

REQUEST FOR PROPOSAL (RFP)

Dear Sir / Madam:

We kindly request you to submit your proposal for “**Waste Assessment** for 04 cities/rural areas comprising of wards in each city under the project “**Sustainable Circularity in Plastics – Rural & Urban Landscape**” – bidders to submit the average cost for a city.

Please be guided by the form attached hereto as Annexures as below in preparing your Proposal.

- Annexure 1 – Description of Requirements
- Annexure 2 – Terms of Reference
- Annexure 3 – Form for submitting bidder’s technical proposal
- Annexure 4 – Form for submitting bidder’s financial proposal
- Annexure 5 – List of cities

Proposals may be **submitted on or before the deadline indicated by CEE**.

Bidders can send their queries and proposals (**financial and technical separately**) through email to purchase@ceeindia.org

Your Proposal must be expressed in the English language, and valid for a minimum period of Ninety (90) days.

While preparing and submitting your Proposal, it shall remain your responsibility to ensure that it is submitted within the deadline. CEE will not accept any bids after the deadline. Kindly ensure that supporting documents required are signed and in the pdf format, and free from any virus or corrupt files.

The Financial Proposal and the Technical Proposal files MUST BE COMPLETELY SEPARATE and clearly named as either “TECHNICAL PROPOSAL” and “FINANCIAL PROPOSAL”, as appropriate. Each document shall include the Bidder’s name and address.

The Proposal that complies with all the requirements, meets all the evaluation criteria, and offers the best value for money shall be selected and awarded the contract. **Any offer that does not meet the requirements shall be rejected.**

Any discrepancy between the unit price and the total price shall be re-computed by CEE, and the unit price shall prevail, and the total price shall be corrected. If the bidder does not accept the final price based on CEE’s re-computation and correction of errors, its Proposal will be rejected.

No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by CEE after it has received the Proposal. At the time of Award of Contract or Purchase Order, CEE reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum of twenty-five percent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Please be advised that CEE is not bound to accept any Proposal, nor award a contract or Purchase Order, nor be responsible for any costs associated with a Service Providers preparation and submission of a Proposal, regardless of the outcome or the manner of conducting the selection process.

Thank you and we look forward to receiving your Proposal.

Yours sincerely,

Snehal Bhatt
Administrative Officer - Purchase

Description of Requirements

Context of the Requirement	Waste Assessment study to measure the total waste generated, trends, different dry & plastic wastes generated, plastic waste collection ecosystem, and segregation at source prevailing systems, current waste management in the location, suggestions/way forward, etc. with all stakeholders, roles, etc. for each city/location under the project “Sustainable Circularity in Plastics - Rural & Urban Landscape. We would also like waste, (dry, plastics and C&D) including characterization and waste classification etc.
Implementing Partner of CEE	Direct implementation by CEE through the selected service provider in 04 cities/location.
Brief Description of the Required Services	<p>The agency selected will have to collect the basic information on waste generated, different categories of plastic wastes, waste collection, segregation trends, etc. with all stakeholders, roles, etc. for each city and submit the final report, key findings, and recommendations.</p> <p>Please refer to the detailed TOR in Annex 2 for the complete description of the required services.</p>
List and Description of Expected Outputs to be Delivered	<ol style="list-style-type: none"> Development of a detailed waste assessment study framework, guidelines, and defined time frame using waste characterization and waste assessment SOPs by CPCB. Development of data collection tools, methodology, and report structure. Submission of final report including key findings and recommendations. <p>Please refer to the detailed TOR in Annex 2 for the complete list and description of the expected outputs to be delivered.</p>
Person to Supervise the Work/Performance of the Service Provider	CEE designated official - Sr. Program Director, CEE or Representative.
Frequency of Reporting	As per Annex – 2 – Terms of Reference
Progress Reporting Requirements	Electronic Reports as well as hard copies
Location of work	04 cities/locations spread across India (list provided in Annexure 5)
Expected duration of work	02 months
Target start date	10 January 2026
Latest completion date	20 March 2026
Travels Expected	Travel to wards in urban and blocks in rural areas locally within the selected city/location by team. Travel to Delhi/Ahmedabad 2-3 times during the contract period. The cost of travel should be included in the proposal.
	Please refer to Annex-5 for the list of cities covered under the study.
Implementation Schedule indicating breakdown and timing of activities/sub-activities	<input checked="" type="checkbox"/> Required

Names and curriculum vitae of individuals who will be involved in completing the services	<input checked="" type="checkbox"/> Required																	
Currency of Proposal	<input checked="" type="checkbox"/> Indian Rupees (INR)																	
GST Price Proposal	<input checked="" type="checkbox"/> Must be including of GST, which will be paid extra as applicable; GST should be mentioned separately on all the invoices with a Unique number of CEE.																	
Validity Period of Proposals (Counting for the last day of submission of quotes)	<input checked="" type="checkbox"/> 60 days																	
Partial Quotes	<input checked="" type="checkbox"/> Not permitted																	
Payment Terms	<p>The contract will be for designated all wards / blocks under each city/location. Payment will be based on the deliverables detailed below.</p> <table border="1"> <thead> <tr> <th>Outputs</th> <th>Percentage</th> <th>Condition for Payment Release</th> </tr> </thead> <tbody> <tr> <td>Inception report Submission of draft methodology on the study - the primary and secondary resources methodology systems, meeting the stakeholders to be adopted in the Cities. Agglomerate it as an inception report.</td> <td>30%</td> <td>Within thirty (30) days from the date of meeting the following conditions: a) CEE's written acceptance (i.e., not mere receipt) of the quality of the outputs; and b) Receipt of invoice from the Bidder.</td> </tr> <tr> <td>Desk review & data collection Upon completion of desk review and data collection for each of the agreed Cities through waste assessment and waste characterization reports for each city. Agree draft report through mutual presentations on each city in writing from project.</td> <td>40%</td> <td></td> </tr> <tr> <td>Draft assessment report Upon submission of the draft report for every city. There is one final meeting with stakeholders. Taking feedback from the project and municipal authorities and presentation on each of the cities separately.</td> <td>20%</td> <td></td> </tr> <tr> <td>Final assessment report Upon submission and acceptance of final report on each city addressing the comments on the draft report from CEE; a final presentation on assessment for each of the Cities. Report on each city which will have ward-wise details, three copies each. Soft copies to be provided on pen drive. The report should be of print quality, have been peer-reviewed, technical, and copy edited.</td> <td>10%</td> <td></td> </tr> </tbody> </table>			Outputs	Percentage	Condition for Payment Release	Inception report Submission of draft methodology on the study - the primary and secondary resources methodology systems, meeting the stakeholders to be adopted in the Cities. Agglomerate it as an inception report.	30%	Within thirty (30) days from the date of meeting the following conditions: a) CEE's written acceptance (i.e., not mere receipt) of the quality of the outputs; and b) Receipt of invoice from the Bidder.	Desk review & data collection Upon completion of desk review and data collection for each of the agreed Cities through waste assessment and waste characterization reports for each city. Agree draft report through mutual presentations on each city in writing from project.	40%		Draft assessment report Upon submission of the draft report for every city. There is one final meeting with stakeholders. Taking feedback from the project and municipal authorities and presentation on each of the cities separately.	20%		Final assessment report Upon submission and acceptance of final report on each city addressing the comments on the draft report from CEE; a final presentation on assessment for each of the Cities. Report on each city which will have ward-wise details, three copies each. Soft copies to be provided on pen drive. The report should be of print quality, have been peer-reviewed, technical, and copy edited.	10%	
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Person(s) to review/inspect/ approve outputs/completed services and authorize the disbursement of payment	Sr. Program Director, CEE
Type of Contract to be Signed	<input checked="" type="checkbox"/> Job Order
Criteria for Contract Award	<input checked="" type="checkbox"/> Compliance on Preliminary Examination of Proposals <input checked="" type="checkbox"/> Compliance on Essential Eligibility/Qualification requirements <input checked="" type="checkbox"/> Highest Combined Score (based on the 70% technical offer and 30% price weight distribution)
Criteria for Preliminary Examination of Proposals	<ol style="list-style-type: none"> 1. Technical proposal is submitted separately from Financial Proposal 2. Latest Certificate of Registration of Business submitted
Criteria for Essential Eligibility/Qualification	<ol style="list-style-type: none"> 1. Minimum Annual Turnover – Average of Rs 05 lacs for the past three years. 2. Agency shall have at least two years of experience in the field of assessment data measurement. 3. Agency should have done a minimum of 02 assessment studies. 4. The agency should have a minimum of 03 relevant experts of which at least 2 members shall be seniors with at least 4-5years' experience. <p>Note:</p> <ol style="list-style-type: none"> 1. If bidders do not meet any of the above-listed criteria, their proposals will not be considered for further evaluation. 2. Bidders meeting the above-listed criteria are required to submit evidence (details/documents) in support – otherwise proposal may be disqualified.
Criteria for the Assessment of Proposal	<p>Technical Proposal (70%)</p> <input checked="" type="checkbox"/> Expertise and experience of the agency [20 marks] <input checked="" type="checkbox"/> Methodology, Its Appropriateness to the Condition and Timeliness of the Implementation Plan [30 marks] <input checked="" type="checkbox"/> Qualification and experience of proposed Team and the team leader [10 marks] <input checked="" type="checkbox"/> Presentation describing the proposed methodology and step-by-step process to be followed as per the approved requirements. [10 marks]
	<p>Financial Proposal (30%)</p> <p>To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by CEE. [30 marks].</p>
CEE will award the contract to:	<input checked="" type="checkbox"/> One and only one Service Provider <input type="checkbox"/> One or more Service Providers.
Conditions and Procedures for electronic submission and opening, if allowed	<input checked="" type="checkbox"/> One file, containing technical proposal (not more than 10 pages, excluding CVs, registration certificate and all supporting documents). <input checked="" type="checkbox"/> One file, containing Financial Proposal .
	<p>Note: We prefer submitting pdf versions of files. The file size should be less than 5 MB and not more than 04 pages overall.</p>

Contact Person for Inquiries (Written inquiries only)	<p>Snehal Bhatta Asst. Administrative Officer - Purchase purchase@ceeindia.org</p> <p>Any delay in CEE's response shall be not used as a reason for extending the deadline for submission unless CEE determines that such an extension is necessary and communicates a new deadline to the Bidders.</p>
Post Qualification	<p>CEE reserves the right to undertake a post-qualification exercise aimed at determining, to its satisfaction, the validity of the information provided by the Bidder.</p> <p>Such post-qualification may include the following:</p> <ul style="list-style-type: none"> a) Verification of accuracy, correctness, and authenticity of the information provided by the Bidder on the legal, technical and financial documents submitted. b) Inquiry and reference checking with other previous clients on the quality of performance on ongoing or previous contracts completed. c) Physical inspection of the Bidder's offices, branches or other places where business transpires, with or without notice to the Bidder. d) Quality assessment of ongoing and completed outputs, works, and activities similar to the requirements of CEE, where available; and e) Other means that CEE may deem appropriate, at any stage within the selection process, prior to awarding the contract.
Who can apply	Proposals are invited from the reputed agency with prior experience in assessment study at the national level in multiple cities. Proposal submitted by Individuals will not be accepted.

TERMS OF REFERENCE**Waste Assessment Measurements in 04 cities/location consisting of wards/blocks
in each city/location****PROJECT BACKGROUND**

Centre for Environment Education is implementing a project on 'Sustainable Circularity in Plastics - Rural & Urban Landscapes'. This is one of the initiatives of HDFC Bank and CEE at the national level, implementing in 03 cities and 01 Rural area. The project aims to minimize negative impacts and risks to the environment and to human health in the pilot areas in both rural and urban areas.

The strategy is to have a multi-stakeholders approach through an integrated, multi-faceted, interdisciplinary, and an inter-connected model directed to address immediate causes with support from HDFC BANK and co-financing funding (both in-cash and in-kind) from the state and central government funds, NGOs/Companies contributions as waste management agencies (WMAs), by establishing a Swachh Sustainable Business Models (SSBMs) for improved dry & plastic waste management by establishing – DRY WASTE Material Recovery Facilities as Swachh Centers (SCs), in line with the emerging MOEFCC GOI "National Resource Efficiency Policy" and the "National Materials Recycling Policy".

To achieve the project objective and outcomes, **the project is structured into 4 components:**

Component 1: Set up of sustainable dry waste management center - Institutionalizing systemic approaches by establishing Material Recovery Facility (MRF) and Material Recycling Centre (MRC) to promote stakeholder engagement and participation; improve material flow efficiency through Entrepreneurs.

Component 2: Monitoring & Reporting- Ensuring project sustainability through effective Monitoring, Reporting, and Traceability mechanisms for operations and maintenance through digital app-based models for better traceability and transparency of materials.

Component 3: Inclusivity- Inclusion and Empowerment of the Informal Sector (waste pickers, Kabadiwalas, aggregators, etc.) in Dry Waste Management Ecosystem

Component 4: Behavior Change Communication Campaigns- Promoting positive Behavioral Change through effective IEC campaigns and awareness drives.

OBJECTIVE

- Quantify dry and plastic waste generation and characterize waste streams
- Map the dry (including plastics) waste management value chain, including the informal sector
- Assess institutional capacity, stakeholder awareness, and regulatory compliance
- Identify infrastructure, capacity-building, and system-level gaps
- Propose actionable recommendations for strengthening plastic waste management systems

SCOPE OF WORK

Undertake stocktaking of plastic including dry waste management in selected Urban or Rural local body across states and identify region-specific interventions for improved waste management.

The broad scope of work for the assessment study is defined as follows:

- **Conduct comprehensive desk research** across all project locations to assess gaps, challenges, and opportunities in plastic and dry waste management, with specific focus on collection, segregation, recycling, and disposal systems. This will include analysis of waste generation

hotspots, leakages, litter-prone and low-value plastics, existing practices (including traditional and behavioural aspects), preventive approaches, and emerging trends in plastic and dry waste management.

- **Undertake a detailed needs assessment of plastic and dry waste management systems in the four selected locations**—Ayodhya (Uttar Pradesh), Gaya (Bihar), Shillong (Meghalaya), and Ujjain Rural (Madhya Pradesh)—through stakeholder consultations, field visits, site assessments, and primary data collection on existing waste management infrastructure.
- **Map the existing institutional, ecosystem, operational, and policy frameworks related to plastic and dry waste management at both state and local levels.**
- **Identify and document best practices**, innovative approaches, and scalable models in plastic and dry waste management from the identified locations for potential replication and upscaling in other regions.
- Facilitate inclusive multi-stakeholder engagement involving Urban and Rural Local Bodies, relevant line departments, State Pollution Control Boards (SPCBs), industries, civil society organisations, and community-based institutions.
- Identify gaps and propose infrastructure requirements and capacity-building needs for municipal bodies, waste workers (both formal and informal), and waste management service providers.
- Identify potential sites and determine the required capacities for the establishment of Material Recovery Facilities (MRFs).
- Map the existing informal waste management sector in each location, including waste picker settlements, kabadiwalas, informal recyclers, and other associated actors.
- Conduct primary surveys of informal waste workers covering numbers, locations, livelihood and income details
- Track existing channels of dry and plastic waste through informal and formal systems

Chapter	Details
1.	Background and objective
2.	Methodology adopted for data collection and calculation
3.	Basic data of the wards/rural blocks per city as per format
4.	Assessment data measurements as per format
5.	Analysis of calculations
6.	Conclusions (need assessment) & recommendation
7.	Relevant Annexures

Number of locations to be covered in the waste assessment measurement

CEE intends to conduct a waste assessment measurement of **03 cities and 01 Rural district spread across India. It is expected that waste assessment measurement in each city will take 2-3 weeks.**

DURATION OF ASSINGMENT, DELIVERABLES, PAYMENT TERMS

1. **The contract duration will be for two months**, if required in terms of mutual agreement no cost extension can be provided.
2. Payment will be made as to be a delivery table provided below.
3. Once a contract is awarded to the selected agency, first payment will be based on submission of a detailed work plan and acceptance of the same by CEE.
4. Subsequent payments will be based upon deliverables and timeline.

S.No	Deliverables	Timeline
1	Inception report with the work plan [2 hard copies, 2 copies on pen drives] <ul style="list-style-type: none"> • Submission of the methodology system to be adopted in the Cities. Agglomerate it as an inception report 	Within 10 days from the date of signing the contract [2 copies of hard copies and 2 pen drives]

2	Completion of desk review and field data collection [2 copies of hard copies, and 2 pen drives] <ul style="list-style-type: none"> • Desk review and data collection for each of the agreed cities. Agreed through a mutual presentation on each city 	Within eight weeks from the date of signing the contract [2 copies of hard copies and 2 pen drives]
3	Draft waste assessment report [2 copies of hard copies and 2 pen drives] <ul style="list-style-type: none"> • Draft report for every city and presentation on each of the cities. 	Within twelve weeks from the date of signing the contract [2 copies of hard copies and 2 pen drives]
4	Final report [3 copies of hard copies and 3 pen drives] <ul style="list-style-type: none"> • Submission and acceptance of final report on each city addressing the comments on the draft report from CEE; and a final presentation on Assessment for each of the Cities. • Report on each city which will have ward-wise details, three copies each. Soft copies to be provided on pen drive. The report should be of print quality, have been peer-reviewed, technical, and copy edited. • Final report and key findings & recommendation 	Within fourteen weeks from the date of signing the contract [3 copies of hard copies and 3 pen drives]

Timeline

The period for completing the waste assessment study and submitting the required final reports is TWO months from the date of signing of the contract.

REPORTING AND MANAGEMENT

The agency will work closely with the designated officials of CEE; keep them updated on a regular basis as mentioned in the scope of the project. The agency will also share reports as required as per the CEE.

EXPECTATIONS FROM THE BIDDERS

The bidders are expected to have experience as follows: -

Essential:

1. Agency shall have at least two years of experience in the field of assessment data measurement.
2. Agency should have done a total of 02 assessment studies.
3. The agency should have a minimum of 3 relevant experts of which at least 2 members shall be seniors with at least 4-5 years of experience.
4. Bidder shall ensure that the team proposed in the RFP would be deputed during the actual execution of the project. For any change of staff, involved in the execution of this project, prior permission must be taken from CEE. The qualification and the minimum experience of the proposed new staff, in no condition, can be less than the previous staff. The CEE assigned cluster level field manager has to certify the names of the person who did the assessment study. Any unapproved change of manpower would make the bidder liable to disqualification.
5. The annual turnover of the agency shall **have an average** be not less than Rs. 05 lakhs during the last two financial years (FY 2023-24 and 2024-25).

Desirable:

1. Experience in the field of Assessment study
2. Experience in waste management, preferably in plastic waste management.

CONTENT OF THE PROPOSAL

Technical Proposal

The full proposal (max. 10 pages, excluding CVs) covers the following aspects:

- Expertise of the agency (eligibility and expertise)
- Detailed CVs of project team leader and other key team members to work on the project
- Work plan and methodology and milestones and understanding of ToR

Expertise of the Agency

Relevant assignments undertaken and experience of similar work in the past may be highlighted here by providing title of the assignment, client for whom the assignment was carried out, cost of assignment, timeline, team strength, outputs/results in a tabular format starting from the latest assignment date.

S. No	Date	Project Title	Name of team members	Client	Duration	Value	Key results

Description of each of the project can be provided after the table above, and the description on each project should not be more than ½ page.

Qualification of Key Personnel

CVs of Team / Members (attach separately) and their time commitment. Curriculum Vitae of team members from the agency's own organization or external experts who will be a part of the team (Note: These members should be available for the assignment, if an external consultant is a part of team, a written commitment of time and availability must be enclosed).

S. No	Name of the team member	Proposed role in the team	Qualification	Total Experience (Years)	Details of relevant work experience that best illustrates capability to handle the proposed task

Description of each personnel should be provided with focus on experience pertaining to waste management and assessment studies.

Methodology, proposed work plan, Understanding of TOR

The section should describe the methodology used for data measurement, data sheet [some of them are already provided in annexures], formulae used for calculation of different parameters. Proposed Work Plan should provide the number of teams, team configuration, and other details. The agency can narrate its understanding of the ToR.

A separate Financial Proposal (containing details of personal fees, travel, other expected costs, etc.) inclusive of all costs.

SELECTION PROCESS

CEE will review proposals through a step-by-step process:

- a) Preliminary examination of proposals
- b) Determination of eligibility.
- c) Technical review* of eligible proposals - scoring and ranking of the eligible proposals based on the assessment criteria outlined – 70%; and
- d) Financial evaluation – 30% (based on inverse proportion method)
- e) round of clarification (if necessary)

Important to note: It is expected that the technical evaluation team will be able to complete assessment of technical proposal/proposed technology platform based on the submitted documentation/links. However, if required, the bidders qualifying under the eligibility criteria (step b above) may be requested to come or virtual to CEE for a presentation/clarification/presentation on the technical proposal/technology platform.

FORM FOR SUBMITTING TECHNICAL PROPOSAL

(This Form must be submitted only using the Bidder's Official Letterhead/Stationery¹)

[insert: Location].

[insert: Date]

To: [insert: Name and Address of CEE focal point]

Dear Sir/Madam:

We, the undersigned, hereby offer to render the following services to CEE in conformity with the requirements defined in the RFP dated [specify date], and all of its attachments:

A. Qualifications of the Bidder

The Service Provider must describe and explain how and why they are the best entity that can deliver the requirements of CEE by indicating the following:

- a) Profile – describing the nature of business, field of expertise, licenses, certifications, accreditations.
- b) Business Licenses – Registration Papers, Tax Payment Certification, etc.
- c) Track Record – list of clients for similar services as those required by CEE, indicating the description of contract scope, contract duration, contract value, contact references;
- d) Certificates and Accreditation – including Quality Certificates, Patent Registrations, Environmental Sustainability Certificates, etc.

B. Proposed Methodology for the Completion of Services

The bidder must describe how it will address/deliver the demands of the RFP; providing a detailed description of the essential performance characteristics, reporting conditions, and quality assurance mechanisms that will be put in place while demonstrating that the proposed methodology will be appropriate to the local conditions and context of the work.

C. Qualifications of Key Personnel

The Service Provider must provide:

- a) Names and qualifications of the key personnel that will perform the services indicating who is Team Leader, who are supporting, etc.
- b) CVs demonstrating qualifications must be submitted if required by the RFP; and
- c) Written confirmation from each personnel that they are available for the entire duration of the contract.

[Name and Signature of the Bidder's Authorized Person]

[Designation]

[Date]

¹ Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

**FORM FOR SUBMITTING
FINANCIAL PROPOSAL**

The Bidder is required to prepare the Financial Proposal in a PDF file separate from the rest of the RFP, as indicated in the Instruction to Bidders.

The Financial Proposal must provide a detailed cost breakdown. Provide separate figures for each functional grouping or category. Any estimates for cost-reimbursable items, such as travel and out-of-pocket expenses, should be listed separately.

The financial proposal shall consider all expenses including GST and other applicable indirect taxes. It should be quoted on average for a city. No agency can submit more than one quote.

A. Cost Breakdown per Payment Tranche* for all five cities.

#	Deliverable	% payment of the contract amount	Price (Lump Sum, All Inclusive)
1	Submission of inception report with detailed methodology, system to be adopted in the Cities. Agglomerate it as an inception report.	30	
2	Submission of report on desk review and data collection for each of the agreed Cities.	40	
3	Submission of draft study report which will have ward-wise details for every city and presentation on each of the cities.	20	
4	Submission and acceptance of final report on each city addressing the comments on draft report from CEE; and a final presentation on study for each of the Cities/location.	10	
Total maximum (Rs.)			INR 5,50,000

*This shall be the basis of the payment tranches

B. Cost Breakdown by Cost Component:

Description of Activity	Remuneration per Unit of Time (in INR)	Total Period of Engagement (in days)	No. of Personnel / units	Total Amount (INR)
I. Personnel Services				
1. Team Leader				
2. Team Member1				
3. Team Member2				
4. Team Member3				
5. Any other personnel in line with the requirements of ToR				
II. Other related expenses				
1. Travel and related expenses				
2. Communications, workshops etc				
3. Equipment, etc.				
4. Any other cost				
Total maximum (Rs.)				INR 5,50,000

Notes:-

1. Structure of the team is to be proposed by bidder in accordance with their understanding of ToRs.
2. Financial proposal should include GST, as it will be paid extra, as applicable.

*[Name and Signature of the Bidder's
Authorized Person]
[Designation]
[Date]*

Note:-

1. **The agency must submit average cost per city. The rate per city will be applicable for 04 locations.**
2. The lump sum cost shall include all the costs associated with professional fees, travel, boarding, lodging, instruments, measurements, etc.
3. The total amount indicated in the financial proposal shall be without any condition attached or subjected to any assumption and shall be final and binding. In case any assumption or condition is indicated in the financial proposal, it shall be considered non-responsive and liable to be rejected.

The financial proposal shall consider all expenses including of GST and other applicable indirect taxes. It should be quoted on a lump sum basis per plant per cluster.

*[Name and Signature of the Bidder's Authorized
Person]
[Designation]
[Date]*

Annex 5

LIST OF CITIES/LOCATIONS
(There can be changes in the Cities)

Sl. No.	Name of City	State
1	Ayodhya	Uttar Pradesh
2	Gaya	Bihar
3	Shillong	Meghalaya
4	Ujjain (Rural)	Madhya Pradesh