (JIADA),

3rd Floor, JIADA Bhawan, Lowadih

Namkum Industrial Area

Ranchi-834010, Jharkhand

Subject: Submission of Bid for Selection of an Agency for providing Comprehensive Cleaning and Waste Management Services in Adityapur Industrial Area

Sir,

We, the undersigned, offer to provide the services for the above in accordance with your Request for Proposal dated **[Date]**, and our (Technical and Financial Bid). **Our Financial Bid for.....**

Sr. No	Component	Monthly rate quoted (in INR)
1	Manpower Deployment	
2	Machine Deployment	
Total		

Notes:

1. Rates shall be quoted exclusive of GST, which shall be payable as applicable.
2. The quoted rates shall be deemed to cover all costs including manpower wages, machine operation, fuel, lubricants, uniforms, PPE, insurance, maintenance, overheads, and statutory compliances.
3. Payment shall be made strictly on the basis of actual deployment, verified attendance, GPS logs, and performance reports.
4. Additions or deductions for absenteeism or extra deployment shall be made on a pro-rata basis, with prior approval of the Authority.

Annexure 8: Format for Pre-Bid Query

Sl. No	Bidder Name Contact Person Phone No.	Section, Clause no and Page Number	Query / Clarification Sought	Proposed Text