

**GREATER HYDERABAD MUNICIPAL CORPORATION
(GHMC)**



Expression of Interest (EOI) cum BID Invitation for “Maintenance and Operations of Dual Gas and Oil fired Crematorium at Moosapet Graveyard in Moosapet Circle-23, Kukatpally Zone, GHMC”

EoI cum Bid Notice NIT.No.01/MPT/KPZ/GHMC/2021-22;Dt.23.04.2021

Greater Hyderabad Municipal Corporation
O/o. Executive Engineer
Moosapet Circle, Kukatpally Zone, GHMC
Phone No: 9849906758

Website: www.ghmc.gov.in

SCHEDULE OF BID PROCESS

Bidders are invited to submit their Bids on or before the time, date and at the office for submission as indicated below. The Bids submitted after this time and date or at any other office other than indicated herein below will not be considered under any circumstances; unless notified by the Authority with full information of the altered time, date and the office for submission. Bid document shall be downloaded from “ <https://www.ghmc.gov.in>” under tenders notifications section.

EoI cum Bid Notice NIT.No. 01/MPT/KPZ/GHMC/2021-22:Dt.

S No.	Event Description	Particulars
1	RFP downloadable from website (Date & Time)	24.04.2021 from 10.30 AM
2	Pre – Bid Meeting at O/o. Zonal Commissioner, KUKATPALLY ZONE, GHMC	28.04.2021 at 11.00AM
3	Bid Due date / Bid Submission date	01.05.2021 upto 3.30PM
4	Address for communication & submission of Bid	O/o Executive Engineer, Moosapet Circle 23 Kukatpally Zone, GHMC
5	Date & Time for opening of Technical Bid (Eligibility & Qualification Criteria)	03.05.2021 at 3.00PM
6	Date & Time of opening of Financial Bid	03.05.2021 at 4.00PM (Based on Technical Bids received, Date of financial bid opening might change and will be intimated accordingly)
7	Bid Security (Refundable)	<i>Rs. 50,000/- (Rupees Fifty Thousand only) in the form of demand draft drawn in favor of the Commissioner, Greater Hyderabad Municipal Corporation payable at Hyderabad and drawn on any scheduled bank.</i>
8	Performance Security Deposit	<i>Only the selected bidder should submit Rs. 25,000/- (Rupees Twenty five thousand only) in the form of demand draft drawn in favor of the Commissioner, Greater Hyderabad Municipal Corporation payable at Hyderabad and drawn on any scheduled bank at the time of agreement</i>

Note: In case of any further clarification required the bidders may contact the Authority at eec23.ghmc@gov.in or approach the O/o. Executive Engineer, Moosapet Circle 23 Kukatpally Zone, GHMC

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1. INTRODUCTION

With an objective of providing Cremation facility for the Deceased persons in the GHMC limits the Gas and Oil Dual Fired Crematoriums has been constructed at Moosapet in the Kukatpally Zone. For the purpose of providing the cremation facility for persons expired with COVID 19 or Normal death persons the Crematorium is ready and for the purpose of maintenance the EOI is Called.

2. BACKGROUND:

The Greater Hyderabad Municipal Corporation (GHMC) as a responsible ULB constructed the Gas and Oil Dual Fired Crematorium at Moosapet in Kukatpally Zone for providing of Cremation facility in all weather conditions and reduction of pollution in the Greater Hyderabad Limits

SCOPE OF WORK & ELIGIBILITY:

Interested parties meeting the laid down bid eligibility criteria are requested to submit their counter proposal under Swiss Challenge Model for Maintenance of Crematorium including conduct of final ritual as per right of deceased persons.

Basis of Bid Evaluation

Quality cum Cost-Based Selection (QCBS) - Evaluation based on the cost committed by the bidder and the technical qualification of the bidder Two Tier Process. First stage will involve Eligibility and Tech Evaluation. Financial bids of those who clear stage 1 scrutiny will be evaluated in stage two.

Bidder Prequalification

1. Should have Supervisor/ Work inspector with L.C.E, L.M.E , L.E.E qualification for operation of crematorium
2. Care taker of cremation process : 2 no's per shift
3. MOU with Commercial Gas cylinders Suppliers and HSD oil Suppliers for regular supply
4. Workers for maintenance of 50 m surroundings of the crematorium
5. ASH collection person and safeguard of Ashes.
6. All the workers should wear covid-19 safety (masks, caps, shoes etc.,

Solution Quality Parameters (assuming that each crematorium is utilized on an average for 2 dead bodies cremated per shift and cost per each body)

The following parameters will also be taken into consideration while evaluating counter proposals:

1. Cost of Maintenance (Fixed Cost & variable cost of Maintenance)
2. HSD oil and Gas cylinders per body
3. Fool-Proof Automation Features requiring low level of training or Management
4. Ease of Effluent Management
5. Cost of Effluent Management
6. Energy usage
7. Water supply through departmental bore well
8. Power utilization charges complete
9. Maintenance of Waiting area and Toilets
10. Declaration to work under the control of Graveyard committee / GHMC committee which will be the governing body

4.Submission of EoI Cum Bid: Hard Copies: All the bidders shall produce original hard copies of all the documents which are submitted in Covers at the time of opening of technical bids.

mandatory condition from GHMC

- I. The bidder will strictly work under the supervision of graveyard committee/GHMC which ever is the governing body.
- II. Should have supervisor/ technical work inspector with L.C.E, L.M.E, L.E.E qualification of operation of crematorium.
- III. Care taker of cremation process: 2 no's per shift.
- IV. MOU with commercial gas cylinders suppliers and HSD oil suppliers for regular supply.
- V. Workers for maintenance of 50 mts surroundings of the crematorium.
- VI. ASH collection person and safeguard of Ashes.
- VII. All water, power etc.. Consumption charges will be borne by the agency.
- VIII. The lowest quoted price after the evaluation by the committee the same price will be communicated to the grave yard committee/GHMC whichever is the governing body to display the amount for cremation at crematorium and collect from the diseased person family duly issuing the receipt of payment to the payee and the proper record shall be maintained.
- IX. shall work in strict supervision by GHMC Deputy commissioner, Circle-23 and AMOH 23 coordination with grave yard committee
- X. The prebid meeting will held in the chamber of Zonal commissioner on 28.04.2021 at 11.00AM

History of litigation and criminal record: If any criminal cases are pending against him/her/ partners at the time of submitting the Bid, the Bid will be summarily rejected. In this respect, the Bidder shall submit an affidavit to the effect that the history of litigation, criminal cases pending against him/her/partners furnished by him/her is true. In case, it is detected at any stage that the affidavit is false, he will abide by the action taken by the GHMC /Telangana State Government without approaching any court whatsoever for redress. He will however, be given suitable opportunity to offer his explanation before action is taken against him

The Commissioner, GHMC reserves the right either to accept or reject any or all Tenders at any stage without assigning any reasons.

The Bid submitted without Bid Security will be summarily rejected. The Bid Security of the successful Bidder will be returned when the Bidder has signed the Contract Agreement with the Employer and has furnished the required Performance Guarantee of Rs. 25,000/- as specified in the document with in 7 days from the receipt of the Letter of Acceptance i.e, at the time of Entering into agreement

The Bid Security will be forfeited:

- (a) If a Bidder withdraws its bid during the period of bid validity. Or
- (b) If the Bidder fails to accept the Employer's corrections of arithmetic errors in the Bidder's bid (if any), or
- (c) If the Successful Bidder fails to sign the contract agreement with the Employer with in the prescribed period, or
- (d) If the Successful Bidder fails to furnish the Performance Security of Rs.25,000/- with in the stipulated time.

The proposal should be submitted by consultancy firms in two parts. The two parts of the proposal are **Part 1: Technical Proposal** and **Part 2: Financial Proposal**. For a given Project, Stage -1 of the Evaluation shall consider the evaluation of the Technical Proposal (i.e. Part 1). The firm satisfying the eligibility criteria as mentioned in RFP shall only be considered for further evaluation. Under stage 2, the financial proposal of such firms as selected above shall be opened and evaluated.

The two parts of the Proposal (Technical proposal and Financial proposal) must be submitted on- line with all pages numbered serially, along with an index of submission as per procedure under e- tendering. The technical proposal is also required to be submitted in a hard bound form exactly as per submission made online with all pages numbered serially along with an index of submission. The Financial proposal is to be submitted online only. Submission in any other form shall not be acceptable. In the event, any of the instructions mentioned herein have not been adhered to, the Employer may reject the Proposal.

Employer will be at liberty to keep the credentials submitted by the Consultants at bidding stage, in public domain and the same may be uploaded by Employer on Employer's web-site. Consultants should have no objection if Employer uploads the information pertaining to their credentials as well as of their key personnel.

Procedure for Bid Submission: The bidder shall submit his response through bid submission to the tender at www.ghmc.gov.in by following the procedure given below.

The bidder would be required to register on the e-procurement market place www.ghmc.gov.in.

The bidders shall submit their eligibility and qualification documents, **Technical bid, Financial bid** etc., in the standard formats. The bidder shall submit all the scanned copies of all the relevant certificates, documents etc., in support of their eligibility/criteria/ technical bids in bid cover. The bidder shall sign on the statements, documents, certificates, submitted by him owing responsibility for their correctness / authenticity.

The Technical bids of the bidders will be evaluated based on the certificates / documents submitted offline only towards the qualification criteria furnished by the bidders. The detailed procedure for bid submission is described in bid document.

addressed to:

**The Executive Engineer
Moosapet Circle – 23,
Kukatpally Zone, GHMC
Cell No.9849906758, E-mail:eec23.ghmc@gov.in**

5. Technical Bid:

The applicant shall submit the following documents in offline platform and same will be submitted in a sealed cover "Technical bid cover" at Office of Executive Engineer, Circle-23 (Municipal office, Janathanagar)

- i. Covering Letter as per Annexure I
- ii. Details of the Applicant as per Annexure II
- iii. Bid security of Rs. 50,000/- (Rupees Fifty Thousand only) in the form of demand draft drawn in favor of the Commissioner, Greater Hyderabad Municipal Corporation payable at Hyderabad and drawn on any scheduled bank, which shall be refundable. After completion of evaluation, the Bid security is returned to those applicants who are not qualified at Technical Bid stage immediately after completion of the bid evaluation process and the Bid security of the successful applicants will be returned after completion of their agreement period.

6. Technical Evaluation: A Consultancy Evaluation Committee (“Committee”) appointed by the Authority will examine the EOI submitted by the applicants based on the parameters such as **Cost of Maintenance (Fixed Cost & variable cost of Maintenance), HSD oil and Gas cylinders per body, Fool-Proof Automation Features requiring low level of training or Management, Ease of Effluent Management, Cost of Effluent Management Energy usage** The Committee reserves the right to waive-off any shortfalls during evaluation, accept the whole or part of or reject any or all responses to this Bid. The decision of the Committee is final and no correspondence is entertained in this regard.

7. Financial Bid submission:

The Bidder shall submit the financial bid online as per the **Annexure IV** in a separate sealed cover.

If any applicant not quoted, their bid will summarily be rejected.

8. Selection Process:

The Committee will evaluate the financial bids of those Applicants who are qualified in technical evaluation. Mere submission of bid does not entitle the Applicants for qualifying in technical evaluation. After arriving at the L1, the committee shall decide the maintenance process. The agency shall be ready to utilize the services of the existing persons working at Grave yard for cremation purpose as decided by the Grave yard Committee. After arriving L1, the successful bidder should submit DD of Rs.25,000/- drawn in favour of Commissioner, GHMC at the time of entering into agreement towards Performance security which will be refundable after completion of agreement period.

9. Payment Methodology:-

The lowest Quoted price after the evaluation by the Committee the same price will be communicated to the Graveyard Committee/ GHMC whichever is the governing body to display the amount for cremation at the crematorium and collect from the Deceased person family duly issuing the receipt of payment to the payee and the proper record shall be maintained.

10. Period of contract on successful award of contract initially the contract will be for one year and may be extendable to two years depending on the per performance and recommendation of the graveyard committee by GHMC

Annexure I

(Covering letter to be submitted in the letter head of the applicant)

Date:

**To,
The Executive Engineer
Moosapet Circle – 23,
Kukatpally Zone, GHMC
Cell No.9849906758, E-mail:eec23.ghmc@gov.in**

Subject: Expression of Interest (EoI) for “Maintenance and Operations of Dual Gas and Oil fired Crematorium at Moosapet Graveyard in Moosapet Circle-23, Kukatpally Zone, GHMC”

Dear Sir

Having examined the EoI cum Bid, the undersigned, offers to submit the application in full conformity with the said EoI cum Bid. I/We have read the provisions of EoI cum Bid and confirm that these are acceptable to us.

I/We hereby declare that all the information and statement made in this proposal are true and accept that any misinterpretation contained in it may lead to our disqualification at any stage of the selection process.

I/We understand that you are not bound to accept any proposal you receive. Also, at any stage, the process may be terminated without assigning any reason and without any liability to firms, whatsoever, it may be.

Thanking you.

Yours faithfully

Signature:

In Capacity of.....

Duly authorized to sign proposal for and on behalf of -----

Place.

Annexure-II
Details of Applicant

a)	Name of the Applicant (Legal Name)	
b)	Country of incorporation	
c)	Legal Status	
d)	Year of Establishment	
e)	Registration details	(Enclose certificate of Incorporation/ Registration etc. as applicable)
f)	Address for Communication	
g)	PAN Number	Copy to be enclosed
h)	GST Number	Copy to be enclosed
i)	Brief description including details of its main lines of business	
j)	Name, Address, E-mail id and Contact Number of the Authorized Signatory, who is authorized to respond to this EoI	
k)	Any other information	

Signature of Authorized Signatory Date:
Place:

Annexure - III
Technical bid

Sl.No.	Item
1	Maintenance and Operations of Dual Gas and Oil fired Crematorium at Moosapet Graveyard in Moosapet Circle-23, Kukatpally Zone, GHMC

Enclosures:

- i. Any Similar nature of work Experience in the Government/PSU/Private Organization.
- ii. Plan of action for maintenance of Gas and Oil fired crematoriums Signed copy

(Signature, name and designation of the authorized signatory)

Annexure IV

(FINANCIAL BID FOR MODEL-1 & MODEL-2)

[on the letter head of the Bidding firm]

EOI cum Bid Notice NIT.No.01/MPT/KPZ/GHMC/2021-22;Dt.23.04.2021

To
The Executive Engineer
Moosapet Circle 23
Kukatpally Zone, GHMC.

Sub :-“ Maintenance and Operations of Dual Gas and Oil fired Crematorium at Moosapet Graveyard in Moosapet Circle-23, Kukatpally Zone, GHMC”.

Sir,

As a part of the Bid for the subject work, we hereby submit the following as Bid price as our quote to the Greater Hyderabad Municipal Corporation Our financial quote is:

Sl. No.	Item	IN INR	
1	Maintenance and Operations of Dual Gas and Oil fired Crematorium at Moosapet Graveyard in Moosapet Circle-23, Kukatpally Zone, GHMC For cremation of Dead body including Electricity, Water, Gas and HSD oil and maintenance charges etc complete per each body	(in figures)	
		(in words)	

Bidders should pay electrical mater charge and cleaning bath rooms / surroundings.

We undertake to acknowledge that the bid evaluation be carried by the Committee authorized by the Authority and the decision of the Committee will be final and binding on us, financial bids of only those Applicants who are qualified in technical evaluation to be opened.

Applicant Signature

Note: The financial Bid to be submitted strictly as per the above format. Noncompliance to the above format shall disqualify the firm's BID

Annexure – V

TECHNICAL SPECIFICATIONS OF Maintenance and Operations of Dual Gas and Oil fired Crematorium at Moosapet Graveyard in Moosapet Circle-23, Kukatpally Zone, GHMC

The machine specification as follows:-

Dual Gas AND Oil-fired Single Body Crematorium (Dual chamber with 5mm MS SHEET)AND combustion temperature of 850 to 1000 Degrees Centegrade Combustion Fan, Control Panel, and Auto/manual door and trolley with Air Pollution Control Device consist venturi scrubber, droplet separator, ID fan, water tank and pump, Chimney 30mtrs

Maintenance include:-

1. Supervisor/ Work inspector with L.C.E, L.M.E , L.E.E qualification
2. Care taker of cremation process : 2 no's per shift
3. Commercial Gas cylinders and HSD oil for cremation
4. Workers for maintenance of 50 m surroundings of the cremation
5. ASH collection person and safeguard of Ashes.
6. Any other item for maintenance of Crematorium.
7. Collection of cremation amount from the Deceased person Family/Payee