

E-bid document

Request for Proposal

Procurement of E-Vehicles (For Waste Collection) for 550th Birth Anniversary Celebration of Guru Nanak Devji in SultanpurLodhi, Distt. Kapurthala

Issued by:

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Disclaimer

This Request for Proposal (RFP) document for Scheme for **Request for Proposal for Procurement of E-Vehicles (For Waste Collection) for 550th Birth Anniversary Celebration of ShriGuru Nanak Devji**(hereinafter referred to as the “Project”) contains brief information about the scope of work and qualification process for the selection of the Bidder. The purpose of the RFP Document is to provide Bidders (hereinafter referred to as “Bidder/s”) with information to assist the formulation of their proposals (hereinafter referred to as the “Proposal/s”).

This RFP is not an agreement and is neither an offer by the Punjab Municipal Infrastructure Development Company (PMIDC), on behalf of Department of Local Government (hereinafter referred to as the “Client”) to the prospective Bidder or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in making their Financial Bids pursuant to this RFP. While all efforts have been made to ensure the accuracy of information contained in this RFP Document, this document purport to contain all the information required by Bidders. Bidders should conduct their own independent assessment, investigations and analysis and should check the reliability, accuracy and completeness of the information at their end and obtain independent advice from relevant sources as required before submission of their Proposal. Client or any of its employees or existing advisors shall incur no liability under any law, statute, rules or regulations as to the accuracy or completeness of the RFP Document. The Client reserves the right to change any or all conditions/information set in this RFP Document by way of revision, deletion, updating or annulment through issuance of appropriate addendum as the Client may deem fit without assigning any reason thereof.

The Client reserves the right to accept or reject any or all Proposals without giving any reasons thereof. The Client will not entertain or be liable for any claim for costs and expenses in relation to the preparation of the Proposals to be submitted in response to this RFP Document.

Information provided in this RFP to 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 Client accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

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1. Data Sheet

| | | |
|-----------|--|---|
| SN | Name of the Bid | Request for Proposal for Procurement of E-Vehicles (For Waste Collection) for 550 th Birth Anniversary Celebration of ShriGuru Nanak Devji |
| 1 | Time Period of the event | 20 th October – 20 th November 2019 |
| 2 | Method of Selection | Least cost basis (L1) |
| 3 | Tender Document Fee | INR 5000/- |
| 4 | Ernest Money Deposit (EMD) | INR 500000/- |
| 5 | Financial Bid to be submitted together with Technical Bid | Yes |
| 6 | Name of the Authority's official for addressing queries and clarifications | <p>ShriMukulSoni Chief Engineer (O&M) (M) – 9815900250</p> <p>Shri Rajinder Rai Municipal Engineer (M) – 9814301231</p> <p>e-mail: celgpb@gmail.com</p> <p>Punjab Municipal Infrastructure Development Company Punjab Municipal Bhawan, Plot no. 3A, Dakshin Marg, Sector 35A, Chandigarh, 160022</p> |
| 7 | Proposal validity Period | 90 days |
| 8 | Proposal Language | English |
| 9 | Proposal Currency | Indian Rupee (INR) |
| 10 | Schedule of Bidding Process | |
| | Task | Key Dates |
| | Bid upload date/time | 05 August 2019 |
| | Bid Start Date | 06 August 2019 |
| | Bid End Date | 26 August 2019 upto 4:00 pm |
| | Prebid Meeting | 13 August 2019, 12 noon onwards |
| | Opening of Technical Bids | 27 August 2019, 5 pm |
| | Opening of Financial Bid | 29 August 2019, 5 pm |
| | Issuance of Letter of Award (LoA) | 31 August 2019 |
| | Signing of Agreement | 03September 2019 |
| 11 | Consortium to be allowed | No |
| 12 | Sub-contracting is allowed | No |
| 13 | Account Details | <p>Account Holder Name: PMIDC (E Governance)</p> <p>A/c No.: 50100179680946</p> <p>IFSC Code: HDFC0000035</p> <p>Bank Name: HDFC Bank</p> <p>Branch: Chandigarh – Sector 35B</p> |

2. Terms of Reference

The celebrations of 550th Birth Anniversary of Shri Guru Nanak Devji, are being planned throughout the country and across the globe, in a grand and befitting manner along with State Governments, Central Government and the Indian Missions abroad. Guru Nanak Devji's teachings of love, peace, equality and brotherhood have eternal value for the residents of India.

For the celebration of 550th Birth Anniversary, a year-long calendar of events has been prepared for organizing commemorative events across various states. The primary focus of these celebrations are places like SultanpurLodhi (Kapurthala), Dera Baba Nanak and Batala (Gurdaspur) that have had a deep association with the First Guru of the Sikhs. As a part of these year-long celebrations, the towns of SultanpurLodhi, Dera Baba Nanak, and Batala have been taken up for special infrastructural development as towns of religious and historical importance.

Solid waste being a major challenge during ParkashParv, is going to be managed tactfully by qualified and experienced agencies. Office of the Deputy Director, Department of Local Government, Jalandhar is the nodal officer for the solid waste management infrastructure and services required for the smooth conduct of the celebrations period – 20th October to 20th November 2019. For this reason, The Terms of Reference (the “TOR”) and the scope of Bidder for this assignment are specified below.

A. Requirement of E-Rehris (E-Rickshaws)

Over the course of the event commemorating the 550th Birth Anniversary Celebration of Guru Nanak Devji in SultanpurLodhi, Kapurthala, approximately 30 lakh visitors are expected to visit the town of Sultanpur Lodhi. Due to the high footfall, approximately 75 tons per day of waste is expected to be generated. Due to the high density of footfall in the town, it is required to move waste from different points in the town to transfer stations located at various points of the town. In order to facilitate this movement, E-rehris or E-rickshaws are being procured as a part of the waste management system for the event.

| # | Type of Vehicle | Number Required |
|---|--|-----------------|
| | Battery Operated E-Rehris (E-Rickshaws) for transporting waste with covering arrangement | 45 |

B. Scope of Services

- i. Supply of E-Rehris (E-Rickshaws) as per the specifications (As per Annexure B: Specifications) and numbers as specified in Financial Bid format within the Delivery period needs to be ensured at Sultanpur Lodhi.
- ii. Setting up of charging points at three locations (as intimated by client) for the 550th Birth Anniversary Celebrations Event.
- iii. Operation and maintenance of the E-Rehris (E-Rickshaws) during the event period (30 days). Bidder to deploy a dedicated maintenance team to ensure that all the vehicles are operational at all times.
- iv. After the event, bidder needs to relocate all the E-Rehris (E-Rickshaws) to Amritsar Municipal Corporation or as instructed by the client.
- v. Setting up of charging points at three locations (as intimated by client) in Amritsar.
- vi. Bidder to conduct a two (2) day knowledge transfer session on the Operation and maintenance aspects of E-Rehris (E-Rickshaws) for the technical staff at Amritsar Municipal Corporation.

Service Level Benchmarks

- i. The E-Rehri (E-rickshaw) supplied under this contract shall conform to the standard mentioned in the Technical Specifications (Annexure B) or higher

Inspections and Tests

- i. The inspection of the E-Rehris (E-Rickshaws) shall be carried out to check whether the Goods are in conformity with the technical specifications attached to the contract and the Conditions of Contract.
- ii. The Client will test the equipment prior to their delivery/Distribution at Sites in the office/factory of the supplier. The Supplier will dispatch inspected & tested E-Rehris (E-Rickshaws) by the Client to the ultimate consignee along with manufacturer's warranty certificate. Complete hardware and software as specified in Specifications (Provided in Annexure B: Specifications) should be supplied, installed and commissioned properly against the purchase order of the Client by the Supplier prior to commencement of performance tests, if not carried out by the Client prior to their delivery at Sites.
- iii. The acceptance test/verification will be conducted by the team (Not exceeding 6 people) nominated by the Client. There shall not be any additional charges for carrying out acceptance tests. The acceptance will involve trouble-free operation during acceptance testing period. During acceptance tests, the E-rehris (E-rickshaw) having the same or higher technical specifications as given in the contract shall only be accepted.
- iv. In the event of the E-Rehris (E-Rickshaws) failing to pass the acceptance test, a period not exceeding two weeks will be given to rectify the defects and clear the acceptance test, failing which the Client reserves the rights to get the E-Rehris (E-Rickshaws) replaced by the Supplier at no extra cost to the Purchaser.

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- v. Successful conducts and conclusion of the acceptance test for the supplied E-rehri (E-rickshaw) shall also be the sole responsibility and at the cost of the Bidder
- vi. The inspections and tests will be conducted on the premises of the Supplier/ Manufacturer. For conducting the inspection and tests at the premises of the Supplier/Manufacturer, all required facilities/logistics including travel, boarding and lodging, inspection facilities, assistance etc. Shall be provided by the Supplier at no charge to the inspection team of the Purchaser. Supplier shall intimate to the Purchaser that the E-Rehri (E-Rickshaws) are ready for inspection and the Purchaser can send their team for inspection. After receipt of such intimation from the Supplier, the Purchaser shall arrange for inspection.
- vii. Should any inspected or tested E-Rehri (E-Rickshaws) fail to conform to the specifications, the Purchaser may reject the E-Rehri (E-Rickshaws) and the Supplier shall either replace the rejected Rickshaw/Cart or make alterations necessary to meet specification requirements free of cost to the Purchaser.
- viii. The Purchaser's rights to inspect, test and, where necessary, reject the E-Rehri (E-Rickshaws) after the E-Rehri (E-Rickshaws) arrival at Final Destination shall in no way be limited or waived by reason of the E-Rehri (E-Rickshaws) having previously been inspected, tested and passed by the Purchaser or its representative.

Manual and Drawings

- i. Before the E-rehri (E-rickshaw) are taken over by the representatives of the project site, i.e. MC SultanpurLodhi, the Bidder shall supply operation/user manual together with, if any. These shall be in such detail as will enable the Client to operate all the equipment as stated in the specifications.
- ii. The manual shall be in Punjabi and English and in such form and numbers as stated in the purchase order. Unless and otherwise agreed, the E-rehri (E-rickshaw) shall not be considered to be completed for the purpose of taking over until such manuals, as stated in the purchase order, have been supplied to the Client

Packing

- i. The Supplier shall provide such packing of the E-rehri (E-rickshaw) as is required to prevent their damage or deterioration during transit to their final destination as indicated in the purchase order. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit and open storage. Packing case size and weights shall be taken into consideration where appropriate, the remoteness of the E-rehri (E-rickshaw) final destination and the absence of heavy handling facilities at all points in transit

- ii. The packing, making and documentation within and outside the packages shall comply strictly with such special requirements as shall be provided for in the Agreement

Delivery Documentation of E-rehri (E-rickshaw) and Delay in Supplier's Performance

- i. Supplier shall intimate to the Client that the E-rehri (E-rickshaw) are ready for inspection and test. After receipt of such intimation from the Bidder, the Client will arrange the inspection and test of E-rehri (E-rickshaw)
- ii. Upon delivery of the E-rehri (E-rickshaws) the Bidder shall notify in writing the Client and the insurance company the full details of the delivery including purchase order number, description of E-rehri (E-rickshaw) quantity, name of the consignee, etc. The Bidder shall mail the following documents to the Client
 - a. 3 copies of the Bidders invoice showing E-Rehri (E-Rickshaw) description, quantity, unit price, total amount
 - b. Delivery challans duly signed and stamped by the consignee, i.e. by the representatives of project site
 - c. Manufacturer's warranty certificate
 - d. E-Rehri (E-Rickshaw) inspection report and User Manual
- iii. If at any time, during the performance of the contract, the Bidder should encounter conditions impeding timely delivery of the E-Rehri (E-Rickshaws) and performance of services, the Bidder shall promptly notify the Client in writing of the fact of the delay, its likely duration and its cause(s) as soon as possible. After receipt of the Bidder's notice, the Client shall evaluate the situation and may, at its discretion, extend the Bidder's time for performance with or without liquidated damages, in which case the extension shall be ratified by parties by amendment of the Purchase order.**

Incidental Services

The following services shall be furnished and the cost shall be included in the contract rates

- i. On site delivery in Sultanpur Lodhi and satisfactory installation and execution of all the E-Rehri (E-Rickshaw) as per Purchase order
- ii. Transportation of E-Rehri (E-Rickshaws) from Sultanpur Lodhi to Amritsar, within 15 days of event completion.
- iii. Furnishing all manuals as per purchase order to the project site
- iv. Maintenance and repair of the E-Rehri (E-Rickshaw) at the project location during the warranty period including the cost of all spares
- v. Accommodation and other arrangements for the bidder's maintenance team during the event at Sultanpur Lodhi.

Spare Parts

The Bidder shall carry sufficient inventories to assure ex-stock availability of spares for the event in Sultanpur Lodhi. The Bidder shall stock the spares required for the maintenance for next 3 years and hand over to Amritsar Municipal Corporation.

Other Facilities and Charges

The bidder shall ensure adequate charging points are provided for recharging the batteries of the E-Rehris (E-Rickshaw) at the locations intimated by the Client. The Client shall provide electricity tapping off point at the locations where charging point are to be set-up. Bidder to complete the supply network from the tapping off point till the charging point at all three locations in Sultanpur Lodhi and subsequently at Amritsar.

The bidder shall bear all levies and charges imposed in relation to this project such as but not limited to:-

- i. RTO registration of all E-rehris (E-Rickshaws) and other compliances, as applicable
- ii. Maintenance charges, etc.

Payment schedules, deliverables and timelines

- i. Delivery Period: The supply and delivery of E-Rehris (E-Rickshaw) in Sultanpur Lodhi should be completed within 45 days from the date of issue of work order
- ii. Payment Schedule

| Instalments | Percentage | Payment Schedule |
|----------------------------|-------------------|--|
| 1 st Instalment | 20 | After 50 percent supply of the E-Rehris (E-Rickshaw) at the Celebrations site(s) along with supporting documents (warranty, test certificates etc.). |
| 2 nd Instalment | 20 | After remaining 50 percent supply of the E-Rehris (E-Rickshaw) at the Celebrations site(s) along with supporting documents (warranty, test certificates etc.). |
| 3 rd Instalment | 20 | After completion of all inspection and tests, satisfactory approval given by representatives of Client and delivery of requisite inspection test results to the client |
| 4 th Instalment | 20 | After completion of the event and transportation of the E-Rehris (E-Rickshaw) at Amritsar Municipal Corporation |
| 5 th Instalment | 20 | After setting up of charging stations in Amritsar and conducting knowledge transfer session for Amritsar Municipal Corporation officials |

Payment to the Bidder shall be made by the Client within maximum 15 days from the submission of the invoice along with requisite supporting documents as mentioned above.

3. Eligibility and Evaluation Criteria

A. Eligibility Criteria

a. Conditions of Eligibility and Applicants

Bidders must read carefully the minimum conditions of Eligibility (the conditions of Eligibility) provided herein, proposals of only applicants who satisfy the conditions of Eligibility will be considered for evaluations

To be eligible for Evaluation for this tender proposal, the Bidder shall fulfil the following eligibility criteria

| # | Eligibility Conditions | Documentary proof to be submitted |
|----|---|--|
| 1. | Bidder should be a company/firm/LLP registered in India under the Company Act, 1956 or Companies Act, 2013 or a partnership firm registered under the Partnership Act of 1932 or registered (converted to) under the Indian Limited Liability Partnership Act, 2008 | Company or Organization Registration Certificate |
| 2. | If the Bidder is an Original Equipment Manufacturer | Certificates complying with requirements of International Standards (ISO) For Quality Management (ISO 9001:2008) and Environmental Management System (ISO 14001:2004) and NSIC and ARAI certificates |
| 3. | Financial Capacity: The Bidder shall have a minimum average annual turnover of INR 5 Cr (INR Five Crore Only) during the last three consecutive years | Form 2 and Audited Accounts/Financial Statements |
| 4. | The Original Equipment Manufacturer should be an ISO certified company with a manufacturing plant/full-fledged service centre with complete workshop facilities in India and shall have manufactured and supplied at least minimum 75 nos. of Electric Rickshaw Tipper to ULBs/Government Undertaking Department in India. | Purchase Order and Completion Certificate from Client |
| 5. | The Bidder should have a valid GST registration certificate | Copies of Registration Certificate should be enclosed to this effect |
| 6. | Bidder should not have been barred by the Central Government, State Government, Statutory authority or a public-sector undertaking, as the case may be, from participating in any project, and such bar shall not subsist as on the date of the Proposal | Undertaking as per Form 6 |
| 7. | Bidder should have, during the last three years, neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judiciary authority or a judicial pronouncement or arbitration award against Bidder, nor been expelled from any project or agreement nor have had any agreement terminated for breach by such Bidder | Undertaking as per Form 7 |

Note:

- i. The Bidder should be either an Original Equipment Manufacturer or an Authorized Dealer of the OEMs for which they must submit a copy of documentary proof, failing to which will lead to rejection of their bid. In case the bidder is a dealer, he will submit an undertaking from the OEM about the satisfactory completion and O&M of the project. In case of non-performance of the dealer, OEM will be held equally responsible.
- ii. The Bidder either an Original Equipment Manufacturer or their authorized dealer should clearly mention the warranty they are offering on the items that they are intending to supply.
- iii. The OEMs should certify that they have support mechanism either directly or through their authorized channel partners/dealers in Punjab.
- iv. The Original Equipment Manufacturer of the machine should certify that the machine meets all the minimum technical parameters as specified in the tender

B. Evaluation

Bidders have to meet all Eligibility Criteria set to qualify as Eligible Bidders. Only those Bidders who have met the Eligibility Conditions will be considered for Financial Evaluation. The Technical Proposal shall comprise of documents ascertaining the eligibility conditions, Bidder's experience, its understanding of Scope of Work, and work plan.

All Bidders that qualify the technical evaluation will form a Panel of Shortlisted Bidders. The Financial bids of only the Eligible Bidders will be opened and evaluated. Bidder with the lowest financial quote shall be considered as L1 and shall be selected for the assignment.

4. Instructions to Bidders

General Instructions

- A. **Number of Proposal and Respondents**
 - a. No Bidder shall submit more than one (1) Proposal in response to this RFP
 - b. The RFP is non-transferable
- B. **Proposal Preparation Cost**
 - a. Bidders shall bear all costs associated with the preparation and submission of the Proposal. The Client will not be responsible and liable for any costs, regardless of the conduct or outcome of the Proposal/process
 - b. Bidders are encouraged to submit their Proposals after visiting the site of Sultanpur Lodhi and office of the Department and ascertaining for themselves the availability of documents and other data with the Department, Applicable laws and regulations or any other matter considered relevant by them
 - c. All papers submitted with the Proposal are neither returnable nor claimable
- C. **Right to accept/reject any or all Proposals**
 - a. Notwithstanding anything contained in this RFP, the client reserves the right to accept or reject any Proposal and to annul the bidding process and reject all the Proposals, at any time without any liability or any obligation for such acceptance, rejection or annulment, without assigning any reason
 - b. The client reserves the right to reject any proposal if:
 - i. At any time, a material misrepresentation is made or discovered, or
 - ii. Bidder/s do/does not respond promptly and diligently to requests for supplemental information required for the evaluation of Proposals, or
 - iii. Bidder does not adhere to the formats provided in Annexure A to the RFP while furnishing the required information/details
- D. **Clarifications**
 - a. Bidders are encouraged to inform themselves fully about the assignment and the local conditions before submitting the Proposal by paying a visit to the client and the Project site, sending written queries to the client, and attending a Pre-Proposal Conference
 - b. Bidders requiring any clarification on the RFP may send their queries to the client by email at the mail-id provided in the communications details in the Data Sheet with subject clearly written the following identification:

“Queries/Request for Additional Information concerning Request for Proposal for Procurement of E-Vehicles (E-Rehris/E-Rickshaws) for waste management activities for the 550th Birth Anniversary Celebrations of ShriGuru Nanak Devji (ParkashParv 2019) at Sultanpur Lodhi”

- c. The Client shall endeavour to respond to the queries within the period specified therein but no later than 7 (seven days) prior to Proposal Due Date (PDD). The responses will be sent by e-mail. The Client will post the reply to all such queries on the official website
- d. The Client reserves the right not to respond to any queries or provide any clarifications, in its sole discretion, and nothing in this Clause 4.D shall be construed as obliging the client to respond to any question or to provide any clarification

E. Amendment of the RFP

- a. At any time prior to the Proposal Due Date (PDD), the Client, for any reason, whether at its own initiative or in response to a clarification requested by eligible Bidder/s, may modify the RFP by issuance of an addendum. Such amendments shall be uploaded on the e-procurement website <http://eproc.punjab.nic.in> through a corrigendum and this shall form an integral part of the e-bid/Proposal document. The relevant clauses of the e-bid/Proposal document shall be treated as amended accordingly. It shall be the sole responsibility of the prospective Bidder to check the above-mentioned website from time to time for any amendment in the RFP document/s. The Department shall not be responsible for failure to get/download the amendments
- b. To provide Bidders a reasonable time to examine the addendum, or for any other reason, the client may, at its own discretion, extend the Proposal Due Date (PDD)

F. Data Identification and Collection

- a. It is desirable that Bidders submit their Proposal/s after verifying the availability of the data, information and/or any other matter considered relevant
- b. It would be deemed that by submitting the Proposal, the bidder has
 - i. Made a complete and careful examination and accepted the RFP in totality
 - ii. Received all relevant information from the Client and;
 - iii. Made a complete and careful examination of the various aspects of the Scope of Work
- c. The Client shall not be liable for any mistake or error on the part of the bidder in respect of the above

5. Preparation and Submission of Proposals

A. Language and Currency

- a. The Proposal and all related correspondence and documents should be written in the English language. Supporting documents and printed literature furnished by the Bidder with the Proposal may be in any other language provided they are accompanied by appropriately certified translations in the English language. Supporting materials, which are not translated into English, may not be considered for evaluation. For the purpose of interpretation and evaluation of the Proposal, the English language translation shall prevail
- b. The currency for the purpose of the Proposal shall be the Indian National Rupee (INR)

B. Proposal Validity Period and Extension

- a. Proposals shall remain valid for a period of 90 Days from the Proposal Due Date ("Proposal Validity Period") and Client may solicit bidder's consent for extension of the period of validity, if required. The client reserves the right to reject any Proposal, which does not meet this requirement.
- b. In exceptional circumstances, prior to expiry of the original Proposal Validity Period, The client may request Bidders to extend the validity period for specified additional period. Bidders, who may not extend the validity period, will deem to have withdrawn their Proposal at the expiry of validity period

C. Format and signing of Proposals

- a. Bidders shall prepare electronic copies of the technical and financial e-bid/Proposals separately
- b. Bidders should provide all the information as per the RFP and in the specified formats. The Client reserves the right to reject any Proposal that is not in the specified formats
- c. In case Bidders intend to provide additional information for which specified space in the given format is not sufficient, it can be furnished in duly stamped and signed PDFs

D. Pre-Bid Conference

- a. A Pre-Bid Conference shall be held at 12 noon onwards on 12th August 2019 at the below address:-
Punjab Municipal Bhawan
Conference Room, 5th Floor

Plot No. 3A, Sector 35A
Chandigarh -160022

- b. Bidders to share all the queries before the pre-bid conference.

For any further clarifications, please contact:

ShriMukulSoni
Chief Engineer (O&M)
(M) – 9815900250

Shri Rajinder Rai
Municipal Engineer
(M) – 9814301231

e-mail: celgpb@gmail.com

E. Submission of e-bid/Proposal

- a. The bid submission module of e-procurement website <http://eproc.punjab.gov.in> enables Bidders to submit Proposal online in response to this RFP published by the client. Submission can be done till the Proposal Due Date specified in the RFP. Bidders should start the process well in advance so that they can submit their Proposal in time. Bidder should submit their Proposal considering the server time displayed in the e-procurement website. This server time is the time by which the submission activity will be allowed on the Proposal Due Date indicated in the RFP schedule. Once submission date and time has passed, Bidders cannot submit their Proposals. For delay in submission of Proposal due to any reasons, The client shall not be held responsible
- b. The Bidder should register with his/her Digital Signature Certificate (DSC) of required class in the e-tendering system and subsequently he/she will be allowed to carry out his/her e-bid/Proposal submission activities.
- c. The client reserves the right to cancel any or all e-bids/Proposals without assigning any reason.

F. Deadline for Submission

- a. E-bid/Proposal (technical and financial) must be submitted by bidder at e-procurement website <http://eproc.punjab.gov.in> no later than the time specified on the Proposal Due Date. The client may, at its discretion, extend this deadline for submission of Proposal by amending RFP document in which case all rights and obligations of the client and Bidders previously subject to the deadline will thereafter be subject to the deadline, as extended.

G. Late Submission

- a. The server time indicated in the bid management window on the e-procurement website <http://eproc.punjab.gov.in> will be the time by which the e-bid/Proposal submission activity will be allowed till the permissible date and time scheduled in the e-tender. Once the e-bid/Proposal submission date and time is over, bidder cannot submit his/her e-bid/Proposal. Bidder must start the bid submission well in advance so that the submission process passes off smoothly. Bidder will only be held responsible if his/her e-bid/Proposal is not submitted in time due to any reason, for whatsoever reason, during the e-bid/Proposal submission process

H. Selection of Bidder

- a. From the time the Proposals are opened to the time the contract is awarded, if any Bidder wishes to contact the client, on any matter related to their Proposal it should do so in writing. Any effort by Bidders to influence any officer or bearer of the client in the Proposal evaluation or contract award decisions may result in the rejection of bidder's Proposal.

I. Opening of Proposals

- a. The client will open all technical e-bids/Proposals, in the presence of Bidder's representatives who choose to attend on the prescribed date of opening at the client's office.
- b. Bidder's representatives who are present shall sign a register evidencing their attendance. In the event of the specified date e-bid/Proposal opening being declared a holiday for the client, the e-bids shall be opened at the appointed time and place on the next working day. Bidder who is participating in e-bid/Proposal should ensure that the RTGS of Fee, EMD mentioned in the Data sheet must be submitted in the prescribed account of the client within the duration (strictly within opening & closing date and time of individual e-bid/Proposal) of the work as mentioned in RFP, otherwise, in any case, bid shall be rejected.
- c. Bidders names and the presence or absence of requisite e-bid/Proposal security and such other details as the client at its discretion may consider appropriate, will be announced at the opening. The names of such Bidders not meeting the technical specifications and qualification requirement shall be notified subsequently.
- d. The client will prepare minutes of e-bid/Proposal opening

J. Confidentiality

- a. Information relating to the examination, clarification, evaluation and recommendation for the shortlisted Bidder/s shall not be disclosed to any person not officially concerned with the process
- b. After opening of the Proposals, no interim information relating to the examination, clarification, evaluation and comparison of Proposals and recommendations concerning the award of contract shall be disclosed to Bidders or their representatives, if any. Any effort by a Bidder to exert undue or unfair influence in the process of examination, clarification, evaluation and comparison of Proposal/s shall result in outright rejection of the offer, made by the said Bidder.

K. Indemnity

- a. The qualified bidder shall provide indemnity towards any damage, misdemeanour of the employees or authorized personnel, appointed, agents, to client.
- b. Further client shall not be responsible for any payments, statutory obligations like insurance cover, PF, etc. for accident, mishap, handicap and/or death occurring and affecting Bidder's employees or authorized personnel, appointed , agents during and after the provision of the Services at the event grounds.
- c. Client shall be entitled to full disclaimer and immunity towards compensation of any type and in any form for the consequences of the services being provided including any eventual loss or damage suffered by the service provider, in any manner.

L. Tests of Responsiveness

- a. Prior to evaluation of the Proposals, the client will determine whether each Proposal is responsive to the requirements of the RFP. The Proposals shall be considered responsive if:
 - i. It is received or deemed to be received by the due date and time including any extension thereof pursuant to the data sheet
 - ii. It contains all information as desired in this RFP
 - iii. Information is provided as per the formats specified in this RFP
 - iv. It mentions the validity period as set out in the Data Sheet
 - v. Bids are accompanied with Tender Document Fee (non-refundable) and EMD as specified in the Data Sheet of this RFP
- b. The client reserves the right to reject any Proposal which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the client in respect of such proposal

M. Termination

The client, may without any prejudice, to any other remedy for breach of contract, by written notice of default sent to the qualified bidder, terminate the contract in whole or in part if;

- i. The qualified bidder fails to deliver any or all of the obligations within the time period(s) specified in the contract, of any extension granted thereof by the authority
- ii. The qualified bidder fails to perform any other obligation(s) under the contract

N. Clarifications sought by Client

- a. Submissions from Bidders would first be checked for responsiveness as set out in Clause 4.
- b. All Proposals found to substantially responsive shall be evaluated as per the Technical/Evaluation Criteria set out in Clause 3.A of this RFP
- c. The Proposal containing the Technical Details in Clause 3.A of bidder/s who do not meet the Technical Criteria shall not be considered for further process

O. Liquidated Damages

- a. If the Bidder fails to deliver any or all the Goods by the Date(s) of delivery or perform the related services within the period specified in the contract, the client may without prejudice to all its other remedies under the contract, deduct from the contract, as liquidated damages, a sum equivalent to 5% of the delivered price of the delayed goods or unperformed services for each week or part thereof delay until a maximum deduction of 10% of the total value of goods to be delivered.
- b. Once the maximum limit is reached, the client may terminate the contract pursuant to Clause 5.M

P. Dispute Resolution

- a. If over the works, any dispute arises between the two parties, relating to any aspects of this Agreement, the parties shall first attempt to settle the dispute through mutual and amicable consultation.
- b. In the event of agreement not being reached, the matter will be referred for arbitration by a Sole Arbitrator not below the level of retired Superintending Engineer, PWD to be appointed by the client. The Arbitration will be conducted in accordance with the Arbitration and Conciliation Act, 1996. The decision of the Arbitrator shall be final and binding on both the parties. The Arbitrator shall give his award/decision within 60 days of start of proceedings.

- c. Notwithstanding the pendency of the dispute, both parties shall continue to perform their responsibilities.

Q. Performance Security

Within 5 days of receiving Letter of Acceptance, the successful bidder shall deliver to the GM PMIDC, Department of Local Government, Chandigarh either a bank guarantee or a bank draft in favour of the Client, for an amount equivalent of 5% of the contract price. The Performance Security shall be valid until 6 months after the date of issue of Certificate of Completion. Failure of the successful bidder to furnish performance security and signing the agreement within the stipulated time shall constitute sufficient grounds for annulment of award and forfeiture of the Bid Security, in which case the client may make the award to the next lowest evaluated bidder or call for new bids

R. Corrupt and Fraudulent Practices

The client requires compliance with its policy in regard to corrupt and fraudulent practices. In further pursuance of this policy, Bidders shall permit and shall cause its agents (whether declared or not), sub-consultants, service providers, or suppliers and any thereof, to permit the Bank to inspect all accounts, records and other documents relating to any pre-qualification process, bid submission, and contract performance (in case of award), and to have them audited by auditors appointed by the Bank

6. Annexure A: Standard Forms

Form 1: Technical Proposal Submission Form

[Location, Date]

To:

Dear Sirs:

We, the undersigned, offer to provide the Outsourcing services for Request for Proposal for Procurement of E-Vehicles (E-Rehris/E-Rickshaws) for waste management activities for 550th Birth Anniversary Celebrations of ShriGuru Nanak Devji (ParkashParv 2019). In accordance with your Request for Proposal dated [Insert Date] and our Proposal. We are hereby submitting our Proposal, which includes a Technical Proposal, and a Financial Proposal.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the Proposal Validity Period, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We undertake, if our Proposal is accepted, to initiate the services related to the assignment at a date mutually agreed between us.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

RFP for Procurement of E-Vehicles (For Waste Collection) for the 550th Birth Anniversary Celebrations of ShriGuru Nanak Devji

Form 2: Financial Capacity of Bidder

| S.no. | Financial Year | Annual Turnover |
|-------|----------------|-----------------|
| 1. | | |
| 2. | | |
| 3. | | |

Note: Attach audited financial statements as proof of the above figures

RFP for Procurement of E-Vehicles (For Waste Collection) for the 550th Birth Anniversary Celebrations of ShriGuru Nanak Devji

Form 3: Eligible Assignments of Bidder

| S.no. | Name of Project* | Name of Client | Professional Fee received by bidder (in Rs. crore) |
|-------|------------------|----------------|--|
| 1. | | | |
| 2. | | | |
| 3. | | | |

*Bidder should provide details of only those assignments that have been undertaken by it under its own name along with satisfactory completion certificate by authority.

Form 4: Bidder's organization and experience

[Provide here a brief (two pages) description of the background and organization of your firm/entity]

Form 5: Declaration for not being barred by the Central Government, any State Government, a statutory authority or a public sector

Declaration Letter for “Request for Proposal for Procurement of E-Vehicles (E-Rehris/E-Rickshaws) for waste management activities 550th Birth Anniversary Celebrations of ShriGuru Nanak Devji (ParkashParv 2019)”
(To be printed on Letter Head)

Sir/Madam,

This is to notify you that our Company / LLP / Partnership / <Please delete whichever is not applicable> intends to submit a proposal in response to “Request for Proposal for Procurement of E-Vehicles (E-Rehris/E-Rickshaws) for waste management activities for 550th Birth Anniversary Celebrations of Guru Nanak Devji (ParkashParv 2019)”, we also declare that our Company / LLP / Partnership <Please delete whichever is not applicable> has not been blacklisted by any Central / State Government Department / Public Sector Undertaking.

Sincerely,

(Signature of the Authorized Person)

Name:

Designation

Form 6: Declaration that, during the last three years, bidder has neither failed to perform on any agreement, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against bidder, nor been expelled from any project or agreement nor have had any agreement terminated for breach by such bidder

Declaration Letter for “Request for Proposal for Procurement of E-Vehicles (E-Rehris/E-Rickshaws) for waste management activities for 550th Birth Anniversary Celebrations of ShriGuru Nanak Devji (ParkashParv 2019)”
(To be printed on Letter Head)

Sir/Madam,

This is to notify you that our Company / LLP / Partnership / <Please delete whichever is not applicable> intends to submit a proposal in response to “Request for Proposal for Procurement of E-Vehicles (E-Rehris/E-Rickshaws) for waste management activities for 550th Birth Anniversary Celebrations of Guru Nanak Devji (ParkashParv 2019)”, we also declare that our Company / LLP / Partnership / <Please delete whichever is not applicable> has during the last three years, neither failed to perform on any agreement, nor has been evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or agreement nor have had any agreement terminated for breach by us.

Sincerely,

(Signature of the Authorized Person)

Name:

Designation

RFP for Procurement of E-Vehicles (For Waste Collection) for the 550th Birth Anniversary Celebrations of ShriGuru Nanak Devji

Form 7: Declaration

(Date)

To: (Name and address of Client)

Subject: Financial Proposal

Reference: Request for Proposal for Procurement of E-Vehicles (E-Rehris/E-Rickshaws) for waste management activities for 550th Birth Anniversary Celebrations of Guru Nanak Devji (ParkashParv 2019)

Dear sirs,

We have read and examined the RFP Document dated DDMMYYYY complete with the Terms of Reference, Instructions to Bidders and General Conditions of Contract.

Our financial quote for the provision of services as per the conditions of the RFP are enclosed as Annexure A.

The financial proposal submitted is unconditional and fulfils all the requirements of the RFP document. Provisions for GST and reimbursable expenses shall be as per the terms stated in the RFP Document.

Our Financial Proposal shall be binding upon us up to the expiration of the validity period of the proposal. We understand the Client is not bound to accept any proposal that is received.

Signature and Name of Authorised Person

NAME OF BIDDER AND SEAL

7. Annexure B: Technical Specifications of E-Rehris (E-rickshaws)

| Specification Name | Minimum Values | Remarks |
|---|--|--|
| Type of E Cart/E vehicle | Fully Electric, Battery Operated Motor Driven | |
| Pedal assistance | Not Required | |
| Reverse Gear | Required | |
| Maximum Speed | 20-25 kmph | To be tested with full load |
| Curb Weight of E Cart (kg) | 200 kg | Tentatively |
| Laden Weight (Curb weight + weight of driver + waste) (kg) | 750 kg | For full charge of the battery, to be tested with full load at maximum speed |
| Run Distance (for a full charge of battery, to be tested with full load at maximum AIS-040 (km) | 80 km or more | |
| Motor Output Power | 48V, 650W or above | |
| Motor Type | Brushless Motor | |
| Motor Efficiency | 85% or above | |
| Battery Voltage | 48V | |
| Battery Capacity | 100 Ah | |
| Type of Battery | Lead Acid or better, EV grade, deep discharge capability and high cycle life | |
| Battery Charge | 230 V Nominal Input Voltage, High Efficiency | |
| Electric power supply efficiency | 95% or above | |
| Mechanical power transmission efficiency | 95% or above | |
| Overall efficiency of the E-Rehri (E-Rickshaw) | 75% or above | To be tested at full load with maximum speed for the full range |
| The body size shall be | 2.5 cu m with covering arrangement | |

Fitness, Compliance and Test Certificates to be submitted for the E-Rehri (E-Rickshaw)

- i. Fitness/Compliance Test as per the Ministry of Road Transport and Highways GSR no. 709 (E) dated 8 October 2014
- ii. Compliance certificate for the following test to be carried out as per the Safety Standards for E-Rehri (E-Rickshaws) as per the Ministry of Road Transport and Highways notification no. S.O. 2590 (E) dated 8 October 2014

RFP for Procurement of E-Vehicles (For Waste Collection) for the 550th Birth Anniversary Celebrations of ShriGuru Nanak Devji

| S.no. | Parts/Components/Assemblies | Test Standards |
|---|---|---|
| | Automotive lamps used in motor vehicles for the following applications: Head Lights Main and Dip Parking Light Direction Indicator Lamp Tail Lamp Reversing Lamp | AIS – 034/2004 |
| | Wheel rims | AIS – 073/2007 |
| | i. Installation requirement for lighting, light signalling devices ii. Performance for requirement of lighting, light signalling devices | AIS – 0009/2001 AIS – 012/2004 AIS – 010/2004 |
| | The requirements for construction and functional safety of battery operated vehicles | AIS – 038/2003 |
| | The measurement of net power and the maximum thirty minute power and speed for battery operated vehicles | AIS – 041/2003 |
| | Traction batteries used in battery operated vehicles | AIS – 048/2009 |
| | Requirement of handholds | AIS – 046/2009 |
| Compliance/Test certificates for the following additional tests to be carried out for the E-Rehri (E-Rickshaw) | | |
| | Range | AIS - 040 |
| | Overall efficiency | AIS – 039 |
| | Gradeability | Procedure as per AIS – 003 |
| | Ground clearance | IS – 9435 |

8. Annexure C: Financial quote

To,

Subject: Financial Quotation for Supply of “E-Vehicles (for waste Collection) for the 550th Birth Anniversary Celebrations of ShriGuru Nanak Devji”

Dear Sir or Madam,

We hereby, having reviewed and fully understood all the terms and conditions of this bidding document, submit our financial proposal for the Supply of the following equipment for your evaluation. The price quoted includes packaging, forwarding charges, insurance, all taxes and duties, etc.

| S.no. | Details | Per Unit Price | Total Unit Amount as Desired in Bid |
|-------|-----------------------|----------------|-------------------------------------|
| | Basic Price | | |
| | Goods and Service Tax | | |
| | Others | | |
| | Grand Total | | |

(Grand Total Amount of Total Unit Amount in Words _____)

The Price quoted above is net including all taxes and duties, packaging, forwarding charges are included in the indicated price. The price are fixed and firm and are inclusive of all applicable taxes and duties as may be statutorily applicable.

Place:

Date:

Authorized Signature [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____