



## Terms of Reference/Request for Proposal

**Date: 14.06.2024**

Proposals are invited by Technology Informatics Design Endeavour (TIDE) for “Selection of Service provider for IEC planning on Door-to-Door Primary collection & Analysis of the existing composting units Kandawara, Chikballapura, Karnataka.”

### Introduction

Technology Informatics Design Endeavour (TIDE) is a development organization based in Bengaluru that leverages technology for conserving the environment, creating livelihoods, and addressing societal issues. TIDE's work encompasses energy access and biomass-based cooking solutions, environment conservation through energy waste and water interventions, and Technology based innovative livelihoods, particularly with a focus on rural women. TIDE is currently implementing a project titled 'Integrated Water Management in partnership with BORDA, in other towns of Karnataka. For more information about TIDE, please visit <https://tide-india.org>.

<b>Title</b>	“Selection of Service provider for IEC planning on Door-to-Door Primary collection & Analysis of the existing composting units Kandawara, Chikballapura, Karnataka.”
<b>Location</b>	Chikballapura city, Karnataka
<b>Nature of Assignment</b>	The project is aiming for Primary collection and to reduce the littering in the drains. Analysis of existing composting units Kandawara, Chikballapura, Karnataka. The scope of work includes the IEC planning for door-to-door collection & Analysis of the existing composting unit.
<b>Contract period</b>	The contract period will be for the duration of 30 days

### Background of Project

In Chikballapura, a land parcel near Kandawara lake was identified and developed into a layout by the City Municipal Council and plots and houses were allocated to sanitation workers and ragpickers under the Government schemes with support from Civil Society Organisations. The houses started coming up in the last 2-3 years, but they lacked access to sewerage connections. This was because it was not feasible to connect the houses to the existing UGD system because it was far and against the gradient. Some people continue to live in temporary shelters without functional toilets as their houses are still under-construction. Thus, many residents resorted to open defecation.

Solid waste management was almost non-existent as there was no door-to-door collection of waste. The residents of the colony along with TIDE, BORDA and CMC Chikballapura took up the challenge of securing access to the decentralised sanitation services in the colony. A site was identified for the

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construction of the community toilet and a 10KLD DEWATS facility for treating the wastewater. A simplified sewer system for collection and conveyance of wastewater from 30 household has been implemented. Solid waste collection was streamlined by distribution of dust bins, installation of street bins and initiation of door-to-door solid waste collection. In spite of all these activities, there is significant littering observed in the drains and on the empty grounds. All HHs are not segregating the waste and handing it over to the CMC.

Aerobic composting unit of 500 kg capacity of 2 numbers got installed in Feb month 2024. We have observed that out of 92 HH's only 50 HH's are occupied. The occupied HH's only 25 HH's are giving the mixed waste to the waste collection staff. Waste which is collected is segregated by the waste collector & dropped into the composting unit. People in the community are not following segregation of waste. Source Segregation awareness of the waste should be given to the community people to change their mindset.

**Terms of Reference:**

The bidder shall be responsible for the activities and roles mentioned herein, and shall also support TIDE wherever reasonable and possible, to ensure that the objectives of the assignment are met. The details of the assignment are given below

**Scope of assignment:**

The stipulated scope of work involves carrying out the following activities in phases:

- a. Preparation of IEC action plan for the Kandawara colony community (92 households) for source segregation & door-to-door collection of municipal solid waste and ending littering in the colony.
- b. Assessing the existing composting unit and submitting an assessment report on the same
- c. Suggest an action Plan for the Refurbishment of the existing composting unit

**Duration of the assignment:**

The project shall be executed within 30 days of the contract's award. The contractor should adhere to the work plan as shown below. **(Subject to revision based on mutual consent or as per ground condition)**

**Eligibility criteria:**

The firm should meet the following minimum eligibility criteria:

- The company/firm/contractor should be registered with a legally binding registration document



<ul style="list-style-type: none"> <li>The company/firm/contractor should have executed a minimum of 3 projects similar to this project</li> </ul>
<ul style="list-style-type: none"> <li>The company/firm/contractor shouldn't have been blacklisted by central/state government agencies</li> </ul>
<b>Note: The Consultants need to submit supporting documentary evidence for the criteria.</b>

**Evaluation Criteria:**

Sl No	Indicator	Description	Document Evidence	Weightage
1	Experience	The contractor must have executed a minimum of 3 projects relevant to the Implementation of composting unit.	Work order/ Work completion certificate/Self-certification providing details of the project (Details of the project should include Name of project and description, Start and completion date of the project, Location and total project cost, Photographs)	50%
2	Bid Price	The price quoted by the agency	Lumpsum costs	50%
<b>Note: All the eligible firms will be graded on the above criteria. The one with the highest grade/score will be awarded the contract.</b>				

**Work Plan:**

The project duration is from the **5th week of June 2024 to the 5th week of July 2024**. Work shall be completed by the 5th week of July 2024.

Activity	June 5th week	July 5th week
Award of contract & assessment of project area		
Work completion		

**Schedule of Payment:**

Sl. No.	Deliverable	Reports to be submitted	Percentage of Payment
1	On work completion	1. IEC action plan	100%



		2. Assessment report of existing compost unit 3. Action plan for refurbishment of composting unit	
<b>Note: The payment schedule will be finalized in consultation with the Consultant at the contract award stage</b>			

### **Submission of Proposal and deliverables:**

The proposal must be submitted over email with email id: [arjun.kumar@tide-india.org](mailto:arjun.kumar@tide-india.org), & [iwm.accountant@tide-india.org](mailto:iwm.accountant@tide-india.org) with the following documents attached,

- Supporting documents for eligibility and evaluation criteria
- Self-certification of not being blacklisted by central/state government agencies
- Properly filled Annexure I to V

### **Confidentiality and Intellectual and Other Propriety Rights**

All reports, notes, statistics and other documents and data compiled and collected, or software developed by the Consultant under this Agreement shall be confidential and the property of TIDE. The Parties herein agree to keep the terms of this TOR all or any information which any or all of the parties herein shall become acquainted with shall not be disclosed, either directly or indirectly to third parties or be used in any way, or in any manner that would be detrimental to the business of the partners.

### **Deliverables:**

Deliverables involves carrying out the following activities:

- a. Preparation of IEC action plan for the Kandawara colony community (92 households) for source segregation & door-to-door collection of municipal solid waste and ending littering in the colony.
- b. Assessing the existing composting unit and submitting an assessment report on the same
- c. Suggest an action Plan for the Refurbishment of the existing composting unit

Note: Suggestions from the TIDE end should be incorporated in the final report.



Sd/-  
Director-TIDE

## **ANNEXURES**

Annexure I: Letter for EOI Submission to Be Submitted on the Letter Head of the Institution

Annexure II: Information regarding any Conflicting activities and declaration

Annexure III: Details of minimum of 3 similar works executed by the bidder

Annexure IV: Quote/Bid FORM

Annexure V: Details of Concept design with specification