

Expression of Interest for Empanelment of Agency for Flower waste collection, management and recycling into eco products in NOIDA



**NEW OKHLA INDUSTRIAL DEVELOPMENT AUTHORITY**

**Expression of Interest for Selection of Agency for Flower waste collection management and recycling into eco products in NOIDA**

**December – 2022**

**Project Engineer**

**New Okhla Industrial Development Authority**  
Public Health Department Sector - 94, NOIDA-201 301.  
Website: [www.noidaauthorityonline.com](http://www.noidaauthorityonline.com)

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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.

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

Data Sheet

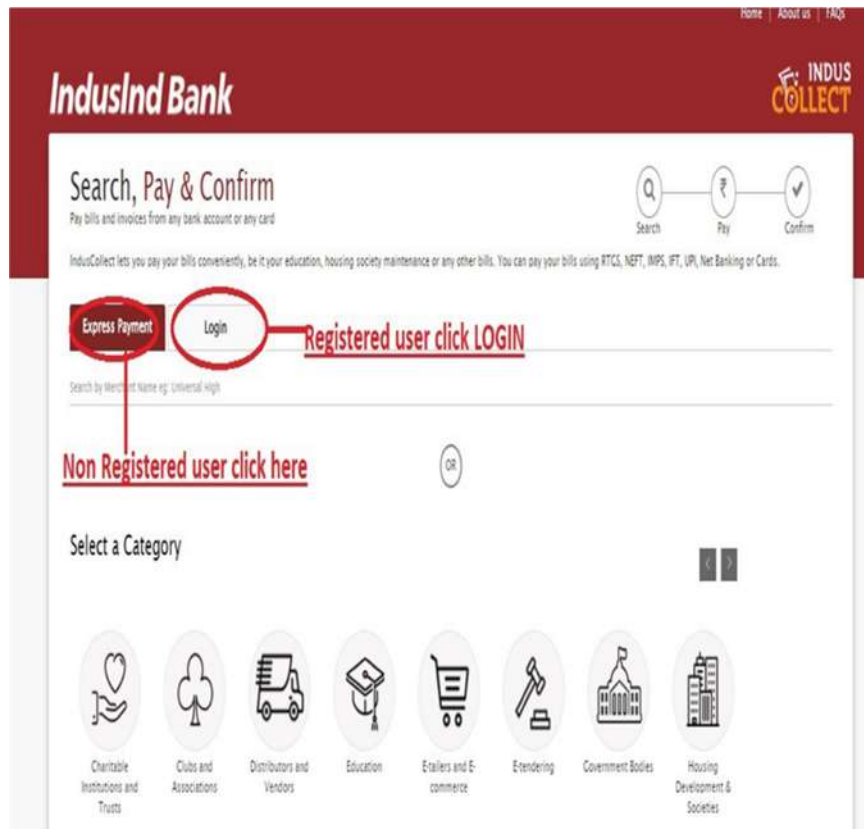
1.	Name of the Bid	Expression of Interest for Selection of Agency for Flower waste collection management and recycling into eco products in NOIDA
2.	Contract Period	5 years
3.	E-Tender Processing Fee	INR 5,310 (Rupees Five Thousand Three Hundred Ten Only), inclusive of GST 18% (GST), through RTGS/NEFT only payable in favour of New Okhla Industrial Development Authority
4.	Earnest Money Deposit	The tenderer shall furnish EMD of INR 1,00,000
5.	Name of the Authority and Official	Shri. Vijay Rawal, Project Engineer, Public Health Department-1 Main Administrative Building, Sector-6 New Okhla Industrial Development Authority, Noida 201301

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		District Gautam Budh Nagar, Uttar Pradesh Email: noida@noidaauthorityonline.com
6.	Bid Language	English
7.	Bid Currency	INR

Instructions for bidder to do payment:

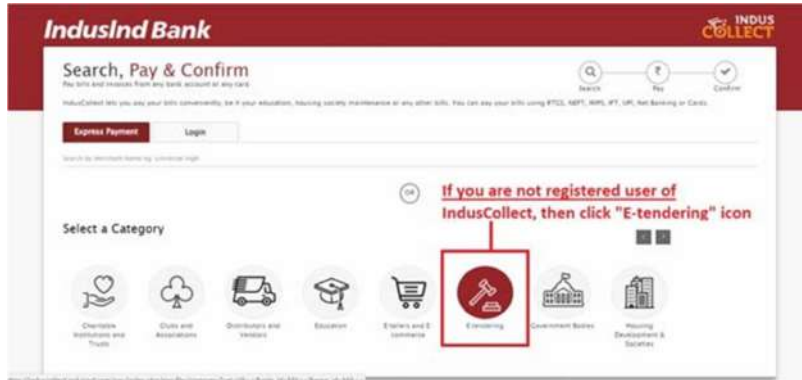
1. Visit Indus Collect website: <https://induscollect.indusind.com/pay/index.php>
2. If you are a registered user of Indus Collect, then login click on LOGIN tab. If you are not registered user of Indus Collect, then click on Express Payment tab



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**3. Flow for Non Registered users of IndusCollect:**

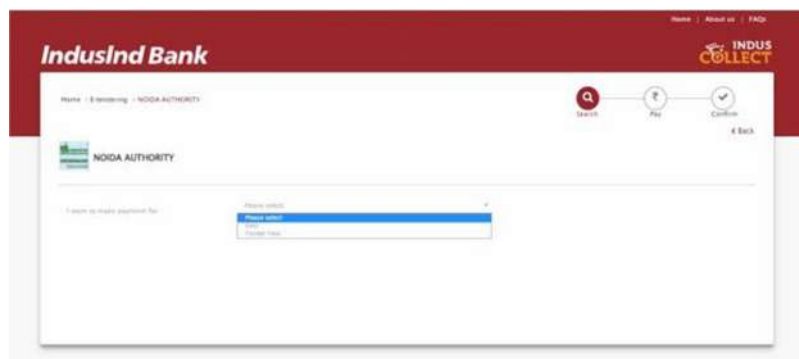
**a. Select Category**



**b. Select NOIDA AUTHORITY**



**c. Select type of payment:**

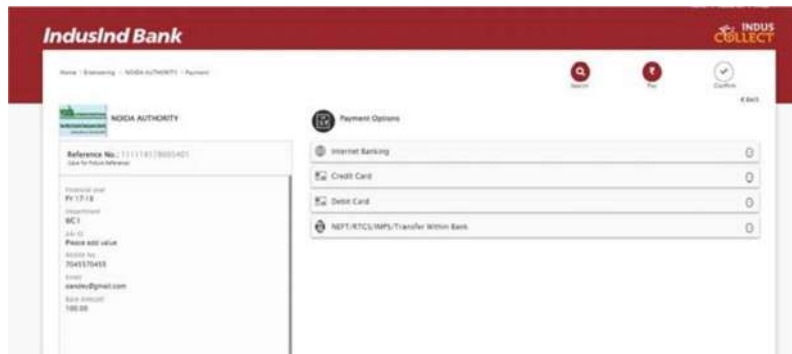


**d. Enter Data & Click Submit:**



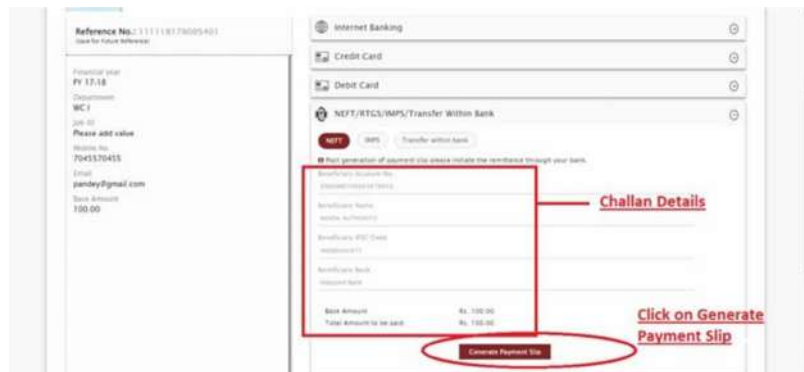
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e. Select the payment mode:



f. If user clicks “Internet Banking” or “Credit Card” or “Debit Card”, then user will be redirected to Payment Gateway page. User has to enter authority details

g. If user selects NEFT or RTGS or IMPS or Transfer within Bank, then

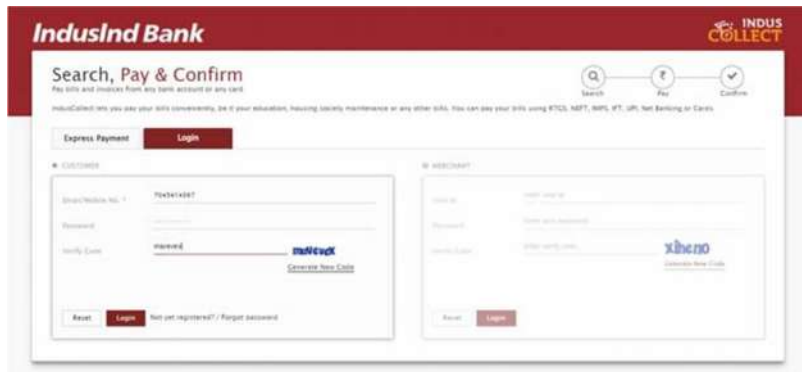


- i. User has to click on Generate Payment Slip to generate challan. It will have beneficiary account number and IFSC code
- ii. User will then login to their own bank's Net banking or mobile app.
- iii. User will add beneficiary basis the details on Challan.
- iii. User will then make the payment to beneficiary

4. Flow for Registered users of IndusCollect:

a. Login to IndusCollect

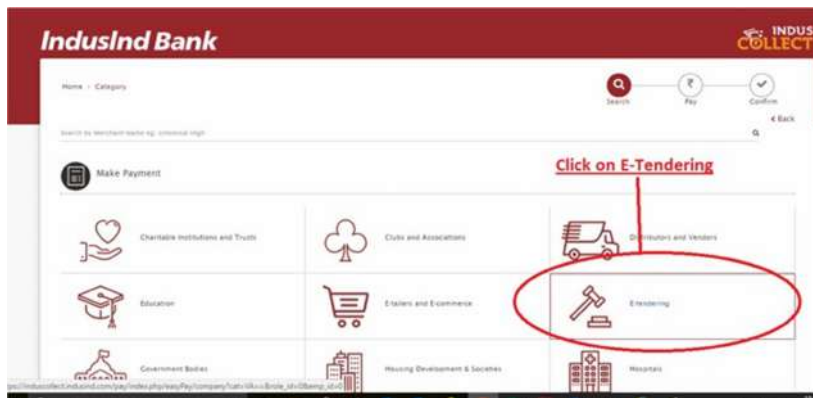
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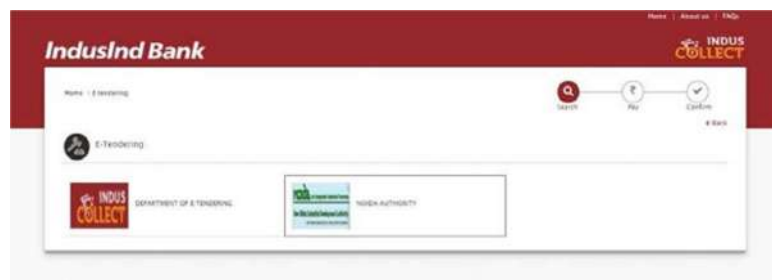
b. Click on MAKE PAYMENT



c. Select Category

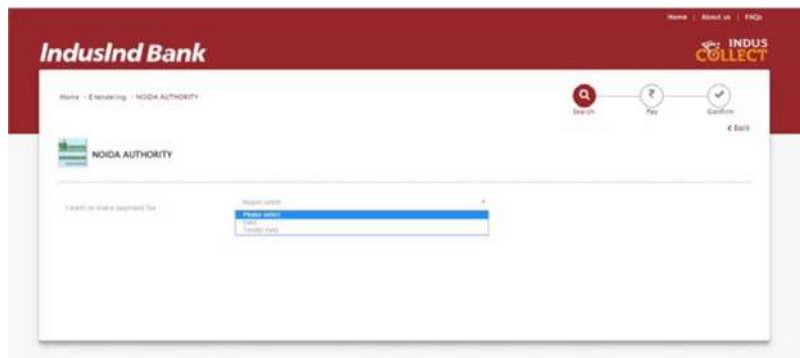


d. Select NOIDA AUTHORITY:



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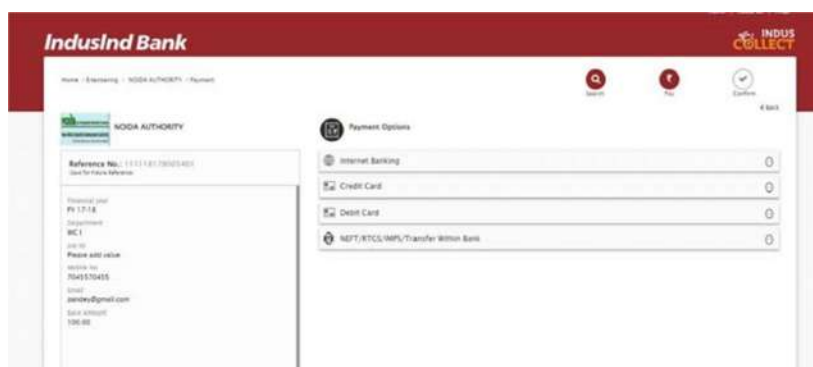
e. Select type of payment:



f. Enter Data & Click Submit:



g. Select the payment mode:

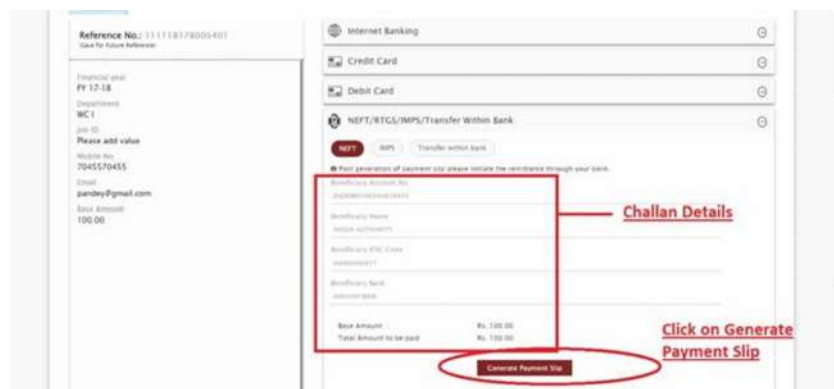


h. If user clicks “Internet Banking” or “Credit Card” or “Debit Card”, then user will be redirected to Payment Gateway page. User has to enter authority details.

i. If user selects NEFT or RTGS or IMPS or Transfer within Bank, then:



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- i. User has to click on Generate Payment Slip to generate challan. It will have beneficiary account number and IFSC code.
- ii. User will then login to their own bank's Net banking or mobile app
- iii. User will add beneficiary basis the details on Challan
- iv. User will then make the payment to beneficiary

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## **Section 1. Text of Advertisement**

### **Invitation for Expression of Interest for Empanelment of Agency Flower Waste Collection, Management and Recycling into eco products in NOIDA**

NOIDA thus invites “Expression of Interest” from the entities/ operators/ NGOs interested to showcase their interest in FLOWER WASTE COLLECTION, MANAGEMENT AND RECYCLING INTO ECO-PRODUCTS 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 **datexxx**, on the following address:

Email address: [pehealth39@gmail.com](mailto:pehealth39@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(if any), (iii) GST certificate, (iv) Balance sheet (audited indicating average annual turnover in last 3 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/NGOs whose approach, 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.

Project Engineer  
Public Health Department  
Sector-94, 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 Agency for Collection, Management and recycling into end products 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:

“Project Engineer  
Public Health Department  
Sector-94, Gautam Buddha Nagar”

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)
6. Critical dates

Publishing Dates	
Pre-Bid Meeting	
EOI Submission Start Date	
EOI Submission End Date	
EOI Opening Date	

Yours sincerely,

Project Engineer  
Public Health Department  
Sector-94, Gautam Buddha Nagar

### Section 3: 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.

The floral waste disposed into the rivers or canals will have negative impacts on the water quality as well the living organisms present in the waters. Dumping flower wastes in the drains or on the streets may lead to outbreak of endemic diseases as the flower waste garbage attracts pests. Flower waste recycling agency that has experience in flower waste management and recycling into eco-friendly by-products fulfilling the activities of collection, segregation, recycling and reprocessing of flower waste.

#### 2. Cost of Bid Document / e tender Processing Fee

- a) The tenderer shall bear all costs associated with the preparation and submission of its e-Bid and New Okhla Industrial Development Authority (“NOIDA” or “the Authority”), will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the e-Bid process.
- b) This tender document is available on the web site <http://etender.up.nic.in> or on NOIDA website ([www.noidaauthorityonline.in](http://www.noidaauthorityonline.in)) to enable the tenderers to view, download the e-Bid document and submit e-Bids online up to the last date and time mentioned in e-Tender notice/e-tender document against this e-Tender. The tenderers shall have to pay cost of bid document/ e-Tender processing fee of as mentioned in Data Sheet through RTGS/NEFT only payable in favour of New Okhla Industrial Development Authority in the A/c No. mentioned in Data Sheet. The scanned copy of RTGS/NEFT receipt with transaction Id certified by the same bank must be enclosed along with the e-Bid. This cost of bid document/ e-Tender processing fee as mentioned in Data Sheet will be non-refundable. Tender without cost of bid document/ e-Tender processing fee in the prescribed form, will not be accepted

#### 2.1 Availability of Bid Document

This Bid document is available on the web site <http://etender.up.nic.in> or on NOIDA website <http://www.noidaauthorityonline.in/> to enable the Bidders to view, download the e-Bid document and submit e-Bids online up to the last date and time mentioned in e-Bidder notice/ e-Bid document. The Bidder`s shall have to pay e-Tender Processing fee and furnish EMD as mentioned in Data sheet through RTGS/ NEFT on addresses given in data sheet. The scanned copy of RTGS/ NEFT with transaction ID certified by the same bank must be enclosed along with the e-Bid. This e-Tender Processing fee will be non-refundable. Bid without tender fee in the prescribe form will not be accepted.

## **2.2 Amendment of e- Bid Document**

- a) At any time prior to the deadline for submission of e-Bid, NOIDA may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the e-Bid document by amendments. Such amendments shall be uploaded on the e-procurement website <http://etender.up.nic.in> or NOIDA's website [www.noidaauthorityonline.in](http://www.noidaauthorityonline.in). The relevant clauses of the e-Bid document shall be treated as amended accordingly.
- b) It shall be the sole responsibility of the prospective Bidder to check the website <http://etender.up.nic.in> and NOIDA's website [www.noidaauthorityonline.in](http://www.noidaauthorityonline.in) from time to time for any amendment in the e-Bid documents. In case of failure to get the amendments, if any, NOIDA shall not be responsible for it.
- c) To allow prospective e-Bids a reasonable time to take the amendment into account in preparing their e-Bids, NOIDA, at the discretion, may extend the deadline for the submission of e-Bids. Such extensions shall be uploaded on the e-procurement website <http://etender.up.nic.in> or NOIDA's website [www.noidaauthorityonline.in](http://www.noidaauthorityonline.in).

## **2.3 Preparation and Submission of Bids**

### **2.3.1 Language of e-Bid**

The e-Bid prepared by the Bidder, as well as all correspondence and documents relating to the e-Bid exchanged by the Bidder and NOIDA shall be written in English language. Only English numerals shall be used in the e-Bid. The correspondence and documents in any other language must be accompanied by transcripts verified by the Embassy of Home Country or equivalent.

### **2.4 E-Bid form**

The Bidder shall complete the e-Bid form and the appropriate price schedule/BOQ furnished in the e-Bid document.

### **2.5 E-Bid currency**

Prices shall be quoted in Indian Rupees only.

### **2.6 Formats and signing of e-Bid**

- a) The Bidder shall prepare one electronic copy of the technical e-Bid and financial e-Bid separately.
- b) The e-Bid document shall be digitally signed, at the time of uploading, by the Bidder or a person or persons duly authorized to bind the Bidder to the contract/ Agreement. The later authorization shall be indicated by a scanned copy of written power of attorney accompanying the e-Bid. All the pages/documents of the e-Bid that are to be uploaded shall be digitally signed by the person authorized to sign the e-Bid.
- c) Bidders should provide all the information as per the RFP and in the specified formats. NOIDA reserves the rights to reject any proposal that is not in the specified formats.
- d) In case the Bidders intends to provide additional information for which specified space in the given format is not sufficient, it can be furnished in duly stamped and signed PDFs

### **2.7 Deadline for submission of e-Bid**

E-Bid (Technical and financial) must be submitted by the Bidder at e-procurement website <http://etender.up.nic.in> not later than the time specified on the prescribed date (as the server time

displayed in the e-procurement website). NOIDA may, at its discretion, extend this deadline for submission of e-Bid by amending the e-Bid document, in which case, all rights and obligations of NOIDA and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

## **2.8 Submission of e-Bid**

- a) The bid submission module of e-procurement website <http://etender.up.nic.in> enables the Bidders to submit the e-Bid online in response to this e-Bid published by NOIDA.
- b) Bid submission can be done only from the bid submission start date and time till the bid submission end date and time given in the e-Bid. Bidders should start the bid submission process well in advance so that they can submit their e-Bid in time.
- c) The Bidder should submit their e-Bid considering the server time displayed in the e-procurement website. This server time is the time by which the e-Bid submission activity will be allowed till the permissible time on the last/end date of submission indicated in the e-Bid schedule.
- d) Once the e-Bid submission date and time is over, the Bidders cannot submit their e-Bid. For delay in submission of e-Bid due to any reasons, the Bidders shall only be held responsible.

### **The Bidders must follow the following instructions for submission of their e-Bid:**

- I. For participating in the e-Bid through the e-Bidding system, it is necessary for the Bidders to be the registered users of the e-procurement website <http://etender.up.nic.in>. The Bidders must obtain a user login Id and password by registering themselves with U.P. Electronics Corporation Ltd., Lucknow if they have not done so previously for registration.
- II. In addition to the normal registration, the Bidder must register with his/her digital signature certificate (DSC) in the e-Bidding system and subsequently he/she will be allowed to carry out his/her e-Bid submission activities. Registering the digital signature certificate (DSC) is a onetime activity. Before proceeding to register his/her DSC, the Bidder should first log on to the eBidding system using the user login option on the home page with the login Id and password with which he/she has registered.  
For successful registration of DSC on e-procurement website <http://etender.up.nic.in> the Bidder must ensure that he/she should possess class-2/class-3 DSC issued by any certifying authorities approved by controller of certifying authorities, Government of India, as the e-procurement website <http://etender.up.nic.in> is presently accepting DSC issued by these authorities only. The Bidder can obtain user login Id and perform DSC registration exercise given above even before the e-Bid submission date starts. NOIDA shall not be held responsible if the Bidder tries to submit his/her e-Bid at the moment before end date of submission but could not submit due to DSC registration problem.
- III. The Bidder can search for active Bids through "search active tenders" link, select a Bid in which he/she is interested in and then move it to 'My Tenders' folder using the options available in the e-Bid submission menu. After selecting and the Bid, for which the Bidder intends to e-Bid, from "My tenders" folder, the Bidder can place his/her e-Bid by clicking "pay offline" option available at the end of the view Bid details form. Before this, the Bidder should download the e-Bid document and price schedule/bill of quantity (BOQ) and study them carefully. The Bidder should keep all the documents ready as per the requirements of e-Bid document in the PDF format except the price schedule /bill of quantity (BOQ) which should be in the XLS format (excel sheet).

- IV. After clicking the 'pay offline' option, the Bidder will be redirected to terms and conditions page. The Bidder should read the terms & conditions before proceeding to fill in the tender fee offline payment details. After entering and saving the tender fee details form so that "bid document preparation and submission" window appears to upload the documents as per technical (fee details, qualification details, e-Bid form and technical specification details) and financial (e-Bid form and price schedule/BOQ) schedules/packets given in the Bid details. The details of the RTGS/NEFT should tally with the details available in the scanned copy and the date entered during e-Bid submission time otherwise the e-Bid submitted will not be accepted.
- V. Next the Bidder should upload the technical e-Bid documents for fee details (tender fee and EMD), Qualification details. Before uploading, the Bidder has to select the relevant digital signature certificate. He may be prompted to enter the digital signature certificate password, if necessary. For uploading, the Bidder should click "browse" button against each document label in technical and financial schedules/packets and then upload the relevant PDF/XLS files already prepared and stored in the Bidder's computer. The required documents for each document label of technical (fee details, qualification details, e-Bid form and technical specification details) and financial (e-Bid form and price schedule/BOQ) schedules/packets can be clubbed together to make single different files for each label.
- VI. The Bidder should click "Encrypt" next for successfully encrypting and uploading of required documents. during the above process, the e-Bid document is digitally signed using the DSC of the Bidder and then the documents are encrypted/locked electronically with the DSCs of the bid openers to ensure that the e-Bid documents are protected, stored and opened by concerned bid openers only.
- VII. After successful submission of e-Bid document, a page giving the summary of e-Bid submission will be displayed confirming end of e-Bid submission process. The Bidder can take a printout of the bid summary using the "print" option available in the window as an acknowledgement for future reference.
- VIII. NOIDA reserves the right to cancel any or all e-Bids without assigning any reason.

## **2.9 Late e-Bid**

- a) Bids received by NOIDA after the specified time on the Bid Due Date shall not be eligible for consideration and shall be summarily rejected.
- b) The server time indicated in the bid management window on the e- procurement website <http://etender.up.nic.in> will be the time by which the e-Bid submission activity will be allowed till the permissible date and time scheduled in the e-Bid.
- c) Once the e-Bid submission date and time is over, the Bidder cannot submit his/her e-Bid. Bidder should start the bid submission well in advance so that the submission process passes off smoothly. The Bidder will only be held responsible if his/her e-Bid is not submitted in time due to any of his/her problems/faults, for whatsoever reason, during e-Bid submission process

## **2.10 Withdrawal and resubmission of e-Bid**

- a) At any point of time, a Bidder can withdraw his/her e-Bid submitted online before the bid submission end date and time. For withdrawing the Bidder should first log in using his/her login id \_\_\_ and password and subsequently by his/her digital signature certificate on the e-procurement



website <http://etender.up.nic.in>. The Bidder should then select "My bids" option in the bid submission menu. The page listing all the bids submitted by the Bidder will be displayed. Click "View" to see the details of the bid to be withdrawn. After selecting the "bid withdrawal" option the Bidder has to click "Yes" to the message "Do you want to withdraw this bid?" displayed in the bid information window for the selected bid. The Bidder also has to enter the bid withdrawing reasons and upload the letter giving the reasons for withdrawing before clicking the "Submit" button. The Bidder has to confirm again by pressing "OK" button before finally withdrawing his/her selected eBid.

- b) No e-Bid may be withdrawn in the interval between the deadline for submission of e-Bids and the expiration of period of e- bid validity. Withdrawal of an e-Bid during this interval may result in the imposition of penalty and appropriate action as per the rules of Noida Authority
- c) The Bidder can re-submit his/her e-Bid as when required till the e-Bid submission end date and time. The e-Bid submitted earlier will be replaced by the new one. The payment made by the Bidder earlier will be used for revised e-Bid and the new e-Bid submission summary generated after the successful submission of the revised e-Bid will considered for evaluation purposes. For resubmission, the Bidder should first log in using his/her login Id and password and subsequently by his/her digital signature certificate on the e-procurement website <http://etender.up.nic.in>. The Bidder should then select "My bids" option in the bid submission menu. The page listing all the bids submitted by the Bidder will be displayed. Click "View" to see the detail of the e-Bid to be resubmitted. After selecting the "bid resubmission" option, click "Encrypt & upload" to upload the revised e-Bids documents.
- d) The Bidder can submit their revised e-Bids as many times as possible by uploading their e-Bid documents within the scheduled date & time for submission of e-Bids.
- e) No e-Bid can be resubmitted subsequently after the deadline for submission of e-Bids.

#### **2.11 NOIDA's right to accept any e-Bid and to reject any or all e-Bids.**

- a) Notwithstanding anything contained in this e-Bid, NOIDA reserves the right to accept or reject any Bid and to annul the Selection Process and reject all Bids, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.
- b) NOIDA reserves the right to reject any Bid if:
  - At any time, a material misrepresentation is made or uncovered, or
  - The Bidder does not provide, within the time specified by NOIDA, the supplemental information sought by NOIDA for evaluation of the e-Bid.
- c) Such misrepresentation/ improper response may lead to the disqualification of the Bidder. If such disqualification /rejection occurs after the e-Bid have been opened and the highest-ranking Bidder gets disqualified / rejected, then the NOIDA reserves the right to consider the next best Bidder or take any other measure as may be deemed fit in the sole discretion of NOIDA, including annulment of the Selection Process.

#### **2.12 Period of validity of e-Bid**

- a) e-Bid shall remain valid for 90 days after the date of e-Bid opening prescribed by NOIDA. An e-Bid valid for a shorter period shall be rejected by NOIDA as non-responsive.

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b) In exceptional circumstances, NOIDA may solicit the Bidder's consent to an extension of the period of e-Bid validity. The request and the response thereto shall be made in writing.

### 3. 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

### 4. 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 firm has to be a agency registered under the act of 1956/2013 / Firm/ / Society / Trust / NGO / Individual / and should have similar experience with any Municipal Corporation in Central / State / Government departments of India for flower waste management and recycling at least three years till 31/03/2021. The entities should be registered with the competent authority according to the applicable laws in India.	Self-Declaration from the competent authority counter signed by the authorized signatory as per prescribed format. Copy of Certificate of incorporation if any
2.	The applicant must have a valid GST certificate and EPF registration.	Copy of GST Certificate & EPF registration certificate
3	The Applicants must have an average annual turnover of minimum INR 10 Lakhs (Rs Ten Lakhs only) from similar activities during the last three (3) financial years in India i.e., FY 2018-19, FY2019-20, FY 2020-21	Format- to be certified & validated by Chartered Accountant (CA) of the bidder's organization

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4	The agency should not be blacklisted by any Central Government/ State Government/ PSU/ Government Bodies	Certificate signed by the Authorized signatory
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## 5. EOI Evaluation

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/NGO 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.

5.4 The marking of the Eoi evaluation is as under:

Sl. No	Particulars	Allotted Marks
1	<p>Minimum experience in Conversion of Organic Flower waste into Usable/ Eco friendly products :</p> <ul style="list-style-type: none"> <li>• 3 to 4 years - 10 marks</li> <li>• 4 to 5 years – 20 marks</li> <li>• Above 5 years – 30 marks</li> </ul>	30 Marks
2	<p>Financial net worth of the agency</p> <p>5 to 10 Lakhs – 15 Marks</p> <p>&gt;10 Lakhs – 30Marks</p>	30 Marks
3	Should have a strong women-based team with experience of 5 years	20 Marks
4	Technical Presentation (Detailing out methodology, prior expertise, SHG integration, collection and processing technologies, action plans and any other relevant details)	20 Marks

**Agency which scores a maximum-marks in the above criteria shall be selected. If the marks of the agency are equal or similar then the agency whose financial net worth is maximum shall be selected.**

## 6. Terms of Reference

1. Shall ensure that the processes involved in flower waste management and recycling into eco-friendly by-products including the activities of collection, segregation, recycling and reprocessing of flower waste should be environmental friendly and should adhere to any

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applicable waste management or recycling rules prescribed by the CPCB or UPPCB (if applicable).

2. Flower waste processing and recycling facilities and infrastructure are to be setup in accordance with the standards or guidelines prescribed by the government or UPPCB or Noida.
3. Ensure that no damage is caused to the environment during collection, segregation, transportation, recycling and reprocessing of flower waste
4. The Land area maximum 1000 sq. meter on lease for 5 years period provided by Noida Authority at the rent of Rs. 1 per sq. meter/ per year in Green Belt area decided by Noida
5. Make available monthly revenue records to the Noida Authority
6. **OBLIGATIONS OF THE BIDDER:** The Bidder shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Bidder shall always act, in respect of any matter relating to this Contract or to the Services, as faithful adviser to the “Employer”, and shall at all times support and safeguard the “Employer’s legitimate interests in any dealings with Sub-Bidders or Third Parties
7. The Door-to-door agency appointed by Noida will collect the floral waste and provide to bidder at designated site.
8. Ensure that the recycling processes do not have any adverse effect on the health of the workers involved and the environment.
9. Make available all records to the Noida Authority or the Uttar Pradesh State Pollution Control Board for inspection as and when required.
10. Ensure that the fractions or material not recycled in flower waste management facility is sent to the respective safe waste disposal systems in coordination with Noida Authority.
11. Ensure that residue generated during recycling process is disposed of in an authorized treatment storage disposal facility under Noida.
12. File annual returns as per the applicable rules and regulations of the government.
13. Ensure SHGs registered under Noida to be mandatorily integrated into the livelihood flower waste management model
14. Safe sanitation and hygiene practices should be ensured in the flower waste management facility and in the flower waste management process.
15. Other operations without authorization by Noida or UPPCB, as defined shall be considered as causing damage to the environment.
16. Any violation of terms and condition would lead to cancellation of agreement.
17. A strong women-led team refers to a team with a woman or women in long term control and active management of strategic and day to day decision making. Active roles could be managerial or training activities leading to the empowerment of other women in difficult circumstances
18. The profit shall remain with the agency.

## 7. Arbitration

7.1 Any disputes and or difference relating to this agreement or claims arising out of or relating to this agreement or breach, termination or the invalidity thereof or on any issue whether arising during the progress of the services or after the completion or abandonment thereof or any matter directly or indirectly connected with this agreement will be resolved through joint discussion of the authorized representatives of both the parties (NOIDA and Bidder). If the dispute is not resolved by joint discussion, then the matter will be referred for adjudication to a sole Arbitrator appointed by the CEO, NOIDA on receipt of written notice / demand of appointment of Arbitrator from either party.

7.2 The award of the sole Arbitrator shall be final and binding on all the parties. The cost of Arbitration shall be borne by the respective parties equally. Arbitration proceedings will be held at premises of NOIDA, only.

7.3. Rules governing Arbitration Proceedings: The Arbitration Proceedings shall be governed by Indian Arbitration and Conciliation Act 1996, as amended from time to time including provisions in force at the time the references made. During the pendency of arbitration proceedings and currency of the Concession Agreement, the Concessionaire shall continue to perform and make due payments to NOIDA as per the Concession Agreement.

#### 7.4 Enforcement of Award

The Parties agree that the decision or award resulting from arbitration shall be final and binding upon the Parties and shall be enforceable in accordance with the provision of the Arbitration Act subject to the right of the aggrieved parties to secure relief from any higher forum.

#### 7.5 Jurisdiction

Any dispute relating to this Contract/ Agreement or the Services shall be subject to the exclusive jurisdiction of the District Court Gautam Buddha Nagar and High Court at Allahabad (Prayagraj), to which both the parties agree to submit for these purposes

### 8. EMD

#### 8.1 EMD

- a) The tenderer shall furnish EMD as per format provided below in this Tender without, EMD in the prescribed form will not be accepted.
- b) Any e-Bid not secured in accordance with above shall be treated as non-responsive and rejected by NOIDA.
- c) No interest will be paid by the Purchaser on the Earnest Money Deposit.

8.2 EMD of a tenderer will be forfeited, if the tenderer withdraws or amends its tender or derogates from the tender in any respect within the period of validity of its tender.

#### 1. Last Date of Submission of EOI

The last date of submission of EOI is xxxx

EOI Opening Date & Time is xxxxx

#### 2. Empanelment Tenure

The empanelment tenure will be for 5 years from the date of signing of MoU with the authority. The

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empanelment tenure can be extended and will at discretion of Noida Authority. Authority can cancel the empanelment any time without giving any reasons.

### **3. 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 Sector-94,  
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. lakhs)

<b>Applicant*</b>	-----( <i>Name of Bidder</i> )				
<b>FY</b>	<b>2018-19</b>	<b>2019-20</b>	<b>2020-21</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 authorized 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, Sector-94,  
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/ Statutory Body/ PSU Agency/ firm/ Non-Government/ Government of any sovereign countries/ Private Agencies and Funding Agencies in the last 10 years.

For *[Name of Firm]*,

*Authorized Signatory [In full and initials]*

*Name and Title of Signatory:*

*Name of Firm:*

*Address*

**Form 6: DECLARATION OF REFUND OF EARNEST MONEY DEPOSIT (EMD)**

**New Okhla Industrial Development Authority (NOIDA)  
Main Administrative Building, Sector-6, Noida -201301,  
District Gautam Budh Nagar, Uttar Pradesh, India**

<b>1 Bidder Name</b>	
<b>2 Bidder Address</b>	
<b>3 Bank Name</b>	
<b>4 Bank Branch</b>	
<b>5 A/c No</b>	
<b>6 IFSC Code</b>	
<b>7 PAN No.</b>	
<b>8 Tin/TAN No.</b>	
<b>9 GST No.</b>	
<b>10 Phone No.</b>	
<b>11 Mobile No.</b>	
<b>12 Email-Id</b>	
<b>13 Type of Account</b>	
<b>14 Party Unique Id</b>	