



# **Expression of Interest**

**For**

**Deployment of Hydraulic Ladder on Monthly hire basis  
under Bhubaneswar Municipal Corporation**

**Bhubaneswar Municipal Corporation (BMC)**

**ICOMC Tower at Satya Nagar, Infront of Satya Nagar Kali Temple on  
Janpath, Unit-IX, Bhubaneswar- 751007, Odisha, India.**



**Bhubaneswar Municipal Corporation**  
ICOMC Tower, Unit-IX, Satya Nagar, Bhubaneswar-751022

No: 39247 /BMC DT: 06.06.2026.

**NOTICE INVITING EXPRESSION OF INTEREST (EOI)**

On behalf of the Commissioner, Bhubaneswar Municipal Corporation invites Expression of Interest (EOI) from reputed, experienced and competent agencies/firms for engagement of Hydraulic Ladder Vehicles on monthly hiring basis under the Electrical Section of BMC.

The engagement is proposed to ensure efficient operation, preventive and corrective maintenance, and prompt restoration of the street lighting network and associated electrical infrastructure within the jurisdiction of Bhubaneswar Municipal Corporation, thereby ensuring continuity of essential civic services and enhancing public safety. The detailed EOI document can be downloaded from the official website of BMC i.e. <https://www.bmc.gov.in/>.

For queries, interested parties may contact the office of Deputy Commissioner (Vehicle), Bhubaneswar Municipal Corporation at Upper Ground Floor, ICOMC Tower at Satya Nagar, Infront of Satya Nagar Kali Temple on Janpath, Unit-IX, Bhubaneswar- 751022, Odisha, India.

**1. Schedule of Events:**

Availability of EOI document	<b>08.06.2026 (11:00 AM) to till 17.06.2026 (4:00 pm)</b> (Downloadable from website:( <a href="http://bmc.gov.in">http://bmc.gov.in</a> )
Last date & time for receipt of Proposal from intending bidders	<b>17.06.2026, by 04.00 PM</b> (Through <b>Speed/Registered post/Courier/Hand delivery</b> )
Address/Place of submission of EOI in hard Copy	<b>Office of Dy. Commissioner (Vehicle)</b> <b>Bhubaneswar Municipal Corporation</b> ICOMC Tower (Upper Ground Floor) at Satya Nagar, Infront of Satya Nagar Kali Temple on Janpath, Unit-IX, Bhubaneswar- 751022, Odisha, India.
Date and Time of opening of EOI by BMC tender committee	<b>17.06.2026, at 4:30 PM</b>
For further enquiries, please email at:	<a href="mailto:adc3@bmc.gov.in">adc3@bmc.gov.in</a> / <a href="mailto:swmpmubmc@gmail.com">swmpmubmc@gmail.com</a>

2. All amendments, Clarifications, time extensions, etc. will be uploaded in the website only interested parties should regularly visit the above website to keep themselves updated.

**By Order of the Commissioner, BMC**

  
**Additional Commissioner**  
**Bhubaneswar Municipal Corporation**

Memo No. 34248

Dt. 06.06.2026

Copy forwarded to Director, Information and Public Relation Department, Odisha Bhubaneswar with a request for publication of the notice for Expression of Interest (EOI) in one English newspaper i.e., The New Indian Express in Bhubaneswar edition and one Odia daily in local edition on or before dt. 08.06.2026. A copy of the publication notice to be shared to this office.

  
6/6/26

**Additional Commissioner  
Bhubaneswar Municipal Corporation**

Memo No. 34249

Dt. 06.06.2026

Copy forwarded to D.C (IT) for uploading of the Expression of Interest (EOI) document in BMC website before 11:00 AM of dt. 08.06.2026

  
6/6/26

**Additional Commissioner  
Bhubaneswar Municipal Corporation**

Memo No. 34250

Dt. 06.06.2026

Copy forwarded to the CFO, BMC / Dy. Commissioner (Vehicle), BMC/ Executive Engineer (Sanitation), BMC/ Executive Engineer (Electrical), BMC/Asst. Commissioner (Vehicle), BMC for kind information.

  
6/6/26

**Additional Commissioner  
Bhubaneswar Municipal Corporation**

Memo No. 34251

Dt. 06.06.2026

Copy to PA to Commissioner, BMC for kind information of Commissioner, BMC.

  
6/6/26

**Additional Commissioner  
Bhubaneswar Municipal Corporation**

## Terms of Reference for EOI on disposal of Refused Derived Fuel (RDF)

### 1. Background

Bhubaneswar Municipal Corporation (BMC) is responsible for the operation, maintenance, monitoring, and upkeep of the city's street lighting network, high mast lighting systems, electrical installations, and other associated urban infrastructure.

In addition to the maintenance of electrical infrastructure, BMC is also entrusted with carrying out periodic tree pruning and branch trimming activities to prevent obstruction of streetlights, safeguard electrical installations, enhance road visibility, and ensure public safety.

For effective execution of maintenance works related to LED streetlights, high mast lighting systems, electrical installations located at elevated heights, as well as tree pruning activities along roads and public spaces, Hydraulic Ladder Vehicles are essential operational equipment.

To ensure timely maintenance, prompt redressal of public grievances, uninterrupted functioning of the street lighting system, and efficient execution of tree pruning operations, BMC intends to engage Hydraulic Ladder Vehicles on a monthly hiring basis from competent and experienced agencies.

### 2. Objective

The objective of this assignment is to provide **Hydraulic Ladder Vehicles on a monthly hiring basis for a period of 3 months (or extendable as per requirement)** to Bhubaneswar Municipal Corporation (BMC) for carrying out maintenance and repair of LED streetlights, high mast lighting systems, and other electrical installations located at elevated heights, as well as undertaking tree pruning and branch trimming activities in public areas. The engagement aims to ensure safe and efficient access to elevated locations, facilitate timely maintenance interventions, improve response to public grievances, enhance road safety and visibility, and support the uninterrupted functioning of urban infrastructure and municipal services across the city.

### 3. Scope of Work

#### A. Vehicle Requirement

The selected agency shall provide the following vehicle-mounted Hydraulic Ladder Vehicles on a monthly hiring basis for deployment by Bhubaneswar Municipal Corporation (BMC):

Sl. No.	Description	Quantity	User Section	Manpower Requirement
1	Hydraulic Ladder Vehicle with minimum working height of 14 metres	1 No.	Electrical Section	Driver-cum-Operator

2	Hydraulic Ladder Vehicle with minimum working height of 18 metres	1 No.	Environment Section	Driver-cum-Operator + 01 Skilled Labour
3	Hydraulic Ladder Vehicle with minimum working height of 26 metres	1 No.	Electrical & Environment Section	Driver-cum-Operator + 02 Skilled Labour
<b>Total</b>		<b>3 Nos.</b>		

## B. Technical Requirements

- i. The Hydraulic Ladder Vehicles shall be suitable for carrying out installation, maintenance, inspection, repair and replacement of street lighting infrastructure, high mast lighting systems, electrical installations and tree pruning activities at elevated heights.
- ii. The minimum working heights of the deployed Hydraulic Ladder Vehicles shall be:
  - 14 metres – 01 No.
  - 18 metres – 01 No.
  - 26 metres – 01 No.
- iii. All vehicles shall be in good mechanical and operational condition and equipped with all necessary safety features, stabilizers, controls, safety harness points, warning lights and other accessories required for safe operation.
- iv. The age of the vehicle shall not exceed 05 (Five) years as on the date of deployment.
- v. The vehicles shall possess valid Registration Certificate (RC), Insurance, Fitness Certificate, Pollution Under Control (PUC) Certificate, Road Tax Clearance and all other statutory permits/licenses required under applicable laws.
- vi. The agency shall ensure periodic maintenance and calibration of the hydraulic system and lifting mechanism throughout the contract period.

## C. Scope of Deployment

The Hydraulic Ladder Vehicles shall be deployed for, but not limited to, the following activities:

- i. Installation, maintenance, repair and replacement of LED streetlights, streetlight poles, decorative lighting systems and associated electrical infrastructure.
- ii. Maintenance, inspection and repair of high mast lighting systems and other elevated electrical installations.
- iii. Attending public grievances and complaints related to malfunctioning streetlights and electrical infrastructure.
- iv. Emergency restoration of street lighting and electrical systems affected by accidents, storms, natural calamities, electrical faults or any other unforeseen incidents.
- v. Tree pruning, branch trimming and removal of overgrown vegetation obstructing streetlights, high mast lights, electrical infrastructure, traffic visibility and public spaces.
- vi. Maintenance and inspection of illumination systems installed at roads, parks, public spaces, municipal buildings and other assets under the jurisdiction of BMC.

- vii. Assistance in installation of festive, decorative or special-event lighting arrangements whenever required by BMC.
- viii. Facilitation of inspections, surveys and any municipal activity requiring safe access to elevated locations.
- ix. Any other related work as may be assigned by BMC during the contract period.
- x. The Hydraulic Ladder Vehicles shall be deployed by the agency on an as-and-when-required basis as per the instructions of BMC and shall be available throughout the contract period to meet operational requirements.
- xi. The vehicles may be deployed on any day, including weekends and holidays, depending upon maintenance schedules, emergency situations, public grievances, tree pruning requirements, special drives, disaster response activities, or any other municipal exigencies.
- xii. The agency shall ensure prompt deployment of the vehicles upon receipt of instructions from BMC and shall maintain adequate operational readiness at all times.
- xiii. Lubricants, operators, routine/major maintenance, repairs, consumables and all other operating expenses shall be borne by the agency and shall be deemed to be included in the quoted monthly hiring charges.
- xiv. In the event of breakdown, accident, major repair, or any other reason rendering a vehicle unavailable, the agency shall provide a replacement Hydraulic Ladder Vehicle of equivalent or higher capacity within 24 hours at no additional cost to BMC.
- xv. BMC shall have the right to deploy the vehicles at any location within its jurisdiction and assign any activity falling within the scope of the contract based on operational requirements.
- xvi. The agency shall maintain all vehicles in roadworthy and operational condition throughout the contract period and shall ensure compliance with all applicable statutory and safety requirements.

#### **D. Personnel Requirement**

- i. The agency shall deploy each Hydraulic Ladder Vehicle along with one trained and experienced driver-cum-operator possessing a valid driving licence for the respective class of vehicle and adequate experience in operating hydraulic lifting equipment.
- ii. The deployed driver-cum-operator shall be well-versed in the safe operation of hydraulic ladder systems, emergency procedures, traffic regulations, and occupational safety requirements.
- iii. The agency shall ensure that the driver-cum-operator remains available with the vehicle during deployment and performs the assigned duties diligently and safely.
- iv. In addition to the Driver-cum-Operator, the agency shall deploy Helpers and/or Skilled Labourers as required herein this EoI for assisting in ladder operation, traffic management, barricading, handling tools and materials, tree pruning activities, electrical maintenance support, and other related field operations.
- v. The deployed personnel shall wear appropriate Personal Protective Equipment (PPE), including safety helmets, safety shoes, reflective jackets, safety harnesses, gloves and other protective gear as required for safe execution of the assigned work.
- vi. The agency shall be solely responsible for payment of wages, allowances, insurance, statutory benefits and compliance with all applicable labour laws and regulations in respect of all deployed personnel.

- vii. In case of absence, leave, resignation or any other reason leading to non-availability of any deployed personnel, the agency shall provide a suitably qualified replacement immediately to ensure uninterrupted service.
- viii. BMC may require replacement of any deployed personnel in case of misconduct, negligence, indiscipline, unsafe operation, lack of competence or unsatisfactory performance, and the agency shall arrange a suitable replacement within the time stipulated by BMC.

#### **E. Supervision and Administrative Control:**

The Hydraulic Ladder Vehicles deployed under this engagement shall operate under the overall administrative control, supervision and direction of Bhubaneswar Municipal Corporation (BMC).

The vehicles deployed for electrical maintenance activities shall function under the technical supervision of the Executive Engineer (Electrical), BMC or any officer authorized by the competent authority. Similarly, vehicles deployed for environmental and tree maintenance activities shall function under the supervision of the concerned officer of the Environment Section, BMC or any officer authorized by the competent authority.

The agency shall comply with all deployment instructions issued by BMC regarding reporting location, duty schedule, emergency deployment, maintenance activities and operational requirements.

The agency shall ensure that the deployed vehicles and manpower remain available during duty hours and attend emergency calls as and when directed by BMC. The decision of the authorized officer of BMC regarding deployment, utilization and performance of the vehicles shall be final and binding on the agency.

#### **F. Statutory Compliance:**

The agency shall ensure that all Hydraulic Ladder Vehicles deployed under this engagement possess valid and up-to-date statutory documents throughout the contract period, including but not limited to:

- Registration Certificate (RC);
- Valid Fitness Certificate;
- Comprehensive Motor Vehicle Insurance Policy;
- Pollution Under Control (PUC) Certificate;
- Valid Permit, wherever applicable;
- Road Tax Clearance;
- Any other statutory approvals, licenses or certificates required under applicable laws, rules and regulations.

The agency shall be solely responsible for renewal and maintenance of all statutory documents during the contract period. Any penalty, liability or consequence arising out of non-compliance with statutory requirements shall be borne exclusively by the agency.

The hydraulic lifting mechanism, boom assembly, stabilizers, outriggers and all associated equipment shall comply with applicable safety standards, operational guidelines and manufacturer specifications governing hydraulic access equipment.

The agency shall ensure periodic inspection, testing and preventive maintenance of the hydraulic system and related safety components to maintain safe operating conditions at all times.

BMC shall have the right to inspect the vehicles and statutory documents at any time during the contract period and may reject or suspend deployment of any vehicle found to be non-compliant or unsafe for operation.

### **G. GPS Tracking and Monitoring:**

- The agency shall ensure that all Hydraulic Ladder Vehicles deployed under this engagement are equipped with functional GPS Tracking Systems throughout the contract period. The GPS tracking system shall provide real-time location tracking, route monitoring and movement history of the deployed vehicles. The system shall remain operational at all times during vehicle deployment.
- The agency shall provide access to GPS tracking data, reports and monitoring facilities to Bhubaneswar Municipal Corporation (BMC) whenever required for verification, monitoring and operational purposes.
- The agency shall ensure that the GPS device is properly installed, maintained and functioning without interruption. Any malfunction, damage or failure of the GPS tracking system shall be rectified immediately by the agency at its own cost.
- BMC reserves the right to verify vehicle deployment, attendance, route movement, operational hours and utilization of the vehicles through GPS-based monitoring systems.
- Any deliberate tampering, disabling or manipulation of the GPS tracking system shall be treated as a serious breach of contract and may attract penalties, deduction of payments or termination of the agreement as deemed appropriate by BMC.
- In case BMC introduces or integrates any centralized vehicle monitoring platform during the contract period, the agency shall cooperate and facilitate integration of the deployed vehicles with such system without any additional financial implication to BMC.

### **H. Breakdown Replacement Clause:**

The agency shall ensure uninterrupted availability of the deployed Hydraulic Ladder Vehicles throughout the contract period.

In the event of breakdown, accident, mechanical failure, major repair, preventive maintenance or any other circumstance that renders a deployed vehicle unavailable for service, the agency shall provide an equivalent or higher-capacity replacement Hydraulic Ladder Vehicle, along with the required manpower, **within 24 (Twenty-Four) hours** from the time of reporting of such incident by BMC.

The replacement vehicle shall possess all valid statutory documents, including Registration Certificate (RC), Fitness Certificate, Insurance, Pollution Under Control (PUC) Certificate, Permit and other approvals as required under applicable laws.

The agency shall immediately inform the concerned officer of BMC regarding any breakdown or operational issue affecting the deployment of the vehicle and shall take all necessary measures for prompt restoration of services.

Failure to provide a replacement vehicle within the stipulated period shall attract proportionate deduction of hiring charges for the period of non-deployment and may also attract penalties as determined by BMC in accordance with the terms and conditions of the engagement.

Repeated breakdowns, prolonged non-availability of vehicles or failure to maintain the vehicles in serviceable condition may be treated as unsatisfactory performance and may lead to termination of the engagement after due notice

### **I. Logbook and Reporting Requirement:**

The agency shall maintain a separate Daily Logbook for each deployed Hydraulic Ladder Vehicle in the format prescribed by BMC.

The logbook shall contain, at a minimum, the following details:

- Date of deployment;
- Vehicle registration number;
- Name of Driver-cum-Operator and supporting staff;
- Reporting time and relieving time;
- Place/location of deployment;
- Nature of work performed;
- Details of duty assigned by BMC;
- Operational hours of the hydraulic ladder equipment;
- Opening and closing odometer readings;
- Remarks regarding vehicle condition and work completion;
- Signature of the authorized representative of BMC.

The Driver-cum-Operator shall ensure that the logbook is updated on a daily basis and submitted for verification to the concerned officer of BMC.

The logbook shall be duly certified by the authorized officer of the User Section and verified by the Vehicle Section, BMC. The certified logbook shall form the basis for verification of deployment and processing of monthly bills.

The agency shall submit monthly deployment reports along with the certified logbooks, attendance records of deployed manpower, GPS tracking reports (where applicable) and any other documents required by BMC for verification and release of payment.

Non-maintenance, non-submission or submission of incomplete or incorrect logbooks may result in withholding of payment, deduction of charges or other actions deemed appropriate by BMC.

## J. Fuel Responsibility:

Fuel required for operation of the deployed Hydraulic Ladder Vehicles during official duty shall be provided by Bhubaneswar Municipal Corporation (BMC) as per following table:

Sl. No.	Description	Quantity	Running Fuel in Ltrs per km	Operating Fuel in Ltrs per hour
1	Hydraulic Ladder Vehicle with minimum working height of 14 metres	1 No.	1 Litre per 10 Kms	6 Ltrs per hour
2	Hydraulic Ladder Vehicle with minimum working height of 18 metres	1 No.	1 Litre per 8 Kms	6 Ltrs per hour
3	Hydraulic Ladder Vehicle with minimum working height of 26 metres	1 No.	1 Litre per 5 Kms	8 Ltrs per hour

The agency shall be responsible for ensuring that the vehicles are maintained in proper running condition and are available for deployment as per the directions of BMC. All expenses related to routine maintenance, servicing, repairs, replacement of spare parts, lubricants, hydraulic oil, tyres, batteries, insurance, permits, road tax and other operational requirements of the vehicles shall be borne by the agency.

The agency shall ensure that the deployed vehicles report for duty with adequate fuel capacity and remain available for uninterrupted operation during the assigned duty period. Fuel issued by BMC shall be utilized strictly for official purposes and for operation of the deployed Hydraulic Ladder Vehicles only.

The agency shall maintain proper records of vehicle operation, fuel consumption and deployment details as may be required by BMC from time to time.

Any misuse, pilferage or unauthorized utilization of fuel provided by BMC shall be treated as a breach of contract and shall attract appropriate action, including recovery of cost, imposition of penalty and/or termination of the engagement, as deemed fit by BMC.

## K. Conduct and Behaviour of Deployed Personnel:

The agency shall ensure that all Driver-cum-Operators and supporting manpower deployed under this engagement are well-trained, disciplined, courteous and professionally competent to perform the assigned duties.

The deployed personnel shall:

- Maintain proper conduct, discipline and decorum while performing duties under BMC.
- Be polite, cooperative and respectful towards officers, employees and members of the public.
- Wear proper uniform, identity card and prescribed safety gear while on duty.
- Possess adequate knowledge and experience in operation of Hydraulic Ladder Vehicles and associated equipment.
- Follow all safety instructions, operational guidelines and directions issued by BMC from time to time.
- Refrain from any act of misconduct, negligence, insubordination, intoxication, unauthorized absence or behaviour prejudicial to the interests of BMC.
- Maintain cleanliness of the vehicle and worksite during execution of assigned duties.

The agency shall be solely responsible for the conduct and behaviour of the personnel deployed under this engagement.

If any deployed personnel is found to be negligent, incompetent, in disciplined, involved in misconduct or behaving in an objectionable manner, BMC shall have the right to direct the agency to replace such personnel immediately. The agency shall arrange a suitable replacement within 24 hours without any additional financial implication to BMC.

Repeated complaints regarding misconduct, indiscipline or unsatisfactory performance of deployed personnel may attract penalties and other actions as deemed appropriate by BMC.

#### L. Penalty:

The agency shall ensure uninterrupted deployment of the Hydraulic Ladder Vehicles and associated manpower as per the terms and conditions of this EOI. Failure to provide the required services shall attract penalties as detailed below:

Sl. No.	Nature of Default	Penalty
1	Non-deployment of vehicle on scheduled duty without prior approval of BMC	Proportionate deduction of hiring charges for the period of non-deployment plus penalty of ₹2,000 per day per vehicle
2	Failure to provide replacement vehicle within 24 hours in case of breakdown	₹2,000 per day per vehicle in addition to proportionate deduction of hiring charges
3	Non-availability of Driver-cum-Operator or required supporting manpower	₹1,000 per day per person and proportionate deduction of hiring charges

4	Deployment of vehicle without valid statutory documents (RC, Fitness, Insurance, PUC, Permit, etc.)	Immediate withdrawal of vehicle from service and penalty of ₹5,000 per occurrence
5	Failure to maintain logbook, GPS records or submission of incorrect information	₹1,000 per occurrence
6	Failure to comply with safety requirements or deployment of unsafe equipment	₹5,000 per occurrence and suspension of deployment until compliance
7	Unauthorized absence, indiscipline or misconduct of deployed personnel	₹1,000 per occurrence and immediate replacement of personnel
8	Delay in reporting for duty beyond the scheduled reporting time without valid reason	₹500 per hour, subject to a maximum of ₹2,000 per day
9	Repeated breakdowns due to poor maintenance of vehicle	₹2,000 per occurrence and direction for replacement of vehicle

#### 4. Eligibility Criteria

Agencies intending to participate must meet the following minimum eligibility requirements:

Sl. no.	Criteria	Requirement	Supporting documents
1.	<b>Legal Status</b>	Registered Company, Partnership Firm, LLP, or Proprietorship	Copies of: <ol style="list-style-type: none"> <li><b>Company (Private or Public)</b> <ul style="list-style-type: none"> <li>Certificate of Incorporation</li> <li>Board resolution authorizing its representative to sign the documents.</li> </ul> </li> <li><b>Registered partnership firm</b> <ul style="list-style-type: none"> <li>Registration certificate</li> <li>Deed of Partnership</li> </ul> </li> <li><b>LLP firm</b> <ul style="list-style-type: none"> <li>Certificate of Incorporation</li> <li>Deed of Partnership</li> </ul> </li> <li><b>Proprietorship</b> <ul style="list-style-type: none"> <li>Copy of GST registration certificate-REG 06</li> </ul> </li> </ol>
2.	<b>Experience</b>	The Agency must have prior experience in supply of Hydraulic ladder to any Government/Private organisation in India.	a. Work order/ Experience Certificate from client

3	<b>Ownership</b>	The Agency should have owned minimum three nos. of hydraulic ladder with working height of 14-meter, 18 meter and 26 meter not more than 5 years old	Copy of Registration Certificate with ownership details
4.	<b>Statutory Requirements</b>	Valid GST and PAN	Copy of the original document
5.	<b>Other requirement</b>	Must not have been blacklisted or debarred by any Government body/PSU within India	Notarized Affidavit submitted as per prescribed format in the Tender document.

### 5. Payment Terms

- i. The Agency shall be paid the monthly hiring charges for each Hydraulic Ladder Vehicle as quoted in the Financial Bid and accepted by Bhubaneswar Municipal Corporation (BMC).
- ii. The monthly hiring charges shall remain firm and fixed throughout the contract period and no escalation shall be admissible on any account whatsoever.
- iii. The Agency shall submit its monthly bill/invoice on or before the 7th day of the succeeding month along with deployment records, logbooks, attendance records of deployed personnel and any other documents as may be required by BMC for verification.
- iv. The Deputy Commissioner (Vehicle), BMC or any officer authorized by BMC shall verify and certify the satisfactory deployment, availability and performance of the Hydraulic Ladder Vehicles and associated manpower during the billing period.
- v. Payment shall be released on a monthly basis upon certification by the competent authority and subject to satisfactory performance of the Agency.
- vi. In case of non-availability of any vehicle, non-deployment of required manpower, prolonged breakdown of vehicle, failure to provide replacement vehicle, or any other deficiency attributable to the Agency, BMC may impose proportionate deductions from the monthly hiring charges as deemed appropriate.
- vii. If any vehicle remains unavailable due to breakdown, accident, repair or any other reason attributable to the Agency for a continuous period exceeding 24 hours and no suitable replacement vehicle is provided, proportionate deductions shall be made for the period of non-availability.
- viii. No advance payment shall be made to the Agency under any circumstances.
- ix. Fuel required for operation of the Hydraulic Ladder Vehicles shall be provided by BMC and the cost of fuel shall not form part of the financial quote submitted by the Agency.
- x. The quoted monthly hiring charges shall be inclusive of all costs and expenses required for deployment and operation of the vehicles, including Driver-cum-Operator, Skilled Labour/Helpers (where applicable), wages, EPF, ESI, insurance, permits, road tax, maintenance, repairs, spare parts, lubricants, statutory compliances, administrative overheads, profit and all other incidental expenses, except fuel to be provided by BMC.
- xi. TDS, GST-TDS and other statutory deductions as applicable under prevailing Government rules shall be deducted from the bills at source.

- xii. Release of payment shall be subject to submission of complete supporting documents and certification of satisfactory performance by the competent authority of BMC.

## **6. Validity of Proposal**

The EOI shall remain valid for **180 days** from the date of submission.

## **7. Submission of EOI**

Interested agencies may submit the following documents in a sealed covered in Technical Proposal:

- Covering Letter- Annexure-I
- Company Profile-Annexure-II
- Declaration of Non-blacklisting- Annexure-III
- Technical Capacity-Annexure-IV
- Financial bid as per Annexure-V separately sealed in envelope
- Technical details of the proposed Hydraulic Ladder Vehicles.
- Copy of Registration Certificate (RC).
- Valid Fitness Certificate.
- Insurance Certificate.
- PUC Certificate.
- All pages of the EoI document duly signed and sealed by Agency.

## **8. Period of Contract**

8.1 Contract Duration:

- 8.1.1 The empanelment shall be in effect for a period of 3 months, commencing from date of deployment of hydraulic ladders.
- 8.1.2 The supplier shall adhere to the terms and conditions outlined in the contract during the period of empanelment.

8.2 Renewal or Extension:

- 8.2.1 The contract may be renewed or extended beyond the initial 3 month period upon mutual agreement between Bhubaneswar Municipal Corporation and the agency.
- 8.2.2 Any renewal or extension shall be documented through a written agreement specifying the revised terms and conditions, including the duration, pricing, and other relevant provisions.

## **9. Termination:**

- 9.1.1 Either party may terminate the contract before its expiration in case of a material breach of contractual obligations by the other party.
- 9.1.2 Termination may also occur if either party becomes insolvent, bankrupt, or undergoes a change in ownership or control.
- 9.1.3 The terminating party shall provide a written notice of termination, specifying the reasons for termination and the effective date of termination.

## **10. Change of Terms:**

- 10.1.1 Any changes or modifications to the terms and conditions of the contract shall be made in writing and require mutual agreement between Bhubaneswar Municipal Corporation and the supplier.
- 10.1.2 Changes may include alterations in quantity, delivery schedule, pricing, or any other relevant provisions.
- 10.1.3 Both parties shall document any changes to the contract through an amendment or a formal agreement.

## **11. Submission of Proposal:**

- 11.1.1 All Proposals from agencies interested for the work must be submitted by 4:00 PM of Dt. 17.06.2026 no proposals after the specified time and date shall be accepted.
- 11.1.2 The interest agencies shall submit the detailed proposal along with the annexures attached to this EOI and submit it for further evaluation and finalization of the EOI process. BMC reserves the right to select and reject any agency based on the documents submitted by the agency as stipulated in the EOI document.
- 11.1.3 Proposals are to be submitted in the following manner:

### **a. Envelope 1:**

Technical Proposal for Expression of Interest (EOI) for **“Loading, Transportation, and Disposal of RDF generated from BMC facilities to Cement Plants or other authorized industrial users”**

### **b. Envelope 2: clearly mention that “DO NOT OPEN WITH TECHNICAL PROPOSAL”**

Financial Proposal for Expression of Interest (EOI) for **“Loading, Transportation, and Disposal of RDF generated from BMC facilities to Cement Plants or other authorized industrial users”**

### **c. Envelope 3: Both the above proposals must be placed in an outer envelope stating as follows:**

Expression of Interest (EOI) for **“Loading, Transportation, and Disposal of RDF generated from BMC facilities to Cement Plants or other authorized industrial users”**

To,

The Dy. Commissioner (Vehicle)  
Bhubaneswar Municipal Corporation  
ICOMC Tower at Satya Nagar,  
Infront of Satya Nagar Kali Temple on Janpath, Unit-IX,  
Bhubaneswar- 751022, Odisha, India.

## **12. Evaluation of Proposal:**

- 12.1.1 First Technical Proposal shall be opened and the eligibility criteria shall be evaluated
- 12.1.2 The Financial Proposal of the eligible applicants shall be opened and the lowest cost i.e. lowest monthly hiring charges towards supply of hydraulic ladders shall be considered as L1

**ANNEXURE-I**  
**ANNEXURE I - EXPRESSION OF INTEREST**

*(On the letterhead of the interested party submitting the EOI for empanelment)*

Date:

To  
[insert Name]  
[insert designation & address]

Sub: Expression of Interest for “***Deployment of Hydraulic Ladder on Monthly hire basis under Bhubaneswar Municipal Corporation***”

Sir,

With reference to the Invitation for Expression of Interest no.....dated ..... for ***Deployment of Hydraulic Ladder on Monthly hire basis under Bhubaneswar Municipal Corporation***, we have understood and hereby acknowledge, agree to and accept all the terms and conditions specified in the Invitation for Expression of Interest and wish to participate in the selection process.

We confirm that our Firm registered under relevant law capacity have the requisite experience, expertise, and financial capability to carry out the scope of work set out in the Invitation for Expression of Interest.

Yours truly,  
<Name of authorized signatory>,  
<Designation>

## ANNEXURE II: DETAILS OF AGENCY

[On the letterhead of the Agency]

No: .....

Dated:

.....

1.
  - (a) Name:
  - (b) Address:
  - (c) Address of the corporate headquarters and its branch office(s), if any, in India:
  - (d) Date of incorporation and/or commencement of business (Please provide a true copy of the incorporation certificate, MOA and AOA if any):
  - (e) GST No:
  - (f) PAN No:
  - (g) CIN:
2. Brief description of the Bidder including details of its main lines of business:
3. Details of individual(s) who will serve as the point of contact/communication from the Bidder Company for BMC:
  - (a) Name:
  - (b) Designation:
  - (c) Company:
  - (d) Address:
  - (e) Telephone:
  - (f) E-mail:
  - (g) Fax:
4. Particulars of the authorized signatory of the Bidder Company:
  - (a) Name:
  - (b) Designation:
  - (c) Address:
  - (d) Telephone:
  - (e) Fax:

**ANNEXURE III: AFFIDAVIT FOR NON-BLACKLISTING**

(Not below denomination of Rs.100/- in Non Judicial Stamp Paper)

**Affidavit**

I, Sri..... Aged ..... Son/daughter of Sri.....Address:..... power of Attorney Holder of M/s (Firm/Company name)) hereby declare that I/We have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public authority. I/ We also declare that we are not barred by the Government of Odisha, any other State Government in India or the Government of India, or any public agencies from participating in similar projects as on [ ] (Bid Submission Deadline).

That, this Affidavit is required to be produced before the concerned Authority, Commissioner, Bhubaneswar Municipal Corporation for necessary information and action.

The facts stated above are true to the best of my Knowledge.

Dated this .....day of ....., 2023...

Identified by Me

Deponent

Advocate

// Sworn Before Me//

Notary Public: BBSR

Deponent

## ANNEXURE IV: FORMAT FOR PAST EXPERIENCE

### Format for the project information sheet

Item	Particulars of the Project
Name of the Bidder	
Project title	
Project location	
Name of the ULB/ Government Authority/Private organisation	
Name, address and reference contact (name, designation and contact details) of the client for whom the project was developed	
Email id of Designated person of Client	
Contact No of Designated Person	
Date of commencement of the project	
Date of completion/ ongoing project	
Role of the Bidder in the project	
Short description of the project:	
Nature of the services provided:	

- Work order from Client along with Ongoing Contract Certification from Client/Completion Certificate from Client

Yours faithfully,

Date: (Signature of the authorized signatory with seal)

Place: (Name and designation of the authorized signatory)

## ANNEXURE V: FINANCIAL BID

To.

The Commissioner,  
Bhubaneswar Municipal Corporation,  
ICOMC Tower, Unit-IX,  
Bhubaneswar- 751022

Sub: Financial Bid for *Deployment of Hydraulic Ladder on Monthly hire basis under Bhubaneswar Municipal Corporation*

Sir.

1. With reference to your EOI document dated \_\_\_\_\_.\_\_\_\_.2026, I/we, having examined the Bidding document and understood its contents, hereby submit my/our Bid for the aforesaid project. The Bid is unconditional and unqualified.
2. I/ We acknowledge that the Authority will be relying on the information provided in the Bid and the documents accompanying the Bid for selection of the Agency for the aforesaid Project, and we certify that all information provided therein is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying the Bid are true copies of their respective originals.
3. This statement is made for the express purpose of our selection for of the aforesaid Project i.e., *Deployment of Hydraulic Ladder on Monthly hire basis under Bhubaneswar Municipal Corporation.*
4. I/ We shall make available to the Authority any additional information it may find necessary or require to supplement or authenticate the Bid.
5. I/ We acknowledge the right of the Authority to reject our Bid without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
6. I/ We certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.
7. I/ We declare that:
  - (a) I/ We have examined and have no reservations to the Bidding Documents, including any Addendum issued by the Authority; and
  - (b) I/ We do not have any conflict of interest; and

- (c) I/ We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, in respect of any tender or request for proposal issued by or any agreement entered into with the Authority or any other public sector enterprise or any government, Central or State; and
  - (d) I/ We hereby certify that we have taken steps to ensure that in conformity with the provisions of the EOI, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice; and
  - (e) the undertakings given by us along with the Application in response to the EOI for the Project were true and correct as on the date of making the Application and are also true and correct as on the Bid Due Date and I/we shall continue to abide by them.
8. I/ We understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any Bid that you may receive nor to invite the Bidders to Bid for the Project, without incurring any liability to the Bidders.
  9. I/ We believe that we satisfy the Turnover criteria and meet the requirements as specified in the EOI document.
  10. I/ We certify that in regard to matters other than the security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority that could cast doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of the community.
  11. I/ We further certify that no investigation by a regulatory authority is pending either against us or against our CEO or any of our directors/ managers/ employees.
  12. I/ We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority in connection with the selection of the Bidder, or in connection with the Bidding Process itself, in respect of the above-mentioned Project and the terms and implementation thereof.
  13. In the event of my/ our being declared as the Selected Bidder, I/we agree to enter into an Agreement in accordance with the terms that has been provided to me/ us prior to the Bid Due Date. We agree not to seek any changes in the aforesaid draft and agree to abide by the same.

14. I/ We have studied all the Bidding Documents carefully and also surveyed all matter considered relevant for the Project. We understand that except to the extent as expressly set forth in the EOI, we shall have no claim, right or title arising out of any documents or information provided to us by the Authority or in respect of any matter arising out of or relating to the Bidding Process including the award of work.
15. I/ We agree and understand that the Bid is subject to the provisions of the Bidding Documents. In no case, I/we shall have any claim or right of whatsoever nature if the Project is not awarded to me/us or our Bid is not opened or rejected.
16. The rate has been quoted by me/us after taking into consideration all the terms and conditions stated in the EOI and our own estimates of costs associated with implementation of the work.
17. I/ We agree and undertake to abide by all the terms and conditions of the EOI document.
18. I/ We shall keep this offer valid for 180 (one hundred and eighty) days from the Bid Due Date specified in the EOI.
19. I/ We hereby submit our Bid as follows:

Sl. No.	Description of Vehicle	Working Height	Monthly Hiring Charges per Vehicle (Excl. GST) (₹)
1	Hydraulic Ladder Vehicle along with Driver-cum-Operator	14 Meter	
2	Hydraulic Ladder Vehicle along with Driver-cum-Operator and 01 Skilled Labour	18 Meter	
3	Hydraulic Ladder Vehicle along with Driver-cum-Operator and 02 Skilled Labour	26 Meter	
<b>Total Monthly Hiring Charges (Sl no. 1+2+3)</b> <b>Add, GST .....% of Total</b> <b>Grand Total Monthly Hiring Charges ( Total + GST)</b>			

Yours faithfully,

Date: (Signature, Name and Designation of the Authorised Signatory)

Place: Name & Seal of the Applicant Company