

OFFICE OF BALUGAON NOTIFIED AREA COUNCIL,
GOVT.OF ODISHA, DEPT OF H&UD, BALUGAON, KHORDHA, ODISHA.- PIN-752030

Phone-No- 06756-250502 e.mail-eonac.balugaon2013@gmail.co

Web site www.khorda.nic.in

Letter 1539

Date 11.07.2023

REQUEST FOR PROPOSAL (RFP)

Balugaon Notified Area Council proposes to undertake "Preparation of Storm Water Drainage Master Plan and DPR for Balugaon Notified Area Council".

Proposals are invited to conduct the assignment and submit the deliverables from Public Sector Undertakings/ Autonomous Bodies/ consulting agencies/registered architectural firms that have requisite experience in preparation of drainage/ pipeline/ sewerage network plan and infrastructure.

The details may be accessed and the RFP/Application form scan be downloaded from the website khordha.nic.in

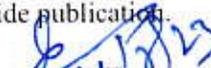
The completed application as per the instructions in the EOI document, should reach the following address by Speed Post/ Registered Post/ Courier &by hand latest by **5 pm on -25.07.2023**.

Balugaon NAC reserves the sole right to accept or reject any or all proposals without assigning any reason whatsoever.


Executive Officer
BALUGAON NAC
BSJ
11-7-23

Memo No. 1540(3) / Date 11.07.2023

Copy submitted to the Collector & District Magistrate, Khordha/ Project Director, DUDA ,Khordha/ for favour of kind information with a request to display the same in the notice board for wide publication and one copy displayed in the Balugaon NAC Office Notice Board for wide publication.


Executive Officer
BALUGAON NAC
BSJ

Memo No. 1541 / Date 11.07.2023

Copy submitted to the D.I.O, NIC, Khordha for kind information with a request to display the notice in the district website, Khordha for wide publication.


Executive Officer
BALUGAON NAC
BSJ
11-7-23

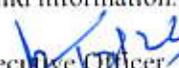
Memo No. 1542 / Date 11.07.2023

Copy submitted to the Director, I&PR, Govt. of Odisha, Bhubaneswar for information with a request to publish the same in any one English News Paper and one Odia News Paper.


Executive Officer
BALUGAON NAC
BSJ

Memo No. 1543(2) / Date 11.07.2023

Copy submitted to the Chairperson/Vice-chairperson Balugaon NAC for favour of kind information.


Executive Officer
BALUGAON NAC
BSJ



**PREPARATION OF COMPREHENSIVE STORM WATER DRAINAGE
MASTER PLAN AND DETAILED PROJECT REPORT OF BALUGAON
NOTIFIED AREA COUNCIL DISTRICT:KHORDHA, ODISHA**


**EXECUTIVE OFFICER
BALUGAON NAC**

REQUEST FOR PROPOSAL (RFP)
SCHEDULE OF EOI AND OTHER IMPORTANT INFORMATION

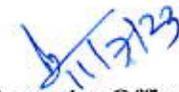
Sl. No.	Particulars	Details
1	Web address to download theEOI(District portal)	www.khordha.nic.in
2	Last date & time of submission of bid by speed post/ registered post/ Courier and by hand (Bid due date &time)	25.07.2023 up to 5pm
3	Date & Time of opening of Technical Bid	25.07.2023 at 5pm
4	Date & time of opening of Financial Bid	To be intimated later to the technically qualified bidders
5	Duration of Service	09 Months.
6	Cost of EOI document	DD of Rs. 10,000/- (Ten Thousand) only from any Nationalized Bank in favour of Executive Officer, Balugaon NAC payable at Balugaon. Khordha.
7	Earnest Money Deposit	DD of Rs. 30000/- (Thirty Thousand) only from any Nationalized Bank in favour of Executive Officer, Balugaon NAC payable at Balugaon, Khordha.
8	Address where Bidders must send proposal	Executive Officer, BALUGAON-NAC BALUGAON, KHORDHA-752030

REQUEST FOR PROPOSAL (RFP) For
Providing Consultancy Services for preparation of DPR including Topographical Survey, Design and technical support assistance for Improvement of Storm Water Drainage System of Balugaon NAC area in the District of Khordha, Odisha.

DATASHEET

Sl.No	Particular	Details
1.	Name of the Client	Executive Officer, Address-Balugaon NAC Balugaon,Khordha-752030
2.	Date of Issue of RFP	13.07.2023
3.	Proposal Due Date	25.07.2023 up to 5PM
4.	Date of opening of Technical Proposal	25.07.2023 at 5 PM
5.	Date of opening of Financial Proposal	Intimated later on to Qualified bidders.
6.	Contact Person	Junior. Engineer Balugaon NAC Balugaon,Khorda.
7.	Address for Hard Copy Submission of Technical Proposal	Office of the Executive Officer, Address-NAC Balugaon Balugaon,Khorda-752030 Mode of Submission: Speed Post /Registered Post/Courier and by hand.
8.	Place of Opening of Proposal:	Office of the Executive Officer, Balugaon NAC, Khordha Odisha-752030

Notes- *(JV) Joint venture is not allowed*


 Executive Officer
 BALUGAON NAC
 11.7.23



REQUEST FOR PROPOSAL (RFP)

For

Providing Consultancy Services for preparation of DPR including Topographical Survey, Design and technical support assistance for Improvement of Storm Water Drainage System of Balugaon Notified Area Council in the District of Khordha Odisha.

INFORMATION TO THE BIDDER

Pre-Qualification Criteria:

Before opening and evaluation of the technical proposals, each bidder/consultant will be assessed based on the following pre-qualification criteria. The bidder/consultant is required to produce the copies of the required supportive documents/information as part of their technical proposal failing which the proposals will be rejected.

Sl. No	Eligibility Criteria	Supportive Documents
1	Bidder/Consultant <i>must be</i> a Company as registered under Indian Companies Act, 2013 or a Society registered under The Societies Registration Act, 1860 or a Trust registered under the Indian Trusts Act, 1882 or a Partnership Firm registered under the Indian Partnership Act, 1932 or a Limited Liability Partnership registered under The Limited Liability Partnership Act, 2008	Certificate of Incorporation/Partnership deed/Service Tax Registration
2	The bidder/ Consultant should have been in the consulting business for more than Ten years from the date of Incorporation on the last date of submission of the proposal.	
3	Bidder should be operating its local office in Odisha. Self-declaration from the Bidder with mentioning office address.	
4	Bidder/Consultant must have experience in: The Agency/bidder should have completed similar consultancy services, i.e Preparation of at least one Master Plan with relate to Sewerage OR Storm Water Management in any urban area in india with existing population more than 50 thousand above within the last 10 years. OR The bidder/Consultant should have Completion certificate of any single work of Value Rs 1.0 cores (One cores of consultancy Fee in any Govt or PSU sector of similar consultancy) i.e Preparation of at least one Master Plan with relate to Sewerage OR Storm Water Management in any urban area in india with existing population more than 1 lakh within the last 10 years.	Copies of Work Order /Contract Document /Completion Certificate from the previous Clients

5	The Bidder should have average financial turnover of at least Rs.5.00 Cr from consulting business only during the last 5(Five) Financial Years.	Financial Details of the bidder along with copies of the audited balance sheet.
6	Bidder /Consultant shall furnish an undertaking about no black listed or debarred from any project during execution of any project. & The bidder undertake a letter that all the provide documents are true as per their knowledge's and there are no falls documentation during submission of the bid &the bidder agree that the discretion and decision of authority of ULB in respect of selection of agencies with accomplished expertise is final and binding.	Self-Declaration from the Bidder.

2 Documents/Formats needs to be submitted along with TECHNICAL PROPOSAL:

The bidder / consultants have to furnish the following documents duly signed in along with their Technical Proposal:

- 1-Covering letter (**TECH- 1**) on bidder's letterhead requesting to participate in the selection process.
- 2-Copy of Certificate of Incorporation/Registration
- 3-Copy of PAN
- 4-Copy of Goods and Services Tax Identification Number (GSTIN).
- 5-Copies of IT Return for the last **3 (Three) Assessment Years**
- 6-General Details of the Bidder
- 7-List of completed assignments of similar nature (Past Experience Details,) along with copies of contracts / work orders from previous Clients.
- 8-Undertaking for not having been black-listed by any Central / State Government / Any other autonomous bodies/International & National Organization in the recent past.

Each page should be signed by the authorized representative.

3. Validity of the Proposal:

Proposals shall remain valid for a period of **90 (Ninety Days)** from the date of opening of the technical proposal. The Client reserves the right to reject a proposal valid for a shorter period as non-responsive and will make the best efforts to finalize the selection process and award of the contract within the bid validity period. The bid validity period may be extended on mutual consent.

Bid shall be enclosed with -----

- Part 1: Tender Fee/Prc-Qualification/Technical Proposal with proposed key personnel's**
Part 2: Financial Proposal.

Performance Bank Guarantee:(PBG)

Within 15 days of notifying the acceptance of a proposal for award of contract, the qualified bidder shall have to furnish a Performance Bank Guarantee amounting to **3% of the Contract Value** from a scheduled commercial bank. After deposit of PBG the EMD will be refunded to successful bidder.

Anti-corruption Measure:

- a. Any effort by Bidder(s) to influence the Client in the evaluation and ranking of financial proposals, and recommendation for award of contract, will result in the rejection of the proposal.
- b. A recommendation for award of Contract shall be rejected if it is determined that there commended bidder has directly, or through an agent, engaged incorrupt, fraudulent, collusive, or coercive practices in competing for the contract in question. In such cases, the Client shall blacklist the bidder either indefinitely or for a stated period of time, disqualifying it from participating in any related bidding process for the said period.
- c.

Language of Proposals:

The proposal and all related correspondence exchanged between the bidder and the Client shall be written in the **English** language. Supporting documents and printed literature that are part of the proposal may be in another language provided they are accompanied by an accurate translation of the relevant passages in English with self-certification for accuracy, in which case, for the purposes of interpretation of the Proposal, the translated version shall govern.

Legal Jurisdiction: All legal disputes are subject to the jurisdiction of civil court Of Khordha, Odisha.

The Client and the agency shall make every effort to resolve an amicably, by direct negotiation, any disagreement or dispute arising between them under or arising from or in connection with the contract. Disputes not so resolved amicably within 30 days of receipt of notice of such as a dispute shall be resolved by a sole arbitrator nominated by the dept of Housing and Urban development dept govt of Odisha.

Force Majeure:

For purpose of this clause, "Force Majeure" means an event beyond the control of the agency and not involving the agency's fault or negligence and not foreseeable. Such events may include, but are not restricted, wars or revolutions, fires, floods, riots, civil commotion, earthquake, epidemics or other natural disasters and restriction imposed by the Government or other bodies, which are beyond the control of the agency, which prevents or delays the execution of the order by the agency. If a force Majeure situation arises, the agency shall promptly notify Client in writing of such condition, the cause there of and the change that is necessitated due to the condition. Until and unless otherwise directed by the Client in writing, the Agency shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. The agency shall advise Client in writing, the beginning and the end of the above causes of delay, within seven days of the occurrence and cessation of the Force Majeure condition. In the event to fade lay lasting for more than one month, if arising out of causes of Force Majeure, Client reserve the right to cancel the contract without any obligation compensate the agency in any manner for what so ever reason.

OBJECTIVE.

The objective of the programme is to promote planned integrated development of the Municipal town to help creating durable public access and to improve quality oriented services in the town.

The broad objective of this proposed Project is to:

Sl. No	Deliverable Components/ Prevent flooding of the City there by minimize occurrence of damages to public/private properties and public life & Renovation of the existing natural storm water channels suiting to following scope.
1	Construction of storm water drain sand/or retaining walls on both sides where needed duly demarcating the boundaries on either side.
2	Construction of Check dams/Drops wherever necessary to reduce the velocity in stages to ensure steady flow, to help in ground water recharge and to use as water bodies / lakes for recreational spots.
3	Construction of cross culverts/Bridges wherever necessary.
4	Chain link fences to minimize dumping of garbage and litter.
5	Conducting detailed survey of the existing storm water Channels to assess their physical status, carrying capacity & adequacy to meet design discharge requirements.
6	Preparation of storm water drainage map for Balugaon NAC area & zonal maps showing existing major and primary, tertiary storm water drains & their disposal system.
7	Based on the hydrologic study design of the entire drainage system including out-fall structures shall be carried out for safe discharge of design flood to the rivers.
8	Structural design of the entire drainage system without fall structures shall be carried out.
9	Construction of control structures' wherever necessary
10	Preparation of micro level storm water drainage network for street, branch, & main drain in uncovered area and integrating the same with existing system as well as to the major storm water channels (A complete Map also prepare by consultant)
11	Identification of location of pumping stations if need
12	Storage of rain water and recharge to ground water
13	Strategy for O&M of storm water drainage system
14	Prevention of waste water ingress into river
15	Lists of propose permission & NOC for ULB.

- ❖ The DPR is to study the Topography, Hydrology of the site and surrounding area with Design and prepare the surface runoff water drainage as per the center Public Health and Environmental Engineering Organization (CPHEEO) –Manual for storm water Management 2019, Central Ground water Board (DGWB) guidelines/River centric Urban Development Planning guide of MoHUA.
- ❖ Estimate shall be in consideration to SOR Odisha OPWD along with analysis of present wages rates and local royalty fix by Dist. Administration.

The DPRs shall include the following (SCOPE OF WORK)

1	➤ Detailed survey of the drain sand their flood plain areas.
2	➤ Review of existing conditions.
3	➤ Deficiency analysis from hydraulic and structural point of view.
4	➤ Enlisting of obstructions, bottle neck sand encroachments.
5	➤ Rehabilitation plan.
6	➤ Estimation of flood discharge and hydraulic design.
7	➤ Preparation of Longitudinal Sections (LS) and Cross Sections(CS) of drains.
8	➤ Soil Investigation.
9	➤ Construction of cross culverts/Bridges wherever necessary.
10	➤ Structural design of drain cross-section depending on the availability of land.
11	➤ Detailed estimates with rate analysis based on current SOR-2022.
12	➤ Preparation of detailed drawings & estimate. (As per present SOR OPWD Odisha.)
13	➤ Construction programme to complete the execution.(during tendering)
14	➤ Construction programme to complete the execution.(during tendering)
15	➤ Ground water recharging study & its effect.
16	➤ Conducting detailed survey of the existing storm water Channels to assess their physical status, carrying capacity & adequacy to meet design discharge requirements and estimate of project costs.
17	➤ Preparation of storm water drainage map for Balugaon NAC area & zonal maps showing existing major and primary, tertiary storm water drains &their disposal system & hydrologic study design of the entire drainage system with alignment maps-Drains.
18	➤ Preparation of land schedule with ROR, village map etc. for acquisition of private, Govt. and forest lands to develop the network.

1-If any of the work is to be addition in this contract in jurisdiction of ULB area according to the necessary requirements & desires of ULB authority then the extra payment shall be pay to consultant as per mutual discussion between both the parts in consideration to a Minutes of Minutes.

2- The ULB will be extend all necessary coordination with different depts. for providing of all necessary information's during topographical survey and preparation of DPR .The ULB authority shall be extend all necessary cooperation to Scrutiny of the Technical Feasibility of the (DPR) detailed project Report with formed committee by ULB.

3-The bidder should be visiting the Balugaon NAC area with its own arrangement for study and analysis of geographical & topographical situation of area before submission of the RFP.

Evaluation Process of RFP

TECHNICAL EVALUATION:

Detailed evaluation process as per the following parameters will be adopted for evaluation of the proposals.

Sl. No.	Bid Evaluation Parameters	Allocation of Marks
1	The bidder /Consultant should have been in the consulting business for more than ten years on the last date of submission of the proposal	05
2	The Agency/bidder should have completed similar consultancy services, i.e Preparation of at least one Master Plan with relate to Sewerage OR Storm Water Management in any urban area in India with existing population more than 1 lakh within the last 10 years.	10
3	The bidder having experience of similar /urban consultancy work performed in India, like detailed Survey and design engineering for water body or park rejuvation /Reclamation / drainage or UG drainage / sewerage project etc..., preparing DPRsfor urban infrastructures minimum 05 nos * 2 marks each	10
4	Experience & Specialization in Preparation of storm water management DPR s in different urban areas	15
5	Work Plan & Approach and Methodology with adopt of appropriate technology system - submitted along with Proposal.(with available software system near agency/bidder)	30
6	Qualifications and competence of the Key Professional staff for the assignment 1- Team Leader-01-BE with 15 years' experience & Specialization in Master Plan / sewerage or storm water management-10 marks 2- GIS Expert-01- Graduate /Diploma or above -07years' experience with Specialization in Master Plan / sewerage or storm water management GIS work minimum 03 project experience in any urban towns of India-10 marks 3- Project Engineer-02-BE with 05 years' experience in water supply/sewerage or storm water management-@5*2 =10 marks	30

Bidders who secure above 70% marks from the total (100marks) in the technical proposal will be called for financial evaluation. QCBS approach for storm water drainage DPR Bidders who secure above 70% marks from the total (100marks) in the technical proposal will be called for financial evaluation.

JV is not allowed in this project. The minimum technical score (ST) required to pass 70 points

The formula for determining the financial score is the following:

The financial proposal (F) shall be arithmetic sum of Total cost, as indicated in price bid.(P). $SF = 100 * FM / F$, In which in SF is the financial score, FM is the lowest price and F price of the proposal under consideration. The weights to be given to the technical and financial proposals are $T = 0.80, P = 0.20$

Timelines, stages of deliverables and content of each deliverable.

Deliverables timeframe

Deliverables	Description of Items/Deliverables	Corresponding timeframe (Monthly)
D1	Topographic Survey and Survey Reports	3 Months
D2	Preparation of Detailed Project Report	6 Months
D3	Tendering for Construction with necessary coordination	9 Months

Payment Terms and Schedule form

The Payment of Consultancy Fees will be made as per the following table:

Sl.No.	Payment Terms	Schedule	Disbursement Schedule
1	Team Mobilizations and start of survey work with necessary inter department coordination	1st Month	10% on team mobilization and intimation to ULB Authority
2	Completion of Topographic Survey and Submission of Survey Report	3 rd Month	25% ULB area Survey and Submission of Topographical Survey Report to ULB.
3	Preparation of draft DPR & Submission	6 th Month	25% Submission of draft DPR & Estimation with presentation in ULB with with technical committee formed by ULB Balugaon.
4	Preparation of DPR and Submission of Final DPR incorporating observations and compliance	8 th Month	25% Submission of Final DPR along the presentation and discussion with technical committee formed by ULB Balugaon.
5	Preparation of Specifications and submission of Tender Documents for Construction & assist in bidding system of municipality for mutual decide period.	9 to 10 th Month	15%. Assist in tendering system & QC & QA reporting to ULB Balugaon.

The payments will be made upon submission of an invoice backed by consultant. Payment of professional fees would be made within two weeks of submission of Invoices

**Filled by the Bidder's/
Organization(General Details)**

1-Name of the Bidder/ Consultant

2-Address for communication: Tel :Fax: &Email id

3-Name of the authorized person signing & submitting the bid on behalf of the Bidder:

Mobile No. : &Email id:

4-Registration/Incorporation Details

Registration No: Date & Year.:

5-Local office in Odisha-Please furnish contact details

6- Bid Processing Fee Details

Amount:

DD/No. :

Date:

Name of the Bank:

7- EMD Details

Amount:

DD/No. :

Date:

Name of the Bank

8-PAN Number

9-Goods and Services Tax Identification Number (GSTIN)

10- Willing letter & accept all the terms and conditions as specified in the RFP to carry out assignments as the scope of work of the RFP

11- PROPOSED WORK PLAN TO CARRY OUT THE ASSIGNMENT

12- APPROCH & METHODOLOGY OF WORK BY CONSULTANT

13- BIDDER'S PAST EXPERIENCE DETAILS

**FINANCIAL PROPOSAL- II
COVERING LETTER
(In Bidder's Letter Head)**

Place- _____
To _____

Date- _____

**The Executive Officer,
Balugaon NAC, Balugaon
Khorda, Odisha. -752030**

Subject:

Financial Price offer for Providing Consultancy Services for preparation of DPR including Topographical Survey, Design and technical support assistance for Improvement of Drainage System of BALUGAON NAC AREA, in the District of Khorda, ODISHA.

Sir

I, the undersigned, offer to provide the consulting services for [Price offer for Providing Consultancy Services for preparation of DPR including Topographical Survey, Design and technical support assistance for Improvement of Drainage System of BALUGAON NAC in the District of Khorda, Odisha] in accordance with your Request for Proposal No. _____ Date- _____ -

SL No	Item	Unit	Rate(Rs)for whole assignment Including all taxes & duties	
			In Figure	In Words
1	Preparation of Comprehensive Drainage Master Plan along with DPR for Storm Water Drainage System of BALUGAON NAC Area in conformity with the provisions of detailed scope of work mentioned in the tender documents.	Per One Km Drain in the Proposed of Municipal area		

The above quoted amount is inclusive of the taxes applicable as per GST Act. I do here by undertake that, in the event of acceptance of our bid, the services shall be provided in respect to the terms and conditions as stipulated in the RFP document.

Yours faithfully,

Authorized Signatory [In full and initials]

Name and Designation of Signatory with Date and Seal:

Address of the Bidder: