

Annexure – I: Format for Letter of Submission

(In the firm's letter head)

Ref No:

Dated:

To

The Commissioner
KARIMNAGAR Municipal Corporation,
KARIMNAGAR 505001,
Telangana, India.

Sub: Submission of Bid for “**Appointment of Agency for Operation & Maintenance of the Dry Resource Collection Centre as SWM Rules-2026 in Karimnagar Municipal Corporation**”.

Sir,

Being duly authorized to represent and act on behalf of _____ and having thoroughly examined all the conditions of the invite for Bid F1/14748/MCK/2025-26 Dated: 29-10-2026 for the captioned project, I/we hereby submit our proposal and the relevant information.

1. I/We have examined in detail and have understood and Abid by all the terms and conditions stipulated in the above referenced Bid document issued by the Authority. Our submissions/proposal is consistent with all the requirements stated in the Bid Document invite.
2. The information submitted in our proposal is complete; strictly as per the requirements as stipulated in the above referenced bid document invite and is correct to the best of our knowledge and understanding. We shall be solely responsible for any errors or omissions or misrepresentations in our submission/proposal.

3. 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.
4. We have read the provisions of the bid document and confirm that these are acceptable to us. All necessary clarifications, if any, have been sought for by us and duly clarified.
5. I/We also authorize MCK or their authorized representative to approach individuals, employers and firms to verify our submitted details, competence and general reputation.
6. This call for bid document does not constitute a solicitation. MCK reserves the right to modify or cancel and may recall the bid document.
7. We have not been blacklisted by any donor agency/State Government/Central Government(s)/Central Government or its agencies in India or their equivalent abroad

The undersigned declares that the statements made, and the information provided in the application is complete, true and correct in every detail.

Signed by Authorized Signatory,

[Name]

For and on behalf of [name of Entity]

.....

.....

Seal Date:

Place:

Annexure-II :APPLICANT'S PROFILE

Name of the entity	
Legal status of the entity (Company/Agency)	
Principal place for business	
Head office address	
Address for communication	
URL of the entity's website if any	
Contact persons (min. two) 1. 2. 3.	
Telephone & mobile number/s 1. 2. 3.	
Fax	
Email 1. 2. 3.	
Date of incorporation/registration	dd/mm/yyyy
Place of incorporation/registration	
Date of commencement of commercial operations	dd/mm/yyyy
No. of employees	Technical Staff:

	Management Staff: Support Staff: Workers:
Principal business	
Turnover in the last 3 (Three) financial years preceding the submission date	
GST & PAN Details	

Certification:

I/we hereby declare that the information furnished is true to the best of my/our knowledge.

Signature of the authorized person

Name of the authorized person

Organization's seal

Annexure – III: Similar Projects Experience

- Title of the project;
- Municipal/ Corporation Details ;
- Status(implemented/ongoing);
- Name of the client;
- Contact person at client ‘send;
- Address, telephone no. and email ID of the contact person at client ‘send
- Start date and end date of implementation
- Duration of the project.

Certification:

I/we hereby declare that the information furnished is true to the best of my/our knowledge.

Name of the authorized person

Signature of the authorized person

Organization’s seal

Date:

Place:

Annexure - IV Covering Letter Format for Financial Bid

[Note: This covering letter should be on the letter head of the Bidder and should be signed by an authorized signatory with the Name and Seal of the company]

Reference No:

Date:

To
The Commissioner
Municipal Corporation of Karimnagar,
Karimnagar.

Dear Sir/Madam,

Sub: Appointment of Agence for Operation and Maintenance Dry Resource Collection Centre as SWM Rules -2026 in Karimnagar Municipal Corporation”

Ref: Your Notice No : F1/14748/MCK/2025-26 Dated: 29-09-2026

We thank you for providing us an opportunity to participate in the subject bid document. Please find our financial Bid offer for the captioned Project.

financial Bid offer price Rs._____

The offer is made after taking into consideration all the terms and conditions of the bid document and after careful assessment of the site, the Project risks and such other factors that may affect the Financial Proposal (Bid).

Dated this _____ day of _____ 2026

Signature with seal

Name:

Designation:

OFFICE OF THE KARIMNAGAR MUNICIPAL CORPORATION.

Email:knrcmnr@rediffmail.com.

Expression of Interest (EOI)

Lr.No. F1/14748/MCK/EOI/DRCC/2026-27/

Dt: -10-2026

The Commissioner, Municipal Corporation, Karimnagar invites expression of interest (EOI) from reputed agencies for **“ Operation and Maintenance of Dry waste collection centre of Housing Board Colony ”** on a revenue- sharing basis in Municipal Corporation, Karimnagar for a period of (1) year. The purpose of inviting the EOI is to systemize Solid Waste Management operations to achieve Swachha Karimnagar in accordance with the SWM Rules, 2026 and TM Act, 2019.

Eligible Conditions:

- 1) Interested agencies should submit Demand Draft Rs.25,000/- (**non-refundable**) in favour of Commissioner, Municipal Corporation, Karimnagar **for one Application.**
- 2) Registration of company.
- 3) PAN Card and Latest Returns filling.
- 4) GST Registration and latest Returns Filing.
- 5) Existing MoU with any 2ULB's on DRCC Centres Allotments.
- 6) The SHG Women Groups those who having eligible are also Participate EOI.

Scope of Work:-

- 1) **Facility Operation:** Daily operation and maintenance of the Dry Resource Collection Centre (DRCC).
- 2) **Material Handling:** Receiving, sorting, grading, and baling of dry/recyclable waste (plastics, paper, glass, metals, card board, MLP, Rubber, Water Bottles, etc.) delivered by the primary collection vehicles.
- 3) **Resource Recovery:** Selling the segregated recyclable materials to authorized recyclers, scrap dealers, or manufacturing units.
- 4) **Monthly Reports;** The Agency must Submit Daily /Monthly Incoming Waste Quantity & Out Going Waste Quantity Reports

Terms and Conditions

1. **Contract Period:** The lease for the DRCC will be awarded for a period of (1) year.
2. **Lease Amount:** **Minimum Lease Amount Rs:15.00 Lakhs per Year.**
3. **Performance Security:** The successful bidder must deposit an advance Amount 25% of Quoted amount by bidder at the time of Agreement. & Remaining amount should pay on quarterly basis once in every three months. (before 10th of the Month).
4. **The Operation and Maintenance (O&M) charges** shall be bare by the concerned agency (Any Repairs) Upon completion of the agreement period, the concerned agency should hand over the machinery to the Municipal Engineer in good working condition, duly certified.
5. **Penalty Clause:**
 - Failure to operate the center on any working day will attract **a penalty of Rs. 5000/- per day.**
 - The Municipal Commissioner reverse rights to terminate agreement at any time of the Lease period.

Bidding Procedure

1. The Submission of bids should be in two cover system i.e., technical and financial in separate covers put in a single cover.
2. Interested agencies shall submit their offer along with above particulars in sealed cover to the undersigned on **-10-2026 up to 4.00 PM.**

Sd/- Commissioner, Karimnagar Municipal Corporation.

Commissioner
Municipal Corporation, Karimnagar.