

**OFFICE OF THE EXECUTIVE OFFICER**  
**DIGHA SANKARPUR DEVELOPMENT AUTHORITY**  
(A Statutory Authority under Government of West Bengal)  
Digha New Township :: Purba Medinipur :: Pin - 721463

Ph.: (03220) 299901, e-mail : [eodsda@gmail.com](mailto:eodsda@gmail.com) Web.: [www.dsda.org.in/www.dsda.gov.in](http://www.dsda.org.in/www.dsda.gov.in)

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**NOTICE INVITING TENDER/NIQ/EOI/RFP NO. : 096/DSDA/ OF 2023 - 2024**

**Sealed EOI for Cleaning, Collecting & Dumping of Garbage(Solid, Liquid & Dry) at earmarked places at Old Digha & New Digha under DSDA**

Digha Sankarpur Development Authority, under the Department of Urban Development & Municipal Affairs, Govt. of West Bengal, invites EOI for Cleaning, Collecting & Dumping of Garbage(Solid, Liquid & Dry) at earmarked places at Old Digha & New Digha under DSDA as described in the Schedule below from the intending applicants for specific purposes as stated therein.

**Background :**

In order to boost tourism activity at Digha, Digha Sankarpur Development Authority for the facilitation of public/Tourists invites EOI for Cleaning, Collecting & Dumping of Garbage(Solid, Liquid & Dry) at earmarked places at Old Digha & New Digha under DSDA.

**Salient Features are as under :**

1.	Location of Site	:	The selected bidder will have to clean, collect & dump the garbage etc. in every day from 3.00 PM to 10.00 PM. 1) Jagannath Ghat to Hospital Ghat (Jungle area) 2) Maity Ghat to Marina Ghat (Jungle area) 3) West side of Police Holiday Home (Jungle area) 4) West side of Oceana Ghat (Sea side & Jungle area). 5) Southern side of Permanent Picnic Spot (Jungle area)
2.	Amount of Earnest Money	:	Rs. 2000/- (Rupees Two thousand ) only
3.	Minimum Eligibility Criteria	:	➤ Any intending persons/organizations may participate to this EOI. The applicant is required to prove his/its identity. In case of companies, trusts, Societies, relevant documents of incorporation/registration are required to be submitted. The following documents are mandatory :- ➤ Photo Identity Proof. ➤ Aadhaar Card. ➤ PAN Card. ➤ Latest I.T. Return. ➤ Trade license (in case of Company/Firms)

**Table of Dates :**

No.	Activity	Date & Time
1	Date of Issue of EOI	: 21.12.2023
2	Pre-bid meeting in the Office Room of the Executive Officer, DSDA, Digha	: 26.12.2023 at 2.00 P.M.
3	Last date of submission of <b>Bid</b> at the Office of the Executive Officer, DSDA, Digha	: 29.12.2023 upto 3.00 P.M.
4	Opening of <b>Bid</b> at the Office Room of the Executive Officer, DSDA, Digha	: 29.12.2023 upto 3.30 P.M.
5	Validity of bid	: 30 days w.e.f the date of opening of EOI.

**Who can apply :**

Any intending persons/organizations may participate to this EOI. The applicant is required to prove his/its identity. In case of companies, trusts, Societies, relevant documents of incorporation/registration are required to be submitted. The following documents are mandatory :-

- Photo Identity Proof.
- Aadhaar Card.
- PAN Card.
- Latest I.T. Return.
- Trade license (in case of Company/Firms)

**Duration of Contract :**

The duration of the contract shall initially be for a period of 01(One) month which may be renewed upto 03(three) months subject to satisfactory performance of the licensee alongwith due approval of the DSDA.

**Selection Procedure :**

The constituted committee of DSDA shall take up the technical evaluation on the above mentioned parameters in the respective eligibility criteria.

**Evaluation of Bids:**

The Bids would be opened in the manner as stated below :

- Bids would be opened in following manner :-
  - i) Technical Bid.
  - ii) Financial Bid.
- Technical Bid shall be opened first.
- The Financial Bid will be opened for those Bidders who are technically qualified.

**Earnest Money Deposit (EMD) :**

Intending bidders shall have to deposit the Earnest Money through Demand Draft in favour of Executive Officer, Digha Sankarpur Development Authority payable at Digha.

**Payments Terms :**

- 1) The payment shall be made after completion of the month on satisfactory performance.
- 2) The Authority shall be entitled to terminate contract if the services of the agency or his/her staff engaged for the said purpose be found unsatisfactory on giving 03(three) days notice to the agency
- 3) All future taxes/ duties/levies, Staff payments etc. and expenses, if any as applicable shall entirely be paid by the Successful Bidder(s). Nothing extra shall be paid for the above purpose.

**General Terms and Conditions :**

- The agency shall have to quote the rate he/she likes to draw per month for the above purpose in Financial Bid.
- The agency shall quote the rate inclusive of all taxes, duties etc.
- The payment shall be made after completion of the month on satisfactory performance.
- The agency shall have to maintain the whole area noted above by way of cleaning, collecting & dumping the garbage (Solid, liquid & dry) etc.
- Regular cleanliness to be checked.
- The agency will follow the general guidelines as may be suggested by the Executive Officer, DSDA.
- The successful bidder whose offer may be accepted will have to execute an agreement embodying the terms and conditions of the contract in the form approved by the Authority within 03(Three) days from the date of intimation of the selection.
- The date of commencement of this contract will be the date of this agreement and this contract will be for a period of 01(one) month which may be renewed upto 03(three) months subject to satisfactory performance of the licensee alongwith due approval of the DSDA.
- The Authority reserves the right to reject any or all of the bids received without assigning any reason whatsoever.
- The collected waste materials have to be dump at the site provided by DSDA.
- The agency should produce the details of staff list to this office and have to be a unique uniform, by which they can be identified.
- The workers may change but it may be informed to the office.
- The agency should maintain complete hygienic condition.
- DSDA will not be held responsible for any incidents or disputes that may occur with those engaged by the agency for the work and no compensation will be paid by the DSDA on account of any such issues.
- If the Agency/Concern committing any violation of the terms and conditions, the DSDA would be at liberty to terminate the agreement by giving 03(Three) days written notice to the Agency/Concern.
- The Bid must be submitted within stipulated date & time mentioned above.
- The name of the Successful Bidder(s) would be declared through Website. In the event of any change in aforesaid date, the same will be notified to the bidders through website.
- The Agencies/Concern is required to visit and discuss the matter with the authorized personnel to get acquainted about the said before submission of offer. The bidder shall furnish documentary evidence that he has the financial, technical and operational capability necessary to perform the contract.

**Right to accept any application and to reject any or all applications :**

DSDA reserves the right to accept or reject any application at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected Agencies/Concerns / companies on the grounds of DSDA's action.

The Change of dates and any other amendment in this regard shall be informed on website of DSDA i.e. [www.dsda.org.in/](http://www.dsda.org.in/) [www.dsda.org.in](http://www.dsda.org.in) and [www.wbtenders.gov.in](http://www.wbtenders.gov.in)

  
**Executive Officer**  
**Digha Sankarpur Development Authority**  
**& Spl. Officer, U.D.&M.A. Deptt.**

no No.: 2645 /DSDA/2023

Dated : 21.12.2023

copy forwarded for information to:

1. The Hon'ble Chairman, DSDA & D.M., District Magistrate, Purba Medinipur.
2. The Hon'ble Vice-Chairman, DSDA & S.D.O., Contai.
3. The Block Development Officer, Ramnagar-I & II & Executive Officer, Ramnagar - I & II Panchayet Samity.
4. Reception / Notice Board.

*Executive Officer*  
*Digha Sankarpani Development Authority*  
*& Spl. Officer, U.D.&M.A. Deptt.*

ANNEXURE - I

APPLICATION FOR EOI

To  
The Executive Officer,  
Digha Sankarpur Development Authority,  
Digha :: Purba Medinipur.

Ref: - EOI for \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

E.O.I.No. : \_\_\_\_\_ (Sl. No. \_\_\_\_)/DSDA/ 2023-2024.

Dear Sir,

Having examined all other EOI documents, I/we hereby would like to state that I/we will fully accept all your conditions and offer to execute the works as per EOI no stated above. I/We also agree to remedy the defects after/during execution of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 202\_\_\_\_\_

Full name of Bidder / Contractor : \_\_\_\_\_

Signature : \_\_\_\_\_

In the capacity of : \_\_\_\_\_

Duly authorized to sign bids  
for & on behalf of (Name of Firm) : \_\_\_\_\_

Office address with seal if any : \_\_\_\_\_

Telephone no(s) (office): \_\_\_\_\_

Mobile No : \_\_\_\_\_

Fax No: \_\_\_\_\_

E mail ID: \_\_\_\_\_

**ANNEXURE - II**  
**Format for Affidavit**

(Affidavit should be executed on a Non Judicial stamp paper of Rs 10/- or such equivalent document duly attested by Notary Public)

- 1) I , \_\_\_\_\_ the undersigned, do hereby certify that all the statements made in the EOI document are true and correct.
- 2) The undersigned also hereby certifies that neither our firm M/s..... nor any of its directors / constituent partners have abandoned any work in India and / abroad nor any contract awarded to us for such works have been terminated for reasons attributed to us, during last five years prior to the date of this application nor have been barred by any agency of GoI or GoWB from participating in any projects.
- 3) The undersigned hereby authorize(s) and request(s) any bank, person, firm or corporation to furnish pertinent information deemed necessary as requested by DSDA to verify this statement or regarding my (our) competence and general reputation.
- 4) The undersigned understands and agrees that further qualifying information may be requested, and agrees to furnish any such information at the request of the DSDA Signed by an authorized officer of the firm Designation of officer with seal.

Date

ANNEXURE - III

Financial Bid

Name of the Bidder : \_\_\_\_\_

Name of EOI	Rate offered by the Bidder per month
<b>TOTAL :</b>	