



Gandhinagar Municipal Corporation (GMC)
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Notice Inviting Quotation

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Gandhinagar Municipal Corporation has established Vermi Compost plants, where it produces compost from the wet waste generated in the city. The compost produced by GMC at all three plants is brought to a single location for its sale. GMC intends to obtain an ISO 14000 series Environmental Management System Certificate for these processing plants. Interest agencies having valid National Accreditation Board for Certification Bodies (NABCB) accreditation are invited to submit the quotations in sealed envelope for issuance of the ISO 14001:2015 certification.

Terms & Conditions

1. “**Annexure-1 General Information**” is attached with this notice describing details such as scope of work, number of employees involved, process adopted, etc. Bidders are suggested to review the same before submitting its quote
2. Bidders are required to submit details of the organization as per “**Annexure 2: Details of Organisation**” along with the quotations.
3. Quotes shall be submitted on the letter head of the bidder as per the format shared provided in **Annexure – 3: Financial Offer**.
4. Price to be quoted shall be inclusive of all applicable taxes except GST.
5. The selection of the bidder shall be based on Least Cost Selection method. The bidder who submits the lowest amount will be considered as preferred bidder (L1).
6. The quotation is to be submitted in sealed envelope via Registered Post/ Speed post/ In-Person/ Courier, addressed to Deputy Municipal Commissioner, GMC and labelled as “Quotation for ISO 14001:2015 certification”
7. Bidder is required to submit the valid National Accreditation Board for Certification Bodies (NABCB) accreditation certificate along with bid.
8. The last date for submission of quotation shall be 05/05/2025 up to 18:00 hours.
9. In case of any dispute or queries regarding performance, the decision of the Municipal Commissioner, Gandhinagar Municipal Corporation will be final and binding.

Municipal Commissioner, GMC reserves rights to reject any or all bids without assigning any reasons thereof and the decision shall be final and legally binding on all the Bidders.

Date: 25/04/2025

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Deputy Municipal Commissioner
Gandhinagar Municipal Corporation

Annexure-1- General Information

1. **Type of Certification:** New Certification, Environmental Management System Certificate, ISO 14001:2015
2. **Background:** Gandhinagar Municipal Corporation serves as an Urban Local Body for Gandhinagar; it is established under the Gujarat Provincial Municipal Corporation Act of 1949. GMC provides various services to the citizens of Gandhinagar including solid waste management, for which GMC has established several wet waste processing facilities. At these facilities waste is processed and converted into compost, which is further sold and self-utilized.

3. Scope of Work for Certification:

Gandhinagar has established three Vermi Composting Plants in the city. The key process activities that are adopted in the plants are mentioned below,

1. **Receipt of Materials at Processing Facility:** Segregated waste, cattle dung, and dry leaves are received at the processing facility.
2. **Sorting of Segregated Waste:** The segregated waste is further sorted to remove unwanted materials such as plastic, paper, etc.
3. **Shredding of Wet Waste:** The segregated wet waste undergoes shredding.
4. **Mixing and Preparation of Windrows:** The shredded waste is mixed with cattle dung and dry leaves, and windrows are prepared for pre-treatment.
5. **Preparation of Vermi beds and introduction of worms:** After preparation of Windrows, worms are introduced in the windrow beds for further processing in two of the plants. While in the third plant, the process slightly varies where the windrow bed after its initial curing time is entirely transferred to a separate Vermi pit and worms are introduced for processing of the waste.
6. **Moisture control:** Water is sprinkled to retain moisture in the bed through manual and mechanical means.
7. **Sieving:** The processed output from the vermi-beds is sieved.
8. **Packaging and Storage for Sale:** Once sieved, the compost is packaged and stored for sale.

The Municipal Corporation oversees the regular operation and maintenance of these facilities, ensuring efficient compost production and sale. The scope of certification shall be limited to the activities within the processing facility starting from the receipt of waste up to sale/self-utilization of processed output.

4. Overview of Our Facilities: Total Number and Key Activities

Particulars	Details
Facility Number	01
Name of Facility	Sector-30, Mukti Dham
Address	Ward No 04, Near mukti dham, Sector-30
Key Activities	The composting process involves several key steps: <ol style="list-style-type: none">1. Receipt of Materials at Processing Facility: Segregated waste, cattle dung, and dry leaves are received at the processing facility.

Particulars	Details
	<ol style="list-style-type: none"> 2. Sorting of Segregated Waste: The segregated waste is further sorted to remove unwanted materials such as plastic, paper, etc. 3. Shredding of Wet Waste: The segregated wet waste undergoes shredding. 4. Mixing and Preparation of Windrows: The shredded waste is mixed with cattle dung and dry leaves, and windrows are prepared for pre-treatment. 5. Preparation of vermi beds and introduction of worms: The entire mixture is transferred to a separate vermi pit, where worms are introduced for processing of the waste. 6. Moisture Control: Water is sprinkled through sprinklers installed over the bed. 7. Sieving: The processed output from the vermi-pits is sieved. 8. Packaging and Storage for Sale: Once sieved, the compost is packaged and stored for sale. <p>The Municipal Corporation oversees the regular operation and maintenance of these facilities, ensuring efficient compost production and sale</p>

Particulars	Details
Facility Number	02
Name of Facility	Sector-24, Composting Plant
Address	Ward No 03, Opp Aryasamaj, Near PHC Sector 24
Key Activities	<p>The composting process involves several key steps:</p> <ol style="list-style-type: none"> 1. Receipt of Materials at Processing Facility: Segregated waste, cattle dung, and dry leaves are received at the processing facility. 2. Sorting of Segregated Waste: The segregated waste is further sorted to remove unwanted materials such as plastic, paper, etc. 3. Shredding of Wet Waste: The segregated wet waste undergoes shredding. 4. Mixing and Preparation of Windrows: The shredded waste is mixed with cattle dung and dry leaves, and windrows are prepared for pre-treatment. 5. Introduction of worms: Following pre-treatment, worms are introduced in the beds for further processing. 6. Moisture Control: Manual sprinkling of water is carried out. 7. Sieving: The processed output from the vermi-beds is sieved. 8. Packaging and Storage for Sale: Once sieved, the compost is packaged and stored for sale. <p>The Municipal Corporation oversees the regular operation and maintenance of these facilities, ensuring efficient compost</p>

Particulars	Details
Facility Number	03
Name of Facility	Sector-21, Composting Plant
Address	Ward No 05, Near Vegetable market, sector-21
Key Activities	<p>The composting process involves several key steps:</p> <ol style="list-style-type: none"> 1. Receipt of Materials at Processing Facility: Segregated waste, cattle dung, and dry leaves are received at the processing facility. 2. Sorting of Segregated Waste: The segregated waste is further sorted to remove unwanted materials such as plastic, paper, etc. 3. Shredding of Wet Waste: The segregated wet waste undergoes shredding. 4. Mixing and Preparation of Windrows: The shredded waste is mixed with cattle dung and dry leaves, and windrows are prepared for pre-treatment. 5. Introduction of worms: Following pre-treatment, worms are introduced in the beds for further processing. 6. Moisture Control: Manual sprinkling of water is carried out. 7. Sieving: The processed output from the vermi-beds is sieved. 8. Packaging and Storage for Sale: Once sieved, the compost is packaged and stored for sale. <p>The Municipal Corporation oversees the regular operation and maintenance of these facilities, ensuring efficient compost</p>

Note: All the three facilities mentioned above operates in single shift.

5. Human Resources Deployed

Category/Description	No. of Permanent Employees	No. of Outsourced Employees
Workforce deployed at facilities	03	28
Total Number of Workforce	31	

Note: The number mentioned above consist of employees for all three sites.

6. Details regarding outsourced services: Gandhinagar Municipal Corporation has outsourced the supply of necessary workforce for operation and maintenance of above-mentioned composting facilities to a private agency.

Annexure-2: Details of Organization

(To be Submitted on Bidders Letter Head)

General Information

- Name of Bidder (legal Name):
- Country of incorporation:
- Address of the corporate headquarters and its branch office(s), if any, in India:
- Date of incorporation and/or commencement of business:
- Pan no.:
- GST No.:
- Certificate of Incorporation / Partnership deed (Not applicable in case of proprietor):

Particulars of individual(s) who will serve as the point of contact/communication for the Bidder:

- Name:
- Designation:
- Company:
- Address:
- Telephone Number:
- E-Mail Address:

[Name of the Bidder]

Signature of Authorised Person
(Seal of the Bidder's Firm)

Annexure-3: Financial Offer

(To be Submitted on Bidders Letter Head in Hard Copy)

To,
Deputy Municipal Commissioner
Gandhinagar Municipal Corporation
Pandit Dindayal Upadhyay Bhavan,
Behind Gandhinagar Fire Station,
Sector-17, Gandhinagar, Gujarat-382106

Subject: Financial offer for providing ISO 9001:2015 certificate for the vermi-composting plants located within city.

S. No.	Description	Total Amount (In Rs. Without GST)
A	B	C
1	Financial offer for providing Environmental Management System Certificate, ISO 14001:2015 for it's vermi-composting facilities as mentioned in the Annexure-1.	
Total Amount in Rupees for ISO 14001:2015 certification (in words)		

Note:

- 1. The offered rate shall be inclusive of all taxes (Except GST), duties and charges. GST, if applicable, shall be paid separately.*
- 2. In case of any discrepancy in amount quoted in figure and word, amount in words shall be considered as final amount. Further, if the Employer finds any ambiguity or considerable difference between amount quoted in figure and word, decision of the Employer shall be final and binding.*

Signature.....

Designation.....

Date.....

Duly Authorized to Sign bid for and on behalf of ...

SEAL OF COMPANY