



**NATIONAL PRODUCTIVITY COUNCIL**  
E-5, GIDC, Electronics Estate, Sector 26  
Gandhinagar, Gujarat - 382028

Advt. No: NPC/GN/EN/1/2022

08/08/2022

**ADVERTISEMENT INVITING QUOTATIONS**  
**FROM INDIVIDUALS/AGENCIES TO UNDERTAKE**

**SITE INVESTIGATIONS/STUDIES FOR A SECURED LANDFILL FACILITY**

**1. ABOUT NPC**

National Productivity Council (NPC) is national level organization to promote productivity culture in India. Established by the Ministry of Industry, Government of India in 1958, it is an autonomous, multipartite, non-profit organization with equal representation from employers' & workers' organizations and Government, apart from technical & professional institutions and other interests.

NPC teams up with its clients to work out solutions towards accelerating productivity, enhancing competitiveness, increasing profits, augmenting safety and reliability, and ensuring better quality. It provides reliable database for decision-making, improved systems and procedures, work culture as well as customer satisfaction both internal & external. NPC's services have bearings on economic growth and quality of life. The Council promotes a comprehensive view of productivity focused on improving triple bottom line – economic, environmental, and social and adds value for all the stake holders through generation & application of advanced knowledge for inclusive Growth. For further details, please visit our web site: [www.npcindia.gov.in](http://www.npcindia.gov.in)

The Environment Group of NPC is engaged in providing wide ranging & comprehensive services in the field of Environmental Protection through scientific management of Industrial Hazardous Waste, Municipal Solid Waste, Hospital Waste, Air & Water Pollution etc. Other services include Environmental Management System, Green Productivity, Geographical Information System (GIS), and Regional Environmental Planning.

## SECTION-1 INVITATION OF TECHNO-COMMERCIAL PROPOSALS

1. Agency/Vendors are advised to study the document carefully. Online Submission shall be deemed to have been done after careful study and examination of the bid document with full understanding of its implications.
2. Not more than one RFQ shall be submitted by one bidder or bidders having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.
3. Agency/vendors that have downloaded the tender from the NPC website [www.npcindia.gov.in](http://www.npcindia.gov.in) shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and tenderer is liable to be banned from doing business with NPC.
4. Bids will be opened as per date/time as mentioned in the Clause 5. After online opening of Technical-Bid the results of their qualification as well Price-Bid opening will be intimated.

### 5. SCHEDULE FOR INVITATION TO BID

The following table provides information regarding the important dates of the Bid process:

Published Date	8 <sup>th</sup> August 2022
Submission Start Date & Time	8 <sup>th</sup> August 2022 from 16:00 Hrs.
Submission End Date & Time	22 <sup>nd</sup> August 2022 up to 15:00 Hrs.
Technical Bid Opening Date & Time	23 <sup>rd</sup> August 2022, 11:00 Hrs.
Financial Bid Opening Date & Time	24 <sup>th</sup> August 2022, 11:00 Hrs.

### 6. PROPOSAL SUBMISSION PROCESS

- Agency/vendor needs to submit the technical detail and financial quotation for above mentioned work as separate attachments through email. (Separate attachments in PDF format).**
- Technical Bid Contains signed & scan copy of the advertisement inviting proposal, filled in Annexure-I and supporting documents.
- The Financial quotations to contain only the Annexure-II.
- Please note that Agency/vendor need to submit the financial quotation (in PDF file format) with password protection separately.**
- Both the documents should be submitted via mail to [gandhinagar@npcindia.gov.in](mailto:gandhinagar@npcindia.gov.in) on or before the specified date and time. Mail Subject may be filled with Advertisement Number (Advt. No: **NPC/GN/EN/1/2022 dated: 8<sup>th</sup> August 2022**)**
- After Bid Submission end date and time on successful qualifying the technical evaluation process, NPC will request (vide email: [gandhinagar@npcindia.gov.in](mailto:gandhinagar@npcindia.gov.in))**

**to share the password of financial bid for evaluation.** The password to be share through return email only.

vii. **No email to share the financial bid password will be sent from NPC if the vendor does not meet the technical criteria(s).**

viii. For any query/clarifications with respect to the tender, you may kindly send email to our NPC office at **[gandhinagar@npcindia.gov.in](mailto:gandhinagar@npcindia.gov.in)**

## **7. IMPORTANT INSTRUCTIONS**

i. The financial quote to be as per the **Annexure-II** and should clearly mention the professional fees and applicable taxes.

ii. **The To and Fro Travel charges from your unit up to the unit located at Dahej along with Boarding/Lodging of officials would be arranged by NPC.**

iii. Even though proposal may satisfy the above requirements, the same may be disqualified for the following reasons:

- If misleading or false representation of facts are made or deliberately suppressed in the information provided in the forms, statements, and enclosures of this document.
- If they have a record of poor performance such as abandoning work, not properly completing the contract or financial failures/weaknesses.
- If confidential inquiry reveals facts contrary to the information provided by the agency/vendor or unsatisfactory performance in any of their previous engagement.

iv. All agencies must follow the project monitoring and quality review guidelines as decided by NPC on case-to-case basis.

v. Any agency can be debarred if the performance during the execution of project or compliance to the guidelines is found to be unsatisfactory.

vi. **National Productivity Council reserves the right to accept or reject any or all the quotations either fully or partly at any stage without assigning any reason.**

vii. All the information collected during the process of study is strictly confidential and no part of the work to be reported anywhere other than NPC.

## SECTION-2 SERVICES TO BE PROVIDED TO NPC

1. NPC RD Gandhinagar office intends to carry out the below mentioned Study/Survey/Investigation at a site of a Secured Landfill Facility of a Company based at Dahej, Gujarat, through agency/experts as per the details provided below;

Sl. No	Nature of Study/ Investigation	Detailed Activities to be Covered	Experience and Qualifications
1.	Topographic Survey	Configuration of Secured Landfill Facility  Compute Earthwork Quantity  Contour Survey with 5m x 5m Grid	The agency/expert must have minimum 5 years of experience in undertaking such Topographic Surveys and have related Work Orders/Certifications /Approvals etc.
2.	Subsoil Investigation	Type and characteristics of subsurface strata (Soil, Permeability, Compressibility)  Minimum 3 boreholes per Ha. Up to 15 m depth	The agency/expert must have minimum 5 years of experience in undertaking such Subsoil Investigations and have related Work Orders/Certifications /Approvals etc.
3.	Hydrogeological & Geological Investigations  (Post Monsoon)	Depth to Groundwater table and Seasonal Variations  Groundwater Flow Directions  Baseline Groundwater Quality  Bedrock Profile  & Seismic Data Investigation	The agency/expert must have minimum 5 years of experience in undertaking such Hydrogeological Investigations have related Work Orders/Certifications /Approvals etc.
4.	Hydrological Investigations	Rainfall and runoff within landfill areas  Additional run off from other areas  Design of Drainage Systems	The agency/expert must have minimum 5 years of experience in undertaking such Hydrological Investigations have related Work Orders/Certifications /Approvals etc.

Sl. No	Nature of Study/ Investigation	Detailed Activities to be Covered	Experience and Qualifications
5.	Design of SLF Facility (To provide Detailed Design and Drawings)	<p>To work with NPC consultant in the preparation of Feasibility Report with respect to suitability of Site for Construction of Secured Landfill Facility</p> <p>To prepare the Detailed Design and Drawings of Cell of Secured Landfill Facility, as per the guidelines of the Central Pollution Control Board (CPCB) based on the findings/site visits</p> <p>To plan and prepare layout of SLF including</p> <p style="padding-left: 40px;"><u>Design Life</u></p> <ul style="list-style-type: none"> <li>➤ Active Period depending on waste generation and availability of area.</li> <li>➤ Closure &amp; Post-closure Period (30 years after active period).</li> </ul> <p style="padding-left: 40px;"><u>Waste Volume</u></p> <ul style="list-style-type: none"> <li>➤ Current waste generation &amp; anticipated increase in future.</li> <li>➤ Waste density.</li> </ul> <p style="padding-left: 40px;"><u>Configuration of SLF (Above ground/below ground/side slope)</u></p> <ul style="list-style-type: none"> <li>➤ Topography.</li> <li>➤ Depth to Ground Water (GW) table.</li> <li>➤ Other site-specific factors.</li> </ul> <p style="padding-left: 40px;"><u>Area and Sizing Requirement</u></p> <ul style="list-style-type: none"> <li>➤ Waste volume.</li> <li>➤ Volume of liner, drainage and cover materials.</li> <li>➤ Height (5 to 10 m) depending on the</li> </ul>	<p><i>Graduate/Post Graduate in Civil/Environmental/Chemical/Mechanical Engineering</i></p> <p><i>Minimum 15 years of Experience in the Preparation of Detailed Design and Drawings of Secured Landfill Facilities especially for Government Clients. Must have design experience of at least 5 Landfill facilities.</i></p> <p><i>Must have thorough knowledge of Secured Landfill.</i></p>

Sl. No	Nature of Study/ Investigation	Detailed Activities to be Covered	Experience and Qualifications
		<p>configuration (above ground/below ground).</p> <p><u>Waste Compatibility</u></p> <ul style="list-style-type: none"> <li>➤ To ascertain the compatibility of all probable waste to be disposed in proposed SLF.</li> </ul> <p><u>Support Facilities</u></p> <ul style="list-style-type: none"> <li>➤ Access road, security office, equipment shed, temporary storage.</li> <li>➤ Efficient leachate collection system and tanker approach area.</li> <li>➤ Wash, leachate treatment systems, surface water drainage facilities, green belt etc.</li> <li>➤ 15 to 30 % area in addition to landfill area.</li> </ul> <p>Preparation and submission of detailed design and drawings report to NPC</p> <p>To provide the design consideration, design description, drawing and operating philosophy for monsoon storage shed of 60,000 MT capacity</p> <p>To undertake supervision during various stages of construction of SLF along with NPC Consultant (as per intimation from NPC, based on SLF stage wise construction progress)</p>	

## **NOTE**

- i. The parameters/guidelines to be covered for study/investigation (Sl. No. 1 to 5) shall be as per the applicable CPCB Guidelines for Secured Landfill Facility.
- ii. The study/investigation shall be in respect to a Site proposed for construction of Secured Landfill Facility
- iii. For Topographic Survey, study to be undertaken within the premises of the company up to maximum of 5 Hectares
- iv. For Investigations related to Subsoil, Hydrogeology, Geology, Hydrology, study to be undertaken within the premises of the company up to maximum of 10 Hectares

## **TERMS AND CONDITIONS**

- i. The Agency (ies)/Expert(s) may specify the specific services they can undertake as per the above List.
- ii. The agency must provide skilled manpower/technically qualified person at the project site to undertake the above activities for execution of the defined activities.
- iii. The agency must ensure the availability of needful instruments at the project sites to undertake onsite sampling/measurement. Instruments should be owned by the bidder and all the instruments must have a valid calibration certificate in the bidder name wherever applicable. The same needs to be submitted along with the report.
- iv. The agency must prepare and submit the respective reports (both soft copy and hard copy) to NPC. The Agency shall also required to submit the field measurement and other data taken during the field study.
- v. Preferably will be given for work done and/or services rendered to Government Projects.
- vi. **It may be noted that with respect to the project related field studies the Travel (To/Fro) charges up to the Company located at Dahej and back along with Boarding/Lodging of team members would be arranged by NPC from the Company.**

## **2. SELECTION CRITERIA**

- i. NPC would assess the technical detail first and after qualification in technical, the financial quotation would be considered
- ii. For services mentioned from Sl. No. 1 to 4. Final Selection would be based on L1 (Least Cost System) based on the criteria.
- iii. However, for Sl. No. 5 Weightage of 50% would be given for Technical Expertise and 50% Weightage to be decided based on L1 (Least Cost System) criteria.
- iv. In case of identical financial bids by more than one bidder the following tie-breaker procedure will be adopted to break tie:-
  - Average turnover of the bidder for last three financial years: more the turnover more the preference
  - Duration of establishment: longer the period of establishment more the preference.

## **3. DURATION**

NPC shall finalize the visit date to the Company at Dahej and keep the selected agency informed about the field study dates. Field study shall be undertaken by the selected agency followed by report submission to NPC immediately.

Hence, Agency/vendor team should be prepared to report to the client premises within a week along with NPC team from the date of award of work by NPC.

## **4. PAYMENT & OTHER TERMS**

100% payment only after on completion of study and acceptance of report by client (Company)/NPC for services mentioned in Sl. No. 1 to 4.

For Sl. No. 5 Payment shall be made as per the following pattern.

- i. 20% of the total amount quoted shall be paid on submission of Feasibility Report and on Acceptance by the Client
- ii. 60% of the total amount quoted shall be paid on submission of Detailed Design and Drawing Report and on Acceptance by the Client
- iii. The balance 20% of the total amount quoted shall be paid on submission of Report on "Supervision during Construction of Secured Landfill" and on Acceptance by the Client

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## **ANNEXURE-I**

### **FORMAT OF APPLICATION FOR SUBMISSION OF TECHNICAL PROPOSAL**

(Please fill in the details as applicable to Individual/Agency)

<b>SL. NO.</b>	<b>DETAILS</b>	<b>DESCRIPTION</b>
1.	Name of the Company/Individual	
2.	Type of Organization (Please provide copies of Memorandum & Articles of Association, etc.)	
3.	Year of Establishment	
4.	Total Years of Experience in Undertaking specific SLF related Service. Please provide the name of the SLF Service(s) expertise.	
5.	Address of Corporate Office, Telephone/Tele fax Numbers, corporate email-ID and website URL name of the Applicant	
6.	Names, Address and Email IDs & mobile numbers of Authorized Representatives/contact persons	
7.	Name and addresses of Directors/Partners/Proprietors/Key Managerial Personnel	
8.	GST No. (attach supporting documents)	
9.	Company or Firm PAN Number (attach supporting documents)	
10.	Details of Applicant's Account 1. Bank Name & Branch 2. Account Name 3. Account Number 4. IFSC  (attach supporting documents)	
11.	Nature of present or previous association with NPC (if any) for providing similar or any other nature of service  (attach supporting documents)	

<b>SL. NO.</b>	<b>DETAILS</b>	<b>DESCRIPTION</b>
12.	Are you empanelled with NPC (Yes/No)	
13.	List the business association / work executed /any empanelment of Similar Nature. Provide Supporting Documents.	
14.	Reference Name and contact details Persons in Client organizations for verification of credentials of the applying agency.	
15.	Details of Skilled Manpower for conducting the field Study:  (Curriculum Vitae of the team members to be attached)	
16.	List the instruments in possession as per the Scope:  (Attach the calibration certificates of the instruments, if need be)	
17.	Have you been blacklisted /debarred by any of the Government Undertakings/ Companies/Organizations, and if so, name of the Company as well as period of debarring and reasons thereof	

<b>SL. NO.</b>	<b>DETAILS</b>	<b>DESCRIPTION</b>
18.	List of Services as per this advertisement list that you may like to undertake the study/investigation	
19.	Experience in this particular Field	
20.	Experience with Government Sector	
21.	Academic Qualification and experience of Team Member(s) proposed for the study	

(Note: Please attach relevant documents like Work Order, Experience, CV etc.)

(Authorized Signature & Seal)

**ANNEXURE-II****FORMAT OF APPLICATION FOR SUBMISSION OF FINANCIAL PROPOSAL**

(Please fill in the details as applicable to Individual/Agency)

<b>SL NO.</b>	<b>DESCRIPTION</b>	<b>QUOTED AMOUNT (Rs.)</b>
<b>PROFESSIONAL FEE</b>		
1	Topographic Survey	
2	Subsoil Investigation	
3	Hydrogeological & Geological Investigations	
4	Hydrological Investigations	
5	Design of Secured Landfill Facility (Detailed Design and Drawings as per CPCB Guidelines)	
<b>Total Value</b>		
<b>In figures:</b>		
<b>In Words:</b>		
<b>Applicable Taxes (GST):</b>		
<b>Gross Total Value</b>		
<b>In figures:</b>		
<b>In Words:</b>		

*#Send password protected file separately as mentioned in section-2. Individuals/Agency may also quote the individual cost & total cost based on the selected services.*

(Authorized Signature & Seal)