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Subject: Invitation of Sealed Quotations for Appointment of Consultant for the work of "Modernization of primary waste collection & secondary transportation system for East Zone-B (Sarothana) of surat city including Construction of RTS, supply & procurement of closed body primary waste collection vehicles, compaction equipments for secondary transportation system, roadside dustbins, battery-operated garbage collection vehicle (BOGCV) to perform primary garbage collection & its secondary transportation from Sarothana RTS up to disposal site for 10 years of concession period with operation & maintenance of comprehensive collection & transportation system as a whole with establishing and operation of MRF system at Sarothana transfer station."

Gentleman,

With reference to the subject cited above, it is hereby informed that the Surat Municipal Corporation (SMC) proposes to invite tenders for works related to **"Modernization of primary waste collection & secondary transportation system for East Zone-B (Sarothana) of surat city including Construction of RTS, supply & procurement of closed body primary waste collection vehicles, compaction equipments for secondary transportation system, roadside dustbins, battery-operated garbage collection vehicle (BOGCV) to perform primary garbage collection & its secondary transportation from Sarothana RTS up to disposal site for 10 years of concession period with operation & maintenance of comprehensive collection & transportation system as a whole with establishing and operation of MRF system at Sarothana transfer station"**

Accordingly, sealed quotations are hereby invited from reputed and experienced consultancy firms / agencies for appointment of a Consultant for the work of **"Modernization of primary waste collection & secondary transportation system for East Zone-B (Sarothana) of surat city including Construction of RTS, supply & procurement of closed body primary waste collection vehicles, compaction equipments for secondary transportation system, roadside dustbins, battery-operated garbage collection vehicle (BOGCV) to perform primary garbage collection & its secondary transportation from Sarothana RTS up to disposal site for 10 years of concession period with operation & maintenance of comprehensive collection & transportation system as a whole with establishing and operation of MRF system at Sarothana transfer station"** as per the details mentioned below. Your most reasonable offer is hereby solicited for consultancy services including tender preparation and bid evaluation for the above-captioned work.

The brief Scope of work, Milestones for payment and Time limit will be as under: -

Scope of Consultancy Work

The consultant shall be required to carry out the following works:

1. Planning and Preliminary Survey

- Topographical Survey and other required Survey like collection data required for new RTS design and construction, vehicle requirement for primary and secondary transportation. Detailed Survey should include if needed.
- Data Collection with respect to HFL Data, Soil Investigation Data, Ground Level Data etc required for Designing SWM system shall be incorporated.

2. Estimation and Planning

- Prepare a comprehensive, itemized Detailed Estimate and Bill of Quantities (BOQ) based on applicable SOR (Schedule of Rates) / market rate analyses for the execution tender. The estimate must distinctly cover the following sub-components:
- **Operation & Maintenance (O&M) of RTS** : Day-to-day operations, monitoring, environmental safety measures, gas venting and leachate system operation.

3. Preparation of Technical and Tender Documents

- Preparation of detailed technical specifications for subject captioned work including all the items required to be incorporated in the tender.
- Preparation of tender / bid documents including eligibility criteria, technical specifications, required benchmarks and performance parameters.

4. Tendering Assistance

- Assistance during pre-bid meeting and clarification of bidder queries.
- Technical scrutiny and evaluation of bids received.
- Preparation of technical evaluation report for the qualification and disqualification of bidders participating in tender and cost/rate analysis, comparative statements.

5. Financial Evaluation and Contract Finalization

- Assistance in financial comparison of bids.
- Recommendation of suitable bidder.
- Support during finalization of contract and issuance of work order.
- To undertake cost analysis based on prevailing SORs/ Market rates.

6. Any Other Related Consultancy Work

- Any other work related to the above project as directed by the competent authority of SMC, within the overall scope of consultancy.
- Any other analysis report as deemed suitable or required by SMC.

- Frequent presentation regarding commercial reports conducted and necessary suggestion/ corrections to be done as guided by competent authority.

B. Terms and Conditions

1. Surat Municipal Corporation reserves the right to accept or reject any or all quotations without assigning any reason thereof.
2. Payment shall be released after completion of respective milestones and certification by the concerned department.
3. No extra payment shall be made for any work not specified in the scope unless approved in writing by SMC.
4. The decision of Surat Municipal Corporation shall be final and binding.
5. In case of suspension of work or withdrawal of work at any stage from SMC, payment shall be made to the consultant based on the actual work carried out by the consultant.
6. Visit Charges, Transportation Charges, Out of Pocket Charges, Lodging and Boarding Charges or any other charges for presenting at any place such as work site or monitoring locations shall not be paid to the consultant. All above charges shall be deemed to be considered in the fees quoted under the quotation.
7. Any visit with respect to any approval of the report/Tender Document at any kind of authority level or work level, be it a Presentation or attending any Seminar/Conference/Meeting, or as and when seems feasible to SMC out of Surat city, shall not be paid extra.
8. If any report/feasibility document prepared by the consultant is required to be submitted at GOG/GOI/ any other agency for financial assistance, in that case, the consultant has to provide all necessary support without any extra payment.
9. Penalty for delay in work will be levied at 0.2% of the contract value per day, subject to a maximum of 10% of the contract value of the work.

C. Time Limit

- Time limit for Stage I to II mentioned in the table of F-Payment Milestones, shall be 30 days from the date of issue of the Work order.
- Time limit for Stage III mentioned in the table of F-Payment Milestones, shall be 15 days from the further letter received for the preparation of tender work, from Surat Municipal Corporation.
- Time limit for Stage IV mentioned in the table of F-Payment Milestones shall be 15 days from opening of the Technical Bid for the said tender.

D. Other Terms

- SMC will deduct 7% of the total sanctioned amount towards retention money from running bills, which shall be released with the final bill.
- The Consultant has to enter into an Agreement with SMC as per prevailing policy.
- The Agency should have a valid GST registration.

E. Earnest Money Deposit (EMD)

- The Consultant shall pay an Earnest Money Deposit of Rs. 10,000/- by pay order/Demand Draft issued in favour of the Commissioner, Surat Municipal Corporation.
- **Offers without EMD would be rejected.**

F. Payment Milestones

Payment to the consultant shall be made in stages as mentioned below, subject to approval of the competent authority:

Stage	Milestone	Payment (%)
I	Completion of planning survey, requirement assessment, and submission of preliminary report with drawings	15 %
II	Submission of estimation and technical specifications	30 %
III	Submission of tender documents	25 %
IV	Completion of technical evaluation, submission of evaluation report, financial evaluation, recommendation, and award of contract and submission of structural drawing	20 %
V	Completion of construction work contract (capital)	10 %

(Total payment shall be 100% of the quoted consultancy fees.)

G. Quotation (Financial Bid)

The consultant shall quote lump-sum consultancy fees for the complete scope of work.



Sr. No.	Particulars	Amount (₹) (Lump sum) (Excluding GST if applicable)
1	Consultancy charges for the work related to appointment of a Consultant for the work of "Modernization of primary waste collection & secondary transportation system for East Zone-B (Sarothana) of surat city including Construction of RTS, supply & procurement of closed body primary waste collection vehicles, compaction equipments for secondary transportation system, roadside dustbins, battery-operated garbage collection vehicle (BOGCV) to perform primary garbage collection & its secondary transportation from Sarothana RTS up to disposal site for 10 years of concession period with operation & maintenance of comprehensive collection & transportation system as a whole with establishing and operation of MRF system at Sarothana transfer station"considering overall scope of work. Total Quoted Amount	₹.....
	Total Quoted Amount (in Words)	₹.....

GST and other applicable taxes shall be payable as per prevailing Government rules.

H. Mode of Submission

Offer must be submitted in a sealed cover superscribed with the name of work as "**Appointment of Consultant for the work of Modernization of primary waste collection & secondary transportation system for East Zone-B (Sarothana) of surat city including Construction of RTS, supply & procurement of closed body primary waste collection vehicles, compaction equipments for secondary transportation system, roadside dustbins, battery-operated garbage collection vehicle (BOGCV) to perform primary garbage collection & its secondary transportation from Sarothana RTS up to disposal site for 10 years of concession period with operation & maintenance of comprehensive collection & transportation system as a whole with establishing and operation of MRF system at Sarothana transfer station**" so as to reach The Chief Accountant, Accounts Department, Surat Municipal Corporation, Tapibhavan, Tapipura, Surat on or before **Dt. 10/09/2026** by Speed Post/ RPAD only.

Thanking You,

Medical Officer Of Health
Surat Municipal Corporation

Consultant's Sign and Stamp

Dr. P. H. Umrigar
MBBS, DPH
Medical Officer of Health



Surat Municipal Corporation
Tapipura,
Surat – 395 003