ଝାରସୁଗୁଡା ପୌରପାଳିକା କାର୍ଯ୍ୟାଳୟ

JHARSUGUDA MUNICIPALITY

ମଙ୍ଗଳବଜାର, ଝାରସୁଗୁଡା - ୭୭୮୨୦୧

Mangal bazaar, Jharsuguda - 768201

Mail: jsgmunicipality@yahoo.com, Ph- 06645-272236

Letter No...6340..... Dt. 27..10..2026

Tender Call Notice

The Executive Officer on behalf of Municipal Council, Jharsuguda invites rate bids in Double cover system in conformity with the detailed tender call notice to be eventually drawn up in Municipal Agreement for execution of "PRIVATISATION OF SANITATION WORKS: Road sweeping, cleaning of drains, bush cutting and collection, segregation and transportation of waste collected from sweeping to identified MCC / MRF Centre under Jharsuguda Municipality and also transportation of silt generated from drain cleaning in 22 nos. of wards to low land area identified by Jharsuguda Municipality". The bidder may submit bids for any one or both the following works.

Sl. No.	Name of the work	For Zone No.	Estimated Cost per month (in Rs.)	Cost of Tender paper (in Rs.)	EMD (in Rs.)	Contact Period
1	"Privatisation of Sanitation Works: Road sweeping, cleaning of drains, bush cutting and collection, segregation and transportation of waste collected from sweeping to identified MCC / MRF Centre under Jharsuguda Municipality & also transportation of silt generated from drain cleaning in 22 nos. of wards to low land area identified by Jharsuguda Municipality".	Zone-1 Ward No. 1,2,3,4,5,6,18,19,20,21,22	3318837.87	10000.00	500000.00	3 Years
		Zone-2 Ward No. 7,8,9,10,11,12,13, 14,15,16,17	3656913.7	10000.00	500000.00	3 Years

Last Date of Sale/ download of DTCN : Up to 05.00 PM of Dt. 07.11.2026

Date of Pre-Bid Meeting : 12 Noon of Dt. 02.11.2026

Last date of receipt of queries : Up to 05.00 PM of Dt. 02.11.2026

Last Date of Receipt of Proposal : Up to 05.00 PM of Dt. 07.11.2026

Date and Time of Opening of Proposal : 12 Noon of Dt.09.11.2026

(In the Office Chamber of Executive Officer, Jharsuguda Municipality)

The bid document can be purchased from the office of the Jharsuguda Municipality against cost of Bid document in the form of demand draft issued from any scheduled Bank payable at Jharsuguda in favour of Executive Officer, Jharsuguda Municipality. The Bank draft should be prepared on or before the last date of sale of Bid Document or the Tender Paper. The paper cost of tender paper

in favour of DD must be submitted with document failing which the tender will be rejected. All other details are available at the office of the undersigned as well as in the Jharsuguda Municipality website https://jharsugudamunicipality.in. And Jharsuguda District website https://jharsuguda.odisha.gov.in.

The bid document should be submitted through Registered Post / Speed Post / Courier only at Jharsuguda Municipality. The Bid received after scheduled date and time will not be taken into consideration. The Bid must be accompanied with required Bid security declaration form against EMD to qualify in the technical Bid. The undersigned reserves the right to reject any or all tenders without assigning any reason thereof.

Executive Officer
Jharsuguda Municipality

Memo. 6341 JM/Dt. 27.10.2026

Copy submitted to the Deputy Director, I. & P.R. Department, Odisha, Bhubaneswar for publication of the above tender notice in two Odia daily newspapers for one day publication using minimum space of Govt. of Odisha I. & P.R. approved rate on Dt. 11.01.2025 and submit the bill after publication in duplicate for payment. The specified publication should be along with the bill.

Executive Officer
Jharsuguda Municipality

Memo. 6342 JM/ Dt. 27.10.2026

Copy to the DeGM, Jharsuguda, in favour of kind information and necessary action with a request to publish this tender in the District Website, Jharsuguda.

Executive Officer
Jharsuguda Municipality

Memo. 6343 JM/ Dt. 27.10.2026

Copy submitted to the Collector and District Magistrate, Jharsuguda / P.D. DUDA, Jharsuguda with a request to display the notice in their office notice board for wide publication.

Executive Officer
Jharsuguda Municipality

Memo. 6344 JM/ Dt. 27.10.2026

Copy submitted to the Under Secretary to Govt., H. & U.D Department, Govt. of Odisha, Bhubaneswar for favour of kind information and necessary action.

Executive Officer
Jharsuguda Municipality



Jharsuguda Municipality, Jharsuguda

REQUEST FOR PROPOSAL (RFP) FOR

"Supplying of Cleaning & Sanitation workers and Execution of Road Sweeping, Cleaning & Sanitation work for Jharsuguda Municipality"

Date: 27.10.2026

Last Date of Submission: 07.11.2026 at 5.00 PM

Executive Officer
Jharsuguda Municipality
Jharsuguda

1. INTRODUCTION

Jharsuguda Municipality was constituted on Municipal Act comprising an area of 74.87 Sq. K.M. Jharsuguda Municipality has undertaken pioneering work in various fields and perceives its role as principal provider of various municipal services to provide a better quality of life to the residents of Jharsuguda Municipality area. An area of 74.87 Sq. K.M is being covered by Jharsuguda Municipality which is divided into 24 wards.

Jharsuguda Municipality is the nodal body of the industry city of Odisha to carry out activities for efficient and sustainable Health and Sanitation within the city. For maintaining cleanliness throughout the city Jharsuguda Municipality collecting waste from door steps in a segregated manner and processing the same at wealth canters (MCC/MRF). Jharsuguda Municipality is using compartmentalized lower Commercial vehicles having dual partition for wet and dry waste with driver and loader.

GENERAL TERMS OF BIDDING: Minimum Eligibility Criteria

a) A firm registered under the Indian Societies Act / Company Act/ Indian Trust Act / Indian Religious and Charitable Trusts Act / Partnership firm or a Proprietorship firm can take part in the bid. The registration detail may be submitted with the Technical bid prescribed in the tender document with self-attestation of the documents.
b) The Firm should have valid GST Registration.
c) The Firm should have valid PAN and should have filed up to date return as on the date of submitting the bid.
d) Should have EPF &ESI Registration Certificate and deposit payment confirmation receipt along with ECR for minimum 300 no's of workers for the last three months from Jun 2026 to Aug 2026 be enclosed.
e) Copy of valid Labour Contract License of minimum 300 worker.
f) Having experience of at least 07 (Seven) years of executing similar nature of work during the preceding 10 financial years and certificate in this regard must be enclosed issued from the concerned authority/employer of a Government Department or a Urban Local Body (ULB), ,viz- road sweeping, drain clearing, bush cutting, and transportation of solid waste. The bidder must possess experience of transportation of solid waste to wealth centre of minimum 25 Ton per day.
g) Declaration in Notarized Stamp Paper regarding Non-Blacklisting of the firm by any Dept. or ULB as on the date of submission of bid.
h) The agency should have 30 vehicles registered in own name and RC should be submitted.
i) Affidavit regarding non- pendency of any criminal cases against the firm as on the date of submission of bid,
j) Cost of Tender Paper & EMD deposit is mandatory, no exemption shall be entertained at any case and bid shall be treated as cancelled in the absence of same.
k) The bid shall be submitted through registered/speed post and courier, any postal delay shell be the sole responsibility of the bidder and any document received beyond the due date shall not be entertained at any cost.
l) The Authority reserved the right to cancel any on all Tender without assigning any reason there off.

Financial eligibility:

The bidder should have an average annual turnover of Rs. 5 Cr. duly certified by chartered accountant during last 3 (three) financial years ending 31.03.2025 (i.e.:2022-23,2023-24&2024-25,) in Annexed in Annexure IV. Net worth Certificate citing a minimum net worth of 2 crore must also be furnished by the bidder.

2. Evaluation Criteria

Evaluation of the Technical and Financial proposals shall be based on Quality and Cost Based Selection (QCBS) procedure with weightage of 70% and 30% for technical and financial proposals, respectively.

i) Bids shall be evaluated for responsiveness and eligibility, against eligibility criteria mentioned above.

(ii) Only the eligible bids shall be evaluated as per the evaluation criteria as mentioned in Table No.1 & Clause No-3 below. Only of a bid securing more than 60% marks in the technical evaluation criteria shall be considered for opening of its financial bid.

3. I -Table 1: Evaluation Criteria

Sl.No.	Descriptions	Particulars			Maximum Marks Weightage/ Score allocated
1.	Year of Experience in handling sanitation in single ULBs (To be determined from Work Order/ Agreement copies/ Experience certificate in same ULBs)	7 Year	7 -10 Year	10 Year above	15
		5	10	15	
2.	Ongoing /Completed SWM projects in any Urban Local Body (ULB) of Odisha.	3 ULB	3-5 ULBs	5 ULBs above	15
		5	10	15	
3.	Quantity of waste handled in any of the last Five Financial Year.	25 TPD to 40 TPD	40TPD to 60 TPD	60 TPD & above	10
		5	7	10	
4.	Average Annual turnover during in last 3 years, from FY 2022-23 to FY 2023-24 & 2024-25 with valid UDIN duly audited by the Chartered Accountant or Statutory Auditor.	5 Crores	5-15 Crores	15 Crores and above	10
		5	7	10	

5.	NET worth of the firm as on 31st march 2025 Certificate from Chartered Accountant or Statutory Auditor	2-4 Crores	4-6 Crores	6 Crores and above	10
		3	5	10	
6.	Manpower in Municipal sanitation in single work order (to be determined from work order/Experience certificate) for at least 2 year.	200-300	300-600	600 and above	10
		3	5	10	
7.	Strength of Organisation (to be determined from EPF ECR from last 3 Months)	250-500	500-800	800 above	10
		5	7	10	
		5	7	10	
9.	Approach & Methodology through technical presentation. The Presentation shall be made by the Authorized representative/s of the Applicant on a scheduled date and time to be intimated by Jharsuguda Municipal. Presentation contents: • Maximum 20 slides • Presentation should only focus on operational planning and implementation and generation of IT based monitoring report and Service level compliances	20			20
TOTAL					100

a. Technical Score: The total score obtained by the Bidder as per sub-point (3) above shall be the technical score (Ts) of the Bidder. The technical score shall be calculated for each Bidders after the presentation out of the total mark of 100.

b. Financial Score: The financial bid of the bidder submitted vide Annexure-VI would be opened after the Technical evaluation.

c. Combined Final Evaluation: Combined score shall be worked out based on the Technical and financial scores of the individual Bidder as per QCBS method. Proposals would finally be ranked according to their combined Score(S) calculated based on technical (Ts) and financial (Fs) scores as per details given below:-

$S = Ts \times Tw + Fs \times Fw$

$Fs = (L1/L2) \times 100$ (Where Tw and Fw are weights assigned to Technical proposal and Financial Proposal in proportion to 0.7 and 0.3 respectively)

ii. Selection of Bidder:

The Bidder securing the highest combined score would be the H1 (highest Bidder) and shall be the eligible bidder. The Second and third Ranked Bidders shall be kept as reserve bidders and may be invited for negotiations in case the H1 (eligible) bidder withdraws, or fails to comply with the requirements specified in the bid document.

iii. In case two or more bidders secure similar combined scores then draw of lots shall be adhered to nominate the eligible bidder (H1).

4. Fees to be Paid by Bidder

Bid Security/EMD:

a. The agency shall submit EMD amounting Rs. 5,00,000 /- (Rupees Five lakh) in shape of Demand Draft from any scheduled commercial bank in favour of "the Executive Officer, Jharsuguda Municipality, Jharsuguda" payable at Jharsuguda.

b. No interest would be payable for any period on EMD or any other amount lying with the EO, Jharsuguda Municipality.

d. The EMD of the Successful Bidder will be refunded /released only after the receipt of the prescribed performance Security deposit/Bank Guarantee.

e. The EMD submitted by bidders other than selected bidder shall be refunded to them on written request for same by the unsuccessful bidders.

f. The Security Deposit of eligible bidder shall be liable for forfeiture on the following circumstances:-

I. If the bidder withdraws its Bid/Proposal after due date & during the Proposal Validity Period.
II. Bidder found engaged in any corrupt, fraudulent, coercive or undesirable practices or restrictive practices as specified in the tender document.
III. In case the bidder refuses to commence the work after receipt of the LOA.
IV. In case of a successful bidder, unable to commence the work within the due date and time as mentioned in the tender document from the issuance of LOA.
V. If a bidder withdraws its bid during the period of validity of the Bid.
VI. If the bidder fails to execute the work assigned as per the Scope of Work of Work Order.

5. Performance Security:

The Selected bidder, for due and faithful performance of its obligations under the Management Contract, shall require to provide a "Performance Security" of the value equivalent to 3% of the annual contract value in shape of a 'Bank Guarantee' or FDR from a scheduled bank, in favour of Jharsuguda Municipality within 07 days of receiving of LOA.

6. Cost of the tender document

a. The bidders are required to submit INR 10,000/- (Rupees Ten Thousand only) (non-refundable) to be payable in shape of Demand Draft from any scheduled commercial bank in favour of "Executive Officer, Jharsuguda Municipality, Jharsuguda" as Cost of Tender document.

b. The acknowledgement receipt of Bid Document Fees and EMD shall be submitted as Part of Technical Bid.

7. Disputes

All legal disputes are subject to the jurisdiction of Courts in Jharsuguda only.

8. SCOPE OF WORK

a. Terms and Conditions for Supply of Cleaning & Sanitation worker

1. There are 5 (Five) major identifiable components in the 'Scope of Work':

a. Road/ street sweeping and transportation of waste to disposal sites / segregated MSW to transportation to wealth centres.

b. Drain cleaning & de silting and transportation of waste to disposal sites.

c. Bush uprooting/ Bush Cutting and transportation of green waste to identified sites.

d. Conservancy cleaning and transportation of waste to disposal sites.

e. Any consumable items required for this cleaning and sanitation work, the agency will provide and the same will be reimbursed time to time from Jharsuguda Municipality.

Street/road sweeping, Conservancy Cleaning, Drain cleaning & De-silting and Bush Uprooting/Bush Cutting in respective Zone and the waste generated from the said activities are to be transported in segregated form to the nearest wealth Centres directly and inert to designated area for disposal, which is to be identified by Jharsuguda Municipality. Sweeping of Roads, pathways, bins, drain side and house front, shop front etc. to be done by the agency. The actual road length shall be finalized by undertaking Joint Survey with Jharsuguda Municipality Officials & Operator Officials after entering into the Contract. The operator shall prepare detailed sweeping plan along with road network within one (1) month from date award of contract, the same shall be approved by the Jharsuguda Municipality.

The scope of the project includes the following:

Detailed Scope of Work

Street Sweeping

I. The operator shall be responsible for sweeping of all the roads, lanes and bi-lanes within the Ward/project area (excluding roads where Mechanical Sweeping is engaged, sweeping of pathways, berm, drain side and house front, shop front etc. to be done by the agency). The actual road length shall be finalized by undertaking Joint Survey with Jharsuguda Municipality Officials & Operator Officials after entering into the Contract. The operator shall prepare detailed sweeping plan along with road network within one (1) month from date award of contract, the same shall be approved by the Jharsuguda Municipality.

II. The ward wise road length mentioned in the RFP is only an indicative assessment, the operator shall quote fee on own assessment of the exact road length. No expenses shall be claimed by the operator for assessment of the road length.

III. No extra payment will be made to the agency, after selection, if the road length in the project area is found more than the length indicated.

IV. The operator shall be responsible for sweeping and collection of waste from all the roads from wall to wall in the wards twice (2) a day in commercial areas (once in morning before opening of shops and once in the evening before closing of shop) and once in a day in the residential areas or as per the instructions of Jharsuguda Municipality.

V. The operator shall ensure that waste collected will not be further dumped at storage points (temporarily storage transfer points are not allowed) at any point of time, waste shall be transported to the wealth centers or designated disposal areas for disposal in segregated form as per the instructions of Jharsuguda Municipality.

VI. The operator is responsible for providing of vehicles for transportation of waste generated from the said activity to the designated disposal location. Jharsuguda Municipality will intimate the locations for disposal from time to time (Tractor/Excavator)

VII. Waste shall be transported in segregated form. MSW, inert material and bush/green waste are not allowed to be transported in mixed form. They should be transported separately.

Labour Estimate (Zone-1)

SL NO.	WARD NO.	Tentative Population (2026 Census)	Manpower requirement			
			Calculation (28/10000xPopulation)	Total	Male	Female
1	1	7340	20.552	21	10	11
2	2	5400	15.12	15	7	8
3	3	3290	9.212	9	4	5
4	4	6000	16.8	17	8	9
5	5	8090	22.652	23	11	12
6	6	4000	11.2	11	5	6
7	18	1850	5.18	5	2	3
8	19	2900	8.12	8	4	4
9	20	4710	13.18	13	6	7
10	21	7910	22.14	22	11	11
11	22	5240	14.67	15	7	8
			Total:-	**159**	**75**	**84**

Labour Estimate (Zone-2)

SL NO.	WARD NO.	Tentative Population (2026 Census)	Manpower requirement			
			Calculation (28/10000xPopulation)	Total	Male	Female
1	7	6421	17.97	18	9	9
2	8	3710	10.38	10	5	5
3	9	8280	23.18	23	11	12
4	10	5820	16.296	16	8	8
5	11	4790	13.41	13	6	7
6	12	4960	13.88	14	7	7
7	13	5110	14.3	14	7	7
8	14	5390	15.09	15	7	8
9	15	5840	16.35	16	8	8
10	16	6110	17.1	17	8	9
11	17	5930	16.6	17	8	9
			Total:-	**173**	**84**	**89**

Total Manpower Zone 1 & 2 -332+20 (Drain Workers) = 352 Nos

VIII. The norm of minimum number of sanitation worker (including door to door waste collection) is as per 10000 population (details in Table below). For the purpose the agency will engage adequate sanitation workers daily.

IX. Labour requirement for 30 days/31 days

X. 20 nos of additional workers for drain cleaning and desiliting is to provided separately.

XI. The agency shall provide adequate number of workers for public toilets under the municipality and the payment for same shall be reimbursed to the agency by the municipality separately

XII. All sanitation workers will be provided with photo identity card for their identification.

XIII. The agency will dispose all dead animal in the ground identified and all unknown human dead bodies will be disposed of by the agency in burial ground. For the purpose the agency will be paid @ Rs. 1000/- per street cattle's and unknown human dead body.

Drain Cleaning & Drain de-silting

- The operator shall ensure cleaning (removal of floating matter etc.,) of all the drains of the zone on daily basis and free flow of water in the drains shall be ensured by the operator at all times by removing silt, muck debris etc. from drains.
- The operator shall ensure de-silting of all drains quarterly once or as per the instructions of Jharsuguda Municipality. The length of the drain is to be assessed by Bidder before submission of Bid.
- The operator shall prepare detailed drain cleaning & drain de-silting plan within one (1) month from date award of contract, the same shall be approved by the Jharsuguda Municipality.
- No expenses shall be claimed by the operator for assessment of the drain length. The actual Drain length shall be finalized by undertaking Joint Survey with Jharsuguda Municipality Officials & Operator Officials after entering into the Contract.
- The operator shall lift the silt from the drains (Nala, Nalee), and near manhole chamber underground drainage system. Silt to be removed from main roads of the wards within 4 hours and in other street roads within 24 hours or as instructed by Jharsuguda Municipality.
- The operator shall be responsible for Collection of silt by de-silting of drains and transportation to the designated disposal location as per the instructions of Jharsuguda Municipality. Jharsuguda Municipality will intimate the locations for disposal from time to time.

Bush Uprooting/ Bush Cutting

- Bush uprooting within the project area, once in fortnight or as per the instructions of Jharsuguda Municipality. In emergency time such as rain, heavy wind, cyclone etc., the operator shall clear all roads by cutting all uproot tree and transport it to designated site identified by Jharsuguda Municipality.

- Bush cutting within the project area, daily once or as per the instructions of Jharsuguda Municipality. The operator shall transport bush cutting waste to designated site identified by Jharsuguda Municipality.
- The operator shall prepare detailed Bush cutting & uprooting plan within one (1) month from date award of contract, the same shall be approved by the Jharsuguda Municipality.
- The operator responsible for collection & transportation of green waste, root and stem to the designated disposal location as per the instructions of Jharsuguda Municipality. Jharsuguda Municipality will intimate the locations for disposal from time to time.

Conservancy Cleaning

- The operator shall be responsible for conservancy cleaning in all the areas identified by the Jharsuguda Municipality in the project area fortnightly. The waste generator shall be transported to designated disposal location as per the instructions of Jharsuguda Municipality. Jharsuguda Municipality will intimate the locations for disposal from time to time.
- The operator shall prepare detailed conservancy cleaning plan within one (1) month from date award of contract, the same shall be approved by the Jharsuguda Municipality.

Waste Management

- The bidder should have knowledge and experience on handling Urban Solid Waste Management activities in accordance with the SWM Rule and Guidelines and should preferably have experience in planning & designing of Solid waste management Plans.
- The bidder should be in a position to extend guidance for holistic waste management in the city.

This will be completely turn-key Agreement. Therefore, the second party deemed to have visited the pathways, Roads, Footpath and Pathways and assessed the nature and quantum of work to be done by them.

The Operator shall carry out awareness campaigns to ensure coordination with commercial establishments on the pathways on effective Solid Waste Management, segregation of waste, Ban of single use plastic etc.

The Operator shall ensure a dress code is adopted by its entire staff. The dress shall Prominently display Jharsuguda Municipality; and Transportation of collected garbage by closed vehicle (such vehicle should comply the provisions of motor vehicles Act & rules to designated disposal sites of Jharsuguda Municipality i.e. within 15 km. Such a transportation service should be regular and frequent at least twice daily or as per required at the site and ensure that no backlog of waste is present in the collection bins on the pathways.

The Operator shall provide support in registration and collection of user fee of commercial establishments situated along road pathways, under Express Cleaning Service provided by Municipality.

The operator should make payment to the sanitation workers in the 1st week of every month for providing uninterrupted service without depending on release of payment from Jharsuguda Municipality.

The activities under this component will be supervised and certified by committee headed by Health Officer/any officer authorized by Jharsuguda Municipality.

All the Caracas and body of dead animals to be lifted from road pathways as well as main roads, footpath and pathways by the operator on its own transportation to the designated site identified by the Jharsuguda Municipality.

The Operator shall note that the above-mentioned specifications are the 'minimum necessary operations' that they shall provide for successful execution. However, the final performance of the operator shall be measured and evaluated on outcomes related to cleanliness as described in service delivery performance criteria. Hence, it shall be the operator's responsibility, based on their site inspection and survey, to account for and provide any additional service, equipment, infrastructure or manpower that may be required to achieve the requisite outcomes related to cleanliness at all times and include it while quoting.

The operator should make payment to the sanitation workers in the 1st week of every month for providing uninterrupted services without depending on release of payment from Jharsuguda Municipality.

The Operator shall be responsible for complete cleanliness of the entire length and width of the pathways, Main Road, and foot-path. Pathway (road pathways side). The average length, width and other general information about the Jharsuguda Municipality to be cleaned by the Operator is mentioned as below:

- Length- Width- Collection of garbage from the commercial or semi-commercial area along the Pathways.

Service Delivery Compliance

- The colour code of the Twin bins shall be strictly as per the recommendation in item 3 of schedule - II of the Municipal Solid Waste Rule 2016.

- The Twin bin, one blue & one green, are to be placed and designed, so that they are accessible to the users, easy to operate, easy to transport, not exposed to atmosphere, shall be aesthetically acceptable and user friendly.

- The clearing schedule of the Twin bins should ensure that MSW is cleared minimum twice in 24 hours.
- There should be no overflow of MSW from the bins due to inadequate capacity or non-lifting at scheduled times. The Operator will ensure that the area around the bins is kept clean at all the times.

- The bins are to be maintained so that there are no breakages, no toppling of bins and no dislocation.

- The MSW shall not be disposed of/dumped/unloaded at any place other than that specified.

- **Disposal of waste in any area other than specified area will be prohibited.**

- Ensure safe transportation of the collected Municipal Solid Waste in compartmentalized vehicles to the designated place at designated place as directed by Jharsuguda Municipality.

- Dry Municipal Solid Wastes like leaves, paper etc. shall not be burnt.

- There should be no overflow of garbage/refuse/MSW from the twin bins. If the garbage is littered outside the twin bins for any reason, operator should appoint workers to lift the waste and keep it inside the twin bin as soon as possible.

- Surrounding of containers and litter bins in the service area, shall be kept clean and tidy by sweeping around thoroughly and putting the garbage/refuse/MSW into the twin bins. The ground at the place where the vehicles stop for loading shall be cleaned and disinfected with an approved disinfectant to be supplied by Jharsuguda Municipality.

- The operator should ensure adequate safety equipment for all manpower deployed and ensure that all manpower deployed shall have to wear uniform/apron during working hours bearing the logo of Jharsuguda Municipality and the Operator which have to be approved by the Jharsuguda Municipality.

- In case of any delay in release of payment by the ULB, Jharsuguda the eligible bidder should make adequate financial provision for payment of wages/remuneration, EPF-ESI dues and any statutory govt. obligations for a minimum period of 2months from its own resources which would be reimbursed subsequently by the ULB.

Manpower and Operational Cost Estimate

Sl. No.	Particulars	Calculation / Basis	Amount (₹)
1	Sanitation Workers	332 × ₹478 × 30	₹47,60,880
2	Supervisors	11 × ₹628 × 30	₹2,07,240
3	Drain Workers	20 × ₹578 × 30	₹3,46,800
	Subtotal (Items 1–3)		**₹53.14,920**
4	EPF & ESI on Manpower (16.25%)	16.25% of manpower cost	₹8,63,674.5
	Subtotal including EPF & ESI		**₹61,78,594.5**
5	Consumable Items, Tools & Plants	7.50% of total manpower	₹4,47,665.17
6	Transportation	₹850/trip × 10 tractors × 4 trips/day × 30 days	₹10,20,000
7	JCB (Back-hoe Loader)	₹804.86 × 8 hours/day × 30 days	₹1,93,166.4
	Total (before contractor profit)		**₹7839426.07**
8	Contractor Profit	3.85%–7% on manpower	To be calculated

1.The bidder must quote their service charge strictly between 3.85% and 7.00% on the manpower component as per the financial department guideline; any quote outside this range will result in automatic disqualification.

2.All other item rates, quantities, and structural components specified within the Bill of Quantities (BoQ) must remain completely unchanged and unconditional.

9. TENDERING PROCEDURE & SCHEDULE

Schedule of Events:

Sl. No	Description	Critical Dates
1.	Period of availability of tender document for bidding.	From 27.10.2026 (Time 10:00 AM) to Dt. 07.11.2026 (Till 5:00 PM)
2.	Pre-Bid Meeting	Dt. 02.11.2026Time 12:00 Noon at office chamber of Executive Officer, Jharsuguda Municipality, 752001.
3.	Submission of Pre-bid queries by bidders to email id: jsgmunicipality@yahoo.com	Dt. 02.11.2026 Upto 5:00 PM
4.	Last date and time for submission of proposal through Speed post/Regd. Post/Courier	Dt. 07.11.2026 (till 5:00 PM)
5.	Date & Time of opening of proposal	Dt. 09.11.2026 (12:00 Noon)

10. Pre-bid Meeting

I. The purpose of the Pre-bid Meeting is to clarify the bidder about any issue regarding submission of Tender Paper, Scope of Work, deliverables specified in the bid document or any confusion creating in the mind of bidder while filling up of the bid document.

II. The bidder or his authorized representative is allowed to attend the Pre-bid Meeting, which shall take place in the office chamber of Executive Officer, Jharsuguda Municipality, Jharsuguda.

III. The bidder/ his authorised representative shall only be allowed invited to attend the Pre-bid meetings at their own cost, to be held on Dt. 02.11.2026 at 12:00 noon in the office chamber of Executive Officer, Jharsuguda Municipality, Jharsuguda.

IV. Bidders are requested to submit their queries in writing/through mail on dated by 5:00 PM 02.11.2026 as per discussion prior to pre-bid meeting.

b. Amendment of tender document

At any point of time prior to the submission of Proposal/Bid Due Date, Municipality, Jharsuguda may, for any inconvenient reason of its own or in response to any clarifications sought by any bidder, modify the terms of RFP document upon issuance of an Addendum / corrigendum. This will be uploaded on the official Website of Jharsuguda District i.e. "www.Jharsuguda.odisha.gov.in "which shall be binding upon all the prospective bidders.

11. Preparation and Submission of Proposal

The Technical Proposal (Part A) and Financial Proposal (Part B) must be inserted in separate envelopes superscripting the Name and Address of the bidder in the left-hand corner of the envelope as per detail below:-

- Part-A "Technical Proposal as per the Format attached in the Annexure-I, II, III, IV, V, VI of this RFP

- Part-B-Properly sealed Financial Proposal in the specified format as per Annexure VI of this RFP

The Technical Proposal (Part A) and Financial Proposal (Part B) must be inserted in separate envelopes, along with bidder's name and address on the envelope and clearly marked as follows:

Part-A:

Technical Proposal for
"Supplying of Cleaning & Sanitation worker for Road Sweeping,
Cleaning & Sanitation work for Jharsuguda Municipality"

Part-B:

Financial Proposal for
"Supplying of Cleaning & Sanitation worker for Road Sweeping,
Cleaning & Sanitation work for Jharsuguda Municipality"

Both the envelopes i.e. envelope for Part-A and Envelope for Part-B must be packed in a separate outer cover and clearly super scribed with the following:

Proposal for

"Supplying of Cleaning & Sanitation worker for Road Sweeping,
Cleaning & Sanitation work For Jharsuguda Municipality"

The Bidder's Name & address shall be stated in the left hand corner of the outer envelope. The inner and outer envelopes shall be addressed to the Authority at the following address:

To

The Executive Officer
Jharsuguda Municipality,
Jharsuguda.

Note:

The submission of the bid document shall be only through Registered/Speed Post and Courier. Ant postal delay shall be the sole responsibility of the bidder any bid received after the due date shall summarily be rejected.

The opening of the Financial Proposal shall be made after evaluation of the technical proposal and as per the scheduled dates which shall be intimated by the Authority to the eligible bidders. In case of any discrepancy is noticed between figures and words in the financial proposal, the figure mentioned in words shall be accepted for evaluation purpose.

12. Bid Submission Due Date

Duly filled in sealed bid documents from the bidders complete in all respect must reach to the Authority at the date, time and address specified in the RFP through registered/speed post and courier. If the specified date for the submission of proposal is declared as a holiday by Government, the proposal shall be received on the next working day of the specified due date.

13. Documents to accompany the proposal:

PART – A (Technical Proposal)

The bidder must submit the following particulars/documents along with the Technical proposal failing which the proposal may be treated as non-responsive:

(a) Covering Letter and Details of Applicant as per Annexures I and II, respectively.

(b) Non-refundable Document Purchase Fee of INR. 10,000/- (Rupees Ten Thousand Only) (including GST) in the form of Demand Draft payable in favour of the "Executive Officer, Jharsuguda Municipality, Jharsuguda" payable in Jharsuguda drawn on any scheduled commercial bank.

(c) Bid Security declaration of INR. 5,00,000/- (Rupees Five Lakhs only) in the form of Demand Draft payable in favour of the "Executive Officer, Jharsuguda Municipality, Jharsuguda" drawn on any scheduled commercial bank.

(d) The Agency shall submit their Agency Registration Certificate/Registered Partnership Deed (for Partnership Firm), Photocopy of PAN Card, GST Registration.

(e) Annual Financial Statements for the last three Financial Years or a Certificate duly certified by Chartered Accountant indicating the average Annual Turnover for the mentioned years.

(f) Net worth certificate issued by a C.A.

(g) All the pages of the tender document shall be initialled and stamped by the authorised representative of the firm at the lower left hand corner.

(h) The Agency should not be blacklisted by any Government Institution/Private Agency. A self-declaring non-blacklisting certificate must be submitted by the firm in the format mentioned in Annexure V.

(i) Proof of work experience of similar nature (as mentioned in 2 clause) in the form of Work-Orders and Client Certificates issued from the organizations in each such case must be submitted by the bidder in the format mentioned at Annexure III.

(j) GST, EPF/ESI Registration Certificate must be furnished. Labour Registration Certificate from respective district where the firm has executed similar nature of work previously.

(h) The Agency failing to submit all the specified documents shall be summarily rejected.

PART – B (Financial Proposal)

The bidder must submit the Financial Proposal in the format provided in Annexure-VI.

14. Award of Assignment

After selection, a Letter of Award (the "LOA") shall be issued, in duplicate, by Authority to the selected bidder and the bidder shall sign the agreement after receipt of the LOA, and return the duplicate copy of the LOA in acknowledgement thereof.

In the event the duplicate copy of the LOA duly signed by the selected Agency is not received within the stipulated date& time and prayer for extension of time for submission of same shall not be entertained and in such case the right to signing of the agreement would be forfeited by the Authority and the next eligible Agency shall be considered for the project.

15. Execution of Agreement

After acknowledgement of the LOA as per detail mention above by the selected Agency, it shall execute a Contract Agreement within a period of 7 (seven) days from the date of issuance of LOA. The successful bidder shall not be entitled to seek any deviation in the Agreement.

16. Commencement of Assignment

The selected Agency shall commence the assignment within 15 days from the date of signing of the Agreement. If the bidder fails to commence the assignment as specified herein, the Authority may, unless it consents to extension of time thereof, may cancel the contract with the Agency.

Check List of Submissions:

S.N.	Particulars	Submission by Bidder Yes / No / NA
1	Tender Document fee of Rs. 10,000/-	
2	EMD (Rs. 5,00,000/-)	
3	Annexure – I Covering Letter (letter pad)	
4	Annexure – II Details of Applicant (letter pad)	
5	Annexure – III Format for Project Data Sheet (letter pad)	
6	Annexure – IV Self-declaration of non-blacklisting	
7	Annexure – V Financial Capability of Bidder (letter pad)	
8	Annexure – VI Financial Proposal (letter pad)	

Note:-Regarding Past experience the Bidder must submit copies of Work Order issued by the previous client or a work completion certificate issued by the previous employer mandatorily. Submission of self-declaration certificate by the bidder or any ambiguous certificate regarding experience will not

be entertained. All the pages of the bid document should be neatly numbered and the "Content Page" should specify the exact location of papers in the Sealed Bid. The representative of the bidder must remain present in the meeting who shall be conversant about the bid documents and assist the Tender Committee in finding out the papers at the time of scrutiny of papers.

17. Period of Contract

This contract shall be valid for a period of Three (3) years and may be extended on satisfactory performance.

18. Termination

a. Termination by Jharsuguda Municipality, Jharsuguda

Jharsuguda Municipality may terminate this Contract on non-adherence to any of the following conditions by the Agency (herein after called the "AGENCY Event of Default"): If,

(i) The AGENCY fails to perform or discharge any of its obligations in accordance with the provisions of this Contract.

(ii) Any representation made or warranties given by the AGENCY under this Contract is found to be false or misleading.

(iii) The AGENCY has been adjudged as bankrupt or becomes insolvent.

iv) The Agency Creates any encumbrance, charges or lien in favour of any person or agency, over the facility, save and except as otherwise expressly permitted under this Contract.

(v) A resolution for voluntary winding up/closure has been passed by the shareholders/partners of the AGENCY.

(vi) Any petition for winding up of the consultant has been admitted and liquidator or provisional liquidator has been appointed or the consultant has been ordered to be wound up by court of competent jurisdiction, except for the purpose of amalgamation or reconstruction with the prior consent of Jharsuguda Municipality, provided that, as part of such amalgamation or reconstruction and the amalgamated or reconstructed entity has unconditionally assumed all surviving obligations of the AGENCY under this Contract.

(vii) It has been proved beyond reasonable doubt that consultant has been party to or has allowed any unlawful activity during the Contract Period;

(viii) The agency fails to comply any of the statutory law of land viz. I. Tax/EPF/ESI/Labour Law. Any liability accruing on noncompliance of any of the law shall be the sole responsibility of the firm and Municipality, Jharsuguda shall not be liable for shouldering any such responsibility for mere execution of contract with the firm. **Minimum Wages to the workers and maximum working hours prescribed by the labour department from time to time must be adhered** to by the firm.

(xi) The AGENCY has abandoned the Project: Jharsuguda Municipality reserves the right to terminate the Contract prematurely serving a prior notice of 180 days to the AGENCY.

b. Force Majeure

For the purpose of this contract, "Force Majeure" means an event which is beyond the reasonable control of a party, and which makes a party's performance of its obligations impossible or impractical as reasonable to be considered impossible in the circumstances.

Any of the following events which are beyond the control of the party claiming to be overcome or prevent despite exercise of due care and diligence, and result in material adverse effect shall constitute Force Majeure Event:

(a) Earthquake, flood, inundation and landslide;

(b) Storm, tempest, hurricane, cyclone, lightning, thunder or other extreme atmospheric disturbances;

(c) Fire caused by reasons not attributable to the operator or any of the employees, or agents of the operator;

(d) Acts of terrorism.

(e) Any judgment or order of a court of competent jurisdiction or statutory authority in India made against the employer/operator in respect of the contract in any proceeding which is non-collusive and duly prosecuted.

(f) Early termination of this agreement for reason of national emergency or national security.

(g) War, hostilities (whether declared or not), invasion, act of foreign enemy, rebellion, riots, weapon conflict or military actions, civil war, Ionizing radiation, contamination by radioactivity from nuclear fuel, any nuclear waste, radioactive toxic explosion, volcanic eruptions.

Force Majeure shall not include:

a. any event which is caused by the negligence or intentional action of a party or such party's agents or

b. any event which a diligent party could reasonably have been expected to both (a) take into account at the time of the conclusion of this contract and (b) avoid or overcome in the carrying out of its obligations employees, nor hereunder.

c. Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder

Annexure-I: Covering Letter

(To be submitted on Bidders letter head and signed by the bidder's Authorized Signatory)

To

The Executive Officer,

Jharsuguda Municipality,

Jharsuguda.

Subject: **"Supplying of Cleaning & Sanitation worker for Road Sweeping, Cleaning & Sanitation work for Jharsuguda Municipality".**

Dear Sir/Madam,

1. Being duly authorized to represent and act for and on behalf of (herein the applicant), and having studied and fully understood all the information provided in the bid document, the undersigned hereby apply as a bidder for "Supplying of Cleaning & Sanitation worker for Road Sweeping, Cleaning & Sanitation work for Jharsuguda Municipality".

2. Our Technical and Financial Proposals are as per the requisite formats along with the supporting documents, duly filled are submitted.

3. Jharsuguda Municipality and its authorized representatives are hereby authorized to conduct any inquiries/investigation to verify the statements, documents and information submitted in connection with the Proposal and seek clarification from our banker regarding any financial and technical aspects. This letter of application will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary as requested by your selves to verify statements and information provided in the application or with regard to the resources, experience and competence of the applicant.

4. This proposal is made with full understanding that:

(a) Jharsuguda Municipality reserves the right to reject or accept any Bid/Proposal, cancel the bidding process, and/or reject all Bids.

(b) Jharsuguda Municipality shall not be liable for any of the above actions and shall be under no obligation to inform the applicant of the same.

5. We, the undersigned declare the statements made and the information provided in the duly completed application forms submitted, as complete, true and correct in every detail.

6. We hereby confirm that we have read, understood and accepted all the detailed terms and conditions of this tender document and Project related Information as required for the Proposal.

7.We agree to keep our Proposal valid for 90 (ninety) days from the Proposal Due Date and not to make any modifications in its terms and conditions not acceptable to Jharsuguda Municipality. Should this Proposal be accepted, we hereby agree to abide by and fulfilled all the terms, conditions and provisions of the aforesaid documents.

8. This application is made with the full understanding that the validity of Proposal submitted by us will be subject to verification of all information, terms and conditions submitted at the time of bidding and its final acceptance by Jharsuguda Municipality. We agree that, without prejudice to any other right or remedy, Jharsuguda Municipality shall be at liberty to forfeit the said Security.

Yours sincerely,

Authorized signatory

Name and Seal of Bidder

Date:

Place:

Annexure-II

General Information of the Bidder

Sl. No	Details of Applicant on Official Letter Pad			
1	Name of the Agency			
2	Details of the Demand Draft			
3	Tender Paper Cost – Rs. 10,000/-	Name of the Bank	Date of Issue	DD No.
4	EMD – Rs. 5,00,000/-	Name of the Bank	Date of Issue	DD No.
5	Name of the Contact Person			
6	Designation			
7	Address	Present Address		
		Permanent Address		
8	E-mail ID			
9	Fax Number			
10	If the Agency has a registered office in Odisha (Yes/No)			
11	Full Address of Registered Office			
12	If the Agency has a Corporate or Branch Office in Odisha?			
13	Full Address of Registered Office			
14	Signature of the Authorised Signatory			
15	Mobile Number of the contact person who execute the work at site			
16	EPF REGISTRATION No. with attached copy			
17	ESI REGISTRATION No. with attached copy			
18	PAN Card No			
19	GST No			
20	Valid Labour License			
21	Average Annual Turnover (2022-23,2022-23,2023-24,2024-25			
22	ISO Certificates			
23	Net- worth Certificate			

Annexure- III									
Format for Project Data Sheet (Official on the letter pad)									
	Name of the Client	Communication Details		Project Location	Details of sanitation work executed Manpower Provided			Amount of the contract in lacs	Duration of the Project
		Office Address	Contact No.		Description of sanitation work executed	Type of manpower /) provided	No. of manpower		From

Note: The work order along with other relevant documents shall be attached with every project. Experience of only completed projects will be considered for evaluation. The mentioned project without the relevant documents will not be considered.

Signature, name and designation of the Authorized

Signatory with name and seal of Bidder

Annexure-IV

Financial Capability of the Bidder

(on the letter head of Statutory Auditor/Chartered Accountant)

CERTIFICATE FROM THE STATUTORY AUDITOR REGARDING TURN OVER FOR TENDER NO. __ DATED (DD/MM/YYYY)

Based on the books of accounts of (insert name of the Bidder) (Bidder) and other published information authenticated by it, this is to certify that:

The Bidder's average annual turnover is Rs. ____ (Rupees _____).

Further, the average annual turnover of the bidder of past 3 years are provided below:

Bidder Type	Turnover (INR)
Financial Year 2022-23	
Financial Year 2023-24	
Financial Year 2024-25	

Name of the auditor:

Seal of the auditor:

Signature:

Name:

Membership Number:

Date:

Annexure-V

Anti-black listing and authenticity of bid documents Certificate

(Notarized Affidavit on Stamp Paper)

[Format of self-certificate stating that the entity / promoter(s) / Director(s) of Entity are not blacklisted and authenticity of bid documents].

M/s ..... (name of the Bidder), (the names and address of the registered office) hereby certify and confirm that we or any of our promoter(s) /director(s) are not barred by any State Government / any other government entity or blacklisted by any state government or central government/ department/ Local Government / agency in India from participating in Project(s), either individually or as member of a consortium as on the.....(last date of submission of Bid).

We also confirm that all the bid /RFP documents submitted to Jharsuguda Municipality in connection with Bid Identification No..... of .....are authentic and bonafide document in the eyes of the law of the land.

We further confirm that we are aware that our application for the captioned project would be liable for rejection in case any material misrepresentation is made or discovered with regard to requirements of the RFP/tender document at any stage of the bidding process or thereafter during the agreement period.

Dated this.....Days of.....

Name of the Bidder

Signature of the Authorized Person

Name of the Authorized person

Annexure VI

FINANCIAL PROPOSAL

To

Executive Officer,

Jharsuguda Municipality,

Jharsuguda

Ref: "Supplying of Cleaning & Sanitation worker for Road Sweeping, Cleaning & Sanitation work For Jharsuguda Municipality"

We, the undersigned, offer to provide the agency services for the Selection of an agency for management of the sanitation work and supply of the sanitation worker at Jharsuguda Municipality, Jharsuguda in accordance with your Request for Proposal dated [Insert Date] and our Financial Proposal (For One roads on of Service) as per details mentioned below:

Sl No	Name of Work	Service Charges 3.85% to 7% as per rule (to be quoted in Percentage up to two decimal)
1	**Supplying of Cleaning & Sanitation worker for Road Sweeping, Cleaning & Sanitation work For Jharsuguda Municipality**	

Our Financial Proposal shall be binding upon us for the assignment and this proposal would be valid up to 180 days from the opening of financial Bid proposal.

The Financial Proposal is without any condition.

Yours faithfully,

Signature, name and designation of the Authorized Signatory

with name and designation of Bidder

Annexure VII

PROFORMA FOR BANK GUARANTEE FOR EARNEST MONEY DEPOSIT

(ON NON-JUDICIAL STAMP PAPER OF Rs.100/-)

Ref Date Bank Guarantee/FDR No: _____

In accordance with invitation to Tender Notice No. ____ Dated ___ or Supplying of Cleaning & Sanitation worker for Road Sweeping, Cleaning & Sanitation work For Jharsuguda Municipality, M/s _____ Address _____ (Herein after referred to as Bidder wishes to participate in the said tender and a Bank Guarantee for the sum of INR [Rupees _____ (in words)] is required to be submitted by the Bidder towards the Earnest Money Deposit.

1. We the _____ [Indicate the Name of the Bank] [Hereinafter referred to as 'the Bank'] at the request of the Bidder do hereby unequivocally and unconditionally guarantee and undertake to pay during the above said period, on written request by Executive Officer, Jharsuguda Municipality, Jharsuguda an amount not exceeding INR ____ to the Executive Officer, Jharsuguda Municipality, Jharsuguda, without any reservation. The guarantee would remain valid up to ____ [date] and if any further extension to this is required, the same will be extended on receiving instructions from the Bidder on whose behalf this guarantee has been issued.

2. We the Bank do hereby further undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the Executive Officer, Jharsuguda Municipality, Jharsuguda stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Executive Officer, Jharsuguda Municipality, Jharsuguda by reason of any breach by the said Bidder of any of the terms or conditions or failure to perform the said Bid. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding INR ____ (in words).

3. We, the Bank undertake to pay the District Collector, Jharsuguda any money so demanded notwithstanding any dispute or disputes so raised by the bidder in any suit or proceeding instituted/pending before any Court or Tribunal relating thereto, our liability under this agreement being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the bidder shall have no claim against us for making such payment.

4. We, the Bank or our local branch in Jharsuguda, Odisha further agree that the guarantee herein contain shall remain in full force and effect during the aforesaid period of __ days and it shall continue to be so enforceable till all the dues of the Executive Officer, Jharsuguda Municipality, Jharsuguda under virtue of the said Bid have been fully paid and its claims satisfied or discharged or till Executive Officer, Jharsuguda Municipality, Jharsuguda certifies that the terms and conditions of the said Bid have been fully and properly carried out by the said Bidder and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the ____ (date) we shall be discharged from all liability under this guarantee thereafter.

5. We, the Bank or our local branch in Jharsuguda, Odisha further agree that the Executive Officer, Jharsuguda Municipality, Jharsuguda shall have the fullest liberty without our consent and without affecting in any manner our obligations here under to vary any of the terms and conditions of the said Bid or to extend time of performance by the said Bidder from time to time or to postpone for

any time or from time to time any of the powers exercisable by the Executive Officer, Jharsuguda Municipality, Jharsuguda against the said Bidder and to forbear or enforce any of the terms and conditions relating to the said bid and we shall not be relieved from our liability by reason of any such variation, postponement or extension being granted to the said Bidder or for any forbearance act or omission on the part of the Executive Officer, Jharsuguda Municipality, Jharsuguda or any indulgence by the Executive Officer, Jharsuguda Municipality, Jharsuguda to the said Bidder or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision, have effect of so relieving us.

6. We, the Bank further agree that this guarantee shall also be deposited in the Favour of the Executive Officer Jharsuguda Municipality, Jharsuguda when demanded by the Jharsuguda Municipality without any inquiry at our place of business in Jharsuguda, Odisha.

7. This guarantee will not be discharged due to the change in the name, style and constitution of the Bank or the Bidder.

8. We, the Bank or our local branch in Jharsuguda, Odisha lastly undertake not revoke this Guarantee during its currency except with the previous consent of the Executive Officer, Jharsuguda Municipality, Jharsuguda in writing.

9. We, the Bank further agree that this guarantee shall also be inviolable at our place of business in Jharsuguda, Odisha.

Dated ____ Day of 2026.

Witness (Signature, names & address)

For ____ [Indicate the name of Bank]

ROADL OF BANK

Notes:-

A. The non-judicial stamp paper of worth Rs.100/- shall be purchased in the name of the bank, which has issued the bank guarantee.

B. The above format will also be used for drawing bank guarantee for Performance Security Deposit.

M/s _____ Address _____ [Herein after referred to as Bidder wishes to participate in the said tender and a Bank Guarantee for the sum of INR _____

[Rupees _____ valid for a period of _____ days (in words) is required to be submitted by the Bidder towards the Earnest Money Deposit.

10. We the _____ [Indicate the Name of the Bank] [Hereinafter referred to as 'the Bank'] at the request of the Bidder do hereby unequivocally and unconditionally guarantee and undertake to pay during the above said period, on written request by Executive Officer, Jharsuguda Municipality, Jharsuguda an amount not exceeding INR _____ to the Executive Officer, Jharsuguda Municipality, Jharsuguda, without any reservation. The guarantee would remain valid up to _____ [date] and if any further extension to this is required, the same will be extended on receiving instructions from the Bidder on whose behalf this guarantee has been issued.

11. We the Bank do hereby further undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the Executive Officer, Jharsuguda Municipality, Jharsuguda stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Executive Officer, Jharsuguda Municipality, Jharsuguda by reason of any breach by the said Bidder of any of the terms or conditions or failure to perform the said Bid. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding INR _____ (in words).

12. We, the Bank undertake to pay the District Collector, Jharsuguda any money so demanded notwithstanding any dispute or disputes so raised by the bidder in any suit or proceeding instituted/pending before any Court or Tribunal relating thereto, our liability under this agreement being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the bidder shall have no claim against us for making such payment.

13. We, the Bank or our local branch in Jharsuguda, Odisha further agree that the guarantee herein contain shall remain in full force and effect during the aforesaid period of _____ days and it shall continue to be so enforceable till all the dues of the Executive Officer, Jharsuguda Municipality, Jharsuguda under by virtue of the said Bid have been fully paid and its claims satisfied or discharged or till Executive Officer, Jharsuguda Municipality, Jharsuguda certifies that the terms and conditions of the said Bid have been fully and properly carried out by the said Bidder and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the _____ (date) we shall be discharged from all liability under this guarantee thereafter.

14. We, the Bank or our local branch in Jharsuguda, Odisha further agree that the Executive Officer, Jharsuguda Municipality, Jharsuguda shall have the fullest liberty without our consent and without affecting in any manner our obligations here under to vary any of the terms and conditions of the said Bid or to extend time of performance by the said Bidder from time to time or to postpone for any time or from time to time any of the powers exercisable by the Executive Officer, Jharsuguda Municipality, Jharsuguda against the said Bidder and to forbear or enforce any of the terms and conditions relating to the said bid and we shall not be relieved from our liability by reason of any such variation, postponement or extension being granted to the said Bidder or for any forbearance act or omission on the part of the Executive Officer, Jharsuguda Municipality, Jharsuguda or any indulgence by the Executive Officer, Jharsuguda Municipality, Jharsuguda to the said Bidder or by

any such matter or thing whatsoever which under the law relating to sureties would but for this provision, have effect of so relieving us.

15. We, the Bank further agree that this guarantee shall also be deposited in the Favour of the Executive Officer Jharsuguda Municipality, Jharsuguda when demanded by the Jharsuguda Municipality without any inquiry at our place of business in Jharsuguda, Odisha.

16. This guarantee will not be discharged due to the change in the name, style and constitution of the Bank or the Bidder.

17. We, the Bank or our local branch in Jharsuguda, Odisha lastly undertake not revoke this Guarantee during its currency except with the previous consent of the Executive Officer, Jharsuguda Municipality, Jharsuguda in writing.

18. We, the Bank further agree that this guarantee shall also be inviolable at our place of business in Jharsuguda, Odisha.

Dated _____ Day of 2026.

Witness (Signature, names & address)

For ____ [Indicate the name of Bank]

ROADL OF BANK

Notes:-

C. The non-judicial stamp paper of worth Rs.100/- shall be purchased in the name of the bank, which has issued the bank guarantee.

D. The above format will also be used for drawing bank guarantee for Performance Security Deposit.