

Terms of Reference/Request for Proposal**Date: 18.06.2025**

Proposals are invited by Technology Informatics Design Endeavour (TIDE) for **“Selection of Vendor for Assessing & Strengthening of Commercial Dry Waste Management in Chikkaballapura, 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 different towns of Karnataka. For more information about TIDE, please visit www.tide-india.org

Title	“Selection of Vendor for Assessing & Strengthening of Commercial Dry Waste Management in Chikkaballapura, Karnataka.”
Location	Chikkaballapur, Karnataka
Nature of Assignment	The project aims to prepare an assessment report and strengthen commercial dry waste management, including bulk waste generators, in Chikkaballapura. The scope of work includes conducting a baseline assessment of current practices, developing optimized collection routes, recommending appropriate machinery and infrastructure, and delivering targeted training to bulk waste generators and Pourakarmikas/Sanitation workers. The vendor will also provide implementation support through staff handholding, operational monitoring tools, and an endline assessment to measure impact.
Contract period	The contract period will be for the duration of 75 days

Background of Project

Chikkaballapura city is the district headquarters of Chikkaballapura district in the Indian state of Karnataka. It is located approximately 56 km north of Bengaluru, with an administrative boundary of 18.25 sq. km divided into 31 wards. According to the 2011 Census, the city had a population of 63,652. As of 2021, the estimated population is 73,709, comprising a total of 17,276 households.

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The total waste generated in the city is estimated at 33 tonnes per day (TPD), with a per capita generation of 0.45 kg (as estimated in 2021). Of this, approximately 49.5% (16.3 TPD) is wet waste, 34.8% (11.5 TPD) is dry waste, 15.3% (5 TPD) is inert waste, and the remaining 0.3% (0.2 TPD) is classified as special waste.

Currently, waste collection from commercial establishments is irregular and lacks a proper schedule. This often leads to open dumping across the city. Recently, the CMC has started processing commercial dry waste independently after realizing that valuable recyclable materials were ending up in landfills.

At present, approximately 300 kg of dry waste collected from commercial establishments is being brought to the CMC premises, where a small segregation setup has been created. The waste is segregated manually with the help of pourakarmikas. According to the CMC, around 60% of this 300 kg is recyclable, and the remaining is Refuse-Derived Fuel (RDF). The recyclables are sold to the private vendor (DWCC operator), and the inert are sent to the landfill.

However, since the pourakarmikas are not adequately trained, it is estimated that many recyclables and RDF items are ending up in the inert category and are not being managed scientifically. Furthermore, bulk waste generators in the city are not following proper segregation practices, making it increasingly difficult to sort and recover recyclables.

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 overall objective of this assignment is to assess and strengthen Commercial Dry Waste Management in Chikkaballapura, Karnataka. The selected agency will be responsible for leading the project with the following scope:

- ✓ Conduct a baseline assessment to map Bulk Waste Generators (BWGs) and sample commercial establishments (across various categories) in Chikkaballapura town, and analyze existing practices related to waste generation, segregation, collection, and processing.
- ✓ Design and deliver at least 2 to 3 targeted training and awareness programs to improve source segregation and structured waste handover practices among bulk waste generators.
- ✓ Develop optimized waste collection and transportation routes for bulk waste generators and core commercial areas to enhance collection efficiency.
- ✓ Assess the current operational needs of the Dry Waste Management Centre at CMC Chikkaballapura and recommend appropriate infrastructure upgrades, along with suitable

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machinery and equipment—including specifications and procurement support wherever required—to improve waste handling and processing capacity.

- ✓ Conduct practical, hands-on training for Pourakarmikas/Sanitation workers on waste identification, categorization/segregation, and safe and efficient use of machinery.
- ✓ Facilitate partnerships with local or regional recyclers, aggregators, and scrap dealers to strengthen cost recovery and generate revenue.
- ✓ Provide training and handholding support to the CMC-appointed supervisor and municipal staff on daily facility operations, record-keeping, monitoring systems, and reporting mechanisms.

Deliverables:

- ✓ A comprehensive baseline assessment report mapping bulk waste generators and detailing existing waste management practices from collection to final disposal.
- ✓ An optimized waste collection and transportation route plan, including detailed schedules and a vehicle deployment strategy.
- ✓ Recommendations for required machinery procurement and infrastructure upgrades, along with technical drawings and a Bill of Quantities (BOQ).
- ✓ Awareness and training sessions for bulk waste generators on source segregation, and hands-on training for Pourakarmikas/Sanitation workers on dry waste segregation and machinery operation, along with training documentation and reports.

Eligibility criteria:

The firm should meet the following minimum eligibility criteria:

• The company/firm/contractor should be registered with a legally binding registration document.
• Maintenance of comprehensive documentation related to statutory compliance, including permits, approvals, monitoring records, and compliance reports.
• The company/firm/contractor shouldn't have been blacklisted by central/state government agencies and have no legal liability towards any governmental or non-governmental agency
Note: The Consultants need to submit supporting documentary evidence for the criteria.

Evaluation Criteria:

S. No	Indicator	Description	Document Evidence	Weightage
1	Bid Price	Price quoted by the agency for completion of the assignment	Provide a lump sum cost in Annexure IV along with supporting documentation	50%

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			that details the breakdown of components.	
2	Technical Experience	Agency/consultant should have a minimum of 5 years' experience in the field of waste management including preparation of DPRs and support in implementation of solid waste management plants.	Work order/Work completion certificate/ proof of work/reports Self-certification providing details of the similar project (Details of the project should include Name of project and description, start and completion date of the project, Location, and total project cost)	50%
All the eligible firms will be graded on the above criteria. The one with the highest grade will be awarded the contract.				

Duration of the assignment:

The project shall be executed within 75 days of the contract's award, shall be delivered by the **2nd week of September 2025**. The agency should adhere to the work plan as shown below. **(Subject to revision based on mutual consent or as per ground condition)**

Work Plan:

The project duration is from the **4th week of June 2025 to 2nd week of September 2025**.

Activity	June 4 th Week	July 1 st - 4 th Week	August 2 nd Week	September 2 nd Week
Award of contract				
Baseline assessment and gap analysis study				
Submission of the assessment report with recommendations				
Conduct Trainings for the bulk waste generators and				
Support in procurement of machinery and infrastructure upgradation				

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Schedule of Payment:

Sl. No.	Deliverable	Stage of payment	Percentage of Payment
1	Baseline assessment	1 st	30%
2	Assessment Report	2 nd	50%
3	Operations Support	3 rd	20%
Note: The payment schedule will be finalized in consultation with the Consultant at the contract award stage. All the payments will be done only after we receive the original invoice to the office address.			

Submission of Proposal and deliverables:

The proposal must be submitted over email to the email id: sasi.priya@tide-india.org & 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 VI

Confidentiality and Intellectual and Other Property Rights

All reports, notes, statistics and other documents and data compiled and collected, or software developed by the Contractor 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.

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 a minimum of 3 similar works executed by the bidder.

Annexure IV: Quote/Bid FORM

Annexure V: Methodology

Annexure VI: CVs of the team members who are likely to work on the project.

ANNEXURE I

**LETTER FOR EOI SUBMISSION TO BE SUBMITTED ON THE LETTERHEAD OF THE
ORGANISATION**

Ref: No:

Date:

Executive Director,
TIDE, FF-1, Sapthagiri Apartments,
No.30, 10th Cross, 15th Main Road,
RMV Extension, Sadashiv Nagar,
Bengaluru – 560080

Dear Sir/Madam

We, the undersigned, offer to provide the services as required in your invitation for EOI dated: ----- . We are hereby submitting our proposal with all the requisite information and documents.

We hereby certify that all the information and statements made in this proposal are true and accept that any misstatement or misrepresentation in the enclosed documents may lead to our disqualification.

We understand that you are not bound to accept/reject any proposal without assigning any reason.

Yours faithfully

Authorized Signatory

NAME & DESIGNATION

ANNEXURE II

INFORMATION REGARDING ANY CONFLICTING ACTIVITIES AND DECLARATION THEREOF

Is the party engaged in any activities which conflict with the proposed activities of TIDE as mentioned in this document?

If yes:

Please provide information on activities the institution is engaged in, which in your opinion, is of a nature that conflicts with the assignment desired to be awarded by CoE.

If no:

We hereby declare that our organization is not either directly or indirectly engaged in any activities which can be termed conflicting activities as mentioned in the EOI document. It is understood that any misrepresentation or misstatement in this regard shall lead to our organization to be disqualified from the entire process.

Signature of the authorized signatory

Name

Designation

TO BE SUBMITTED ON THE LETTERHEAD

ANNEXURE III

Details of a minimum of 5 similar works executed.

(Amount Rs. in Lakh)

Sl.No.	Nature of similar work carried out	Name of the party for whom such work was carried out	The total value of the work	Period of the assignment	Contact person name and mobile no.

AUTHORISED SIGNATORY

TO BE SUBMITTED ON THE LETTERHEAD

ANNEXURE IV

Quote/Bid FORM

To

The Executive Director

TIDE

FF-1, Sapthagiri Apartments, No. 30, 10th Cross, 15th Main Rd,

Raj Mahal Vilas Extension, Sadashivanagar,

Bengaluru, 560080

I hereby offer to submit our EOI for the “Selection of Vendor for Assessing & Strengthening of Commercial Dry Waste Management in Chikkaballapura, Karnataka” assignment as a Service Provider/Expert/supplier of material/services etc.

Sl No.	Parameters	Particulars/Description
1.	Name	
2.	Address	
3.	Contact Details	Email: Mobile:
4.	Total Lumpsum Cost/Fee (in Rupees) Inclusive of GST for work completed as per ToR Provide Breakup as sun annexure	
5.	GST Number (If no GST please submit a declaration)	

Note: Site Visits charges will not be reimbursed

Declaration:

I certify that the above particulars are correct. I understand and agree that if any statement is found to be false or incorrect, TIDE reserves the right to reject my application.

I certify that if awarded the assignment, I shall maintain confidentiality and shall avoid conflict of interests.

Signature:

Place:

Full name:

Date:

TO BE SUBMITTED ON THE LETTERHEAD

Annexure V

Methodology

CVs of the team members who are likely to work on the project.

TO BE SUBMITTED ON THE LETTERHEAD

Annexure VI

CVs of the team members who are likely to work on the project.