

Expression of Interest for Empanelment of Agencies for Collection, Transportation, Processing & Disposal of Electronic Waste in NOIDA



**NEW OKHLA INDUSTRIAL DEVELOPMENT AUTHORITY**

**Expression of Interest for Empanelment of  
Agencies for Collection Transportation Processing &  
Disposal of Electronic Waste in  
Noida**

**November – 2019**

**Sr. Project Engineer (Public Health)**

**New Okhla Industrial Development Authority**  
Public Health Department, Sector - 39, NOIDA-201 301.  
Website: [www.noidaauthorityonline.com](http://www.noidaauthorityonline.com)

## **DISCLAIMER**

The information contained in this Expression of Interest document ("EOI document) or subsequently provided to Applicant(s), whether verbally or in documentary or in any other form, by or on behalf of New Okhla Industrial Development Authority (hereafter referred to as "NOIDA") or any of its employees or advisors, is provided to the Applicant(s) on the terms and conditions set out in this EOI document and all other terms and conditions subject to which such information is provided in writing.

This EOI document is intended to be and is hereby issued only to the prospective Applicants. The purpose of this EOI document is to provide the Applicant(s) with information to assist the formulation of their Proposals. This EOI document does not purport to contain all the information that each Applicant may require. This EOI document may not be appropriate for all persons, and it is not possible for the NOIDA, its employees or advisors to consider the investment objectives, financial situation and particular needs of each Applicant who reads or uses this EOI document. The assumptions, assessments, statements and information contained in the EOI document may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this RFP document and where necessary obtain independent advice from appropriate sources. The NOIDA, its employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, adequacy, correctness, reliability or completeness of the EOI document.

Information provided in this EOI document to the Applicant(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The NOIDA accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The NOIDA, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this EOI document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the EOI document and any assessment, assumption, statement or information contained therein or deemed to form part of this EOI document or arising in any way for participation.

The NOIDA also accepts no liability of any nature whether resulting from negligence or otherwise

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Electronic Waste in NOIDA

howsoever caused arising from reliance of any Applicant upon the statements contained in this EOI document.

The NOIDA may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this EOI document before the last date of bid submission.

The issue of this EOI document does not imply that the NOIDA is bound to select an Applicant or to appoint the selected Applicant or Concessionaire, as the case may be, for the Project and the NOIDA reserves the right to reject all or any of the Applicants or Bids without assigning any reason whatsoever.

The Applicants shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the NOIDA or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Applicant and the NOIDA shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.

# **Table of Contents**

## Contents

Section 1. Text of Advertisement ..... 5

Section 2. Letter of Invitation..... 6

Section 2: Instructions to Bidder ..... 7

Section 4: Formats for Submission ..... 10

## Section 1. Text of Advertisement

### Invitation for Expression of Interest for Empanelment of Agencies for Collection Transportation Processing & Disposal of Electronic Waste in NOIDA

NOIDA thus invites "Expression of Interest" from the entities/ operators/ NGOs interested to showcase their interest in collection, transportation processing & disposal of electronic waste in NOIDA. The broad activities include but not limited to, carry out electronic waste management in residential, commercial, institutional, industrial areas and also from the secondary e-collection bins located in NOIDA. The implementation model shall include collection, transportation processing and disposal of e-waste in NOIDA. The interested entities/ operators/ NGOs may then send their organizational profile along with the mechanism through which they wish to provide a feasible and sustainable solution along with the forms available in the EOI document uploaded in the NOIDA website on or before 3<sup>rd</sup> December 2019 before 2:00 PM, on the following address:

Email address: [pehealth39@gmail.com](mailto:pehealth39@gmail.com); [consultant2noida@gmail.com](mailto:consultant2noida@gmail.com)

Website: [www.noidaauthorityonline.com](http://www.noidaauthorityonline.com)

The EOI document required to be submitted by the firms must include (i) Firms profile, (ii) Company registration certificate, (iii) GST certificate, (iv) Balance sheet (audited indicating average annual turnover in last 4 years), (v) declaration on non-judicial stamp paper to the effect that the firm is not debarred from participating in any assignment funded by Government of India or State Government or PSUs (vi) Other documents as mentioned in the EOI document available in the website of NOIDA.

The companies whose approach, technology, mechanism, methodologies, work experience and financial capabilities looks good shall be shortlisted for a presentation based on which future empanelment process shall be initiated. NOIDA reserves the right to initiate or cancel the entire process without quoting any specific reasons at any stage. No fees is thus been called with the said EOI.

Senior Project Engineer (PH)

Public Health Department

Sector-39, Gautam Buddha Nagar

## Section 2. Letter of Invitation

1. The NEW OKHLA INDUSTRIAL DEVELOPMENT AUTHORITY (hereinafter called “Employer”) is inviting sealed Invitation for Expression of Interest for Empanelment of Agencies for Collection Transportation Processing & Disposal of Electronic Waste in NOIDA
2. The EOI document containing the details of qualification criteria, submission requirement, brief objectives & scope of work and method of evaluation is enclosed
3. The EOI document will be available on NOIDA’s website [www.noidaauthorityonline.in](http://www.noidaauthorityonline.in)
4. The applicants may submit your responses in sealed envelopes in prescribed format to the undersigned latest by:

**“Senior Project Engineer (PH)  
Public Health Department, Sector-29  
NOIDA”**

5. Queries if any may be referred in writing to the Senior Project Engineer, at the above mentioned address or email at [pehealth39@gmail.com](mailto:pehealth39@gmail.com) or [consultant2authority@gmail.com](mailto:consultant2authority@gmail.com)
6. Critical dates

Publishing Dates	19.11.2019
Pre-Bid Meeting	26.11.2019
EOI Submission Start Date	27.11.2019
EOI Submission End Date	03.12.2019
EOI Opening Date	04.12.2019

Yours sincerely,

Senior Project Engineer (PH)  
Public Health Department  
Sector-39, Gautam Buddha Nagar

## **Section 2: Instructions to Bidder**

### **1. BACKGROUND**

New Okhla Industrial Development Authority (hereinafter referred to as "NOIDA" or "the Authority"), is one of the largest planned industrial townships of Asia. Noida development area encompasses about 20,316 hectares of land consisting of 81 villages in Gautam Budh Nagar district. The city is divided into 168 fully, partially and under developed sectors.

Noida has total population of 6.38 Lacs (as per the population census 2011), whereas, the current estimated residing population is approx. 14.0 Lacs. Currently the processing of waste is on a minimal level and NOIDA is committed to achieve the goals of Swachh Bharat Mission of 100% scientific processing of waste. In view of this, NOIDA wants to encourage firms that are involved in collection, transportation and processing of waste on a smaller scale and self-sustainable model.

### **2. Objective**

Project objectives are aligned with the objectives of Swachh Bharat Mission (Urban). The key objectives of the project are as following:-

- (a) Modern and Scientific E-Waste management, handling and disposal,
- (b) To effect behavioral change regarding healthy sanitation practices & good waste management,
- (c) Generate awareness about sanitation and its linkage with public health
- (d) Capacity Augmentation of Authority in the desired sectors

### **3. EOI Processing Fees**

NOIDA reserves the right to initiate or cancel the entire process without quoting any specific reasons at any stage. No fees are thus being called with the said EOI.

### **4. Documents to be submitted**

The Expression of Interest is to be submitted in the manner prescribed below:

All information as detailed below is to be submitted in two hard copies in separately sealed envelopes and one soft copy in CD:

1. Applicant's Expression of Interest as per Format
2. Organization Contact Details as per Format
3. Experience of the organization as per Format
4. Financial strength of the company as per Format
5. Declaration as per Format
6. Technology descriptions of the project

## 5. EOIEvaluation

- 5.1 Screening of EOIs shall be carried out as per eligibility conditions mentioned in this document and based on verification of testimonials submitted.
- 5.2 The companies whose approach, technology, mechanism, methodologies, work experience and financial capabilities looks good shall be shortlisted for a presentation based on which future empanelment process shall be initiated.
- 5.3 The agencies will be required to make a presentation to a selection committee show-casing their proposals about their technology, approach and bringing sustainability to the project.

## 6. Procedure for Detailed evaluation of technical qualifications

The firms will be shortlisted against the pre-qualification criteria. Those who qualify/fulfill these criteria, shall be considered for technical evaluation.

Sr.	Particulars	Supporting Documents to be submitted
1.	The applicant shall be a firm/ company/ partnership/ proprietorship firm registered under the Indian Companies Act, 1956/ the partnership Act, 1932, non-profit organization and registered under trust act or societies act, section 8 of companies act or Companies registered under section 25 of the Companies Act, 1956. The Bidders shall be required to submit a true copy of its Incorporation/ registration Certificate.	Copy of Certificate of incorporation and Partnership Deed, if any
2.	The applicant must have a valid GST certificate and EPF registration.	Copy of GST Certificate & EPF registration certificate
3	The applicant should have annual turnover of 5 crores in last 3 years	Format- to be certified & validated by Chartered Accountant (CA) of the bidder's organization
4	The agency should not be blacklisted by any Central Government/ State Government/ PSU/ Government Bodies	Certificate signed by the Authorized signatory



## **7. Terms of Reference**

- The selected agency is required to carry out electronic waste management across residential, industrial, commercial and institutional areas of NOIDA. In order to achieve it the required agency has to develop a mechanism of collection and transportation
- The selected agency is required to collect electronic waste that is deposited in the secondary e collection bins installed by NOIDA Authority
- Collected waste shall be transported by the agency with its own resources to the processing sites
- The selected agency is required to set up its own storage unit/ processing plant in NOIDA. The agency can also process the e waste in its site which is located outside NOIDA.
- Noida Authority will provide land for storage unit/ scientific processing of e-waste.
- Agency should process the e-waste only on the site provided by the Authority and any other places after taking approval from the Authority
- Authority will not pay the agency for the technology installed as well as the operational expenses.
- Agency will only use only those processing technologies which are approved by Authority and as per E-Waste Management Rules, 2016
- After processing of the e waste, the agency will provide a certificate of disposal to NOIDA authority mentioning the quantity and technology used for the processing. Agency have to make sure that no e-waste is being processed in violation with E-waste management rules, 2016

## **8. Last Date of Submission of EOI**

The last date of submission of EOI is 3<sup>rd</sup> December 2019 (2:00 PM)

EOI Opening Date & Time is 04<sup>th</sup> December 2019 (4:00 PM)

## **9. Empanelment Tenure**

The empanelment tenure will be for 5 years from the date of signing of MoU with the authority. The empanelment tenure can be extended and will at discretion of Noida Authority. Authority can cancel the empanelment any time without giving any reasons.

## **10. Validity of Offer**

The offer for EOI as per this document shall be valid for a period of three (3) months initially which may be extended further if required by NOIDA.

## Section 4: Formats for Submission

### Applicant Expression of Interest

*[Location, Date]*

To,  
The Sr. Project Engineer (PH),  
Sector-39, Noida

Dear Sir,

In response to the Invitation for Expressions of Interest (EOI) published on xx.xx.xxxx for the above purpose, we would like to express interest to carry out the above proposed task.

As instructed, we attach 2 sets of the following documents in separately sealed envelopes and one soft copy:

1. Organizational Details (Format-2)
2. Financial strength of the organization (Format-3)
3. Experience in related fields (Format-4)
4. Letter of Declaration for not blacklisting (Format-5)

Yours sincerely,

Authorized Signatory *[In full and initials]*

Name and Title of Signatory:

Name of Firm:

Address:

**Form 2: Organization Contact Details**

a.	Name of Organization	:	
b.	Tel. No.	:	
c.	Fax No.	:	
d.	Email	:	
e.	Year of Incorporation.	:	
f.	Name and address of the person holding the Power of Attorney.	:	
g.	(i) Place of Business.	:	
	(ii) Date of Registration.	:	
h.	Name of Bankers with full address.	:	
i.	GSTN Registration Number (copy).	:	
j.	Permanente Account Number (copy).	:	
k.	Are you presently debarred / Blacklisted by any Government Department /Public Sector Undertaking /Any Employer? (If Yes, please furnished details)	:	
l.	Name and details (Tel / Mobile / E mail) of contact persons	:	

**Form 3: Format for Financial Capability of the Bidder**

(Equivalent in Rs. crores)

<b>Applicant*</b>	-----( <i>Name of Bidder</i> )				
<b>FY</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>Total</b>	<b>Average</b>
<b>Annual Turnover</b>					
<b>Certificate from the Statutory Auditor</b>					
<p>This is to certify that..... (<i>Name of the Bidder</i>) <i>has</i> received the payments and annual turnover as shown above against the respective years.</p> <p>Name of the audit firm:</p> <p>Seal of the audit firm</p> <p>Date:</p> <p>(<i>Signature, name and designation of the authorised signatory</i>)</p>					

# The Bidder should provide the Financial Capability based on its own financial statements. Financial Capability of the Bidder's parent agency/firm or its subsidiary or any associate agency/ firm will not be considered for computation of the Financial Capability of the Bidder.

\* Bidder should fill in details as per the row titled Annual turnover in the row below.

**Form 4: Engagement Experience**

List projects in the last ten years which are similar to that in the RFP.

Assignment name:	Value of the contract (in current INR):
Country:	Duration of assignment (months):
Name of Employer:	Total No of staff-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract (in current INR):
Start date (month/year):	
Completion date (month/year):	
Narrative description of Project:	

*(Along with the details the bidder is also required to submit the certificate of completion/ Work undertaken for each of the projects)*

**Form 5: Letter of Declaration for not have been black listed**

*[Location, Date]*

To,

The Sr. Project Engineer (PH),  
Sector-39, Noida

**Subject:** Letter of Declaration for not have been Blacklisted

We, *[Name of Firm]* have not been black listed/ debarred/ termination of contract except for reasons of convenience of Employer by any Government/ Government board/ Corporation/ Agency/firm/StatutoryBody/PSUAgency/firm/Non-Government/Governmentofanysovereign countries/ Private Agencies and Funding Agencies in the last 10years.

For *[Name of Firm]*,

*Authorized Signatory [In full and initials]*

*Name and Title of Signatory:*

*Name of Firm:*

*Address*