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Subject: Invitation in Sealed Quotations for Appointment of Consultant for the work related to Preparation of Estimate, Tender and other necessary works for Processing of Municipal Solid Waste as per provision laid in Solid Waste Management Rules 2026 and other statutory norms for Surat city.

Gentleman,

With reference to the above subject, Surat Municipal Corporation wants to invite the tender for the processing of Municipal Solid waste generated from the surat city and in context to above, sealed quotations are hereby invited from reputed and experienced consultancy firms / agencies for appointment of a Consultant to carry out below mentioned works.

1. Scope of Work

A. Estimate Preparation

Consultancy service for preparation of Detail estimate by considering following points as per the provisions of Solid Waste Management Rules 2026 and other statutory norms.

1. Consultancy need to verified and suggest the quantum of waste to be process as per current generation of waste, Future generation of population from surat city and the existing facility available at Surat Municipal Corporation.
2. Detail Layout of Plant including Machineries Details, Civil Works Details, Electrification Details, Vehicles Details, Operation & Maintenance Cost etc. as per the prevailing SOR rates, including Rate Analysis of items other than SOR items.

B. Detail preparation of Tender Document.:

Consultant has to prepare detail tender documents considering all points required for the proper processing and maintenance of the plant and fulfill the requirements as per provision laid in Solid Waste Management rules 2026 and other statutory norms.

C. Detail Evaluation of participated Bidder and provide Qualification Report:

Carry out Detail Analysis and Evaluation of the participated bidder, including checking of all the documents and completion certificates submitted by the bidder and provide suggestion report to Surat Municipal Corporation for the qualification of the bidder as per provide the detail comparison statement for the participatory offer for the comparative analysis.

D. Any Other Related Consultancy Work

1. Any other work related to the above project as directed by the competent authority of SMC, within the overall scope of consultancy.
2. Any other Analysis report as deemed suitable or required by SMC.
3. Frequent Presentation regarding commercial reports conducted and necessary Suggestion/corrections to be done as guided by competent authority.



2. Qualification Criteria

Consultant Participating in these quotations should have experience in providing the consultancy service in the solid waste management sector in Govt. / Semi Govt. / PSUs / Government Undertaking / Government Companies (ongoing works are also acceptable).

Experience Certificate for the consultancy work in the solid waste management sector duly signed by Executive engineer or equivalent) must be provided for its consideration

3. 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 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 place such as work site, monitoring locations shall not be paid to consultant. All above charges shall deem to be considered in the fees quoted under the quotation.
7. Any visit with respect to any approval of DPR/Tender Document at any kind of authority level or work level be it like, Presentation or attaining any Seminar/Conference/Meeting or as and when seems feasible to SMC out of Surat city shall not be paid extra.
8. If DPR/feasibility report prepared by consultant is required to submit at GOG/GOI/ any other agency for financial assistance, in that case, consultant has to provide all kind of necessary support without any kind of extra payment.
9. The Consultant shall pay **Earnest Money Deposit of Rs.10,000/-** by pay order/Demand Draft issued in favour of Commissioner, Surat Municipal Corporation.
- 10. Offers without E.M.D. would be rejected.**
11. Successful Bidder have to deposit **2% of the total sanctioned amount** towards the initial security deposit for the said work. The EMD amount will be released once the Security Deposit is submitted from the successful consultant.
12. **SMC will deduct 7% the total sanctioned amount towards retention money and 2% of total sanctioned amount towards the Security deposit** from running bills & shall be released with final bill.
13. Penalty for Delay in work will be levied as per 0.2% of contract value per day subject to maximum of 10% of the contract value of work.



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(Solid Waste Management)
Surat Municipal Corporation**

14. Consultant has to enter in to Agreement with SMC as per prevailing policy.
15. Agency should have valid GST registration.

4. Time limit and Payment Terms:

Sr. No.	Descriptive Stage	Time Limit	Payment Tens in (%) of Sanctioned Consultancy Amount.
1.	Submission of Estimation and technical specifications	15 Days from the Date of Issue of Work	20%
2.	Submission of tender documents	As per the Tender Published Schedule	20%
3.	Detail Evaluation of participated Bidder and provide Qualification Report	7 days after the opening of online Technical Bid of the Tender.	20%
4.	Detail comparison statement for the participatory offer for the comparative analysis	7 days after the opening of Price Bid of the Tender.	20%
5.	After the Award of Work to Successfully qualified bidder	-	20%

Note:

1. No Extra Payment will be provided if the work is retendered by SMC, due to any reason thereof and rates are considered inclusive for the any no. of attempts done by SMC for the award of work.
2. If during any stage of the work, if the work is dropped/terminated by the SMC, then payment will be paid up to that particular stage only.

Considering the Above Facts, you are hereby requested to send your offer for the subject captioned work at the earliest.

5. Quotation (Financial Bid)

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

Particulars	Amount (₹) (Lump sum) (Excluding GST if applicable)
Consultancy charges for the above work considering overall scope of work.	/-
Total Quoted Amount (in figures)	
Total Quoted Amount (in Words)	

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



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6. Mode of Submission:

- Offer must be submitted in sealed cover super scribed with the name of work as "**Appointment of Consultant for the work related to Preparation of Estimate, Tender and other necessary works for Processing of Municipal Solid Waste as per provision laid in Solid Waste Management Rules 2026 and other statutory norms for Surat city.**" so as to reach at The Chief Accountant, Accounts Department, Surat Municipal Corporation, Tapi Bhavan, Tapipura, Surat on or before **Dt. 09/10/2026** by /Speed Post/ RPAD only.

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Solid Waste Management
Surat Municipal Corporation