

Goa Waste Management Corporation

(A Government of Goa Undertaking)

Address: Saligao Plateau,
Saligao – Bardez,
Goa-403511

Email: contact@zerowastegoa.com
gwmc.goa@gov.in

Ref: EMP NO. 01/2024-25

Date: 03.01.2025

NOTICE INVITING PROPOSAL

Goa Waste Management Corporation, Saligao-Goa invites sealed proposals from experienced, registered, authorized Agencies/Contractors for the purpose of empanelment as Agencies/Contractors in category I, II, III and IV separately, as mentioned below to appoint them to provide waste management services for all Village Panchayats and Municipalities of Goa State. The details are as under.

Sr. No.	Brief Description	
1	<p>A) Empanelment of Agencies/Contractors to provide waste management services (Door to door Collection of Dry and wet waste and treatment with available facility with the Village Panchayat)</p> <p>i) For dry waste :- Door to door collection, transportation to Decentralized MRF, segregation, bailing and handing over the bailed material to Village Panchayat (In case bailing machine is available) or transportation of unbaled material to centralized treatment facility of GWMC</p> <p>ii) For wet waste: - Door to door Collection and transportation to Decentralized MRF,treatment by using available wet waste treatment facility such as Organic Waste Converter, Biodigester etc including operation and maintenance and disposal of wet waste residue.</p>	CATEGORY I
	<p>A) Empanelment of Agencies/Contractors to provide waste management services (Door to door Collection of Dry and wet waste)</p> <p>i) For dry waste :- Door to door collection, transportation to Decentralized MRF, segregation, selling of recyclables, bailing and handing over the bailed material to Village Panchayat (In case bailing machine is available) or transportation of unbaled material to centralized treatment facility of GWMC</p> <p>ii) For wet waste :- Door to door Collection ,handling and treatment through composting and transportation to centralized treatment facility of GWMC.</p>	CATEGORY II

	<p>A) Empanelment of Agencies/Contractors to provide waste management services (Door to door Collection of Dry waste)</p> <p>i) For dry waste: - Door to door collection, transportation to Decentralized MRF, segregation, bailing and handing over the bailed material to Village Panchayat (In case bailing machine is available) or transportation of unbaled material to centralized treatment facility of GWMC</p>	CATEGORY III
	<p>A) Empanelment of Agencies/Contractors to provide waste management services (Operation and Maintenance and Handling of machineries for treatment of dry waste and wet waste respectively).</p> <p>i) For dry waste:- Operation and Maintenance and handling of Machineries which shall be used to treat/handle dry waste such as Baling machine, dry waste shredder, glass crusher , Styrofoam compactor, operation of forklift or any other machinery/equipment which shall be used to treat/handle dry waste at the decentralized facility.</p> <p>ii) For wet waste: - Operation and Maintenance and handling of Machineries which shall be used to treat/handle wet waste such as pit-composting, operation of organic waste converter, Biodigester, Effluent treatment plants or any other machinery/equipment which shall be used to treat/handle wet waste at the decentralized facility.</p>	CATEGORY IV
2	Cost. of proposal document (Non-refundable)	Rs 1000/-
3	Empanelment fees (To be paid once empaneled)	Rs.5,000/-
4	Date of receipt of duly filled proposal document	On 07/02/2025 upto 17.00 hrs.

Interested Agencies/Contractors may download the proposal and annexures from website of Goa Waste Management Corporation office i.e (<https://gwmc.goa.gov.in> or <https://www.goa.gov.in/department/goa-waste-management-corporation>) and shall submit sealed hardcopies to the office of GWMC, Saligao before the last date of receipt of duly filled proposal document. You may contact Mr. Saiel Kamat, Assistant Manager GWMC (contact no. 9604216283 email id: - saiel.kamat@zerowastegoa.com) for any queries and clarifications.

Right to accept any or all the applications without assigning any reason is reserved.

SD/-
Managing Director
Goa Waste Management Corporation



Empanelment of Agencies/Contractors to provide door to door waste management services for Village Panchayats and Municipalities of Goa State.



**Goa Waste Management Corporation
Near Saligao Seminary, Saligao plateau,
Saligao-Goa**

Ref. No.:EMP no.01/24-25

Dated:- 03/01/2025

NOTICE FOR EMPANELMENT

Empanelment of Agencies/Contractors to provide waste management services for Village Panchayats and Municipalities of Goa State

Goa Waste Management Corporation,Saligao-Goa invites proposals from Agencies/Contractors for the purpose of empanelment as Agencies/Contractors in category I, II , III IV separately, to appoint them to provide waste management services for Village Panchayats and Municipalities of Goa State

Interested Agencies/Contractors may submit their duly filled proposal category wise with complete information as required in eligibility criteria and formats in Annexure I to annexure IV enclosed.

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	<p>A) Empanelment of Agencies/Contractors to provide waste management services (Door to door Collection of Dry and wet waste)</p>	CATEGORY II

	<p>i) For dry waste :- Door to door collection, transportation to Decentralized MRF, segregation, selling of recyclables, bailing and handing over the bailed material to Village Panchayat (In case bailing machine is available) or transportation of unbaled material to centralized treatment facility of GWMC</p> <p>ii) For wet waste :- Door to door Collection ,handling and treatment through composting and transportation to centralized treatment facility of GWMC.</p>	
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2	Cost. of proposal document (Non-refundable)- to be paid at the time of submission of Sealed hardcopies to this GWMC office.	Rs 1000/-
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Definitions: -

1. “Goa Waste Management Corporation (GWMC)” means the Corporation established under the Goa Waste Management Corporation (GWMC) Act, 2016 (Goa Act 19 of 2016);
2. “GNBG Act” mean Goa Non-Biodegradable act.
3. “GSPCB” means Goa State Pollution Control Board.
4. “SPCB” means State Pollution Control Board.
5. “CPCB” means Central Pollution Control Board.
6. “DMA” means Directorate of Municipal Administration.
7. “DOP” means Directorate of Panchayats.
8. “Agency” means a company working in the field of waste management which includes door to door collection sorting, segregation and disposal of solid waste, who is registered or is in the process of registration with GWMC
9. “Contractor” means an individual working in the field of waste management which includes door to door collection sorting, segregation and disposal of solid waste, who is registered or is in the process of registration with GWMC
10. “RDF” means Refused derived Fuel.
11. “State” means the State of Goa.
12. “MRF” means Material Recovery Facility.
13. “VP” means Village Panchayat in the State of Goa
14. “MC” means Municipal Council in the State of Goa
15. “Local Bodies” means Village Panchayats and Municipal Council in the State of Goa.
16. “ULB” means Urban Local Bodies.
17. “NOC” means No objection certificate.
18. “GPS” means Global Positioning System.
19. “Category A Village Panchayat” means a Village Panchayat having 11 wards.
20. “Category B Village Panchayat” means a Village Panchayat having 09 wards.
21. “Category C Village Panchayat” means a Village Panchayat having 07 wards.
22. “Category D Village Panchayat” means a Village Panchayat having 05 wards.

1) Scope of work

To effectively address the pressing sanitation issue and waste handling in villages, it is imperative to appoint reputed and experienced Agencies/Contractors who have been working in the field of waste management. The Empanelled Agencies/Contractors appointed will be responsible for effective waste handling, manpower, consumables, reporting, segregation, disposal minimizing blackspots with 100% coverage, and also to adopt any technological advances with use of GPS and tracking system. The Empanelment of the Agency/Contractor shall be valid for 03 years. GWMC reserves the right to extend the empanelment of Agency/Contractor for the period of 1-year subject to the payment of applicable fees as decided by GWMC.

2) Eligibility / Qualification Criteria/ Terms & Conditions

The Agency/Contractor intending to submit their proposal must be able to meet the following criteria for qualifying. The Agency/Contractor must submit required documents to demonstrate qualification for selection.

Qualification Requirements		
Sr.No.	Particulars	Supporting documents to be enclosed with proposal
1	The Agency/Contractor shall be an individual or legally valid & registered entity. Consortium is not allowed to participate.	Certified copy of registration
2	The Agency /Contractor must have obtained a valid waste collector's registration from Goa State Pollution control board (GSPCB)	Certified copies of Valid documents
3	The Agency/Contractor must have valid registration with Labour welfare department.	Certified copies of Valid documents
4	Agency/Contractor must not be blacklisted/ barred by any Government (Central or State) in India during last three years ending last day of the previous month of date of Notice for empanelment (check appendix IV).	Notarized Affidavit on Rs 100/- Stamp paper
5	The participating Agency/Contractor must have a functional Office in Goa State.	Certified Documentary evidence such as lease agreement, tax receipts etc.
6	For CATEGORY I:- Cumulative turnover of 200 Lakhs for previous three financial years ending 31.03.2024. A certificate duly certified by Chartered Accountant with UDIN to be submitted.	Proof of turnover duly certified by a CA along with UDIN.

	<p>For CATEGORY II :- Cumulative turnover of 150 Lakhs for previous three financial years ending 31.03.2024. A certificate duly certified by Chartered Accountant with UDIN to be submitted.</p> <p>For CATEGORY III :- Cumulative turnover of 30 Lakhs for previous three financial years ending 31.03.2024. A certificate duly certified by Chartered Accountant with UDIN to be submitted.</p> <p>For CATEGORY IV:-</p> <p>i) For dry waste management Agencies/contractors- Cumulative turnover of 30 lakhs for previous three financial years ending 31.03.2024. A certificate duly certified by Chartered Accountant with UDIN to be submitted.</p> <p>iii) For Wet Waste Management Agencies/Contractors- Cumulative turnover of 50 lakhs for previous three financial years ending 31.03.2024. A certificate duly certified by Chartered Accountant with UDIN to be submitted.</p>	
7	<p>Experience in door to door collection as follows: -</p> <p>For CATEGORY I:- Minimum 3 years' experience in door to door collection in Village Panchayat(class A and B)/Municipalities (for dry and wet waste collection, handling and transportation of waste and handling of Bio-digester and other waste management auxiliaries)</p> <p>For CATEGORY II: - Minimum 2 years' experience in door to door collection in Village Panchayat (class A and B/Municipalities (for dry and wet waste collection and transportation). Desirable: - operation of Baling Machine and pit-composting or handling of organic waste converter for local bodies in the State of Goa.</p> <p>For CATEGORY III: - Minimum 0-1-year experience in door to door collection. An experience of handling door to door collection of atleast 1 Village Panchayat (Class D) shall be desirable for a minimum period of 1 year. (for dry waste collection and transportation) for local bodies in the State of Goa. Desirable: - operation of Baling Machine for local bodies in the State of Goa.</p> <p>For CATEGORY IV: - Minimum 2 years of experience in handling, Operation and Maintenance of</p>	Project details, along with experience certificate from local bodies in the State of Goa.

	dry/wet waste management machineries/equipment's for class A Village Panchayats/Municipalities.	
8	<p>Area of work(The location/region in which contractor/agencies will be allowed to take up work) shall be as follows: -</p> <p>For CATEGORY I: - The Agency/Contractor can take up work in A, B, C and D class categories of Village Panchayats and all Municipalities in the State of Goa.</p> <p>For CATEGORY II: - The Agency/Contractor can take up work in B, C and D class categories of Village Panchayats and Municipalities (having population less than 8,000) in the State of Goa.</p> <p>For CATEGORY III:- The Agency/Contractor can take up work only in C and D class categories of Village Panchayats in the State of Goa.</p> <p>For CATEGORY IV:- The Agency/Contractor can take up work in A, B, C and D class categories of Village Panchayats and all Municipalities in the State of Goa for only handling, operation and maintenance of decentralized facilities which includes management of dry waste and wet waste management machineries/equipment's.</p>	
9	Availability of vehicles with leachate tank for transportation of wet waste (for Category I and II only) Rickshaw /tempo for transportation of dry waste.(if applicable)	Registration certificate in the name of Contractor/Agency from Transport department or copy of an agreement for minimum 1 year with owner of rented vehicle.

Note:-

1. Goa Waste Management Corporation is just a empaneling body for agencies/contractors to collect door to door waste and waste management. This empanelment by GWMC does not undertake, guarantee any assured works towards any empaneled agency/contractors and shall not have any claim against GWMC for the same.
2. The work will be awarded by the local bodies after following due codal formalities. The empaneled contractors would have to adhere to the codal formalities laid down by Local Bodies or DOP or DMA department at the time of award of work which may include other requisite details such as Registration on e-procurement portal, e-procurement digital signature etc or any charges thereof.
3. The primary duty for monitoring of agency/contractor lies with the respective local body. GWMC shall act upon the agency/contractor if the complaint is directly received to the office of GWMC

from the local body.

4. The Scope of work/ terms and conditions of the contract shall be as per the agreement between the agency/contractor and the local body.

3) Documents required for application

- a) Agency/Contractors trade license copy or firm registration certificate copy.
- b) Labour welfare Dept. registration certificate copy.
- c) GST registration certificate.
- d) PAN Card.
- e) Authorization as a waste collector from GSPCB.
- f) The Contractor shall submit his audited financial statements for the year 2021-22, 2022-23 and 2023-24 and CA certified turnover certificate with valid UDIN number for last 3 financial years.
- g) The Agency/Contractor should submit documents pertaining to the ESI and PF of labours engaged for door to door collection and waste management.
- h) The Agency/contractor shall submit an affidavit stating that the company/firm is not blacklisted (refer appendix IV)
- i) The Agency/Contractor shall submit his experience certificate as mentioned in Appendix III duly signed by the local bodies acknowledging the same.
- j) The Agency/Contractor shall provide valid vehicle registration certificate or copy of an agreement for minimum 1 year with owner of rented vehicle engaged for waste collection if any.

Note:- The Agency/contractor is requested to enclose and furnish the above mentioned details along with a forwarding letter (refer appendix 1)

4) Terms and Conditions for the Grant of Waste Management Services

Registration Certificate

Upon receipt of a duly completed application form, the Goa Waste Management Corporation (GWMC) will undertake the following steps to process the grant of an Agency/Contractor Empanelment Certificate:

1. Verify the application details and supporting documents.
2. Conduct a thorough evaluation of the applicant's eligibility and financial viability.
3. Assess the applicant's site, resources, infrastructure, and operational plans if required.
4. Review and validate the applicant's waste management experience, the Agency/Contractor applying for Empanelment Certificate shall submit all the documents required as per the prescribed format in the application form in sealed hardcopies to GWMC office. If the Agency/Contractor fails to submit any document, then his application shall be deemed incomplete and may lead to rejection without any refund in application fees.

Upon successful completion of these steps, the GWMC will issue an Agency/Contractor Empanelment Certificate to the applicant.

NOTE:- In addition to the fines contemplated in Solid Waste Management Rules 2016, Goa Non-Biodegradable Act 1996 and successive its amendments, if the Agency/Contractor is found non-performing or GWMC receives complaints pertaining to mismanagement of waste or any other case etc pertaining to the agency/contractor, GWMC shall reserve the right to levy a fine of Rs.5000/- for 1st offence and Rs.10,000/- for 2nd offence. If any further complaint is received, then GWMC shall reserve the right to blacklist the agency/contractor and shall be prohibited from reapplication for a period of 1 year from the date of blacklisting.

Annexure – I

FORMAT FOR FORWARDING LETTER

Letter No.

From:

Name of Agency with Complete Address of Communication

Date :-

To

The Managing Director

Goa Waste Management Corporation

Saligao Plateau, Saligao Goa

Sub: Empanelment of Agencies/Contractors to provide waste management services for Village Panchayats and Municipalities of Goa State

Ref. :-

I/We, the undersigned, offer to provide the services for the above in accordance with your Notice for empanelment of contractors dated, we are hereby submitting our Proposal.

We have examined the information provided in your Notice for empanelment of contractors and offer to undertake the work described in accordance with requirements. This proposal is valid for 3 years and could be extended with mutual consent and we confirm that this proposal will remain binding upon us and may be accepted by you at any time before this expiry date.

I/We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

I/We confirm that I/We have the authority of **(Name of the agency/Firm)** to submit proposal and to clarify any details on its behalf.

We understand you are not bound to accept any proposal you receive.

Yours sincerely

Enclosures:

Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address

Annexure – II

FORMAT FOR SUBMISSION OF TECHNICAL PROPOSAL.

General Details:

i. Profile of Organization

1	Legal Name of the Agency	
2	Registered office address with phone/fax, e-mail	
3	Agency is blacklisted by Government	Yes or No (If no, Affidavit as mentioned in eligibility criteria shall be enclosed)
4	Registration details of the firm	
5	Registration Number and Date of Registration	
6	Total Working experience(No. of Years)
7	Income tax return filed for an amount, for previous three financial years, along with Pan card	Amount in lakh (copy to be enclosed)
8	Contact person and contact No. and e-mail ID	
9	Name and address of person holding power of attorney (if any)	
10	GSTN Registration Number (Copy of registration and latest ARN to be enclosed)	

ii. Financial Strength of the firm:

Financial Year	Turnover (in INR Lakh)
2021-2022	
2022-2023	
2023-2024	
Total	
Cumulative Turnover for last 3 years	

(To be supported with Audited Financial Statements)

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of the agency Address

ANNEXURE III

Experience Certificate

To,
The Managing Director
Goa Waste Management Corporation
Saligao Plateau, Saligao Goa

Date: -

Subject:- **Experience Certificate for door to door collection and waste management.**

This is to certify the Agency/Contractor namely _____ having registered office at _____ was accorded the work of door to door collection of waste for _____ Village Panchayat/Municipal Council vide workorder bearing ref no. _____ dated _____, and the agency/contractor has successfully undertaken the works for door to door collection of waste during the period from ____ to _____. The Agency/Contractor was collecting dry/wet (either dry/wet or both).

The Agency/Contractor was handling/operating the Machinery such as Baling machine/ Shredders/ pit composting/ windrow composting/ Organic Waste Converter/ Biodigester (may mention whichever is applicable) during the period from ____ to _____. Vide work order no. _____ dated _____.

VP Secretary/Chief Officer

Village Panchayat

_____/MC _____

Stamp of Village Panchayat
Secretary/Stamp of Chief officer

ANNEXURE IV

Engagement Experience in respect of Dry and wet waste management

Sr. No.	Particulars	Details
1	Assignment Name	
2	Value of contract	
3	Name of client and address	
4	Date of Commencement	
5	Date of Completion	
6	Description of project	

Note :- For every assignment a separate sheet shall be submitted along with documentary evidences such as experience certificate issued from local bodies certifying the experience in their respective Jurisdiction as per Annexure III

Annexure – V

AFFIDAVIT

I / We/M/s _____ (name of firm/company) having PAN No. _____, GST No. _____ certificate issued by _____ having office at _____ and do hereby declare and solemnly affirm that I / We / M/s have not been debarred/Black-listed, nor mine/our tenders orders have ever been cancelled by any State/UT/Central Government/Corporation or any partner or shareholder either directly or indirectly connected with or has any subsisting interest in the business of my/our firm nor any legal proceedings have ever been initiated/pending or any penalty more than 5% of the contract value has ever been levied due to delay of non- compliance by any State / UT / Central Government or by any autonomous body / authority and the individual/firm/company have been regularly paying income tax/service tax and is legally competent to engage in contracts and that I/we/M/s accept all the terms & conditions as prescribed with proposal document

Yours faithfully

(Signature of the
applicant) (Name)

Date-----

Place.....

(Company Stamp / Seal)

GOA WASTE MANAGEMENT CORPORATION

Ref. No.: Emp no.01/24-25

Dated:-03.01.2025

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	waste such as Baling machine, dry waste shredder, glass crusher , Styrofoam compactor, operation of forklift or any other machinery/equipment which shall be used to treat/handle dry waste at the decentralized facility.	
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SD/-
Goa Waste Management Corporation
Saligao Goa