



Suchitwa Mission
Local Self Government Department
Government of Kerala

1561/C4/2024/SM

06.03.2024

**EXPRESSION OF INTEREST FOR EMPANELMENT OF COMPANIES/ NGOs/
ORGANIZATIONS PROVIDING SERVICES FOR WASTE COLLECTION**

DISCLAIMER

1. The information contained in this Expression of Interest (here after expressed as "EoI") document or subsequently provided to agencies, whether in documentary form by SUCHITWA MISSION, is provided on the terms and conditions set out in this EoI and such other terms and conditions subject to which such information is provided.
2. This EoI is not an agreement or an offer by the SUCHITWA MISSION to the prospective agencies or any other person. The purpose of this EoI is to prepare a list of agencies eligible for participating in the provide interested parties with information that may be useful to them in the formulation & submission of their proposals pursuant to this EoI.
3. This is not an invitation to tender. Full tendering procedure will be applied to selected firms prequalified and found capable of executing the project. Only shortlisted firms will be contacted for the tender process. Nothing in the advertisement shall be construed to be a commitment on the part of Suchitwa Mission. Suchitwa Mission does not guarantee to proceed further than the EoI, this invitation for EoI being neither an agreement nor an offer for award of work.
4. This EoI includes statements, which reflect various assumptions and assessments arrived at by the SUCHITWA MISSION in relation to this EoI. Such assumptions, assessments and statements do not purport to contain all the information that each agency may require.
5. This EoI may not be appropriate for all persons, and it is not possible for SUCHITWA MISSION to consider the objectives, technical expertise and particular needs of each party who reads or uses this EoI. Information provided in this EoI to the agency may be on a wide range of matters, some of which may depend upon interpretation of law.
6. 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. SUCHITWA MISSION accepts no responsibility for the accuracy or otherwise of any interpretation or opinion on the law expressed herein.
7. SUCHITWA MISSION makes no representation or warranty and shall have no liability to any person including any agency under any law, statute, rules or regulations or tort, principles of restitution for 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 or otherwise, and any assessment, assumption, statement or information contained therein or deemed to form part of this EoI or arising in any way in this Selection Process.
8. SUCHITWA MISSION also accepts no liability of any nature whether resulting from negligence or otherwise, however arising from reliance of any agency upon the statements contained in this

EoI or otherwise, however arising from reliance of any agency upon the statements contained in this EoI.

9. SUCHITWA MISSION may, in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this EoI.
10. The issue of this EoI does not imply that SUCHITWA MISSION is bound to select an agency or to appoint the selected agency, as the case may be and SUCHITWA MISSION reserves the right to reject, all or any of the Proposals, extend the last date without assigning any reasons whatsoever, by notifying in suchitwa Mission's website.
11. The activities/ service/ process proposed by the agency shall be environment friendly and complying with the waste management rules of the country. If suchitwa mission finds that the proposed service is not compatible with existing rules of the state, the same shall be outrightly disqualified.

Suchitwa Mission is pleased to announce our intention to enlist the service providers for collection of various kinds of waste streams. We are inviting expressions of interest from eligible and reputable service providers who specialize in providing service options to the LSGIs in management of various waste that is generated.

Overview

Suchitwa Mission is the nodal agency of the Government of Kerala under the Department of Local Self Government (LSG) to provide technical and financial assistance to the Local Self Government Institutions (here after expressed as LSGIs) in the sanitation and waste management sector utilizing assistance from Central and State Governments. Suchitwa Mission is committed to sustainable environmental practices and responsible waste management. As part of our ongoing efforts to reduce our environmental footprint, we are seeking support for collection of different kinds of wastes from source.

Background

Waste management in Kerala involves a comprehensive approach to handle solid waste efficiently. The decentralized solid waste management system in Kerala emphasizes segregation and processing of waste at the source to the maximum extent possible. The Haritha Karma Sena (HKS), a community-based initiative of women self-help groups in Kerala plays a crucial role in waste management and maintaining cleanliness and sustainability. These HKS members engage in door-to-door collection of waste, including both biodegradable and non-biodegradable materials such as plastics, footwear, clothes, and e-waste. However, there are certain types of waste that HKS does not collect.

Household hazardous Waste: HKS does not deal with hazardous waste, which includes substances harmful to health or the environment. Examples include chemicals, batteries, and household medical waste. Proper disposal of household hazardous waste is critical to prevent pollution and health risks.

Sanitary Waste: Unfortunately, most of the HKS does not specifically collect sanitary waste. Sanitary waste includes items like napkins and diapers. Although door-to-door waste collection has been strengthened, HKS members do not handle sanitary waste from households. The LSGIs entered into an agreement with an agency to collect and cart away sanitary waste to Kerala Enviro Infrastructure Ltd

(KEIL), based in Ernakulam or rather they set up common sanitary waste disposal facilities.

Hair Waste: Most of the HKS does not specifically collect hair waste. Hair, being organic material, can be composted or used for other purposes such as amino acid production, but it is not part of their regular collection process.

C&D Waste: HKS does not specifically collect C&D waste. This type of waste includes debris, rubble, and materials generated during construction, renovation, or demolition activities. Due to its bulk and specialized handling requirements, C&D waste is typically managed separately.

Hence the specific waste items that fall outside HKS's collection scope, consider alternative collection, disposal methods or recycling options.

Scope

Agencies empaneled shall collect specific waste items that HKS does not deal with, from source on need basis. The service provider shall have a GPS fitted own or rented vehicle designed for the purpose, complying with the existing rules and regulations associated with waste management. The collection agency shall work out a lifting plan for the LSGI or district, based on the field requirement or on a regular basis. The collected waste shall only be handed over to or disposed of at an authorized waste treatment/ management plant or unit. The disposal facility and waste collection shall possess a valid contract between an authorized waste management plant/ treatment facility. Being a special waste/ specific waste collection service provider, the agency shall coordinate with the LSGI for evaluating/ assessing the need and the data of waste generation for planning purposes. Management of the collected waste shall be adhered to the prevailing waste management rules and regulations.

- The proponent shall work with the concerned LSGI and waste management facility, by entering agreement with them.
- The agency engaged shall work out a LSGI specific lifting plan/ collection system duly approved by LSGI. Data on the vehicle tracking system shall be produced at LSGI upon request.
- Proposed waste collection system shall be economically viable and suitable to the local conditions, and environmentally compliant as per the SWM Rules, 2016, Battery Waste Management Rules, 2022(if applicable) and waste management guidelines issued by the state government as amended from time to time.
- The agency engaged shall be liable for any fault in the specific waste collection system during the agreement period.
- Cost involved for transportation shall be met by the proponent based on the terms and conditions entered with the LSGI.
- A waste transportation manifest shall be kept by the agency.

We invite qualified agencies to provide services that encompass the following aspects, but are not limited to:

- Collection of Household hazardous Waste
 - Need to be collected in yellow coloured non-chlorinated plastic bags or containers.

- Waste sharps including metals like needles, syringes with fixed needles, blades, or any other contaminated sharp object that may cause puncture and cuts. This includes both used, discarded and contaminated metal sharps. This waste must be collected through Puncture proof, Leak-proof, tamper-proof containers.
- The agency engaged in shall have EPR registration (if applicable).
- For the ease of managing domestic hazardous waste, the waste may be categorized into three categories:
 - i) Waste that can be recycled
 - ii) Waste that can be incinerated
 - iii) Non-recyclable, non-incinerable waste that needs to go to a hazardous landfill.
- Collection of Sanitary Waste
 - Sanitary waste needs to be collected daily from these generators.
 - To facilitate this process, sanitary waste collecting bags (non-chlorinated plastic bags) need to be provided to waste generators, along with storage bins.
 - A designated collection route needs to be established, connecting all waste-generating units.
 - Dedicated vehicles as per this SOP need to be deployed in areas to collect and transport sanitary waste.
 - Once collected, the sanitary waste needs to be transported on the same day to the centralized waste management system of the local body.
 - Subsequently, it will be stored in a facility located near the incinerator and will undergo destruction on the same day.
- Collection of Hair Waste
- Collection of C&D waste
- Collection of other waste that HKS does not deal with

Eligibility and Qualifications:

- We invite eligible agencies, including but not limited to service providers, startups, suppliers, and technology providers, with a proven track record in developing and delivering an efficient waste collection system with a registered office in India (Company incorporation certificate shall be submitted).
- The proponent shall have its own or leased vehicle facility and manpower for the purpose. The vehicles used shall be covered or especially designed for this purpose. And the vehicles used shall be registered under the KSPCB portal(if applicable).
- The agency engaged in shall have EPR registration(if applicable).
- The waste collection agency shall possess a minimum 2 years valid MOU between an authorized waste disposal plant.
- Average annual turnover of the company over the last three years should be 15 lakhs (CA Audited

account statement for the last 3 yrs shall be submitted).

- The agency should not be blacklisted by the Central/ State Government or PSUs (Self declaration shall be submitted).
- The agency shall be a registered firm with valid Goods and Service Tax number (GST registration certificate shall be submitted).

Details to be submitted

1. Waste collection strategy brief :- Self explanatory technical proposal on the systems involved, with detailed process flow charts, relevant photos of the system/ technology/ machine required for the waste collection systems.
2. Company profile :- Copy of company registration certificate, GST certificate, details of staffs, vehicles available etc.
3. Business plan and work experience (details of need assessment software if any shall be specified)
4. Documents to prove linkage between final disposal facility :- Copy of minimum 2 years valid agreement.
5. Documents to prove the ownership / lease ownership of vehicles used for the waste collected from source.
6. Details of GPS tracking facility.
7. The last two years, CA audited balance sheets and account statements.

Interested parties are requested to submit their Expressions of Interest in both electronic and hard copy format, addressed to the “ Executive Director, Suchitwa Mission Fourth Floor, Revenue complex, Public office Compound, Palayam - 695 033 ” and at sanitationkerala@gmail.com.

Evaluation Process:

The evaluation of expressions of interest will be conducted by Suchitwa Mission. Shortlisted candidates will be invited to participate in the technical review meeting. Once after technical review, the eligible agencies shall be empaneled.

General Information for Respondents

1. The purpose of this EoI is to solicit information on agencies that support for collection of waste that HKS does not deal with. At the same time this EoI provides the opportunity for companies/ agencies to assist Suchitwa Mission in gathering technical information pertaining to setting up collection systems/ need assessment software facilities, for prevention or reduction of pile up of waste on the road side that leads to environment pollution.
2. This EoI process is undertaken by Suchitwa Mission for the purpose of receiving data and information for planning purposes, and is a request for competitive proposals; therefore, responses to this notice will be considered offers and shall be accepted by Suchitwa Mission to form a binding contract.
3. This EoI does not constitute a solicitation or a promise of a solicitation in the future and shall be construed under any circumstances as a prerequisite or pre qualification procedure. As such, this

EoI is to be considered as a request for proposals or as a tender or any Procurement Action. This EoI shall not, under any circumstances, constitute any commitment on Suchitwa Mission to negotiate with any or all interested parties, to enter into any agreement for the provisions of services mentioned above at any stage.

4. Moreover, to preclude any doubt, it is emphasized that Suchitwa Mission shall have the right to reject, in whole or in part, any opinion, conclusion or information delivered to it through this EoI. Suchitwa Mission shall also have the right to use the information presented and/or submitted to it for the purpose of planning and preparing a tender or any other procedure, should SUCHITWA MISSION decide to implement one.
5. Suchitwa Mission shall not be bound to accept and/or consider any response and it does not undertake herein any commitment whatsoever towards any of the interested parties. Suchitwa Mission may ignore any response which lacks information or has unclear details. The firm may be called to give presentations before a committee.
6. It does not create any obligation on Suchitwa Mission's part to commence, continue or complete any purchase procedure and/or to act in any other method of acquisition, and Suchitwa Mission shall act at its sole and absolute discretion in this respect. This EoI does not commit Suchitwa Mission to contract for any supply or service or to publish any tenders or any other further procedure. Suchitwa Mission will not be obligated to pursue any particular acquisition alternative as a result of this EoI.
7. SUCHITWA MISSION shall not be charged in any manner for the submission of information in accordance with this procedure. Respondents are advised that SUCHITWA MISSION will not pay for any information or administrative costs incurred in response to this EoI. All costs associated with responding to this EoI are solely at the responding parties' expense. Every Respondent shall bear their own costs with respect to this EoI and any information presented and/or submitted to SUCHITWA MISSION through this EoI is provided voluntarily.
8. Depending upon the submissions received, SUCHITWA MISSION may, as a result of this EoI, approach, at its sole discretion, one or more of the respondents and/or any other party, in order to obtain additional information. SUCHITWA MISSION may also decide to set aside a period of time to gain such further information and visit their facilities of any or all the proposers.
9. SUCHITWA MISSION may wish to share submitted information with outside technical experts for evaluation assistance in which case they will be informed about the privileged nature of the information. However, if a submitter wishes their information to be made available only to Suchitwa Mission, a prominent label/watermark stating "for Suchitwa Mission" must be placed on each such page and information be specifically marked as confidential.
10. Respondents are solely responsible for properly marking and clearly identifying any proprietary information or trade secrets contained within their response. Suchitwa Mission will not be liable for or suffer any consequential damages for any proprietary information not properly marked and clearly identified. Proprietary information received in response to this EoI will be safeguarded and handled in accordance with applicable regulations.

11. SUCHITWA MISSION reserves the right to accept any commercial proposals from entities which did not participate in this EoI process but submit the bids in response to call for commercial bids in future, arising in whole or in part from the present EoI.
12. SUCHITWA MISSION reserves the right, at any time and at its sole discretion, to amend this EoI or any aspect thereof, as well as to extend the date for submission of the Responses, by notifying in the website. In addition, Suchitwa Mission reserves the right to cancel this EoI in its entirety at its sole discretion, without providing the Respondent(s) any (or no) reason or explanation.
13. The decision of SUCHITWA MISSION shall be final and binding in evaluating and short listing the appropriate technology provider to be used in local bodies in Kerala either from among the submissions in response to this EoI or from such source as deemed fit and suitable. SUCHITWA MISSION will endeavor to preserve the confidentiality of the information provided if at all.

Contact Information:

For any inquiries or to submit your expression of interest, please contact:

Executive Director

Suchitwa Mission, Fourth Floor, Revenue complex,

Public office Compound, Palayam - 695 033

sanitationkerala@gmail.com

04712316730

We look forward to receiving your expression of interest and working with innovative partners who share our commitment to environmental sustainability. Together, we can make a significant contribution to establish a systematic waste collection and disposal practice in kerala.

U.V Jose IAS (Retd)
Executive Director
Suchitwa Mission

LETTER OF SUBMISSION

(On the Letter head of the agency including full Postal Address, and telephone, facsimile and email address.)

Reference No. _____

Date: _____

The Executive Director,
Suchitwa Mission,
Local Self Government Department
Fourth Floor, Revenue complex,
Public office Compound, Palayam - 695 033

Sir,

SUBJECT: "INVITING EXPRESSION OF INTEREST (EoI) FOR EMPANELMENT OF COMPANIES/ NGOs/ ORGANIZATIONS PROVIDING SERVICES FOR WASTE COLLECTION"

Category: Experienced Service Provider/ Prospective Investor/ Service Provider with innovative ideas (strike of whichever is not applicable)

Having examined the details given in the EoI document, we hereby submit the relevant information for considering the EoI for empanelment of companies/ NGOs/ organizations providing services for Waste Collection.

1. We hereby certify that all the statements made and information supplied in the enclosed forms and accompanying statements are true and correct.
2. We have furnished all information and details necessary for the EoI and have no further pertinent information to provide.
3. We confirm that we have no objection in Suchitwa Mission or their authorized representative approaching individuals, employers and entities to verify our competency, genuinity and general reputation.
4. We declare that all the provisions of this EoI Documents are acceptable to us and we will be bound to comply with the instructions and guidelines issued in this regard, once we get empaneled.
5. We also declare that we have not been debarred/ blacklisted by any Government/Semi Govt. organization in any state/country.

Date of Submission:

Name & signature of the
Authorized Signatory.

Place:

Company Seal

GENERAL INFORMATION OF THE APPLICANT

Note: Separate sheets may be used wherever necessary

1. Name and address of organization :
2. Country of Incorporation :
3. Legal Status (Company: Public/Private, Partnership, Limited Liability Partnership, Sole Proprietorship, Any order) :
4. Incorporation/ registration number :

(attach the copy of Incorporation/ registration number)

5. Date of incorporation/ establishment : (in DD/MM/YY format)
6. GST No (attach the certificate) :
7. Last 2 year's average annual turn over (in Rs.) :
8. Principal place of business :
9. Name, Contact details of authorized signatory :
10. List of 5 major clients with contact details :

(attach the copy of work order, agreement, satisfactory certificate to prove the credentials)

signature of the Authorized Signatory.

Company Seal

* This is a computer system (Digital File) generated letter. Hence there is no need for a physical signature.