

GREATER HYDERABAD MUNICIPAL CORPORATION (GHMC)



**Expression of Interest (EOI) cum BID Invitation for
“CONSULTANCY SERVICES FOR CONDUCT OF NALA SAFTEY
AUDIT OF THE EXISTING STORM WATER DRAINS IN
KHAIRATHABAD ZONE, GHMC”**

EoI cum Bid Tender Notice No:05/EE/CIR-18/(KZ)/GHMC/2023-24, Dt:06-03-2024

Greater Hyderabad Municipal Corporation
O/o. EXECUTIVE ENGINEER, CIR-18, KZ,
GHMC
Phone No:7995009101

Website: www.tender.telangana.gov.in

CONTRACTOR

**Executive Engineer, Cir-18 (KZ),
Greater Hyderabad Municipal Corporation**

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.tender.telangana.gov.in>” under tenders notifications section.

EOLBid Tender Notice No:13/SE(KZ)/TA/GHMC/2023-24, Dt:06.03.2024

S No.	Event Description	Particulars
1	RFP downloadable from website (Date & Time)	07.03.2024 from 10:00 PM onwards
2	Pre – Bid Meeting at O/o. EXECUTIVE ENGINEER, CIR-18, KZ, GHMC, KHAIRATHABAD ZONE, GHMC	11.03.2024 from 09.00 AM onwards OFF LINE in O/o EXECUTIVE ENGINEER, CIR-18, KZ, GHMC, KZ
3	Bid Due date / Bid Submission date	11.03.2024 at 10.00 AM
4	Address for communication & submission of Bid	O/o EXECUTIVE ENGINEER, CIR-18, KZ, GHMC, Khairathabad Zone, GHMC
5	Date & Time for opening of Technical Bid (Eligibility & Qualification Criteria)	11.03.2023 at 10.00 AM
6	Date & Time of opening of Financial Bid	(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 online payment in favour of the Commissioner, Greater Hyderabad Municipal Corporation payable at Hyderabad.</i>

1. Note: In case of any further clarification required the bidders may contact the Authority at eec18.ghmc@gmail.com or approach the O/o. The EXECUTIVE ENGINEER, CIR-18, KZ, GHMC, KHAIRATHABAD ZONE, Greater Hyderabad Municipal Corporation, KHAIRATHABAD

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1. INTRODUCTION

1.1 KHAIRATHABAD ZONE maintains total Storm Water Drains (SWD) network of 250.70 km in Khairathabad Zone. Out of this major nalas are 25.68 kms.

Despite various safety measures being taken up by GHMC for construction, upkeep and safety of such nalas, garbage continues to be dumped into nalas and chain link mesh is also destroyed by miscreants and by some people who dump into the nalas and this causes untoward accidents to occur at times.

2. OBJECTIVE:

The broad objective of this RFP is to engage a third party agency to conduct Nala safety Audit by having a walk-through of the entire length of all nalas and drains of KHAIRATHABAD ZONE (Annexure – V enclosed) and to ascertain safety of the existing drain network with an aim to reduce the adverse effects of storm water on people and property.

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3. SCOPE OF WORK & ELIGIBILITY:

Broadly the selected firm shall provide the following services:

- Preparation of inception report detailing the following:
 - Plan of action for 90 days
 - Tentative timelines needed for conducting the nala safety audit.
- Conducting field survey of existing drain network to ensure that they remain adequately protected not to let any person fall into them during heavy rains or otherwise and not to allow public to dump any solid waste into nalas.
- Carrying out rainfall data analysis, derive IDF curves and deficiency analysis.
- Deploy 05 or more teams to conduct the survey in Khairatnabad zone of GHMC to check the following:
 - Check if open nalas more than 2mt wide are adequately fenced and if the fencing is in proper shape and serving its purpose of not letting any person fall into nalas and preventing dumping of solid waste into nalas.
 - Check if the covered drains have any abrupt openings.
 - Check for damaged / missing catchpits covers and whether they are at road level or not.
 - Check whether appropriate signages are provided along the nalas/drains as per relevant codal provisions.
 - Identify vulnerable locations on nalas where indiscriminate littering and dumping of debris, plastic waste, solid waste, C&D waste is being dumped into nalas or drains causing blockage.
 - Identify locations of erosion where road side waste / dirt can be washed into nalas / drains during rains and find suitable solutions to avoid the accumulation of waste / road side dust into drains.
 - Identify locations where untreated drainage water or any industrial waste is being mixed into storm water drain network etc and identify strategies to reduce storm water pollution.

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- Check if necessary safety precautions are being taken up during execution of drain works as per relevant codal provisions.
- Check the deepen nalas and provision for caution boards showing the depth indication and danger sign boards.
- Check the existing nala valves which are in dilapidated condition.
- Check whether there are retaining walls for all nalas and for damages in the existing retaining walls
- Check whether sufficient illumination is provided at critical points so as to ensure visibility at night times.
- Based on the above help to identify weaknesses in safety precautions being taken up for nalas by GHMC including its policies and procedures by doing deficiency analysis from safety point of view.
- Identify best practices being followed in other urban cities which are suitable to be adopted in GHMC.
- Prepare a Draft Audit report detailing the following:
 - Steps taken by GHMC till now to keep the nalas safe.
 - Any weaknesses in the safety precautions taken by GHMC including its policies and procedures.
 - Identify danger zones.
 - Check the culverts endangered to accidents/ accident prone and preventive measures.
 - Identify bottle-neck points where the water overflows from the nala.
 - To suggest the safety precautions to be adopted during the desilting works,
 - Identified vulnerable littering or waste dumping locations and suggest measures to avoid the same.
 - Identified locations of erosion where road side waste / dirt can be washed into nalas / drains during rains and suggest measures to avoid the same.

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- Identify locations where untreated drainage water or any industrial waste is being mixed into storm water drain network etc and suggest measures to avoid the same.
 - Different best practices being followed in other urban cities.
 - Keeping in view the above, advise on any further steps to be taken by GHMC to ensure safe public movement near nalas and nala safety duly studying.
 - Conceptual design and implementation plan including cost estimates of the suggestions being made in the report shall include encroachment details along with structural compensation and land acquisition cost.
 - Estimation of flood discharge and hydraulic design.
 - Identification of flood prone areas, reason for flooding and mitigation measures.
 - Rehabilitation plan.
 - Plans of the existing drainage situation and drainage flow estimates in and around the Municipal Corporation, denoting Catchments basins (Including the areas outside Municipal boundary) , drainage structures and features (including katcha), and other items.
 - Advise on developing an intensive **Information, Education and Communication** (IEC) campaign and different ways to engage local NGOs, community groups, private sector groups to volunteer towards ensuring nala safety.
- The Draft Audit report shall be presented to the concerned GHMC Officials. Their insights and remarks shall be gathered by holding necessary meetings, desk reviews, and if necessary, interviews with any other related stakeholders in order to get a holistic view on nala safety.
 - Thereafter a final Comprehensive Nala Safety Audit Report along with the remarks of the concerned GHMC Officials, if any, shall be submitted.

4. Submission of EoI Cum Bid:

Hard Copies: All the bidders shall produce hard copies of all the uploaded documents at the time of opening of technical bids if required by the Competent Authority.

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- 4.1 **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
- 4.2 The Commissioner, GHMC reserves the right either to accept or reject any or all Tenders at any stage without assigning any reasons.
- 4.3 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 as specified in the document within 7 days from the receipt of the Letter of Acceptance.
- 4.4 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 within the prescribed period, or
 - (d) If the Successful Bidder fails to furnish the Performance Security within the stipulated time.
- 4.5 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.
- 4.6 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.

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4.7 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.

4.8 **Procedure for Bid Submission:**The bidder shall submit his response through bid submission to the tender on e-procurement platform at www.tender.telangana.gov.in

by following the procedure given below.

The bidder would be required to register on the e-procurement market place www.tender.telangana.gov.in or <http://tender.telangana.gov.in> and submit their bid online.

The bidders shall submit their eligibility and qualification documents, **Technical bid**, **Financial bid** etc., in the standard formats prescribed in the Tender documents, displayed in e-procurement web site. The bidder shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility/criteria/ technical bids in the e-procurement web site. The bidder shall sign on the statements, documents, certificates, uploaded by him owing responsibility for their correctness / authenticity.

The Technical bids of the bidders will be evaluated based on the certificates / documents uploaded online 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, CIR-18, KZ,
GHMC,**

KHAIRATHABAD ZONE, GHMC

Zonal office, KHAIRATHABAD

Cell No.7995009101 E-mail: eec18.ghmc@gmail.com

5. Technical Bid:

The applicant shall submit the following documents in the e-procurement platform and same will be submitted in a sealed cover "Technical bid cover"

- 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 online payment 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.

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The following members are constituted in the Zonal level committee for preparing the RFP document and finalising the agency for conducting nala Safety audit:

- a) Zonal Commissioner, Khairathabad Zone
- b) EXECUTIVE ENGINEER, CIR-18, KZ, GHMC, Khairathabad Zone
- c) Financial Advisor, KZ
- d) Nodal Executive Engineer, Circle-18

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 safety measures. If the Committee so decides that a presentation by the Applicants on their submitted methodology is required to be given before the Committee, the same will be intimated to the applicant. The Committee reserves the right to waive-of 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 binding on all the applicants for selection of the methodology and no correspondence is entrained in this regard.

7. Financial Bid submission:

The Bidder shall submit the financial bid online as per the **Annexure IV** in e-procurement platform. If any applicant not quoted, their bid will summarily be rejected.

8. Selection Criteria:

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 and approved by the Committee as appropriate.

8.1 Eligibility

- i. Sole proprietorship, registered partnership firm, public limited company, private limited company, LLP can submit the Bid. The firms and the companies should be registered in India.
- ii. The invitation is open to all the Engineering firm/ consultancy firm/ organization registered under relevant Acts/ Rules.
- iii. The Applicant may be an independent single entity or a joint venture or a consortium/ association of entities. In case of a joint venture/ consortium the name of the entity that is the ‘Lead Partner/Lead member’ should be clearly stated in their bid.

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- iv. The Applicants should have at least one (01) years in last ten(10) years of experience in providing Engineering services to government entities/departments/reputed clients in India.
- v. The firm should have successfully rendered the services for preparation of Detailed Project Reports / Construction / Maintenance of Major SWD network of **not less than 50 kms** length completed satisfactorily in any one year during the last 10 financial years preceding date of submission of proposal for Govt./ Semi Govt./ Corporate houses/reputed clients.
- vi. Storm water drain design / construction / maintenance for atleast one project, **for minimum length of 25 Kms or More** in any one year during the last 10 financial years.
Note: The Applicants are required to submit supporting document for the past experience i.e. copy of the work order & completion report etc. These documents would be subject to further verification by the client, if required. Submission of any false information would lead to forfeiture of EMD and disqualification of the Applicant.
- vii. The Applicant should have Annual Average turnover of **minimum Rs. 500.00 lakhs** in any one year during last 05 (five) financial years ending March 31st, 2021 certified by CA with UDIN.
- viii. Applicant should be registered with Sales Tax/ Income Tax Department of Government of India and should possess a valid GST and PAN Registration/ Certificate.
- ix. The Applicant must have operational office in Hyderabad.
- x. Applicants should not be under a declaration of ineligibility for corrupt and fraudulent practices.
- xi. Applicant/ Firm should have members of Audit team as specified in the clause 8.2 and declare as per the annexure VI

Note: GHMC reserves the right to award/ reject the orders to any consultant without assigning any reason thereof.

8.2 .The minimum requirements is as follows:-

In order to carry out the work described above, GHMC requires the services of a professional engineering, public health and audit team that includes full range of engineering, public health and safety personnel.

The Each Audit team should have Engineers who should be an individual and have established record of experience in planning, construction and maintenance of storm water drain network and leading a team. The consultant team must include field staff and code support members, planning, design and engineering capability in civil, public health and safety.

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The firm is expected to submit details of the following team members to showcase demonstrable experience in providing the services.

S.No	Positions	Minimum Experience Requirement
1.	Civil Engineer (01)	B. Tech – Having experience in planning, construction and maintenance of storm water drain network team leader. Experience more than 15 years in urban drain network and have knowledge of relevant IS codes.
2.	Surveyor (01)	B.E – Having experience of more than 10 years in leading a team of field staff to conduct survey of the entire drain network.
3.	Safety Engineer (01)	Diploma in Civil/ Mech Engineer with ADIS NEBOSH or any other safety certification. Having experience of more than 5 years in planning and developing policies to ensure safety measures at Site.
4.	Field staff (07)	For Conducting field survey.

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8.3 Evaluation Criteria

The consultant must quote for all the assignment mentioned under terms of reference on a lump sum cost basis.

The Evaluation Committee will evaluate the Technical Proposal using the evaluation parameters as laid below:

#	Evaluation parameter	Maximum Marks
E1	Turnover - Annual Average turnover of minimum Rs. 500.00 lakhs in last 5 (five) financial years ending March 31 st , 2021. INR 10 lakhs to INR 100 lakhs – 10 marks >INR 100 lakhs – 20 marks	20
E1	Relevant Work Experience The firm should have successfully rendered the services for preparation of Detailed Project Reports / Construction / Maintenance of Major SWD network of not less than 50 kms length completed satisfactorily in any one year during the last 10 financial years preceding date of submission of proposal for Govt./ Semi Govt./ Corporate houses/reputed clients. (Minimum 50 kms = 30 marks)	30
E2	Relevant Work Experience Storm water drain design / construction / maintenance for atleast one project for minimum length of 25 kms or More. (Minimum 25 kms = 30 marks)	30
E3	Proposed team structure, qualification and experience as per terms of reference (Minimum 10 resources – 2x10=10 marks)	20
	Total (E1+E2+E3)	100

8.4 If the Committee so decides that a presentation by the Applicants on their mechanical Methodology is required to be given before the Committee, the same will be intimated to the applicant (any time before Financial bid evaluation)..The committee decision is final and binding in all matters and no claim is entertained in any respect in any manner at any stage.

9. Other Terms & Conditions

9.1 Payment Terms:

- a. 10% of the fees shall be paid on submission of inception report.
- b. 50% fees shall be paid on completion of Draft Audit Report.
- c. Balance 40% will be released after taking feedback from GHMC Officials on the Preliminary audit Report and submission of Final Comprehensive Nala Safety Audit Report.

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d. Mandatory deductions will be affected as per the Govt norms in force for consultancy services.

9.2 GHMC reserves the right to choose any firms for empanelment based on the response in this EoI.

10. Special Conditions:

All the details of quantities, reports and any other details envisaged under this Agreement, including drawings, structural, network or other services would be supplied by the Engineers as indicated above, but not less than 5 sets of prints and one reproducible copy in A-1 size on Imperial size drawing sheets and tracing clots to the suitable scale as well invariably. All these drawings will become the property of the Authority and it will have the right to use the same anywhere else. The drawing cannot be issued to any other person, firm or authority or used by the Engineers for any other project. No copies of any drawing or document shall be issued to anyone except the Authority without permission.

1. Project Timelines

The overall period of the engagement of the firm shall be 90 days from the date of signing of agreement. The timelines and specific milestones are as detailed below:

Sl. No.	Milestone	Timeline In Days
1.	Submission of inception report	20 Days
2.	Completion of field survey	20 Days
3.	Submission of Draft Audit Report	30 days
4.	Submission of Final Nala Safety Audit Report	20 days

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Annexure I

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

Date:

**To,
The EXECUTIVE ENGINEER, CIR-18, KZ,
GHMC,
KHAIRATHABAD ZONE,

GHMC Zonal office,
KHAIRATHABAD**

Cell No: 7995009101 E-mail: se2ghmc.gov@gmail.com

Subject: Expression of Interest (EoI) for “CONSULTANCY SERVICES FOR CONDUCT OF NALA SAFETY AUDIT OF THE EXISTING STORM WATER DRAINS IN 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 -----

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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:

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Annexure - III

Technical bid

Sl.No.	Item
1	Technical details as per EOI document para no.8

Enclosures:

- i. All relevant documents for qualification and experience to be uploaded
- ii. All documents shall be as per the EOI terms and conditions.

(Signature, name and designation of the authorized signatory)

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Annexure IV
(FINANCIAL BID)

[on the letter head of the Bidding firm]

EoI cum Bid Notice NIT.No.

Date:

To

**The EXECUTIVE ENGINEER, CIR-18, KZ, GHMC,
KHAIRATHABAD ZONE,**

Greater Hyderabad Municipal Corporation

Zonal office,

KHAIRATHABAD

Cell No: 7995009101 E-mail: eec18.ghmc@gmail.com

Sub :-

**“CONSULTANCY SERVICES FOR CONDUCT OF
NALA SAFTEY AUDIT OF THE EXISTING
STORM WATER DRAINS IN GHMC”.**

Sir,

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

SL.No	Methodology of evaluation	Total fee (in Rupees)	
1	Consultancy services for conduct of nala safety audit of the existing Storm water drains in GHMC per Kilometre	Rs.23,400/- Per km	Per km

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

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Annexure V

Sl. No.	Nala Details			
	From	To	Passing through circles	Length of nala (in mtrs)
1	Western Plaza	Shaikpet (Balkapur nala)	18	1406
2	MG nagar	Limra Café (Balkapur nala)	18	1586
3	Limra Café	Military Area (Balkapur nala)	13	2200
4	Military wall	Pension office (Balkapur nal)	12	2320
5	Pension office	Kolo Basthi (Balkapur nala)	18	600
6	Kola basthi	STP Plant Khairtabad (Balkapur nala)	17	1610
7	Ghatala mosque	Aghapura Bridge (Afzalsagar Nala)	12	573
8	Aghapura bridge	Moosi (Afzalsagar Nala)	14	2500
9	Osmanpeti	Bismilla Kirana Store (Syed Nagar nala)	12	960
10	Mandula guda GHMC Community hall	Sneha Classic Apartment Gudimalkapur market (Mandula guda nala)	12	225
11	Nampally Railway yard	Asian hotel (Public Garden nala)	12	350
12	Anitha Bhavan	Afzal sagar nala Y junction (Habeeb nagar nala)	12	465
13	Sony Apartments	D class Bridge (Jet Café nala)	12	180
14	St. Anns School	Hussain Masjid (Al-saba nala)	12	370
15	Hussain Masjid	Riyan Hotel (Lakshmi Nagar nala)	12	200

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16	Gudimalkapur market	Moosi (Moghal ka nala)	13	960
17	Huda Park Kishan guda	Moosi (Lakshmi Nagar nala)	13	1780
18	Bird fire, Military area	Baktavari guda Military Qtrs , Al hasnath colony (Balkapur diversion nala)	13	960
19	Virasat nagar	Shah Hatim Tank (Nadeem colony nala)	13	360
20	Shangrilla high School, Ahmed colony	Baghdad colony to Langer house lake	13	560
21	Gandhi Bhavan	Malakunta (Malakunta nala)	14	550
22	NIMS hospital	Park Hotel back side	17	670
23	Sri Nagar colony	Leela Nagar Railway Track (Sri nagar Colony nala)	17	3040
24	TRS Bhavan	Taj Banjara (Banjara nala)	18	1255

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ANNEXTURE VI

AUDIT TEAM MEMBERS

S. No	Nam of the employee and designation	Qualification	Experience

Enclosures:

- i. All relevant documents for qualification and experience to be uploaded
- ii. All documents shall be as per the EOI terms and conditions.

(Signature, name and designation of the authorized signatory)

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Greater Hyderabad Municipal Corporation**