

Municipal Corporation Manesar

EXPRESSION OF INTEREST (EOI)

for

EMPANELMENT OF AGENCIES

for

**PROVIDING SOLID WASTE MANAGEMENT SERVICES TO BULK WASTE
GENERATORS (BWGs) WITHIN THE JURISDICTION OF**

MUNICIPAL CORPORATION MANESAR

Name of Work: **Empanelment of eligible and experienced agencies for providing collection, segregation, transportation, processing, recycling, treatment and environmentally sound disposal/management of municipal solid waste generated by Bulk Waste Generators within the jurisdiction of Municipal Corporation Manesar, in accordance with the Solid Waste Management Rules, 2026 and other applicable laws, rules, regulations, guidelines and directions issued from time to time."**

NOTICE INVITING EXPRESSION OF INTEREST

Municipal Corporation Manesar (MCM) invites Expression of Interest from eligible and experienced agencies/firms/companies/organizations for *empanelment for providing Solid Waste Management services to Bulk Waste Generators (BWGs)* falling within the jurisdiction of Municipal Corporation Manesar.

The empanelment shall facilitate Bulk Waste Generators such as residential societies, group housing societies, institutional premises, industries, commercial establishments, hotels, restaurants, hospitals, educational institutions, markets, malls, offices, warehouses, marriage/banquet halls, community facilities and other eligible establishments to engage registered/empanelled agencies for environmentally sound management of their solid waste.

The services shall be undertaken in accordance with: -

1. Solid Waste Management Rules, 2026;
2. Environment (Protection) Act, 1986;
3. applicable Haryana Government/DULB directions and notifications;
4. applicable Municipal Corporation Manesar bye-laws/orders/directions;
5. guidelines and directions issued by CPCB;
6. guidelines issued by MoHUA/CPHEEO;
7. applicable directions/orders of HSPCB;
8. orders/directions of Hon'ble NGT and other competent Courts/Tribunals;
9. applicable Construction and Demolition Waste Management Rules, 2025;
10. Plastic Waste Management Rules, 2016 and amendments;
11. E-Waste Management Rules, 2022 and amendments;
12. Battery Waste Management Rules, 2022 and amendments;
13. Bio-Medical Waste Management Rules, 2016 and amendments;
14. Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016 and amendments; and
15. all other applicable statutory requirements as amended from time to time.

The 2026 Rules apply to urban local bodies and entities within their jurisdiction and specifically provide duties for Bulk Waste Generators and agencies/concessionaires involved in collection, transportation and processing.

SECTION 1 BACKGROUND AND OBJECTIVE

1.1 Background

Municipal Corporation Manesar intends to strengthen the scientific and environmentally sound management of solid waste generated by Bulk Waste Generators within its jurisdiction.

The Solid Waste Management Rules, 2026 require Bulk Waste Generators to undertake specific responsibilities relating to registration, segregation, collection, processing, transportation and environmentally sound management of different waste streams.

Under the 2026 Rules, an entity shall be treated as a *Bulk Waste Generator* if it satisfies at least one of the following criteria: -

Sr. No.	Criterion
1	Building having floor area of *20,000 sq. m. or more*
2	Water consumption of *40,000 litres/day or more
3	Solid waste generation of *100 kg/day or more



The category includes institutional and commercial establishments and residential societies/other entities covered under the Rules.

1.2 Objective of Empanelment

The primary objectives are:

- a. To facilitate compliance of BWGs with the Solid Waste Management Rules, 2026;
- b. To provide BWGs with access to qualified and technically capable waste management agencies;
- c. To ensure 100% segregation of waste at source;
- d. To ensure separate collection and transportation of wet, dry, sanitary and special-care waste;
- e. To promote decentralised processing of wet/horticulture waste wherever feasible;
- f. To ensure channelisation of recyclable material to authorised recyclers;
- g. To ensure scientific processing and environmentally sound disposal of residual waste;
- h. To establish traceability of waste from generation to final processing/recycling/disposal;
- i. To facilitate compliance with *Extended Bulk Waste Generator Responsibility (EBWGR)* provisions;
- j. To establish digital records of waste generation, collection, transportation, processing and disposal; and
- k. To support Municipal Corporation Manesar in achieving a *zero-waste-to-landfill/resource recovery-oriented system*.

SECTION 2 SCOPE OF EMPANELMENT

Agencies may apply for one or more of the following categories: -

Category-I: Collection and Transportation

Collection of segregated waste from BWG premises and transportation to authorised/registered processing, recycling, treatment or disposal facilities.

Category-II: Wet Waste Management

Collection and processing of wet/biodegradable waste through:

- Composting;
- Vermicomposting;
- Aerobic composting;
- Anaerobic digestion;
- biomethanation;
- Bio-CNG/CBG production;
- or any other approved technology.

Category-III: Dry Waste Management

Collection, secondary segregation, sorting, baling, storage and channelisation of dry waste/recyclables to authorised recyclers or registered processing facilities.



Category-IV: Material Recovery Facility (MRF)

Operation of MRF/secondary sorting facilities for recovery of recyclable material from dry waste.

Category-V: Sanitary and Special Care Waste

Collection, transportation and environmentally sound management of sanitary waste and special-care waste through authorised/registered facilities, wherever permitted under applicable law.

Category-VI: Horticulture Waste

Collection, transportation, shredding, composting, mulching or other approved processing of horticulture/garden waste.

Category-VII: Integrated BWG Waste Management

Complete end-to-end management covering collection, segregation, transportation, processing, recycling, recovery and disposal of all applicable waste streams.

Digital Waste Management and Compliance

Provision of digital systems for:-

- GPS tracking;
- Vehicle tracking;
- QR/RFID-based collection;
- Weighment;
- Generation of collection records;
- BWG-wise waste quantity;
- processing/recycling records;
- photographs/GPS-tagged records;
- Daily/fornightly/monthly/quarterly reports;
- Portal-based compliance;
- EBWGR documentation; and
- Annual return support.

An agency may apply for more than one category, subject to submission of relevant documents and technical capability for each category.

**SECTION 3
PERIOD OF EMPANELMENT**

1. The initial period of empanelment shall be *three years* from the date of issue of the empanelment letter.
2. The empanelment may be terminated at any time in case of:
 - unsatisfactory performance;
 - violation of applicable Rules;
 - violation of terms and conditions;
 - environmental non-compliance;
 - failure to maintain required registration/authorization;
 - false declaration;
 - blacklisting/debarment;
 - illegal dumping or disposal;



- repeated complaints;
 - non-submission of records; or
 - directions of any competent authority.
3. Subject to satisfactory performance, the empanelment may be extended as per decision of the Competent Authority and applicable Government instructions.
 4. No agency shall have any automatic right to continuation or renewal.

SECTION 4 IMPORTANT PRINCIPLE OF EMPANELMENT

1. Empanelment by Municipal Corporation Manesar shall *not constitute award of any work or contract* to the agency.
2. Municipal Corporation Manesar shall not guarantee any minimum quantity of waste, number of BWGs, revenue, payment or business to any empanelled agency.
3. A BWG shall have the option to select an empanelled agency as per applicable rules and the procedure notified by MCM.
4. The commercial agreement for service charges shall be executed between the BWG and the empanelled agency, subject to applicable law and directions of MCM.
5. The agency shall intimate to MCM the list of BWGs with whom it has entered into agreements/MoUs, along with the scope of services and applicable service charges.
6. MCM shall not be responsible for payment disputes between an agency and a BWG.

SECTION 5 ELIGIBILITY CRITERIA

The applicant shall:

1. Be a legally registered entity, company, partnership firm, LLP, society, cooperative, proprietorship or other legally permissible organization.
2. Have valid PAN and GST registration, wherever applicable.
3. Have an average annual turnover of at least *₹10.00 lakh during the last three financial years*, duly certified by a Chartered Accountant.
4. Not have been debarred/blacklisted by Central Government/State Government/Urban Local Body/statutory authority/PSU/CPCB/HSPCB/any Government Department; or any competent Court/Tribunal, as on the date of submission.
5. Have adequate experience and technical capability for the category/categories applied for.



6. Possess or have legally arranged adequate vehicles, manpower, machinery, processing infrastructure and/or land as applicable to the category.
7. Possess all registrations, permissions, authorisations, CTO/CTE, licences or agreements and statutory approvals applicable to its proposed activities.
8. Where the agency proposes to operate a processing facility, it shall demonstrate availability of suitable land/facility and shall obtain all applicable statutory approvals.
9. The agency shall not engage any unregistered/unlicensed downstream waste handler where registration is mandated under the applicable Rules.

SECTION 6 DOCUMENTS TO BE SUBMITTED

The following documents shall be submitted with the EOI:

1. Application form;
2. Registration/incorporation certificate;
3. PAN;
4. GST registration;
5. audited financial statements/turnover certificate for last three years;
6. affidavit regarding non-blacklisting/debarment;
7. details of similar work executed;
8. work orders/completion certificates, wherever applicable;
9. list of vehicles;
10. RCs of vehicles;
11. valid fitness certificates;
12. insurance documents;
13. GPS/tracking details;
14. list of machinery and equipment;
15. details of processing facilities;
16. land ownership/lease/rent documents for proposed processing facilities;
17. photographs and GPS coordinates of facilities;
18. applicable CTO/CTE/authorisation from HSPCB;
19. agreements with authorised recyclers/processors/end-use facilities;
20. details of wet waste processing technology;
21. details of MRF/dry waste processing facility;
22. proposed manpower deployment;
23. detailed Work Plan and Methodology;
24. waste-flow chart;
25. proposed vehicle deployment plan;
26. safety/PPE plan;
27. emergency/fire management plan;
28. proposed digital tracking/reporting system;
29. details of downstream recyclers/processors;
30. undertaking to comply with SWM Rules, 2026;
31. undertaking to comply with EBWGR requirements;
32. declaration that no prohibited waste shall be mixed with municipal solid waste; and
33. any other document required by MCM.



SECTION 7 STATUTORY RESPONSIBILITIES OF BWGs

The empanelled agency shall assist the BWG in complying with its statutory responsibilities.

Every BWG shall, as applicable:

1. Register itself with the concerned local body through the centralised online portal.
2. Maintain the registration conditions and intimate changes in registration information to MCM.
3. Make arrangements for collection and handing over of:
 - dry waste;
 - sanitary waste; and
 - special-care waste,to MCM or an agency authorized by MCM.
4. Make arrangements for decentralised collection and processing of wet/horticulture waste.
5. New BWGs shall provide adequate wet waste processing capacity as required under SWM Rules, 2026.
6. Existing BWGs unable to establish decentralised wet waste processing shall obtain exemption from the local body wherever applicable and comply with the applicable EBWGR requirements.
7. Fulfil EBWGR obligations for processing of wet waste and environmentally sound management of dry, sanitary and special-care waste.
8. Procure EBWGR Certificates from MCM wherever required under the Rules.
9. Not engage an entity which does not possess registration/authorisation mandated under applicable Rules.
10. Submit annual returns by the prescribed date through the centralised online portal.
11. Hand over residual waste/inerts generated from decentralised processing to an authorised collector/agency.
12. Ensure that waste is not littered, burnt, buried or disposed of in drains, water bodies or unauthorised locations.
13. Ensure segregation at source into the prescribed waste streams.

SECTION 8 RESPONSIBILITIES OF EMPANELLED AGENCY

The empanelled agency shall:

8.1 Collection

- a. Provide regular collection from each BWG with whom it has entered into an agreement.
- b. Collect only segregated waste.
- c. Maintain BWG-wise collection records.
- d. Provide adequate manpower and vehicles.
- e. Ensure no accumulation of waste due to failure of collection.
- f. Should be registered on SWM portal of MC Manesar and GPS integration must be done on SWM portal.

8.2 Segregation



The agency shall ensure that:

- wet waste;
 - dry waste;
 - sanitary waste;
 - special-care waste; and
 - horticulture waste
- are handled separately as applicable.

No intermixing of segregated waste streams shall be permitted during collection, transportation or processing.

8.3 Transportation

Vehicles shall:

1. be suitable for the type and quantity of waste;
2. be covered;
3. prevent leakage, spillage and littering;
4. have separate compartments wherever required;
5. display agency name and helpline number;
6. be GPS/tracking enabled as applicable;
7. comply with applicable Motor Vehicle and pollution-control requirements;
8. carry emergency/fire-safety equipment where required; and
9. maintain digital movement records.
10. Should be registered on SWM portal of MC Manesar and GPS integration must be done on SWM portal.

SECTION 9 WET WASTE PROCESSING

1. Wet waste shall preferably be processed at source or at a decentralised facility.
2. The agency shall specify the technology proposed, such as:
 - aerobic composting;
 - vermicomposting;
 - biomethanation;
 - anaerobic digestion;
 - bio-CNG/CBG;
 - or other approved technology.
3. Processing capacity shall be sufficient for the quantity of waste committed under the BWG agreement.
4. No untreated wet waste shall be dumped at unauthorised locations.
5. Compost/manure produced shall be tested as required by applicable standards/guidelines.
6. Below mentioned record shall be maintained.
 - quantity received;
 - quantity processed;
 - compost/biogas/CBG produced;
 - residual waste; and
 - Recyclable waste



- final disposal
7. Processing facilities shall have adequate arrangements for leachate management, odour control, fire prevention and worker safety.

SECTION 10 DRY WASTE AND MRF

The agency shall:

1. collect dry waste separately;
2. undertake further sorting/secondary segregation;
3. recover recyclable material;
4. bale/store material safely;
5. maintain category-wise records;
6. send recyclables only to authorised/registered recyclers;
7. maintain recycler-wise dispatch records;
8. maintain weighment records;
9. maintain photographs/electronic proof wherever directed; and
10. ensure that residual non-recyclable material is sent to an authorised processing/end-use/disposal facility.

SECTION 11

EBWGR – EXTENDED BULK WASTE GENERATOR RESPONSIBILITY

The empanelled agency shall provide necessary support to BWGs for compliance with EBWGR provisions.

The agency shall:

1. maintain BWG-wise quantity records;
2. maintain waste-stream-wise quantity records;
3. maintain collection and transportation records;
4. maintain processing/recycling records;
5. maintain downstream facility details;
6. provide proof of processing/recycling/disposal;
7. assist BWGs in compiling information required for annual returns;
8. provide required data to MCM;
9. ensure that waste is sent only to registered/authorised facilities;
10. support MCM in verification of quantities handled; and
11. comply with the procedure prescribed by CPCB/MoEFCC/MCM for EBWGR certificates.

***Note: * The agency shall not represent itself as the authority issuing an EBWGR certificate. Such certificate shall be issued by the competent local body as per the applicable statutory procedure.**



SECTION 12

DIGITAL MONITORING AND DATA MANAGEMENT

The agency shall maintain a digital record for every BWG.

The system shall, wherever required by MCM, contain:

- BWG ID;
- BWG name and address;
- GPS location;
- category/type of BWG;
- waste generation quantity;
- date and time of collection;
- vehicle number;
- driver/worker details;
- waste stream;
- quantity collected;
- destination facility;
- weighment;
- processing quantity;
- recycling quantity;
- residual quantity;
- disposal destination;
- photographs;
- GPS tracking;
- complaints;
- action taken; and
- monthly/quarterly/annual summary.

The agency shall integrate its system with the portal/system specified by MCM/CPCB whenever technically required.

SECTION 13

PROCESSING FACILITY REQUIREMENTS

Where the agency operates its own facility:

1. It shall have lawful possession/ownership/lease of the land.
2. The facility shall be designed and operated in accordance with applicable CPCB/MoHUA/CPHEEO guidelines.
3. Required statutory approvals/consents/authorisations shall be obtained.
4. Adequate boundary protection shall be provided.
5. Adequate shed/covered processing area shall be provided wherever required.
6. Fire prevention and firefighting arrangements shall be provided.
7. Leachate shall be appropriately collected and managed.



8. Odour, dust, noise and vector nuisance shall be controlled.
9. CCTV surveillance shall be provided wherever directed by MCM.
10. Weighbridge/weight arrangement shall be provided as appropriate to the facility.
11. Processing and dispatch records shall be maintained.
12. No unauthorised disposal shall take place.
13. The facility shall be open for inspection by MCM/HSPCB/CPCB or any other competent authority.

SECTION 14 DOWNSTREAM DISPOSAL AND RECYCLING

The agency shall have valid arrangements with authorised/registered:

- recyclers;
 - MRFs;
 - composting facilities;
 - biomethanation plants;
 - Waste-to-Energy facilities;
 - cement kilns/co-processing facilities;
 - RDF users;
 - sanitary landfill facilities; and
 - other legally authorised end-use/disposal facilities,
- as applicable to the waste stream.

The agency shall submit copies of agreements/letters of intent/authorisations of downstream facilities along with its application and update the same whenever there is any change.

SECTION 15 EXCLUDED WASTE STREAMS

The agency shall *not mix or collect waste streams governed by separate statutory regimes*, except where it possesses specific statutory authorisation to do so.

The following shall be handled under their respective applicable Rules:

1. Biomedical Waste;
2. Industrial hazardous waste;
3. hazardous waste;
4. e-waste;
5. battery waste;
6. C&D waste;
7. radioactive waste; and
8. any other waste specifically excluded from the scope of SWM Rules, 2026.



SECTION 16

AGREEMENT BETWEEN BWG AND AGENCY

1. The empanelled agency shall execute a written agreement/MoU with each BWG before commencing services.
2. The agreement shall clearly specify:
 - name and address of BWG;
 - category of BWG;
 - estimated waste generation;
 - waste streams;
 - collection frequency;
 - vehicle details;
 - processing facility;
 - recycler/downstream facility;
 - service charges;
 - payment terms;
 - responsibilities of BWG;
 - responsibilities of agency;
 - reporting mechanism;
 - EBWGR-related responsibilities;
 - duration;
 - termination conditions; and
 - grievance mechanism.
3. A copy of each agreement shall be submitted to MCM within *15 days* of execution.
4. No agency shall commence service for a BWG without execution of the agreement.
5. MCM shall not be a party to the commercial agreement between BWG and agency.

SECTION 17

SERVICE CHARGES

1. The agency shall submit its proposed service charges transparently to the BWG.
2. Service charges shall be mutually agreed between the BWG and agency, subject to applicable orders/bye-laws/directions of MCM and Government.
3. The agency shall disclose all applicable charges to the BWG.
4. No hidden charges shall be levied.
5. The agency shall provide proper invoices/receipts for services provided.
6. MCM shall not be responsible for non-payment by any BWG.
7. The agency shall provide MCM with details of service charges being levied from BWGs whenever demanded.



SECTION 18 MANPOWER AND SAFETY

The agency shall provide adequate trained manpower.

All personnel shall be provided with appropriate:

- uniform;
- fluorescent safety jacket;
- gloves;
- safety shoes;
- masks;
- helmets;
- rain protection;
- first-aid arrangements; and
- other PPE as applicable.

The agency shall ensure:

1. EPF/ESI compliance wherever applicable;
2. statutory labour compliance;
3. identity cards for deployed workers;
4. worker training;
5. health and safety measures;
6. fire-safety training; and
7. accident reporting.

SECTION 19 INSPECTION AND MONITORING

MCM shall have the right to inspect, with or without prior notice:

- BWG premises;
- vehicles;
- MRF;
- processing facilities;
- compost plants;
- biomethanation facilities;
- storage facilities;
- records;
- GPS records;
- weighment records;
- recycler agreements;
- downstream disposal arrangements; and
- any other location connected with the empanelled service.

The agency shall provide access to records and facilities to authorised officers of MCM, HSPCB, CPCB or other competent authorities.



SECTION 20 REPORTING REQUIREMENTS

The agency shall submit:

1. Daily/real-time data

- collection;
- quantity;
- vehicle movement;
- destination.

2. Monthly report

- BWG-wise quantity;
- stream-wise quantity;
- processing;
- recycling;
- residual waste;
- disposal;
- complaints;
- incidents.

3. Quarterly report

- performance;
- processing efficiency;
- recycler details;
- facility performance;
- compliance status.

4. Annual report

- consolidated waste handled;
- processing/recycling;
- residual disposal;
- BWG-wise status;
- statutory compliance;
- EBWGR-related information.

The reporting frequency may be modified by MCM in accordance with the requirements of CPCB/State Government/any competent authority.

SECTION 21 BANK GUARANTEE / SECURITY



An empanelled agency shall deposit a *Bank Guarantee/Security of ₹5,00,000/-* in favour of Municipal Corporation Manesar.

The security shall remain valid throughout the empanelment period and shall be liable to be encashed/forfeited in case of:

- serious violation;
- environmental damage;
- repeated non-compliance;
- illegal dumping;
- failure to pay imposed penalties;
- false declaration;
- termination due to agency default; or
- any other breach of empanelment conditions.

The security shall be released after satisfactory completion/closure of empanelment, subject to clearance of all liabilities.

SECTION 22 EMPANELMENT FEE

A one-time non-refundable empanelment fee of *₹1,00,000/-* shall be payable by the successful agency.

SECTION 23 PENALTIES

The following indicative penalties shall apply: -

Sr. No.	Violation	Proposed Penalty
1	Failure to collect waste from contracted BWG	₹5,000/BWG/day
2	Unauthorised dumping/disposal	₹25,000/instance
3	Burning of waste	₹5,000/instance
4	Littering/leakage during transportation	₹5,000/vehicle/instance
5	Vehicle without proper segregation compartments where required	₹1,000/vehicle/day
6	Vehicle without agency identification/helpline	₹1,000/vehicle/day
7	Mixing of segregated waste streams	₹2,000/vehicle/instance
8	Non-availability of PPE/ID/uniform	₹500/worker/day
9	Non-uploading of required data	₹5,000/instance
10	Disposal of residual waste at unauthorised location	₹25,000/instance
11	Mixing C&D waste with MSW	₹25,000/instance
12	Violation of MCM/CPCB/HSPCB direction	₹5,000/instance
13	False reporting/data manipulation	₹25,000/instance plus further action
14	Engaging an unauthorised downstream facility	₹25,000/instance plus corrective action
15	Repeated serious environmental violation	Termination/blacklisting proceedings



SECTION 24 ENVIRONMENTAL LIABILITY

The agency shall be fully responsible for environmental damage, pollution, illegal dumping, littering, burning, unauthorised disposal or any other violation attributable to its actions, omissions, negligence or default.

If any penalty, environmental compensation, damage or liability is imposed upon Municipal Corporation Manesar by NGT/CPCB/HSPCB/MoEFCC/DULB/any Court/Tribunal or any competent authority due to an act/omission/default/negligence of the agency, the same shall be recoverable from the agency in accordance with law.

The agency shall indemnify MCM against such liabilities attributable to the agency.

SECTION 25 PROHIBITION ON SUB-LETTING

The agency shall not assign, transfer or sub-let the whole or any substantial part of the empanelled services without prior written approval of MCM. Approval of any subcontractor shall not relieve the empanelled agency from its responsibilities. The principal agency shall remain fully responsible for all acts, omissions and defaults of its subcontractors.

SECTION 26 TERMINATION / CANCELLATION OF EMPANELMENT

MCM may terminate/cancel empanelment in case of:

1. unsatisfactory performance;
2. repeated complaints;
3. breach of agreement;
4. illegal dumping;
5. unauthorised processing/disposal;
6. mixing of waste streams;
7. false information;
8. submission of forged documents;
9. blacklisting/debarment;
10. insolvency;
11. unauthorised subletting;
12. non-compliance with SWM Rules, 2026;
13. non-compliance with CPCB/HSPCB/MCM directions;
14. failure to maintain statutory approvals;
15. failure to submit prescribed records;
16. repeated environmental violations;



17. material breach of BWG agreement;
18. failure to comply with EBWGR requirements; or
19. any action considered necessary in public interest.

SECTION 27 BLACKLISTING / DEBARMENT

The agency may be considered for blacklisting/debarment, after following applicable procedure, in cases including:

- deliberate illegal dumping;
- repeated unauthorised disposal;
- submission of forged documents;
- fraudulent reporting;
- deliberate manipulation of waste quantities;
- repeated environmental violations;
- abandonment of contracted services;
- serious breach of statutory requirements; or
- any other serious misconduct.

SECTION 28 FORCE MAJEURE

Neither party shall be liable for failure to perform an obligation to the extent caused by events beyond reasonable control, including natural disasters, war, riots, epidemic/pandemic, government prohibition or other events recognised as force majeure under applicable law.

The affected party shall immediately inform MCM/BWG regarding such event.

SECTION 29 GOVERNING LAW AND JURISDICTION

The empanelment shall be governed by:

- laws applicable in India;
- Environment (Protection) Act, 1986;
- Solid Waste Management Rules, 2026;
- applicable Haryana Government/DULB rules and directions;
- applicable MCM bye-laws;
- applicable CPCB/HSPCB directions; and
- orders of competent Courts/Tribunals.

Subject to statutory remedies, courts having jurisdiction over Manesar/Gurugram, Haryana shall have jurisdiction in matters arising from the empanelment.



SECTION 30 GENERAL CONDITIONS

1. MCM reserves the right to accept or reject any application without assigning any reason, subject to applicable procurement rules.
2. MCM may seek clarification or additional documents.
3. Submission of EOI does not create any right to empanelment.
4. MCM may verify any document or information submitted.
5. False information shall result in rejection/cancellation and further action.
6. MCM may modify, add or delete any provision before or during the empanelment period in view of:
 - amendments to Rules;
 - CPCB guidelines;
 - HSPCB directions;
 - DULB directions;
 - Court/Tribunal orders;
 - operational requirements; or
 - public interest.
7. The agency shall comply with all amendments to applicable laws during the empanelment period.
8. The agency shall obtain all permissions/NOCs/authorisations required for its activities at its own cost.
9. No agency shall claim exclusivity for any category of BWG.
10. MCM may empanel multiple agencies under the same category.
11. MCM may suspend an agency pending inquiry into serious complaints or violations.
12. The Commissioner, MCM shall be the competent authority for interpretation of empanelment conditions, subject to applicable law.

SECTION 31 APPLICATION EVALUATION

Applications shall be evaluated in the following broad stages:

Stage-I – Preliminary Scrutiny

Verification of:

- registration;
- PAN/GST;
- turnover;
- affidavit;
- statutory documents;
- application fee/empanelment requirements.

Stage-II – Technical Evaluation

Evaluation of:

- relevant experience;



- processing infrastructure;
- vehicles;
- machinery;
- manpower;
- statutory approvals;
- downstream tie-ups;
- work methodology;
- digital monitoring;
- environmental safeguards.

Stage-III – Facility Inspection

MCM may inspect the facilities, vehicles, machinery and infrastructure submitted by the agency.

Stage-IV – Empanelment

Eligible agencies fulfilling the prescribed requirements shall be empanelled in the relevant category/categories.

SECTION 32

PROPOSED WORK PLAN TO BE SUBMITTED BY AGENCY

The agency shall submit a detailed Work Plan containing:

1. organisation profile;
2. category of services;
3. BWG coverage plan;
4. collection methodology;
5. segregation methodology;
6. vehicle deployment;
7. manpower deployment;
8. wet waste processing;
9. dry waste processing;
10. MRF details;
11. recycler network;
12. residual waste disposal;
13. sanitary/special-care waste management;
14. horticulture waste management;
15. GPS/digital tracking;
16. weighment system;
17. complaint management;
18. emergency/fire management;
19. PPE and worker safety;
20. EBWGR compliance methodology;
21. data/reporting mechanism;
22. environmental safeguards; and



23. proposed implementation timeline.

SECTION 33

FORMS TO BE ANNEXED

Annexure-I

Application Form

Annexure-II

Agency Profile

Annexure-III

Details of Similar Experience

Annexure-IV

Financial Capacity

Annexure-V

Details of Vehicles

Annexure-VI

Details of Machinery and Equipment

Annexure-VII

Details of Processing/MRF Facilities

Annexure-VIII

Details of Authorisations/Consents

Annexure-IX

Details of Downstream Recyclers/Processors

Annexure-X

Work Plan and Methodology

Annexure-XI

Non-Blacklisting Affidavit

Annexure-XII

Undertaking for Compliance with SWM Rules, 2026

Annexure-XIII

Undertaking regarding EBWGR Compliance

Annexure-XIV



Draft BWG–Agency Agreement/MoU

Annexure-XV

Monthly Reporting Format

Annexure-XVI

BWG-wise Waste Collection Register

Annexure-XVII

Processing/Recycling/Disposal Record

Annexure-XVIII

Penalty Schedule



**ANNEXURE-I
APPLICATION FORM**

To
The Commissioner
Municipal Corporation Manesar
Haryana

Subject: Application for Empanelment of Agency for Providing Solid Waste Management Services to Bulk Waste Generators within Municipal Corporation Manesar.

Sir/Madam,

We, M/s _____, having registered office at _____, hereby submit our Expression of Interest for empanelment under the following category/categories:

Category	Applied (Yes/No)
Collection & Transportation	
Wet Waste Processing	
Dry Waste/MRF	
Sanitary/Special Care Waste	
Horticulture Waste	
Integrated BWG Waste Management	
Digital Compliance/Tracking	

We hereby certify that:

1. all information submitted is true and correct;
2. we have read and understood all terms and conditions;
3. we shall comply with the Solid Waste Management Rules, 2026;
4. we shall comply with applicable CPCB/HSPCB/DULB/MCM directions;
5. we shall not undertake unauthorised waste processing/disposal;
6. we shall maintain all required records;
7. we shall provide information to MCM whenever demanded;
8. we shall maintain statutory approvals throughout the empanelment period; and
9. we shall be fully responsible for our acts, omissions and defaults.

Name of Agency: _____

Authorised Representative: _____

Designation: _____

Mobile: _____

Email: _____

Date: _____

Place: _____

Signature & Seal

ANNEXURE-XII

UNDERTAKING FOR COMPLIANCE WITH SWM RULES, 2026

We, M/s _____, hereby undertake that all services provided by us to Bulk Waste Generators within Municipal Corporation Manesar shall be carried out in accordance with the Solid Waste Management Rules, 2026 and all applicable laws, regulations, notifications, guidelines and directions.

We further undertake that:

1. segregated waste streams shall not be mixed;
2. only authorised/registered facilities shall be used;
3. no waste shall be illegally dumped or burnt;
4. adequate vehicles and manpower shall be deployed;
5. GPS/tracking shall be provided as applicable;
6. required data shall be maintained;
7. required returns shall be furnished;
8. EBWGR-related information shall be maintained and provided;
9. all applicable environmental approvals shall be obtained;
10. all workers shall be provided appropriate PPE;
11. MCM shall be permitted to inspect the facilities and records; and
12. any violation attributable to us shall be our sole responsibility.

Authorised Signatory

Name: _____

Designation: _____

Agency: _____

Seal: _____

ANNEXURE-XIII

UNDERTAKING REGARDING EBWGR

We hereby undertake to comply with all applicable requirements relating to *Extended Bulk Waste Generator Responsibility (EBWGR)* under the Solid Waste Management Rules, 2026 and subsequent guidelines issued by CPCB/MoHUA/State Government/MCM.

We shall maintain accurate BWG-wise and waste-stream-wise records and provide all required information to MCM for verification, portal reporting, annual returns and issuance/verification of EBWGR certificates, as applicable.

We understand that issuance of EBWGR certificates shall be undertaken by the competent local body in accordance with the applicable statutory procedure.

Authorised Signatory

Name: ____

Designation: ____

Agency: ____

Seal: ____

NOTE

This EOI is intended as an *empanelment framework, not as a conventional rate-contract tender. The key change from the uploaded MCG document is that the BWG obligations have been aligned with the **SWM Rules, 2026*, particularly the new BWG thresholds, mandatory registration, decentralised wet-waste processing requirements, EBWGR, registered downstream facilities, annual returns and digital traceability.

The MCG RFP can continue to serve as the administrative/model basis for provisions such as the BWG-agency MoU, direct payment arrangement, inspection, security, penalties, termination and documentation requirements.