



ROURKELA SMART CITY LIMITED

E-mail ID :- rourkelascl@gmail.com Tele :- 0661-2500388 PIN :- 769012



No. 253/Dt.11th October, 2017

REQUEST FOR PROPOSAL

Rourkela Smart City Limited invites Request for Proposal (RFP) in double covers from the agencies and organizations for conducting community Led total sanitation (CLTS) program for marking the slums under Rourkela Area Based Development Area (ABD) - Bisra Chowk to Panposh Chowk open defecation free (ODF).

The sealed RFP should reach the office of the undersigned on or before 12 November, 2017 at 5.00 PM. The other details can be accessed from the following websites: www.rmc.nic.in /www.urbanodisha.gov.in/www.rdarourkela.in/ www.smartcities.gov.in).

CEO

Rourkela Smart City Limited

Memo No. 254/Dt.11th October, 2017

Copy of the notice forwarded to Advt. Manager, The Samaj,Odiya daily/Nav bharat ,Rourkela Hindi daily / The Telegraph, English daily for publication of the notice in all edition copy.

CEO

Rourkela Smart City Limited

Memo No. 255/Dt.11th October, 2017

Copy forwarded for uploading in websites:- www.rmc.nic.in/www.urbanodisha.gov.in/www.rdarourkela.in/ www.smartcities.gov.in.

CEO

Rourkela Smart City Limited

TENDER CALL NOTICE NO.MC/RMC/09/17-18

REQUEST FOR PROPOSAL (RFP) FOR SELECTION OF AGENCY/ORGANISATION FOR CONDUCTING COMMUNITY LED TOTALSANITATION PROGRAM FOR MAKING THE SLUMS UNDER ROURKELA AREA BASED DEVELOPEMENT AREA (BCPC AREA) OPEN DEFECATION FREE(ODF)

Rourkela smart city Limited (RSCL)
C/O: Rourkela Development Authority,
Uditnagar,
Rourkela – 769012

REQUEST FOR PROPOSAL (RFP) FOR SELECTION OF AGENCY/ORGANISATION FOR CONDUCTING COMMUNITY LED TOTAL

SANITATION (CLTS) PROGRAM FOR MAKING THE SLUMS UNDER ROURKELA AREA BASED DEVELOPEMENT AREA(BCPC AREA) OPEN DEFECATION FREE)

1.Introduction

Rourkela a city of rich tribal heritage, hockey legends and industries has secured a place among the smartcities of the country in an initiative by the Government of India to drive economic growth and improve the quality of life of people in urban areas. Rourkela as a smartcity will try to build on its steel foundation, natural setting and cosmopolitan character taking into its fold the rich tribal culture and populace to make a livable, inclusive, sustainable and self-reliant city, propelling the regional economic development with best in class future proof infrastructure". While the pan city solution targets at providing smart solutions through a centralized command and control center, inter-agency and inter- sectoral collaboration and urban mobility, the area based development focuses on land use planning and infrastructure development of the ABD area.

In the process of rolling out the Smart City Plan, proactive steps are being taken by Rourkela Municipal Corporation (RMC), Rourkela Development Authority (RDA) and Rourkela Smarty City Ltd (RSCL) to engage a wide range of organizations, institution and most importantly the citizens in the entire process to achieve the specified goals of the Smart City Plan.

As part of the initiatives, RSCL is planning to cover all the slums in the ABD area for achieving the Open Defecation Free (ODF) Status. In this regard, it has been planned to engage an agency which has specialized in the Community Led Total Sanitation (CLTS) approach.

RSCL invites Expression of Interest (Eoi) from experienced agencies for achieving this objective of ODF in all the slums under ABD area. It is also proposed that the learning form this project will be utilized for the other slums in Rourkela.

Instructions for bidding

Bidders are requested to respond to sections 4 and 5. If any information or supporting documentation is not easily inserted into this document, bidders are welcome to return separate documentation, clearly indicating which section it corresponds to.

Issue Date: 12.10.2017
Response period: 4 weeks
Deadline for submission: 12.11.2017 by 5.00 PM

The proposal must be inserted in sealed envelopes along with applicants name and address in the left hand corner of the envelope and send to Rourkela Smart city Ltd by registered post/ Courier. Hand delivery of the proposal shall not be accepted.

*Pre Bid Meeting will be held on 28.10.2017 at 4.00 PM in Rourkela Smart city Ltd Office Conference Hall.

Tendering Timelines

Activity	Date
Request for Proposal issued	12.10.2017
Pre Bid Meeting	28.10.2017
Deadline for submissions	12.11..2017 by 5.00 PM
Presentation by Project manager with short listed bidders	18.11.2017

2. Objectives

The agency selected through this RFP will work towards the objective of making ABD area Open Defecation Free through engagement of the key stakeholders in the CLTS approach.

The Key tasks are as follows:

Component – 1: Creating Open Defecation Free Slums in ABD area by March 31st, 2018 and thereafter, Close monitoring of the community over a period of eight(08) months.

Component –2:Institutional Strengthening and Capacity Building of all levels of Stakeholders, Municipality service providers including elected leaders , different grass root level CBOs, FBOs, community leaders, etc.

In addition to baseline data of Residents in the city, Various slums ,institutions such as Resident Welfare Association. SHGs, industrial and commercial associations etc. need to be collected and documented for result measurement.

Component-3: Access to and use by citizens of IHHL,CT,PT and public urinals

3. Eligibility Criteria

- I. The Agency/organization should have at least 5 years of experience in implementing the CLTS based ODF programs.
- II. The Agency should have experience of successfully implementing at least one similar project in an urban area.
- III. The Agency should have an annual financial turnover of at least Rs. 10 lakhs in the last three years.

4. Other Conditions

- I. Even if an applicant firm satisfies the above requirements, it will be subject to disqualification if it has:
 - a. Made a false representation in the form , statement and attachment required in the Registration documents;
 - b. Record of poor performance such as abandoning work, not properly completing contract, financial failures or delayed completion;
 - c. If it has been convicted by any court of law.
- II. An applicant must not have, during the last two years, failed to perform on any agreement ,as evidenced by imposition of a penalty by an arbitrator or judicial authority or a judicial pronouncement or arbitration award against the Applicant, nor been expelled from any project or agreement nor have had any agreement terminated for breach of contract by such Applicant.
- III. A self –declaration as a compliance of the above clause 4.1 and 4.2 shall be attached by the agency.

5. Scope of Services:

Component 1: Open Defecation Free in slums of ABD area, including but not limited to;

- Utilize the principles of community led total sanitation for
 - Large scale community mobilization
 - Triggering community around about ill effects of open defecation especially child open defecation
 - Sensitizing community about various technology options available
 - Encouraging/ facilitating community level innovations
 - Community management of community toilets
- Facilitate linkages with RMC to put in place hardware interventions to complement the behavior change brought about by community mobilization.
- Create/strengthen community based groups – SHG , Industrial associations, Rag Pickers & Junk Dealers

Component 2. Institutional strengthening and capacity Building at all levels including :

- Capacity building of citizen groups, residential groups, schools , colleges and training institutes , Industrial groups , hospital, hotels , restaurants, other commercial groups through multiple rounds of capacity building workshops at various levels.

Component 3. Facilitating RMC in (i) Ensuring citizens build IHHL wherever possible.,(ii) Ensuring citizen have access to CT/PT/Public urinals ,(iii) MakingCT/PT/urinals functional and their maintainance.

6. Project Area:

The proposed interventions will be carried out in ABD area of RMC with focus on slums specified under Rourkela Smart City Plan.

Total No. of Slums	27
Total No. of Household	6967(Approximately as per 2011 census)

** Data as per preliminary Report, needs to be validated

7. Selection Methodology :

The Selection will be based on Quality-cum- Cost Based Selection (QCBS) with a ratio of 80:20 for Technical and Financial weight age respectively.

8. Project Duration:

The duration of the Project is for a period of one year.

9. Project Team :

The Agency should give details of the proposed project team to be deployed for the project. The Agency is expected to make a field assessment of the requirements of the projects for achieving the objectives as per the scope of work. The detailed CVs of the proposed Project team should be provided along with the bid.

10. Technical Evaluation Criteria :

The Submitted proposals will be evaluated by a Technical Committee based on the experience, team composition and approach and methodology towards implementation of the project. Project Manager of the shortlisted agencies will be required to make a presentation before the Review Committee.

Sl. No.	Minimum Technical Criteria	Max. Points
1	Experience of implementing CLTS projects across the country	20
2	The experience , skills and the quality of the Projects Team proposed	30
3	Project Proposal, approach and work plan including (a) listing of information needed to address the issues outlined , (b) details of activities proposed specifically outlining specific information and proposed sequencing of those interventions (c) time lines for each activities proposed and (d) any other relevant details to develop greater understanding of Programme .	50

Based on the above Technical evaluation, the Agencies achieving more than 70 Marks out of 100 Marks out of 100 will become eligible for the next round of opening of the Financial Bids . The agencies qualified will be informed about the date, time and venue for the opening of the financial bids.

11. Final Decision making authority :

RSCL reserves the right to accept or reject any application and to annul the process and reject all applications at any time without assigning any reason thereof and without thereby incurring any liability to the affected applicant or without informing the applicants of the grounds for such actions by RSCL.

12. Deliverables and Payments Schedule :

The selected Agency will prepare an implementation plan by categorizing the slums in the ABD area into four Clusters-A,B,C and D.

Sl. No.	Deliverables	% Contract Values
1	Inceptions report including action plan and baseline	10%
2	Completions of CLTS progress triggering in Cluster A	5%
3	Converting / defunct/unsafe community toilets full functional and are being used (Cluster A& B)	10%
4	Achieving construction and use of new individual toilets in Cluster A and achieving ODF status	5%
5	Completions of CLTS process triggering in Clusters B	5%
6	Achieving construction of new individual toilets in Cluster B and achieving ODF status	5%
7	Completions of CLTS process triggering in Clusters C	5%
8	Converting / defunct/unsafe community toilets full functional and are being used Cluster C and D	10%
9	Achieving construction of new individual toilets in Cluster C and achieving ODF status	5%
10	Completions of CLTS process triggering in Clusters B	5%
11	Achieving construction of new individual toilets in Cluster D and achieving ODF status	5%
12	Monitoring the continuation of the ODF status. The payment will be divided into 6 equal monthly payments.	20%
13	Submission of the Final Report and approval.	10%

Based on the performance of the Agency, the scope of work can be extended to other slums in Rourkela on the same terms and conditions of this projects.

13. Submission Requirements:

The applicants shall provide evidence satisfactorily to RSCL of their eligibility and their capacity and adequacy of resources to carry out the services. The applicants shall include the following information while submitting their applications. The application will have to be submitted in two sealed covers.

Cover one should be for the Technical Proposal and it is to be mentioned on top of the cover clearly. The Second cover will be for the Financial Bid and the same should be mentioned clearly- "Financial Bid- To be opened only after Technical Committee evaluation".

- a. Covering Letter
- b. Technical Proposal
- c. Information's of the Applicants- **Schedule 'A'**
- d. Turnover- **Schedule 'B'**
- e. Applicant's Experience of Relevant Projects - **Schedule 'C'**
- f. Project team with qualifications , experience details - **Schedule 'D'**
- g. Approach to Project work including work plan and methodology- **Schedule 'E'**
- h. Financial Bid- **Schedule 'F'**

PROCEDURE FOR SUBMISSION OF TENDER DOCUMENT

Completed and Sealed tender documents should be submitted to Rourkela Smart City Ltd.(RSCL)by Regd. Post /Courier as per below mentioned instruction:

"REQUEST FOR PROPOSAL (RFP) FOR SELECTION OF AGENCY /ORGANISATION FOR CONDUCTING COMMUNITY LED TOTAL SANITATION (CLTS) PROGRAM FOR MAKING THE SLUMS UNDER AREA BASED DEVELOPEMENT AREA (BCPC AREA)OF ROURKELA OPEN DEFICATION FREE(ODF)"

The proposal shall be addressed to RSCL, Rourkela at the following address:

**Chief executive Officer (CEO)
Rourkela Smart City Limited
UditNagar ,Rourkela-769012
Telephone No.-0661-2500388**

For any further details please contact rourkelascl@gmail.com ;rourkelamunicipality@gmail.com

Hand Delivery of the proposal shall not be accepted. If the envelope and the covers are not sealed and marked as mentioned above, RSCL will not be responsible for any misplacement or premature opening (Telex, Cable or Facsimile proposal will be rejected).

Covering Letter

(On the Letterhead of the applicant)

To,

Chief Executive Officer (CEO)
Rourkela Smart City Limited (RSCL)
UditNagar ,Rourkela-769012

Dear Sir,

Sub:-SUBMISSION OF PROPOSAL FOR SELECTION OF AGENCY /ORGANISATION FOR CONDUCTING COMMUNITY LED TOTAL SANITATION (CLTS) PROGRAM FOR MAKING THE SLUMS UNDER ROURKELA AREA BASED DEVELOPEMENT AREA(BCPC AREA)OPEN DEFICATION FREE(ODF)

Having examined the advertisement and application form including guidelines for submission, scope of work etc. We hereby submit all the necessary information and relevant document for our selection for **CONDUCTING COMMUNITY LED TOTAL SANITATION (CLTS) PROGRAM FOR MAKING THE SLUMS UNDER ROURKELA AREA BASED DEVELOPEMENT AREA(BCPC AREA) OPEN DEFICATION FREE (ODF)**

We understand that RSCL reserves the right to reject any application without assigning any reason thereof.

(Signature of Authorized person)

Date:

Information of Applicants

Name of the Agency (In full):.....

Address:.....

Telephone no:.....

E-Mail address:.....

Year of establishment:.....

(Certificate of Registration/Incorporation under relevant acts)

Place of Business:.....

Number of Year of Experience:

No. Of assignment similar to the project mentioned in this RFP:

(Signature of Authorized person)

Date:

TURN OVER OF THE APPLICANT OVER LAST THREE YEARS

- 1) 2016-17(Y1) Rs.....
- 2) 2015-16(y2) Rs.....
- 3) 2014-15(y3) Rs.....

(Signature of Authorized Person)

Date:

Applicant's Experience of Relevant Projects

1.	Project Name	
2.	Location	
3.	Start Date	
4.	End Date	
5.	Present Status of the Project	

N.B: Relevant Work order and the completion certificated will be attached with the application.

(Signature of Authorized Person)

Date:

Project Team

Proposed team along with the detailed CVs will have to be submitted. The educational qualifications and the relevant work experience should be clearly mentioned.

1. Project Manager:
 - a. Name
 - b. Date of Birth
 - c. Qualification
 - d. Experience

2. Other Proposed project team members:
 - a. Name
 - b. Proposed designation
 - c. Date of Birth
 - d. Educational Qualification
 - e. Experience

(Signature of Authorized Person)

Date:

Schedule 'E'

Approach to the Project Work including work plan and methodology

Detailed Plan to be enclosed

(Signature of Authorized Person)

Date:

5.1 Please provide your proposed cost in the table below.

Item Details	Proposed detail in unit	Cost/unit
Total manpower involved including project manager		
Administrative cost including programme management cost		
Total cost (including all taxes)		

Total cost in words(INR).....

(Signature of Authorized Person)

Date: