



OFFICE OF THE ROURKELA MUNICIPAL CORPORATION

Udit Nagar, Rourkela Dist.-Sundargarh (Odisha) Pin-769012 Website:www.rmc.nic.in

EmailId:rourkelamunicipality@gmail.com

No. 8085

Date: 25.6.2025

Expression of Interest (EOI)

Sealed applications are invited from the reputed firms /Agencies for “Operation and Maintenance of Biomass Pellet Plant for 3 Years on Outsourced basis”.

For detail technical specifications along with terms & conditions etc. may be seen from the Web site of Rourkela Municipal Corporation i.e. www.rmc.nic.in. Date of issue of tender documents from dated 25.06.2025. The last date for receipt of sealed tender is 07.07.2025 till 1.00 P.M. through Speed Post/ Regd. Post /Courier/ or by hand in the office address of the undersigned.

Commissioner

Rourkela Municipal Corporation

Date: 25.6.2025

Memo No. 8086

Copy to Notice Board of RMC for wide publicity of advertisement through office notice board and MIS, RMC is directed for uploading of the tender document in the RMC website.

Commissioner

Rourkela Municipal Corporation

Date: 25.6.2025

Memo No: 8087

Copy to Director, I&PR Dept., Govt. of Odisha, Bhubaneswar for information with a request to publish the copy of above mentioned notice in One highly circulated Odia daily newspaper ~~and~~ and One highly circulated English Daily newspaper ~~and~~.

Commissioner

Rourkela Municipal Corporation

Expression of Interest (EOI) for selection of Agency for Operation and Maintenance of Biomass Pellet Plant for 3 Years on Outsourced basis.

SL.NO	INFORMATION/SUBJECT	DETAIL
01	NAME OF WORK	Operation and Maintenance of Biomass Pellet Plant for 3 Years on Outsourced basis
02	DATE OF PUBLICATION OF BID	25.06.2025
03	EARNEST MONEY TO BE DEPOSITED	Rs. 1,00,000.00 (Rupees One Lakh only)
04	LAST DATE AND TIME FOR BID SUBMISSION	07.07.25, 1.00PM
05	BID SUBMISSION PLACE	Rourkela Municipal Corporation
06	DATE AND TIME FOR TECHNICAL BID OPENING	07.07.2025, 4.30PM
07	DATE OF FINANCIAL BID OPENING	To be Intimated
07	BID OPENING PLACE	Office Chamber of Municipal Commissioner, RMC
08	NAME AND OFFICE FOR INVITING TENDER	Commissioner, RMC
09	HELPLINE NO AND EMAIL ADDRESS	rourkelamunicipality@gmail.com

NOTE:-FOR FURTHER DETAIL PLEASE VISIT (<https://rmc.nic.in>)


Commissioner
Rourkela Municipal Corporation

Expression Of Interest

Rourkela Municipal Corporation (RMC) invites EOI from prospective agencies for Operation and Maintenance of Biomass Pellet Plant for 3 Years on Outsourced basis.

Sl. No.	Name Of Work	Deliverables
01	Selection of Agency for Operation and Maintenance of Subash Bose Park, Uditnagar, Rourkela	Interest Parties shall have to submit documents as provided in the EOI.

DISCLAIMER

- 1) All information's contained in this EOI subsequently provided are in good faith. This EOI is not an agreement or an offer by RMC to the prospective applicants or any other person. The purpose of this EOI is to provide interested parties with information that may be useful to them in the formulation and submission of their applications pursuant to this EOI.
- 2) RMC accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any applicant upon the statements contained in this EOI.
- 3) RMC 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, without assigning any reason or providing any notice and without accepting any liability for the same.
- 4) The issue of this EOI does not imply that RMC is bound to select an applicant or to appoint the selected applicant as the case may be. RMC reserves the right to cancel this request for EOI and/ or invite afresh with or without amendments to this request for EOI, without liability or any obligation for such request for Eoi and without assigning any reason. Information provided at this stage is merely indicative.

Scope of Work

Rourkela Municipal Corporation is looking for a prospective agency that is ready to work with us as per terms and conditions defined In EOI. The Brief Scope of work involves:

1. The Successful bidder will be responsible for the Operation and Maintenance of the Biomass Pellet Plant.
2. The Successful bidder will be responsible for the security of all assets of the entire Plant area. For this purpose Agency need to deploy required nos. of Security Guard For safe custody of equipments.
3. Agency should have valid registration and abide by all Statutory Acts/Rules enacted by the Government and amendments there on.
4. Smoking and Drinking (Alcohol) will be strictly prohibited in plant area.
5. The Successful Bidder shall maintain a uniform dress code for its employees along with a photo identify card with a neckband having a separate unique identification number to his staff deployed for the service at his own cost.
6. The Successful bidder shall have to submit a monthly report to RMC regarding production of Pellet.
7. The Successful bidder will provide required manpower for the smooth operation & management of the Biomass Pellet Plant.
8. Any waste material generated will be disposed of by the agency as per statutory requirement.
9. The electricity bill of the plant area will be borne by the successful bidder.
10. The agency shall adhere to all relevant guidelines & SOPs issued by Govt. from time to time in management & Operation.
11. The agency shall be responsible for such other responsibilities which are not covered in the Scope of Work, but found essential for the Plant.
12. The agency will be exempted from Average Annual Turnover if it will be a Start Up agency on producing the Start Up documents.

(A) Technical Bid

NO.	Technical Criteria	Documentary Proof
1	Should not have defaulted/black listed by any Govt. Dept./PSU of India and there should not be any pending litigation against a bidder with the Central/State Government department.	Self-declared Affidavit on Non-Judicial Stamp of value 100 INR to be submitted.
2	Agency Should be a proprietor / Partnership Firm/Company/MSME registered.	Self-certified copy of incorporation or Udyog Adhar.
3	Should have GST Registration	Self-certified copy of the certificate is to be submitted.
4	Should have PAN registration number.	Self-certified copy of PAN to be submitted
5	Must have a minimum average turnover of 5 lakh in the last 3 years i.e. FY 2021-22, 2022-23, 2023-24	Copy of the Audit Report from authorized CA to be submitted
6	The Company Should have a local office based in Rourkela or to be open a local office at rourkela.	Self-certified copy of the certificate
8	EMD should be in the name of the Commissioner, Rourkela Municipal Corporation from any nationalized bank.	Demand Draft of Rs.1,00,000/-
9	Tender Paper Cost in the name of the Commissioner, Rourkela Municipal Corporation from any nationalized bank.	Demand Draft of Rs.11,800/-

(B) Financial Bid

1. The bidder should quote only one rate for the bid otherwise the proposal will not be considered.
2. Prices will be quoted in Indian rupees in annexure I.
3. The administration will not bear the burden of any other charges such as installation, maintenance, transportation charges etc. related to the project/scope of work.
4. Bidders are requested to quote their price per month above the reserve price payable to the Rourkela Municipal Corporation.

(C) Terms and Conditions

1. The bidder should submit (self-attested) documentary proof in support of the above condition and shall also submit a clause by clause compliance certificate. The incomplete offers i.e. financial or technical bids for partial items instead of bidding for the whole list of requirement will be summarily rejected without any further correspondence.

2. The bidder must also submit an affidavit of assurance of no change in the quoted price for one-year.

3. Payment Terms- The Successful bidder is required to pay advance bid amount for Six Months plus applicable GST as per norms with effect from the date of the agreement. Failing to pay as per terms and conditions are given here, and then RMC have reserves the right to terminate the agreement.

4. Period of Contract- The contract will be valid for 3 years from the agreement signing date. The contract can be extended further 2 year based on the report of satisfactory performance by Rourkela Municipal Corporation.

5. Submissions of Bids- The bids have to be submitted in physical form at office of Rourkela Municipal Corporation. Bids sent through the post/Courier will be also be accepted. The bidder shall be required to submit a technical and financial bid in separate sealed envelopes put in bigger sealed envelope super scribed his Name, Name of the Agency, Address Contact and Email.

6. The base price for O&M of Biomass Pellet Plant is Rs. 20,000/- (Rupees Twenty Thousand only) per Month. Bidder has to quote accordingly. The highest quoted price will be the H1 Bidder.

7. Evaluation of Bids

a. Tendering authority shall evaluate the bids in respect to the substantive responsiveness of the bid or otherwise. Tendering authority shall carry out a detailed evaluation of the substantially responded bids. Tendering authority shall check the bid to determine whether they are complete, whether any computational errors have been made or required sureties have been furnished.

b. Arithmetical error shall be rectified on the following basis

1. If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected by the purchaser.

2. In case of discrepancy between words and figures, the amount in words shall prevail.

- c. If any bid is found substantially non-responsive shall be rejected by the evaluation committee.
- d. Tendering Authority may waive any minor infirmly or non-conformity or irregularity in the bid which does not constitute a material /service deviation.
- e. Tendering Authority shall evaluate in detail and compare the substantially responsive bids.
- f. Bidders who qualify in the technical round will be called for a detailed presentation through power point to evaluate the technical understanding and capability of the bidders. The tendering authority has all the rights to reject or select the bidders for further evaluation based on detailed presentation and demonstration of capabilities given by the bidder.
- g. **The Financial bid will be opened only when a Bidder qualifies in the Technical Bid.**
- h. The Shortlisted Agency quoting the highest price bid shall be the preferred bidder.
- i. The decision taken by the tender committee shall be final and binding to all participating bidders. It cannot be challenged in any court of law.

9. Termination of Default

Tendering Authority may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the agency, terminate this contract in whole or in part.

- a. If the agency fails to deliver any or all the services/goods within the time specified in the contract, or any extension thereof granted by Tendering Authority
- b. If the agency fails to perform any other obligation (s) under the contract; and
- c. If the agency, in either of the above circumstances, does not remedy his failure within 15 days (or such longer period as the competent authority may authorize in writing) after receipt of the default notice from Tendering Authority.
- d. The Authority reserves the right to reject any or all the applications on the entire process.
- e. All legal disputes are subject to jurisdiction of Rourkela Court only.
- f. Notwithstanding any contained in this invitation document, RMC reserves the right to accept or reject any proposal or the entire procedure anytime without assigning any reasons thereof.

Note- The above services and charges are indicative only subject to Charges upon mutual agreement between Rourkela Municipal Corporation and Selected Agency.

Annexure-I

Detailed Specification of the Machines

Sl. No.	Machine Name	Specification
1	Wood Chipper	Wood chipper with 5 HP(1440 RPM) Havells motor, Suitable for Branches, bamboo, wood chip, Capacity of production- 150 to 200 kg per hour. Output size- 1 inch to 2 inch
2	Grinder Machine	Grinder machine with 20 HP (1440 RPM) Havells motor, Output Approx 300 to 400 kg per hour. (Depending on raw material) You can grind Agricultural waste like tree branches, cotton stalk, rice husk, rice straw etc. Output size- 0.5 to 5 mm.
3	Mixer Machine	Mixer machine with 5 HP(1440) RPM Gear Havells motor. This is ribbon blender mixer, Output capacity 100 kg per batch (Depending on raw material) 1 batch timing 10-15 minut, You can mix in this machine like Biomass bhusa, saw dust, any agro waste.
4	Screw Conveyor (U-Type)	U type screw conveyor with 2 HP (1440) RPM gear motor, Length- 12 feet, suitable for biomass material convey.
5	Biomass Pellet Making Machine (400 B)	Biomass Pellet machine with 40 HP (1440 RPM) Havells motor. R Drive machine. Biomass Pellet Output- 400 to 500 kg per hour.

Annexure-II

Financial Bid Format

Sl. No.		Agency Name	Quoted price per Month in Rs. Excluding GST
	Reserve Bid Price Rs 20,000/- (Rupees Twenty Thousand only) per Month.		
In Words			

Bidder Signature.