

राज्य मिशन निदेशालय (स्वच्छ भारत मिशन-अर्बन)

नगरीय निकाय निदेशालय, उ०प्र०

8वां तल, इन्दिरा भवन, लखनऊ।

दूरभाष-0522-2288439, ई-मेल directorlocalbodies@gmail.com

संख्या-पी०एम०यू० / 377 / 443 / 2016-17,

लखनऊ: दिनांक 21 दिसम्बर, 2016

निविदा सूचना

स्वच्छ भारत मिशन-अर्बन के अन्तर्गत उ०प्र० शासन द्वारा नगरीय निकाय निदेशालय को राज्य मिशन निदेशालय नामित किया गया है। मिशन के क्रियान्वयन के दृष्टिगत राज्य स्तर पर पीएमयू एवम् नगरीय निकायों के स्तर पर पीआईयू का गठन किया जाना है। उक्त के निमित्त आवश्यक मैनपावर उपलब्ध कराने हेतु मैनपावर उपलब्ध कराने वाली संस्थाओं को अनुबन्धित किया जाना है।

उक्त हेतु दो बिड पद्धति (तकनीकी एवं वित्तीय) के आधार पर प्रतिष्ठित मैनपावर सप्लाय संस्थाओं से निविदा आमंत्रित की जाती है। निविदा की साफ्ट कापी नगरीय निकाय निदेशालय की वेबसाइट <http://localbodies.up.nic.in> के Swachh Bharat Mission लिंक से दिनांक 23.12.2016 (दिन शुक्रवार, प्रातः 10:00 बजे से) से डाउनलोड किया जा सकता है। निविदा जमा करने की अन्तिम तिथि 13 जनवरी, 2017 (दिन शुक्रवार, सांय 6:00 बजे तक), प्री-बिड बैठक की तिथि दिनांक 30.12.2016 (दिन शुक्रवार, अपरान्ह 03:00 बजे से) तथा निविदा खोलने की तिथि दिनांक 16 जनवरी, 2017 (दिन सोमवार, अपरान्ह 3:00 बजे) निर्धारित है।

निदेशक, नगरीय निकाय निदेशालय उ०प्र० लखनऊ को सभी निविदायें बिना कारण बताये निरस्त करने का पूर्ण अधिकार होगा।

(राकेश कुमार मिश्र)
राज्य मिशन निदेशक

012

**State Mission Directorate (SBM-Urban),
Urban Local Bodies Directorate, Uttar Pradesh
8th Floor, Indira Bhawan, Ashok Marg, Lucknow, Uttar Pradesh, Pin-226021
Telephone: 0522-2288439, Email: directorlocalbodies@gmail.com**

Ref No-PMU/377/PMU-PIU/443/SBM/2016, Dated 21 December 2016

Tender Notice

Urban Local Bodies Directorate is nominated as State Mission Directorate for facilitating implementation of the Swachh Bharat Mission-Urban in Uttar Pradesh. In order to carry out the said assignment, State Mission Directorate intends to engage **manpower supply agencies** to provide qualified professionals and support staff for establishment of state level PMU and ulb level PIU.

State Mission Directorate invites proposals on the basis of two bid system (Technical and Financial) from reputed manpower supply agencies for providing the above services. The tender document can be downloaded from 23.12.2016 (Friday, from 10:00 AM) under Swachh Bharat Mission link of Urban Local Bodies Directorate website <http://localbodies.up.nic.in>. Last date of submission of proposal is 13.01.2017 (Friday, till 6:00 PM) and pre bid meeting shall be held on 30.12.2016 (Friday, 03:00 PM). Tender shall be open on 16.01.2017 (Monday, 03:00 PM)

The authority reserves the right to reject any or all the bids without assigning any reason thereof.

Rakesh Kumar Mishra
State Mission Director



Government of Uttar Pradesh

REQUEST FOR PROPOSAL (RFP)

**SELECTION OF MANPOWER SUPPLY AGENCIES
FOR THE ESTABLISHMENT OF**

**STATE LEVEL PROJECT MANAGEMENT UNIT
(PMU)**

&

**ULB LEVEL PROJECT IMPLEMENTATION UNIT
(PIU)**

UNDER

“SWACHH BHARAT MISSION (URBAN)”



**State Mission Directorate (SBM-Urban)
(Urban Local Bodies Directorate, Uttar Pradesh)
December 2016**

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1.1 Notice Inviting Tender:

**State Mission Directorate (SBM-Urban),
Urban Local Bodies Directorate, Uttar Pradesh
8th Floor, Indira Bhawan, Ashok Marg, Lucknow, Uttar Pradesh, Pin-226021
Telephone: 0522-2288439, Email: directorlocalbodies@gmail.com**

**REQUEST FOR PROPOSAL FOR SELECTION OF MANPOWER SUPPLY
AGENCIES FOR THE ESTABLISHMENT OF PMU & PIU**

Bid Ref No-PMU/377/PMU-PIU/443/SBM/2016, Dated: 21 December 2016

Urban Local Bodies Directorate is the State Mission Directorate for facilitating implementation of the Swachh Bharat Mission (SBM-Urban) in Uttar Pradesh. In order to carry out the said assignment, State Mission Directorate intends to engage Manpower Supply Agencies to provide qualified professionals and support staff for establishment of State level Project Management Unit (PMU) and ULB Level Project Implementation Unit (PIU) and to undertake and deliver all the tasks/activities listed in the guideline issued for Swachh Bharat Mission (SBM-Urban) within stipulated time by mobilizing all required resources. The selected Agencies are required to provide the following professionals and support staff:

Sl. No	Position	Requirement
State level Project Management Unit (PMU)		
1	Finance cum Accounts Specialist	1
2	Data Entry cum Computer Operator	2
3	Multi Tasking Staff	2
4	Sweeper (Safai Karamchari)	1
	State Total	6
ULB level Project Implementation Unit (PIU)		
1	District Programme (SBM-Urban) Manager cum IT Specialist	75
2	Multi Tasking Staff cum Computer Operator	561
	ULB Total	636

Bidders will be selected for the above mentioned purpose under Quality and Cost Based Selection (QCBS) procedure as described in this RFP.

Please note that while all information and data provided in this RFP are, to the best of our knowledge, accurate within the limited scope of the proposed contract, the undersigned holds no responsibility for accuracy of such information and it is the responsibility of the Bidder concerned to check the authenticity of data provided in this document.

State Mission Directorate invites proposals in two bid system (Technical and Financial cover) from reputed Manpower Supply Agencies for providing the above services. The tender schedule, terms & conditions, specifications and other necessary document can be downloaded under Swachh Bharat Mission link of Urban Local Bodies Directorate website <http://localbodies.up.nic.in>. Bidders are requested to submit the EMD through online payment (RTGS/NEFT).

The downloading of the tender documents from Urban Local Bodies Directorate website <http://localbodies.up.nic.in> shall start from 23.12.2016 (Friday) from 10.00 A.M and last date of submission of proposal is 13.01.2017 (Friday) till 6:00 PM. The tender shall open on 16.01.2017 (Monday). The authority reserves the right to reject any or all the bids without assigning any reason thereof.

State Mission Director

1.2 DISCLAIMER

This Request for Proposal (**RFP**) is issued by State Mission Directorate (SBM-Urban) / Urban Local Bodies Directorate Uttar Pradesh.

Whilst the information in this RFP has been prepared in good faith, it is not and does not purport to be comprehensive or to have been independently verified. Neither State Mission Directorate nor any of its officers or employees, nor any of their advisers, nor consultants accept any liability or responsibility for the accuracy, reasonableness or completeness of, or for any errors, omissions or misstatements, negligent or otherwise, relating to the proposed assignment, or makes any representation or warranty, express or implied, with respect to the information contained in this RFP or on which this RFP is based or with respect to any written or oral information made or to be made available to any of the recipients or their professional advisers and, so far as permitted by law and except in the case of fraudulent misrepresentation by the party concerned, and liability therefore is hereby expressly disclaimed.

The information contained in this RFP is selective and is subject to updating, expansion, revision and amendment at the sole discretion of State Mission Directorate. It does not, and does not purport to, contain all the information that a recipient may require for the purposes for making a decision for participation in this process. Neither State Mission Directorate nor any of its officers, employees nor any of its advisors nor consultants undertakes to provide any Party with access to any additional information or to update the information in this RFP or to correct any inaccuracies therein which may become apparent. Each Party must conduct its own analysis of the information contained in this RFP, to correct any inaccuracies therein and is advised to carry out its own investigation for the prepared assignment, the regulatory regime which applies thereto and by and all matters pertinent to the assignment and to seek its own professional advice on the legal, financial and regulatory consequences of entering into any agreement or arrangement relating to the assignment.

This RFP includes certain statements, estimates, projections, targets and forecasts with respect to the assignment. No representation or warranty is given as to the reasonableness of forecasts or the assumptions on which they may be based and nothing in this RFP is, or should be relied on as, a promise, representation or warranty. State Mission Director shall be the sole and final authority with respect to qualifying a panel of consultants through this RFP. The decision of State Mission Director in qualifying a respondent into the panel of agencies who may bid in State shall be final and State Mission Director reserves the right to reject any or all the bids without assigning any reason.

State Mission Director further reserves the right to negotiate with the qualifying agencies to enhance the value through this assignment and to create a more amicable environment for the smooth execution of the project.

1.3 DOCUMENT CONTROL SHEET:

S.NO.	Particular	Details
1.	Document Reference Number	PMU/377/ PMU-PIU/443/SBM/2016 Date 21 December 2016
2.	Date of issue of RFP	23.12.2016 (Friday-10:00 AM))
3.	Pre Bid Meeting	30.12.2016 (Friday-03:00 PM)
4.	Last date and time for receipt of proposals	13.01.2017 (Friday-06:00 PM)
5.	Date and time of opening of Technical Proposals	16.01.2017 (Monday-03:00 PM)
6.	Date of Technical Presentation and Opening of Commercial bids	23.01.2017 (Monday-03:00 PM)
7.	Cost of RFP Document	Free of Cost
8.	Earnest Money Deposit (EMD)	Rs 2.00 Lakhs
9.	Performance Bank Guarantee (PBG)	5 % of Contract Value
10.	Method of Selection	Quality and Cost Based Selection (QCBS)
11.	Validity of Proposal	06 Months
12.	Office Address	State Mission Directorate (SBM) / Urban Local Bodies Directorate, 8 th Floor Indira Bhawan Ashok Marg, Lucknow 226001.
13.	Website	http://localbodies.up.nic.in
14.	Contact Person	Mr.Anoop Dwivedi, MIS Expert Tel: 0522-2288439, Mob-8090098851 Email: misexpertpmu@gmail.com

Note: This document is not transferable.

All Bidders are advised to check for any further clarification and corrigendum related to this project at website: <http://localbodies.up.nic.in>

1.4 Introduction to Swachh Bharat Mission (SBM):

According to Census 2011, India's urban population is 377 million or 31% of the total population. These numbers are expected to increase to 600 million by 2031. The Census 2011 also showed that in 4,041 statutory towns, close to eight million households do not have access to toilets and defecate in the open (7.90 million). Weak sanitation has significant health costs and untreated sewage from cities is the single biggest source of water resource pollution in India. This indicates both the scale of the challenge ahead of the Indian cities and the huge costs incurred from not addressing them.

Swachh Bharat Mission (Urban) is being implemented by the Ministry of Urban Development, Government of India. Under the aegis of the SBM, the Government of Uttar Pradesh is implementing the Swachh Bharat Mission by the State Mission Directorate / Urban Local Bodies Directorate. The total population of the State is 19.96 Cr and Urban Population is 4.45 Cr. There are 75 Districts, 636 Urban Local Bodies, out of which 14 Nagar Nigams, 198 Nagar Palika Parishads and 424 Nagar Panchayats.

Mission Objectives

1. Elimination of open defecation
2. Eradication of Manual Scavenging
3. Modern and Scientific Municipal Solid Waste Management
4. To effect behavioral change regarding healthy sanitation practices
5. Generate awareness about sanitation and its linkage with public health Capacity Augmentation for ULB's
6. To create an enabling environment for private sector participation in Capex (capital expenditure) and Opex (operation and maintenance)

Duration of the mission

The Mission will be in force till 2nd October 2019

Mission components

1. Household Toilets
2. Community Toilets
3. Public Toilets
4. Urinals
5. Solid Waste Management
6. Capacity Building and Administrative & Office Expenses (A&OE)
7. IEC and Public Awareness

Mission Coverage:

In the State, all ULBs are covered under the Mission.

Mission Outlay

The estimated cost of implementation of SBM (Urban) in the country based on unit and per capita costs for its various components is Rs. 62,009 Cr. The GoI share as per approved funding pattern amounts to Rs. 14,623 Cr. In addition, a minimum additional amount equivalent to 25% of GoI funding, amounting to Rs. 4,874 Cr. shall be contributed by the State/ULB share.

SBM (Urban) Component I: Household toilets

SBM (Urban) aims to ensure that:

- a) No households engage in the practice of open defecation,
- b) No new insanitary toilets are constructed during the mission period and
- c) Pit latrines are converted to sanitary latrines.

SBM (Urban) Component II: Community toilets

Under SBM (Urban), it is estimated that about 20% of the urban households in cities, who are currently practicing open defecation are likely to use community toilets as a solution due to land and space constraints in constructing individual household latrine.

SBM (Urban) Component III: Public Toilets

Under SBM (Urban), States and ULBs will ensure that a sufficient number of public toilets are constructed in each city. All prominent places within the city attracting floating population should be covered.

SBM (Urban) Component IV: Urinals

Under SBM (Urban), States and ULBs will ensure that a sufficient number of urinals are constructed in each city. All prominent places within the city attracting floating population should be covered.

SBM (Urban) Component V: Solid Waste Management

Municipal Solid Waste Management (MSWM) refers to a systematic process that comprises of waste segregation and storage at source, primary collection, secondary storage, transportation, secondary segregation, resource recovery, processing, treatment, and final disposal of solid waste. The Manual on Municipal Solid Waste Management, 2000 published by MoUD and revised from time-to-time, may be referenced for DPR formulation and implementation. ULBs are to prepare DPR for SWM of their city in consultation with State Governments. Smaller cities can form clusters to become viable entities to attract private investment. 100% Cost reimbursement for preparing the DPR shall be done by GoI as per unit cost and norms set up by NARC. State Governments may handhold ULB's in quickly preparing DPR for SWM by empanelling /short listing /identifying private or government agencies for the same. DPRs should be aligned with Govt. of India's goals outlined in the NUSP 2008, SWM rules, advisories, CPHEEO manuals, O&M practices and Service-Level Benchmark advisories released by MoUD from time to time. Street Sweeping and litter control interventions will be part of DPR which is essential for a clean city. GoI incentive for the SWM projects will be in the form of a maximum of 35% Grant / VGF for each project. The remaining funds have to be generated by State / ULB.

SBM (Urban) Component VI: Capacity Building and Administrative & Office Expenses (A&OE)

3% of the total Central Government allocation under the mission will be earmarked for capacity building, administrative and office expenses of States and ULBs. 2% of the total Central Government allocation under the mission will be utilized at MoUD level for capacity

building, convening national and regional workshops, various awards and best practice recognition, programme research, studies, international cooperation for capacity building and technology development, A&OE etc.

States shall propose extensive capacity building activities to be implemented in a mission-mode manner, which will enable the progressive achievement of objectives of SBM (Urban) in a time-bound manner. These will be specified in the comprehensive annual action plan prepared by each state. At least 50% of this fund, in each annual plan, as approved by State HPC, must go to the ULBs for activities at the ULB level. HPC at State level shall be the competent authority to authorize and delegate administrative powers for use of these funds.

States and ULBs should identify relevant officials (both senior level officials and field-level functionaries) for training and draw up a calendar of training for them. It will be the responsibility of the State Mission Director to ensure that identified officials undergo adequate capacity building / training to ensure the success of SBM (Urban) in the state.

All support structures for implementing the mission at the state and ULB levels defined in the Mission Management Structure *i.e.*, the **Project Management Units (PMUs)** at the State level, the Project Implementation Units (PIUs) at the city level, and Independent Project Review & Monitoring Agencies (IPRMA) etc., engaged on an outsourced basis, shall be funded under this head.

States will contribute a minimum of 25% funds towards Capacity Building and Administrative & Office Expenses (A&OE) to match 75% Central Share.(10% in the case of North East States and special category states) in each annual plan.

SBM (Urban) Component VII: IEC and Public Awareness (IEC & PA)

A key strategy under SBM (Urban) is behavior change communication to ensure that sanitation as an issue is mainstreamed with the general public at large and should cover issues of open defecation, prevention of manual scavenging, hygiene practices, proper use and maintenance of toilet facilities (household, community or otherwise), etc., and its related health and environmental consequences. Communication material for behavior change shall be designed in consultation with the M/o Information and Broadcasting, M/o Health & Family Welfare, and should be in sync with the material being used under SBM (Rural).

A total of 15% of the total central allocation will be earmarked for this component. Of this, 12% will be earmarked for States to undertake massive public awareness campaigns on sanitation and establishing its link to public health, hygiene and the environment through various means including - radio, social media, documentaries, plays, workshops, etc. The remaining 3% will be earmarked for the MoUD to draw a national media campaign and developing standard campaign tools for effective awareness and communication on sanitation.

States shall prepare an annual action plan, with details of State funding commitment, for Public Awareness & IEC and State HPC shall approve it. At least 50% of the IEC fund in each annual plan, as approved by State HPC, must go to the ULB's for IEC activities at the grass root level.

ULB's shall be competent to spend the minimum 50% part of the ULB level funds, as per approved plan. Under no circumstance shall this fund be utilized for purchase of vehicles, construction and maintenance of buildings, creation of posts and payment of salary, and purchase of furniture and fixtures.

1.5 Need of State level Project Management Unit (PMU) and ULB level Project Implementation Unit (PIU):

Urban Local Bodies Directorate is the State Mission Directorate for facilitating implementation of the Swachh Bharat Mission (SBM-Urban) in Uttar Pradesh. There are 18 Divisions, 75 Districts and 636 Urban Local Bodies in the State. Under Swachh Bharat Mission guidelines there is a provision for capacity building support to the states and cities in the effective and timely implementation of Mission. State level PMU (Team Size of 5 members) has already setup in the state. In addition to that 6 members are proposed to be hired through this RFP. Apart from this PIU will be setup in all 75 Districts/636 ULBs.

State Level PMU and ULB Level PIU will provide technical, managerial, strategic and professional assistance.

2. Instructions to Bidders (ITB)

2.1 Definitions

Unless the context otherwise requires, the following terms whenever used in this RFP and Contract have the following meanings:

- a) “Bidder” means firm/company who submits proposal in response to this Request for Proposal document.
- b) “Committee” means committee constituted for evaluation of Proposals.
- c) “Consultant” means the firm/ company, selected through competitive tendering in pursuance of this RFP, for providing the consultancy services under the contract.
- d) “Contract” means the Contract entered into by the parties for providing consultancy services along with the entire documentation specified in the RFP.
- e) “Department” means Urban Local Bodies Directorate (Department of Urban development), U P.
- f) “State” means Urban Development Department, Government of Uttar Pradesh
- g) “GCC” mean General Contract Conditions.
- h) “ITB” means Instructions to Bidders.
- i) “IFP” means Invitation for Proposals.
- j) “Last Three Financial Years” means
 - i. For bidder firms whose financial year is ending on 30th Sept or later during the financial year. FYs 2012-2013, 2013-2014 & 2014-2015.
 - ii. For bidder firms whose financial year is ending prior to 30th Sept during the financial year. FYs 2013-2014, 2014-2015 & 2015-16
- k) “Personnel” means professional and support staff provided by the Manpower Supply Agencies to perform services to execute an assignment and any part thereof.
- l) “Proposals” means proposal submitted by bidders in response to the RFP issued by the department for establishment of State Level Project Management Unit (PMU) and ULB level Project Implementation Unit (PIU) under Swachh Bharat Mission.
- m) “Services” means the work to be performed by the Manpower Supply Agencies pursuant to this RFP and to the contract to be signed by the parties in pursuance of any specific assignment awarded by the Department.
- n) “SOW” means Scope of Work for the Consultant.

2.2 Conflict of Interest

- a) The Manpower Supply Agencies should provide professional, objective, and impartial advice and at all times hold the Department’s interests paramount, strictly avoid conflicts with other assignments/jobs or their own corporate interests and act without any consideration for future work.
- b) The Agencies shall give a declaration (as per the covering letter) that they do not have any interest in downstream business, which may ensue from the RFP prepared through this project.

2.3 Validity of Proposals

The following will be considered for the validity of the proposals deemed submitted

- a) Proposals shall remain valid for a period of 180 days from the date of opening of Proposal. The Department reserves right to reject a proposal valid for a shorter period as non-responsive.
- b) In exception circumstances, the Department may solicit the bidder's consent to an extension of the period of validity. The request and the response thereto shall be made in writing. Extension of validity period by the bidder should be unconditional. A bidder may refuse the request without forfeiting the Earnest Money Deposit. A bidder granting the request will not be permitted to modify its Proposal.

2.4 Right to accept or reject Proposal(s)

The Department reserves the right to annul the RFP process, or to accept or reject any or all the Proposals in whole or part at any time without assigning any reasons and without incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds for such decision.

2.5 Fraud and Corruption

It is required that the Bidders submitting Proposal and the agencies selected through this RFP must observe the highest standards of ethics during the process of selection of agencies and during the performance and execution of contract.

- a) For this purpose, definition of the terms is set forth as follows:
 - ❖ "*Corrupt practice*" means the offering, giving, receiving or soliciting of anything of value to influence the action of the Department or its personnel in contract executions.
 - ❖ "*Fraudulent practice*" means a misrepresentation of facts, in order to influence a selection process or the execution of a contract, and includes collusive practice among bidders (prior to or after Proposal submission) designed to establish Proposal prices at artificially high or non-competitive levels and to deprive the Department of the benefits of free and open competition.
 - ❖ "*Unfair trade practice*" means supply of services different from what is ordered on, or change in the Scope of Work given in RFP.
 - ❖ "*Coercive practice*" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the selection process or execution of contract.
- b) The Department will reject a proposal for award, if it determines that the Bidder recommended for award, has been determined to having been engaged in corrupt, fraudulent or unfair trade practices.
- c) The Department will declare a Consultant ineligible, either indefinitely or for a stated period of time, for awarding the contract, if it at any time determines that the Consultant has engaged in corrupt, fraudulent and unfair trade practice in competing for, or in executing, the contract.

2.6 Clarifications and amendments of RFP

- a) During process of evaluation of the Proposals, The Department may, at its discretion, ask Bidders for clarifications on their proposal. The Bidders are required to respond within the prescribed time-frame.
- b) The Department may for any reason, modify the RFP from time to time. The amendment(s) to the RFP would be clearly spelt out and the bidders may be asked to amend their proposal due to such amendments.

2.7 Eligibility to the Bidder

Interested bidders possessing required eligibility criteria and experience indicated below may submit the Technical and Financial Proposal in line with the RFP with relevant information and supporting documents for the proposed assignment: Following are the essential qualifying criteria for the Agencies to qualify for this assignment:

- a. Bidder should be registered under Company Act 1956.
- b. Bidder should have experience in providing Manpower services to Government/Semi-Government institutions for a minimum period of 5 years.
- c. Bidder should have an annual turnover of Rs. 5.00 Cr for last three financial years. Audited balance sheet and profit & loss statement should be furnished along with proposal.
- d. Bidder should not have blacklisted by Central or any state government or any other public sector undertaking or corporation or any other entity as on the publication date of RFP. Any undertaking to this effect should be submitted.
- e. Bidder should have ISO 2001-2008 (Quality Management) and ISO 27001:2013 (Data Security) certifications.
- f. Bidder should have at least 100 employees in its rolls in last three FYs.
- g. Bidder shall submit documentary proof such as work orders/ agreement with clients to prove their eligibility and experience as elaborated elsewhere in this RFP.

2.8 Disqualifications

The Department may at its sole discretion and at any time during the evaluation of Proposal, disqualify any Bidder, if the Bidder has:

- a) Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements.
- b) Exhibited a record of poor performance such as abandoning work, not properly completing the contractual obligations, inordinately delaying completion or financial failures, etc. in any project in the preceding three years;
- c) Submitted a proposal that is not accompanied by required documentation or is non-responsive;
- d) Failed to provide clarifications related thereto, when sought.
- e) Submitted more than one Proposal;
- f) Declared ineligible by the Government of India/State Government for corrupt and fraudulent practices or blacklisted.
- g) Submitted a proposal with price adjustment/ variation provision.

2.9 Pre Bid Meeting

- a) The Department may convene a pre-bid meeting as prescribed in document control sheet to address any RFP related queries.
- b) The prospective bidder or its official representative is invited to attend a pre-bid meeting.
- c) Amendments necessitated as a result of the pre-bid meeting or otherwise shall be made available on website. It shall be the responsibility of the bidders to fine tune their proposals incorporating the amendments so communicated through the website. The Department shall not be responsible for any oversight or negligence on part of the bidders on the amendments to the terms and conditions of the RFP document and notified through the website.

2.10 Preparation of Proposal

The Bidder must comply with the following instructions during preparation of Proposals.

- a) The Bidder is expected to carefully examine all the instructions, guidelines, terms and condition and formats of the RFP. Failure to furnish all the necessary information as required by the RFP or submission of a proposal not substantially responsive to all the requirements of the RFP shall be at Bidder's own risk and may be liable for rejection.
- b) The Proposal and all associated correspondence shall be written in English and shall conform to prescribed formats. Any interlineations, erasures or over writings shall be valid only if they are initialed by the authorized person signing the Proposal.
- c) The Proposal shall be typed or written in indelible ink (if required) and shall be signed by the Bidder or duly authorized person(s) to bind the Bidder to the contract. The latter authorization shall be indicated by written power of attorney and shall accompany the Proposal.
- d) In addition to the identification, the envelopes containing the Proposals shall mention the name and address of the Bidder to enable the proposal to be returned in the case it is declared late pursuant, and for matching purposes.
- e) Proposals received by facsimile shall be treated as defective, invalid and rejected. Only detailed complete proposals in the form indicated above shall be taken as valid.
- f) No bidder is allowed to modify, substitute, or withdraw the Proposal after its submission.

2.11 Earnest Money Deposit (EMD)

- a) The bidder shall furnish an Earnest Money Deposit (EMD) amounting to Rs. 2.00 Lakhs (Rupees Two Lakhs Only).
- b) The EMD shall be in Indian Rupees and shall be through online payment (RTGS/NEFT). Bank Account Details are given as under
 - i. Bank Name Punjab National Bank
 - ii. Branch Name RLB, Vipul Khand, Gomti Nagar, Lucknow-226001
 - iii. Account No 4483000100033545
 - iv. IFS Code PUNB0448300
- c) The earnest money of unsuccessful bidder shall be refunded on request by the bidder after final award of contract through online payment.
- d) The EMD lying with the Department in respect of other tender/RFP/ Expression of

Interest awaiting approval or rejection or on account of contracts being completed will not be adjusted towards EMD for this RFP. The EMD may however, be taken into consideration in case RFP are re-invited.

- e) EMD of the successful bidder will be released after the bidder signs the final agreement and furnishes the Performance Bank Guarantee (PBG).
- f) The Earnest Money will be forfeited on account of one or more of the following reasons:
 - ❖ Bidder withdraws its Proposal during the validity period specified in RFP and in the Form-1a: Covering Letter.
 - ❖ Bidder does not respond to requests for clarification of its Proposal.
 - ❖ Bidder fails to provide required information during the evaluation process or is found to be non-responsive.
 - ❖ In case of a successful bidder, the said bidder fails to sign the Agreement in time; or furnish Performance Bank Guarantee.

2.12 Submission of Proposal

- a) Bidders shall submit their Proposals at the office address through Registered Post / Speed Post/ Courier or through special messenger on or before the last date and time for receipt of proposals mentioned in document control sheet.
- b) Each part should be separately bound with no loose sheets. Each page of all parts should be page numbered and in conformance to the eligibility qualifications should be clearly indicated using an index page. The proposals should not contain any irrelevant or superfluous documents.
- c) Bidder shall be required to submit three hard copies (1 Original + 2 Duplicates) of the complete proposal along with one soft copy of complete Proposal documents on a CD.
- d) Every page of the documents submitted by the bidder must be duly signed by the authorized signatory of the firm/ Company along with the Company seal.
- e) State Mission Directorate (SBM-Urban), UP will not be responsible for any delay / postal delay in receiving of the proposal.
- f) Bidder can apply for all 6 clusters (PIU)/ State PMU also.
- g) One bidder can be allotted maximum of 2 Clusters for ULB Level PIU and State Level PMU.
- h) Other bidders may be negotiated on the basis of L1.
- i) The two parts of the Proposal should be as per following:

Technical Proposal - The envelope containing technical proposal shall be sealed and superscripted “Technical Proposal – *Establishment of State Level Project Management Unit (PMU) and ULB Level Project Implementation Unit (PIU) to implement Swachh Bharat Mission (Urban) in Uttar Pradesh*”. Following list of documents shall be submitted as part of Technical Proposal:

- Form-1: Covering Letter -The covering letter on bidder’s letter head requesting selection as Manpower Supply Agency for the Establishment of State level Project Management Unit (PMU) and ULB level Project Implementation Unit (PIU) to implement Swachh Bharat Mission (Urban) in Uttar Pradesh
- Earnest Money Deposit
- Technical Proposal Formats comprising of *Form-2a* and *Form-2b* along with details, supporting information and documents.

Commercial Proposal – The envelope containing commercial proposal shall be sealed and superscripted “*Commercial Proposal–Establishment of State level Project Management Unit (PMU) and ULB level Project Implementation Unit (PIU) to implement Swachh Bharat Mission (Urban) in Uttar Pradesh*”. Commercial Proposal is to be submitted in Form-3–Commercial Proposal Format.

2.13 Evaluation of Proposal

The bid will be opened as per the schedule mentioned at Document Control Sheet. Authorized representatives of the bidders may be present during the bid opening if desired. The Department will constitute Evaluation Committee to evaluate the Proposals submitted by Bidders for a detailed scrutiny. Subject to terms mentioned in the RFP, a two-stage process, as explained below, will be adopted for evaluation of Proposals submitted by the specified date and time.

2.13.1. Evaluation of Technical Proposal

- Preliminary scrutiny of the Proposals for eligibility will be done to determine whether the Proposals are generally in order and complete, whether the documents have been properly signed. Proposals not conforming to such preliminary requirements are subject for being rejected.
- Technical Proposals would be evaluated only for those Bidders, who qualify the Pre-qualification evaluation.
- The Technical evaluation shall be based on following parameters and weightages as mentioned in *Table given below*.

SN	Parameters	Weightage (%)
1.	Specific experience of the Agency relevant to the assignment on the basis of the complexity and comprehensiveness of the assignment: <ul style="list-style-type: none"> • Programme / Project Management • Monitoring and Evaluation 	State/Central Government Department=25 Other Sector=20
2.	Specific Experience of the Bidder in its own capacity in similar Assignment for Central or any State Government in last 5 years.	>10 Projects = 20 8-10 Projects = 15 5-7 Projects = 10
3.	Adequacy of the proposed Resource Deployment and work plan in responding to the Scope of Work.	15
4.	Financial performance: Average audited annual turn over of last 3 financial years.	> 15.00 Cr = 20 >10.00 ≤15.00 Cr = 15 5.00-10.00 Cr = 10
5.	Manpower Resource Deployed: Average number over of last 3 financial years.	>200 Employee = 20 151-200 Employee = 15 100-150 Employee = 10

- The bidders may be required to give a presentation about their technical proposal at Department's discretion. The presentation, if done, should focus on the above parameters that shall be considered for the purpose of technical evaluation. It would be preferred that the project team who will be involved in the assignments makes the presentation.
- The bidder shall submit a management plan explaining the methodology for undertaking the assignment. The write up shall cover in sufficient detail the

appreciation of the project, Approach and Methodology, proposed organizational structure, work program, implementation strategy, and provisions to secure and retain professionals.

- f) Evaluation Committee may, at its discretion, call for additional information from the bidder(s). Such information has to be supplied within the set out time frame, otherwise Evaluation Committee shall make its own reasonable assumptions at the total risk and cost of the bidders and the proposal is liable to be rejected. Seeking clarifications cannot be treated as acceptance of the proposal. For verification of information submitted by the bidders, the committee may visit bidder's offices at its own cost.
- g) For calculating the Technical Score (TS) the individual scores, as per respective weightage, for each of the parameters mentioned above will be summed up. In order to qualify technically, a proposal must secure a minimum of 65%.

2.13.2. Evaluation of Commercial Proposal

Commercial Proposals of only those bidders shall open & evaluated, who qualify the technical threshold of 65 % as described above. The evaluation shall be as per the internal process of the State Mission Directorate.

2.13.3. Selection of Successful Bidder

- a) Final ranking of all proposals shall be done with weightage of 70:30. (Weightage of 70% shall be given to technical score (St) and 30% to the Financial score (Sf)).
$$S = ((0.70 * St) + (Sf * 0.30))$$
 Where "S" is the combined score
- b) The Selected Bidder (Cluster/State) shall be the first ranked bidder (having the highest combined score) who shall then be called for negotiations. The second ranked bidder shall be kept in reserve and may be invited for as and when required.

2.14 Award of Contract

The Department will notify the successful bidder in writing for finalizing the contract conditions. The successful bidders will be asked to sign the **One Year Contract Agreement** within 7 days of the notification. After signing of the Contract Agreement, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties. **Contract may be yearly renewed on the basis of work performance.**

2.15 Confidentiality

- a) Information relating to the examination, clarification and comparison of the Proposals shall not be disclosed to any Bidder or any other persons not officially concerned with such process until the selection process is over. The undue use by any Bidder of confidential information related to the process may result in rejection of its Proposal. During the execution of the project except with the prior written consent of the Department, the Agency or its personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the Contract.
- b) Confidential information shall mean and include any and all confidential or proprietary information furnished, in whatever form or medium, or disclosed verbally or otherwise by the Bidder/ Agency/ or the Department to each other including, but not limited to, the services, plans, financial data and personnel statistics, whether or not marked as confidential or proprietary by the parties.

2.16 Payment Terms for Assignment

- a) Payment will be made to Agencies as prevalent State Government schedule.
- b) Attendance will be provided by first week of every month to the Agencies by the ULBs/State Mission Directorate.
- c) Agencies will be required to submit monthly payable State/ULB wise reimbursement claim (Manpower deployed by them) along with verified attendance sheet latest by 2nd week of every month to the State Mission Director.
- d) State Mission Directorate will ensure the payment to Agencies within 15 days of receiving the invoice / reimbursement claim as agreed under the agreement.
- e) All chalans (Service Tax, EPF, ESI etc) should be submitted along with next bill to State Mission Directorate every month.

Section 3: General Contract Conditions (GCC)

3.1 Application

These general conditions shall apply to the extent that provisions in other parts of the Contract do not supersede them. For interpretation of any clause in the RFP or Contract Agreement, the interpretation of the Department shall be final and binding.

3.2 Relationship between the Parties

Nothing mentioned herein shall be constructed as relationship of master and servant or of principal and agent as between the Department and the Agency. The Agency subject to this contract for selection has complete charge of its personnel in performing the services under the Project from time to time. The Agency shall be fully responsible for the services performed by it or any of its personnel on behalf of the Agency hereunder.

3.3 Standards of Performance

The Agency shall perform the services and carry out its obligations under the contract with due diligence efficiency and economy in accordance with generally accepted professional standards and practices. The Agency shall always act in respect of any matter relating to this contract as faithful advisor to the Department. The Agency shall always support and safeguard the legitimate interests of the Department, in any dealings with the third party. The Agency shall abide by all the provisions/Acts/Rules etc. of Information Technology prevalent in the country. The Agency shall conform to the standards laid down in the RFP in totality.

3.4 Agency Personnel

- a) The Agencies will deploy and provide such qualified and experienced personnel as may be required to perform the services under the project. It is desirable from the agencies to deploy the domain/subject specialists, from time to time, who have adequate experience in the domain related with the project. The deployed resources should be dedicated in nature.
- b) Without the consent of Department, no changes shall be made in the resources deployed on the project. If, for any reason beyond the reasonable control of the agency, such as retirement, resignation, death, medical incapacity, among others, it becomes necessary to replace any of the Key Personnel, the Agency shall provide as a replacement a person of equivalent or better qualifications, with approval from the Department.
- c) Maximum number of replacements to be made in the team of resources deployed on the project shall not exceed beyond 2 for one year of the contract signed between Department and Agency.
- d) Agency shall have no claim for additional costs arising out of or incidental to any removal and / or replacement of Personnel.
- e) If the Department requests to replace resource(s), then Consultant shall be required to replace the resource(s) within 2 weeks from the date of request raised.

3.5 Applicable Law

Applicable Law means the laws and any other instruments having the force of law in India as may be issued and in force from time to time. The Contract shall be interpreted in accordance with the laws of the Union of India and the State of Uttar Pradesh.

3.6 Intellectual Property Rights

No services covered under the Contract shall be sold or disposed by the Agency in violation of any right whatsoever of third party, and in particular, but without prejudice to the generality of the foregoing, of any patent right, trademark or similar right, or any charge mortgage or lien. The Agency shall indemnify the Department from all actions, costs, claims, demands, expenses and liabilities, whatsoever, resulting from any actual or alleged infringement as aforesaid and at the expenses of the Agency, the Department shall be defended in the defense of such proceedings.

3.7 Governing Language

The Contract shall be written in English Language. All correspondences and other documents pertaining to the contract, which are exchanged between the parties, shall be written in the English / Hindi.

3.8 Performance Bank Guarantee (PBG)

- a) Within 7 days of notifying the acceptance of proposal for the award of contract, the Agency shall furnish a **Performance Bank Guarantee, as per Annexure B**, amounting to the **5 % of Contract Value** for the entire contract period as its commitment to perform services under the contract.
- b) Failure to comply with the requirements shall constitute sufficient grounds for the forfeiture of the PBG.
- c) The PBG shall be released immediately after expiry of contract provided there is no breach of contract on the part of the Consultant.
- d) No interest will be paid on the PBG.

3.9 Performance Assessment

This RFP is for selection of the Agencies for execution of the assignment under the RFP from time to time. If during execution of the contract, following problems are found, then the penalty as per below mentioned conditions shall be applicable:

- a) In case of more than 3 resources at one place are replaced per year by the Agency, then a penalty of 15 days salary of manpower will be imposed.
- b) In case of non-availability of manpower for more than 2 weeks, a penalty of 30 days salary of manpower will be imposed.
- c) Above penalties shall be worked out & imposed independently.

3.10 Termination of Contract

The Consultant's association with the Department will terminate in case of following conditions:

- a) The term of Contract expires.
- b) Termination of Contract by the Department due to non-performance of Agency during execution of Assignment.
 - Performance is below expected level.
 - Non-adherence to the timelines of the Project.
 - Quality of work is not satisfactory

3.11 Termination for Insolvency, Dissolution etc

The Department may at any time terminate the Contract by giving written notice to the Agency, if the Agency becomes bankrupt or otherwise insolvent or in case of dissolution of firm/company or winding up of firm/company. In this event termination will be without compensation to the Agency, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to the Department.

3.12 Termination for Convenience

The Department reserves the right to terminate, by prior written notice, the whole or part of the contract, at any time for its convenience. The notice of termination shall specify that termination is for the Department's convenience, the extent to which performance of work under the contract is terminated, and the date upon which such termination becomes effective.

3.13 Force Majeure

- a) The Agency shall not be liable for forfeiture of its PBG or termination of contract for default if and to the extent that it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- b) For purposes of this clause, "Force Majeure" means an event beyond the control of the Agency and not involving the Agency's fault or negligence, and not foreseeable. Such events may include, but are not restricted to, acts of the Department in its sovereign capacity, wars or revolutions, riot or commotion, earthquake, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- c) If a Force Majeure situation arises, the Agency shall promptly notify the Department in writing of such condition and the cause thereof. Unless otherwise directed by the Department in writing, the Agency shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

3.14 Taxes and Duties

The Agency shall be entirely responsible for all taxes; duties, etc. incurred.

3.15 Resolution of Disputes

If any dispute arises between parties, then these would be resolved in following ways:

3.15.1. Amicable Settlement

Performance of the Contract is governed by the terms and conditions of the Contract, however at times dispute may arise about any interpretation of any term or condition of Contract including the scope of work, the clauses of payments etc. In such a situation either party of the contract may send a written notice of dispute to the other party. The party receiving the notice of dispute will consider the Notice and respond to it in writing within 30 days after receipt. If that party fails to respond within 30 days, or the dispute cannot be amicably settled within 60 days following the response of that party, then the second Sub-clause of resolution of disputes shall become applicable.

3.15.2. Resolution of Disputes

In case dispute arising between the Department and the Agency, which has not been settled amicably, the Agency can request the Department to refer the dispute for Arbitration under Arbitration and Conciliation Act, 1996. Such disputes shall be referred to the Principal Secretary/ Secretary/ Head of the Department. The Indian Arbitration and Conciliation Act,

1996 and any statutory modification or reenactment thereof, shall apply to these arbitration proceedings. Arbitration proceedings will be held at **State Mission Directorate, Uttar Pradesh**. The decision of the arbitrator shall be final and binding upon both the parties. All arbitration awards shall be in writing and shall state the reasons for the award. The expenses of the arbitration as determined by the arbitrator shall be borne by the Consultant. However, the expenses incurred by each party in connection with the preparation, presentation shall be borne by the party itself.

3.16 Legal Jurisdiction

All legal disputes between the parties shall be subject to the jurisdiction of the Courts situated in Lucknow, Uttar Pradesh only.

3.17 Arbitration

- a) In the event of any question, dispute or difference arising under or out of or in connection with the conditions mentioned in his document the same would be referred to the Sole Arbitration of any person appointed by the State Mission Director, administratively dealing with the contract at the time of such appointments, or if there is no State Mission Director is on leave or is absent from duty or is not available for any reason whatsoever the Director dealing with the contract of such appointment shall be competent to take action in place of State Mission Director. There will be no objection to any such appointment that the person appointed is a Government servant that has to deal with the matters to which the contract relates, or that in the course of his duties as a Government servant he has expressed views on all or any of the matters in dispute or difference.
- b) In the event of the arbitrator dying, neglecting or refusing to act or resigning or being unable to act for any reasons or his award being set aside by the court of or any reason, it shall be for the State Mission Director, as the case may be to appoint another arbitrator in place of the outgoing arbitrator in the manner aforesaid and the person so appointed will proceed with the reference from the stage at which it was left by the predecessor. It is also a term of this contract that no person other than a person appointed by the State Mission Director, as aforesaid shall act as Arbitrator and if for any reason that is not possible the matter shall not be referred to arbitration at all.
- c) Subject as aforesaid the Arbitration and Conciliation Act, 1996 and the rules there under and any statutory modification thereof for the time being in force shall apply to the arbitration proceedings under this clause.
- d) Upon every and any reference as aforesaid the assessment of costs of the incidental to the reference and award respectively shall be indiscretion of the sole arbitrator.
- e) The venue of the arbitration proceeding shall be O/o State Mission Director, Swachh Bharat Mission Directorate, 8th Floor, Indira Bhawan, Lucknow, UP.

3.18 Assignment and Subcontracting

- a) Tenderer shall not assign or transfer this contract or part thereof to any other party without written consent of the Competent Authority.
- b) For the purpose of the liabilities under this tender, the Tenderer will be considered as a solely liable for delivery of all the components of the tender and scope of work.

4. Section 4: Scope of Work

4.1.1 Implementation of Swachh Bharat Mission (Urban) in the State

Urban Local Bodies Directorate is the State Mission Directorate for facilitating implementation of the Swachh Bharat Mission (SBM-Urban) in Uttar Pradesh. There are 18 Divisions, 75 Districts and 636 Urban Local Bodies in the State. Mission is being implemented in all ULBs of the State.

4.1.2 Establishment of State Level PMU

Under Swachh Bharat Mission guidelines there is a provision for capacity building support to the states and cities in the effective and timely implementation of Mission. State level PMU (Team Size of 5 members) has already setup in the state. In addition to that 6 members are proposed to be hired through this RFP. PMU will provide technical, managerial, strategic and professional assistance.

4.1.3 Establishment of ULB Level PIU

PIU will be setup in all 75 Districts/636 ULBs. PIU will provide technical, managerial, strategic and professional assistance.

4.2. Deliverables

- i. Provide technical experts/Staff for 1 year as per the SoW given in the RFP, Which will be extended for more years on the basis of satisfactory performance.
- ii. To keep the technical experts/Staff in position by the date mentioned in the RFP.
- iii. The Agency shall submit the Work sheet of resources deployed on weekly basis.
- iv. Also shall submit a monthly status report containing an update of the activities of the PMU/PIU, minutes of various meetings and the action taken details along with the monthly invoices submitted.

4.3. Acceptance of Deliverables

The acceptance of deliverables shall be linked to the acceptance by or satisfaction of the State Mission Directorate and ULBs. The Agencies are expected to make revisions for all documents, deliverables, communications etc until they are accepted by State Mission Directorate and ULBs.

4.4. Reporting and Communication

Since there is extensive coordination required with the State Mission Directorate and ULBs, the Agencies are expected to setup proper channels of communication with all stakeholders of the project and provide timely status reports as desired.

4.5. Establishment of Local Office

To make proper and smooth interaction between Agency's team and State Mission Directorate/ULBs, consultant has to establish a local office in Lucknow as well as respected clusters (As per mutual agreed) equipped with all required items at their own cost. The expenditure on regular maintenance and consumables shall also be borne by the Agency.

Section 5. Resource Deployment

The Agency would be required to deploy at the State/ULB, an appropriate team as per below mentioned requirements. The Agency shall deploy professionals as per details given below:

Sl. No	Position	Requirement
State level Project Management Unit (PMU)		
1	Finance cum Accounts Specialist	1
2	Data Entry cum Computer Operator	2
3	Multi Tasking Staff	2
4	Sweeper (Safai Karamchhari)	1
	State Total	6
ULB level Project Implementation Unit (PIU)		
1	District Programme (SBM-Urban) Manager cum IT Specialist	75
2	Multi Tasking Staff cum Computer Operator	561
	ULB Total	636

Indicative responsibilities of each resource to be deployed at State PMU and ULB PIU are mentioned below. However the team of resources deployed under this RFP shall be responsible for carrying out the complete Scope of Work under the RFP.

5.1 Responsibilities, Qualifications & Experience:

5.1.2 State Level PMU

Role 1-Finance cum Accounts Specialist

- Under the supervision of the State Mission Directorate, the specialist will work in close collaboration with all the concerning officials and staff of State Mission Directorate / Urban Local Bodies Directorate UP, including managing outputs and ensuring smooth implementation of the program in whole state.
- **Essential qualification and experience:**
 - CA or Post Graduate degree in finance from recognized university with minimum 10 years of experience in designing and establishing suitable financing management system.
 - Skills to evaluate urban infrastructure investments, and helping ULBs to use a range of options for financing projects.
 - Experience to advice and train staff in municipal finance, project finance and resource mobilization, public private partnerships etc.
 - Set up systems and procedures for financial management of the project
 - Excellent written and oral communication skills in English & Hindi.
 - Excellent computer skills including MS office (Excel, Word, PPT, Access etc), Internet, Web Based Activities etc.
- **Desirable Experience:**
 - Proficient with MS Office and web enabled IT services.
 - Program implementation, monitoring and evaluation.
 - Experience in leading a multidisciplinary team of officials and professionals.
 - Strong leadership, administration, analytical, communications, interpersonal and project management skills is essential for this position.

- Good understanding of government requirements and administrative functioning of government.
- Possess good and consistent academic records
- Experience of working with Government institutions especially in Urban Development Department will be given preference.
- **Key Responsibility Areas:**
 - Assist the State Mission Directorate in preparation of data relating to its financial and accounting performance.
 - Assist the State Mission Directorate in preparing periodic budgets including equipment budgets and establishing financial accounting and control systems ensuring funds flow from the Government of India and onwards to the implementing agencies.
 - Managing and handling financial and accounting matters of the Mission.
 - Implementation, Monitoring and Evaluation of Mission.
 - Fund Disbursement and Fund Utilization.
 - Bank Reconciliation and Cash Book Maintenance.
 - Submission to the State Mission Directorate / ULBs impediments to the quality and progress of the works and remedial actions
 - Work on PFMS (Public Financial Management System).
 - Budget Management
 - Preparing periodic financing requests in reference to the Mission Components.
 - Financial MIS regarding activities under different components of SBM
 - Any other work assigned by the superior authority.

Role 2-Data Entry cum Computer Operator

- The Data Entry cum Computer Operator will work in close collaboration with all the concerning officials and staff of State Mission Directorate / Urban Local Bodies Directorate UP.
- **Essential qualification and experience:**
 - Degree in any discipline.
 - PGDCA or O level from any recognized University/Institute.
 - Working experience of MS Office MS office (Excel, Word and PPT etc), offline and web based Computer Applications.
 - Hindi (Min 25 Word/Minute) & English (Min 30 Word/Minute) Computer Typing.
 - Working knowledge of Internet / Email / Website.
 - Offline and online Computer Data Entry.
- **Desirable Experience:**
 - Proficient with MS office and web enabled IT services.
 - Good understanding of government requirements and administrative functioning of government.
 - Possess good and consistent academic records
 - Experience of working in Government institutions will be given preference.

- **Key Responsibility Areas:**
 - To assist in all kind of office related works.
 - Hindi and English computer typing.
 - Initiate files and preparing notes.
 - Offline and web based data entry
 - File and Record Management.
 - Any other work assigned by the superior authority.

Role 3. Multi Tasking Staff

- **Essential qualification and experience:**
 - Minimum High School from recognized Board.
 - Age between 18 to 40 Years.
- **Desirable Experience:**
 - Good understanding of Government requirements and administrative functioning of government.
 - Experience of working in Government institutions will be given preference.
- **Key Responsibility Areas:**
 - Physical maintenance of office (State Mission Directorate) records.
 - Carrying of files and other papers within the Urban Local Bodies Directorate/ State Mission Directorate.
 - Photocopying and operation of FAX etc.
 - Delivering of DAK (inside and outside of State Mission Directorate).
 - Serve refreshments and beverages in meetings etc
 - Watch and ward duties.
 - Opening and closing duties.
 - Any other work assigned by the superior authority.

Role4. Sweeper (Safai Karamchari)

- **Essential qualification and experience:**
 - Age should be between 18 to 40 Years
 - Should be literate and physically fit.
- **Desirable Experience:**
 - Proficient with cleaning and sweeping
 - Experience of working in Government institutions will be given preference.
- **Key Responsibility Areas:**
 - General cleanliness of the State Mission Directorate.
 - Cleaning and Sweeping of rooms, passages, washrooms etc of State Mission Directorate.
 - Any other work assigned by the superior authority.

4.7.2. ULB-PIU (SBM-Urban)

Role 1. District Program (SBM-Urban) Manager cum IT Specialist

- Under the supervision of the State Mission Directorate, the specialist will work in close collaboration with all the concerning officials and staff of all the ULBs of the District and will ensure smooth implementation of the program in whole district.
- **Essential qualification and experience:**
 - Two year full time Post Graduate Diploma in Management or MBA with minimum 2 years of working experience in social sector (Urban, Rural, Health, Education etc) under Central or State funded project and any IT Certification Course from recognized institute (Minimum 6 month Course).
 - Or
 - Masters in Social Works (MSW) with minimum 2 years of working experience in social sector (Urban, Rural, Health, Education etc) under Central or State funded project and any IT Certification Course from recognized institute (Minimum 6 month Course).
 - Or
 - Masters in Computer Science or Information Technology or MCA or BE / B.Tech in Computer Science / Information Technology) with minimum 2 years of working experience in social sector (Urban, Rural, Health, Education etc) under Central or State funded project.
- **Desirable Experience:**
 - Proficient with MS office and web enabled IT services.
 - Program implementation, monitoring and evaluation.
 - Experience in leading a multidisciplinary team of officials and professionals.
 - Strong leadership, administration, analytical, communications, interpersonal and project management skills is essential for this position.
 - Good understanding of government requirements and administrative functioning of government.
 - Possess good and consistent academic records
 - Experience of working with Government institutions especially in Urban Development Department will be given preference.
- **Key Responsibility Areas:**
 - Responsible for providing need based Technical Assistance to staff of all ULBs of District.
 - To prepare work plan MIS regarding activities under different components of SBM.
 - To assist ULBs of the whole District in preparation of data relating to its performance.
 - Responsible for the ensuring proper implementation of MIS at the ULB level, compilation of information across the District's ULB and submission of the same to the State level.
 - Oversee the development of capacity building modules related to MIS etc.
 - Preparation of monthly and quarterly reports and other technical reports

- To inform educate and communicate citizen about the objective of Swachh Bharat Mission (Urban).
- To prepare plan for awakening citizen about elimination of open defecation.
- To impact awareness to citizen about the need of proper solid waste management and explain their role in achieving the objective.
- To act under the direct supervision of State Mission Directorate / Municipal Commissioner / Executive Officer.
- Showcasing good urban practices through short documentary films to citizens and ULB Staff.
- Effort of making ULB clean, sanitized and open-defecation free.
- Encourage the team to produce high quality reports, maintain high standards of output quality, deliver presentation on the outputs/ deliverables/ reports and execute work plan to deliver the project on time.
- She/he should have ability/willingness to travel in all ULBs of the District.
- Any other work assigned by the superior authority.

Role 2. Multi Tasking Staff cum Computer Operator

- Under the supervision of the District Programme (SBM-Urban) Manager cum IT Specialist, the Multi Tasking Staff cum Computer Operator will work in close collaboration with all the concerning officials and staff of concerning ULB, including managing outputs and ensuring smooth implementation of the program.
- **Essential qualification and experience:**
 - Degree in any discipline.
 - PGDCA or O level or CCC Computer Certificate from any recognized University/Institute.
 - Working experience of MS Office MS office (Excel, Word, PPT etc), offline and web based Computer Applications.
 - Hindi (Min 25 Word/Minute) & English (Min 30 Word/Minute) Computer Typing.
 - Working knowledge of Internet / Email / Website.
 - Offline and online Computer Data Entry.
- **Desirable Experience:**
 - Proficient with MS office and web enabled IT services.
 - Good understanding of government requirements and administrative functioning of government.
 - Possess good and consistent academic records
 - Experience of working with Government institutions especially in Urban Development Department will be given preference.
- **Key Responsibility Areas:**
 - To assist in all kind of office related works.
 - Hindi and English computer typing.
 - Initiate files and preparing notes.
 - Offline and web based data entry
 - File and Record Management
 - Dak Dispatch, Receipts Entry, Telephone, Fax, Photocopy etc.
 - Any other work assigned by the superior authority.

5.2 CLUSTER WISE DETAILS (PIU)

Cluster	Divisions (No.)	Districts (No.)	ULBs (No.)	District Programme Manager cum IT Specialist (No.)	Multi Tasking Staff cum Computer Operator (No.)	Yearly Remuneration (Rs. in Lakhs)
1	2	3	4	5	6	7
1	2	11	100	11	89	153.00
2	3	11	111	11	100	166.20
3	2	9	88	9	79	132.60
4	2	9	108	9	99	156.60
5	4	17	114	17	97	187.80
6	5	18	115	18	97	192.00
Total	18	75	636	75	561	988.20

Cluster 1			
Sl No	Division	District	ULB
1	Lucknow	Hardoi	Beniganj (NP)
2	Lucknow	Hardoi	Bilgram (NPP)
3	Lucknow	Hardoi	Gopamau (NP)
4*	Lucknow	Hardoi	Hardoi (NPP)
5	Lucknow	Hardoi	Kachhauna Patseni (NP)
6	Lucknow	Hardoi	Kursath (NP)
7	Lucknow	Hardoi	Madhoganj (NP)
8	Lucknow	Hardoi	Mallawan (NPP)
9	Lucknow	Hardoi	Pali (NP)
10	Lucknow	Hardoi	Pihani (NPP)
11	Lucknow	Hardoi	Sandi (NPP)
12	Lucknow	Hardoi	Sandila (NPP)
13	Lucknow	Hardoi	Shahabad (NPP)
14	Lucknow	Kheeri	Barwar (NP)
15	Lucknow	Kheeri	Dhaurehra (NP)
16	Lucknow	Kheeri	Gola Gokarannath (NPP)
17	Lucknow	Kheeri	Kheri (NP)
18*	Lucknow	Kheeri	Lakhimpur (NPP)
19	Lucknow	Kheeri	Mailani (NP)
20	Lucknow	Kheeri	Mohammadi (NPP)
21	Lucknow	Kheeri	Oel Dhakwa (NP)
22	Lucknow	Kheeri	Paliya Kalan (NPP)
23	Lucknow	Kheeri	Singahi Bhindaura (NP)
24	Lucknow	Lucknow	Amethi (NP)
25	Lucknow	Lucknow	Bakshi Ka Talab (NP)
26	Lucknow	Lucknow	Gosainganj (NP)
27	Lucknow	Lucknow	Itaunja (NP)
28	Lucknow	Lucknow	Kakori (NP)
29*	Lucknow	Lucknow	Lucknow (M Corp.)
30	Lucknow	Lucknow	Mahona (NP)

Sl No	Division	District	ULB
31	Lucknow	Lucknow	Malihabad (NP)
32	Lucknow	Lucknow	Nagram (NP)
33	Lucknow	Raebareilly	Bachhrawan (NP)
34	Lucknow	Raebareilly	Dalmau (NP)
35	Lucknow	Raebareilly	Lalganj (NP)
36	Lucknow	Raebareilly	Maharajganj (NP)
37	Lucknow	Raebareilly	Parsadepur (NP)
38*	Lucknow	Raebareilly	Rae Bareli (NPP)
39	Lucknow	Raebareilly	Salon (NP)
40	Lucknow	Raebareilly	Unchahar (NP)
41	Lucknow	Sitapur	Biswan (NPP)
42	Lucknow	Sitapur	Hargaon (NP)
43	Lucknow	Sitapur	Khairabad (NPP)
44	Lucknow	Sitapur	Laharpur (NPP)
45	Lucknow	Sitapur	Mahmudabad (NPP)
46	Lucknow	Sitapur	Maholi (NP)
47	Lucknow	Sitapur	Misrikh-Naimish (NPP)
48	Lucknow	Sitapur	Paintepur (NP)
49	Lucknow	Sitapur	Sidhauri (NP)
50*	Lucknow	Sitapur	Sitapur (NPP)
51	Lucknow	Sitapur	Tambaur- Ahamdabad (NP)
52	Lucknow	Unnao	Auras (NP)
53	Lucknow	Unnao	Bangarmau (NPP)
54	Lucknow	Unnao	Bhagwant Nagar (NP)
55	Lucknow	Unnao	Bighapur (NP)
56	Lucknow	Unnao	Fatehpur Chaurasi (NP)
57	Lucknow	Unnao	Gangaghat (NPP)
58	Lucknow	Unnao	Ganj Muradabad (NP)
59	Lucknow	Unnao	Hyderabad (NP)
60	Lucknow	Unnao	Kursath (NP)
61	Lucknow	Unnao	Maurawan (NP)
62	Lucknow	Unnao	Mohan (NP)
63	Lucknow	Unnao	Nawabganj (NP)
64	Lucknow	Unnao	Nyotini (NP)
65	Lucknow	Unnao	Purwa (NP)
66	Lucknow	Unnao	Rasulabad (NP)
67	Lucknow	Unnao	Safipur (NP)
68	Lucknow	Unnao	Ugu (NP)
69*	Lucknow	Unnao	Unnao (NPP)
70*	Faizabad	Ambedkar Nagar	Akbarpur (NPP)
71	Faizabad	Ambedkar Nagar	Ashrafpur Kichhaucha (NP)
72	Faizabad	Ambedkar Nagar	Iltifatganj (NP)
73	Faizabad	Ambedkar Nagar	Jalalpur (NPP)
74	Faizabad	Ambedkar Nagar	Tanda (NPP)
75	Faizabad	Amethi	Amethi (NP)
76*	Faizabad	Amethi	Gauriganj (NPP)
77	Faizabad	Amethi	Jais (NPP)

SI No	Division	District	ULB
78	Faizabad	Amethi	Musafirkhana (NP)
79	Faizabad	Barabanki	Banki (NP)
80	Faizabad	Barabanki	Dariyabad (NP)
81	Faizabad	Barabanki	Dewa (NP)
82	Faizabad	Barabanki	Fatehpur (NP)
83	Faizabad	Barabanki	Haidergarh (NP)
84*	Faizabad	Barabanki	Nawabganj (NPP)
85	Faizabad	Barabanki	Ramnagar (NP)
86	Faizabad	Barabanki	Satrikh (NP)
87	Faizabad	Barabanki	Siddhaur (NP)
88	Faizabad	Barabanki	Subeha (NP)
89	Faizabad	Barabanki	Tikait Nagar (NP)
90	Faizabad	Barabanki	Zaidpur (NP)
91	Faizabad	Faizabad	Ayodhya (NPP)
92	Faizabad	Faizabad	Bhadarsa (NP)
93	Faizabad	Faizabad	Bikapur (NP)
94*	Faizabad	Faizabad	Faizabad (NPP)
95	Faizabad	Faizabad	Gosainganj (NP)
96	Faizabad	Faizabad	Rudauli (NPP)
97	Faizabad	Sultanpur	Dostpur (NP)
98	Faizabad	Sultanpur	Kadipur (NP)
99	Faizabad	Sultanpur	Koeripur (NP)
100*	Faizabad	Sultanpur	Sultanpur (NPP)
Cluster 2			
SI No	Division	District	ULB
1	Agra	Agra	Achhnera (NPP)
2*	Agra	Agra	Agra (M Corp.)
3	Agra	Agra	Bah (NPP)
4	Agra	Agra	Dayalbagh (NP)
5	Agra	Agra	Etmadpur (NPP)
6	Agra	Agra	Fatehabad (NP)
7	Agra	Agra	Fatehpur Sikri (NPP)
8	Agra	Agra	Jagner (NP)
9	Agra	Agra	Kheragarh (NP)
10	Agra	Agra	Kiraoali (NP)
11	Agra	Agra	Pinahat (NP)
12	Agra	Agra	Shamsabad (NPP)
13	Agra	Agra	Swamibagh (NP)
14	Agra	Firozabad	Fariha (NP)
15*	Agra	Firozabad	Firozabad (M Corp.)
16	Agra	Firozabad	Jasrana (NP)
17	Agra	Firozabad	Shikohabad (NPP)
18	Agra	Firozabad	Sirsaganj (NPP)
19	Agra	Firozabad	Tundla (NPP)
20	Agra	Mainpuri	Bewar (NP)
21	Agra	Mainpuri	Bhogaon (NP)
22	Agra	Mainpuri	Ghiraaur (NP)

Sl No	Division	District	ULB
23	Agra	Mainpuri	Jyoti Khuriya (NP)
24	Agra	Mainpuri	Karhal (NP)
25	Agra	Mainpuri	Kishni (NP)
26	Agra	Mainpuri	Kuraoali (NP)
27	Agra	Mainpuri	Kushmara (NP)
28*	Agra	Mainpuri	Mainpuri (NPP)
29	Agra	Mathura	Bajna (NP)
30	Agra	Mathura	Baldeo (NP)
31	Agra	Mathura	Barsana (NP)
32	Agra	Mathura	Chaumuhan (NP)
33	Agra	Mathura	Chhata (NP)
34	Agra	Mathura	Farah (NP)
35	Agra	Mathura	Gokul (NP)
36	Agra	Mathura	Govardhan (NP)
37	Agra	Mathura	Kosi Kalan (NPP)
38	Agra	Mathura	Mahavan (NP)
39*	Agra	Mathura	Mathura (NPP)
40	Agra	Mathura	Nandgaon (NP)
41	Agra	Mathura	Radhakund (NP)
42	Agra	Mathura	Raya (NP)
43	Agra	Mathura	Saunkh (NP)
44	Agra	Mathura	Vrindavan (NPP)
45*	Aligarh	Aligarh	Aligarh (M Corp.)
46	Aligarh	Aligarh	Atrauli (NPP)
47	Aligarh	Aligarh	Beswan (NP)
48	Aligarh	Aligarh	Chharra (NP)
49	Aligarh	Aligarh	Harduaganj (NP)
50	Aligarh	Aligarh	Iglas (NP)
51	Aligarh	Aligarh	Jalali (NP)
52	Aligarh	Aligarh	Jattari (NP)
53	Aligarh	Aligarh	Kauriaganj (NP)
54	Aligarh	Aligarh	Khair (NPP)
55	Aligarh	Aligarh	Pilkhana (NP)
56	Aligarh	Aligarh	Vijaigarh (NP)
57	Aligarh	Etah	Aliganj (NPP)
58	Aligarh	Etah	Awagarh (NP)
59*	Aligarh	Etah	Etah (NPP)
60	Aligarh	Etah	Jaithara (NP)
61	Aligarh	Etah	Jalesar (NPP)
62	Aligarh	Etah	Marehra (NPP)
63	Aligarh	Etah	Nidhauri Kalan (NP)
64	Aligarh	Etah	Raja Ka Rampur (NP)
65	Aligarh	Etah	Sakit (NP)
66	Aligarh	Hathras	Hasayan (NP)
67*	Aligarh	Hathras	Hathras (NPP)
68	Aligarh	Hathras	Mendu (NP)
69	Aligarh	Hathras	Mursan (NP)

SI No	Division	District	ULB
70	Aligarh	Hathras	Purdilnagar (NP)
71	Aligarh	Hathras	Sadabad (NP)
72	Aligarh	Hathras	Sahpau (NP)
73	Aligarh	Hathras	Sasni (NP)
74	Aligarh	Hathras	Sikandrarao (NPP)
75	Aligarh	Kasganj	Amapur (NP)
76	Aligarh	Kasganj	Bhargain (NP)
77	Aligarh	Kasganj	Bilram (NP)
78	Aligarh	Kasganj	Ganj Dundawara (NPP)
79*	Aligarh	Kasganj	Kasganj (NPP)
80	Aligarh	Kasganj	Mohanpur (NP)
81	Aligarh	Kasganj	Patiyali (NP)
82	Aligarh	Kasganj	Sahawar (NP)
83	Aligarh	Kasganj	Sidhpura (NP)
84	Aligarh	Kasganj	Soron (NPP)
85	Jhansi	Jalaun	Jalaun (NPP)
86	Jhansi	Jalaun	Kadavra (NP)
87	Jhansi	Jalaun	Kalpi (NPP)
88	Jhansi	Jalaun	Konch (NPP)
89	Jhansi	Jalaun	Kotra (NP)
90	Jhansi	Jalaun	Madhogarh (NP)
91	Jhansi	Jalaun	Nadigaon (NP)
92*	Jhansi	Jalaun	Orai (NPP)
93	Jhansi	Jalaun	Rampura (NP)
94	Jhansi	Jalaun	Umri (NP)
95	Jhansi	Jhansi	Baragaon (NP)
96	Jhansi	Jhansi	Barua Sagar (NPP)
97	Jhansi	Jhansi	Chirgaon (NPP)
98	Jhansi	Jhansi	Erich (NP)
99	Jhansi	Jhansi	Garautha (NP)
100	Jhansi	Jhansi	Gursarai (NPP)
101*	Jhansi	Jhansi	Jhansi (M Corp.)
102	Jhansi	Jhansi	Kathera (NP)
103	Jhansi	Jhansi	Mauranipur (NPP)
104	Jhansi	Jhansi	Moth (NP)
105	Jhansi	Jhansi	Ranipur (NP)
106	Jhansi	Jhansi	Samthar (NPP)
107	Jhansi	Jhansi	Tondi Fatehpur (NP)
108*	Jhansi	Lalitpur	Lalitpur (NPP)
109	Jhansi	Lalitpur	Mahroni (NP)
110	Jhansi	Lalitpur	Pali (NP)
111	Jhansi	Lalitpur	Talbehat (NP)

Cluster 3			
Sl No	Division	District	ULB
1	Meerut	Bagpat	Agarwal Mandi (NP)
2	Meerut	Bagpat	Aminagar Sarai (NP)
3*	Meerut	Bagpat	Baghpat (NPP)
4	Meerut	Bagpat	Baraut (NPP)
5	Meerut	Bagpat	Chhaprauli (NP)
6	Meerut	Bagpat	Doghat (NP)
7	Meerut	Bagpat	Khekada (NPP)
8	Meerut	Bagpat	Tikri (NP)
9	Meerut	Bulandsahar	Anupshahr (NPP)
10	Meerut	Bulandsahar	Aurangabad (NP)
11	Meerut	Bulandsahar	Bhawan Bahadurnagar (NP)
12	Meerut	Bulandsahar	Bugrasi (NP)
13*	Meerut	Bulandsahar	Bulandshahr (NPP)
14	Meerut	Bulandsahar	Chhatari (NP)
15	Meerut	Bulandsahar	Dibai (NPP)
16	Meerut	Bulandsahar	Gulaoti (NPP)
17	Meerut	Bulandsahar	Jahangirabad (NPP)
18	Meerut	Bulandsahar	Kakod (NP)
19	Meerut	Bulandsahar	Khanpur (NP)
20	Meerut	Bulandsahar	Khurja (NPP)
21	Meerut	Bulandsahar	Naraura (NP)
22	Meerut	Bulandsahar	Pahasu (NP)
23	Meerut	Bulandsahar	Shikarpur (NPP)
24	Meerut	Bulandsahar	Siana (NPP)
25	Meerut	Bulandsahar	Sikandrabad (NPP)
26	Meerut	Gautam Buddh Nagar	Bilaspur (NP)
27*	Meerut	Gautam Buddh Nagar	Dadri (NPP)
28	Meerut	Gautam Buddh Nagar	Dankaur (NP)
29	Meerut	Gautam Buddh Nagar	Jahangirpur (NP)
30	Meerut	Gautam Buddh Nagar	Jewar (NP)
31	Meerut	Gautam Buddh Nagar	Rabupura (NP)
32	Meerut	Ghaziabad	Dasna (NP)
33	Meerut	Ghaziabad	Faridnagar (NP)
34*	Meerut	Ghaziabad	Ghaziabad (M Corp.)
35	Meerut	Ghaziabad	Khoda (NPP)
36	Meerut	Ghaziabad	Loni (NPP)
37	Meerut	Ghaziabad	Modinagar (NPP)
38	Meerut	Ghaziabad	Muradnagar (NPP)
39	Meerut	Ghaziabad	Niwari (NP)
40	Meerut	Ghaziabad	Patala (NP)
41	Meerut	Hapur	Babugarh (NP)
42	Meerut	Hapur	Garhmukhteshwar (NPP)
43*	Meerut	Hapur	Hapur (NPP)
44	Meerut	Hapur	Pilkhuwa (NPP)
45	Meerut	Meerut	Bahsuma (NP)
46	Meerut	Meerut	Daurala (NP)

SI No	Division	District	ULB
47	Meerut	Meerut	Hastinapur (NP)
48	Meerut	Meerut	Karnawal (NP)
49	Meerut	Meerut	Kharkhauda (NP)
50	Meerut	Meerut	Kithaur (NP)
51	Meerut	Meerut	Lawar (NP)
52	Meerut	Meerut	Mawana (NPP)
53*	Meerut	Meerut	Meerut (M Corp.)
54	Meerut	Meerut	Parikshitgarh (NP)
55	Meerut	Meerut	Phalauda (NP)
56	Meerut	Meerut	Sardhana (NPP)
57	Meerut	Meerut	Sewalkhas (NP)
58	Saharanpur	Muzaffarnagar	Bhokarhedi (NP)
59	Saharanpur	Muzaffarnagar	Budhana (NP)
60	Saharanpur	Muzaffarnagar	Charthawal (NP)
61	Saharanpur	Muzaffarnagar	Jansath (NP)
62	Saharanpur	Muzaffarnagar	Khatauli (NPP)
63	Saharanpur	Muzaffarnagar	Mirapur (NP)
64*	Saharanpur	Muzaffarnagar	Muzaffarnagar (NPP)
65	Saharanpur	Muzaffarnagar	Purquazi (NP)
66	Saharanpur	Muzaffarnagar	Shahpur (NP)
67	Saharanpur	Muzaffarnagar	Sisauli (NP)
68	Saharanpur	Saharanpur	Ambehta (NP)
69	Saharanpur	Saharanpur	Behat (NP)
70	Saharanpur	Saharanpur	Chilkana Sultanpur (NP)
71	Saharanpur	Saharanpur	Deoband (NPP)
72	Saharanpur	Saharanpur	Gangoh (NPP)
73	Saharanpur	Saharanpur	Nakur (NPP)
74	Saharanpur	Saharanpur	Nanauta (NP)
75	Saharanpur	Saharanpur	Rampur Maniharan (NP)
76*	Saharanpur	Saharanpur	Saharanpur (M Corp.)
77	Saharanpur	Saharanpur	Sarsawa (NPP)
78	Saharanpur	Saharanpur	Titron (NP)
79	Saharanpur	Shamli	Ailam (NP)
80	Saharanpur	Shamli	Banat (NP)
81	Saharanpur	Shamli	Garhi Pukhta (NP)
82	Saharanpur	Shamli	Jalalabad (NP)
83	Saharanpur	Shamli	Jhinhana (NP)
84	Saharanpur	Shamli	Kairana (NPP)
85	Saharanpur	Shamli	Kandhla (NPP)
86*	Saharanpur	Shamli	Shamli (NPP)
87	Saharanpur	Shamli	Thana Bhawan (NP)
88	Saharanpur	Shamli	Un (NP)
Cluster 4			
SI No	Division	District	ULB
1	Bareilly	Badaun	Allapur (NP)
2	Bareilly	Badaun	Bilsa (NPP)
3	Bareilly	Badaun	Bisauli (NPP)

Sl No	Division	District	ULB
4*	Bareilly	Badaun	Budaun (NPP)
5	Bareilly	Badaun	Dataganj (NP)
6	Bareilly	Badaun	Faizganj (NP)
7	Bareilly	Badaun	Gulariya (NP)
8	Bareilly	Badaun	Islamnagar (NP)
9	Bareilly	Badaun	Kachhla (NP)
10	Bareilly	Badaun	Kakrala (NPP)
11	Bareilly	Badaun	Kunwargaon (NP)
12	Bareilly	Badaun	Mundiya (NP)
13	Bareilly	Badaun	Rudayan (NP)
14	Bareilly	Badaun	Sahaswan (NPP)
15	Bareilly	Badaun	Saidpur (NP)
16	Bareilly	Badaun	Sakhanu (NP)
17	Bareilly	Badaun	Ujhani (NPP)
18	Bareilly	Badaun	Usawan (NP)
19	Bareilly	Badaun	Usehat (NP)
20	Bareilly	Badaun	Wazirganj (NP)
21	Bareilly	Bareilly	Aonla (NPP)
22	Bareilly	Bareilly	Baheri (NPP)
23*	Bareilly	Bareilly	Bareilly (M Corp.)
24	Bareilly	Bareilly	Bisharatganj (NP)
25	Bareilly	Bareilly	Deoranian (NP)
26	Bareilly	Bareilly	Dhaura Tanda (NP)
27	Bareilly	Bareilly	Faridpur (NP)
28	Bareilly	Bareilly	Faridpur (NPP)
29	Bareilly	Bareilly	Fatehganj Pashchimi (NP)
30	Bareilly	Bareilly	Fatehganj Purvi (NP)
31	Bareilly	Bareilly	Mirganj (NP)
32	Bareilly	Bareilly	Nawabganj (NPP)
33	Bareilly	Bareilly	Richha (NP)
34	Bareilly	Bareilly	Rithora (NP)
35	Bareilly	Bareilly	Sainthal (NP)
36	Bareilly	Bareilly	Shahi (NP)
37	Bareilly	Bareilly	Shergarh (NP)
38	Bareilly	Bareilly	Shishgarh (NP)
39	Bareilly	Bareilly	Sirauli (NP)
40	Bareilly	Bareilly	Thiriya Nizawat Khan (NP)
41	Bareilly	Pilibhit	Barkhera (NP)
42	Bareilly	Pilibhit	Bilsanda (NP)
43	Bareilly	Pilibhit	Bisalpur (NPP)
44	Bareilly	Pilibhit	Gulariya Bhindara (NP)
45	Bareilly	Pilibhit	Jahanabad (NP)
46	Bareilly	Pilibhit	Kalinagar (NP)
47	Bareilly	Pilibhit	Nyoria Husainpur (NP)
48*	Bareilly	Pilibhit	Pilibhit (NPP)
49	Bareilly	Pilibhit	Puranpur (NPP)
50	Bareilly	Shahjahanpur	Allahganj (NP)

Sl No	Division	District	ULB
51	Bareilly	Shahjahanpur	Jalalabad (NPP)
52	Bareilly	Shahjahanpur	Kanth (NP)
53	Bareilly	Shahjahanpur	Katra (NP)
54	Bareilly	Shahjahanpur	Khudaganj (NP)
55	Bareilly	Shahjahanpur	Khutar (NP)
56	Bareilly	Shahjahanpur	Powayan (NPP)
57	Bareilly	Shahjahanpur	Railway Settlement Roza (NP)
58*	Bareilly	Shahjahanpur	Shahjahanpur (NPP)
59	Bareilly	Shahjahanpur	Tilhar (NPP)
60*	Moradabad	Amroha	Amroha (NPP)
61	Moradabad	Amroha	Bachhraon (NPP)
62	Moradabad	Amroha	Dhanaura (NPP)
63	Moradabad	Amroha	Gajraula (NP)
64	Moradabad	Amroha	Hasanpur (NPP)
65	Moradabad	Amroha	Joya (NP)
66	Moradabad	Amroha	Naugawan Sadat (NP)
67	Moradabad	Amroha	Ujhari (NP)
68	Moradabad	Bijnor	Afzalgarh (NPP)
69*	Moradabad	Bijnor	Bijnore (NPP)
70	Moradabad	Bijnor	Chandpur (NPP)
71	Moradabad	Bijnor	Dhampur (NPP)
72	Moradabad	Bijnor	Haldaur (NPP)
73	Moradabad	Bijnor	Jalalabad (NP)
74	Moradabad	Bijnor	Jhalu (NP)
75	Moradabad	Bijnor	Kiratpur (NPP)
76	Moradabad	Bijnor	Mandawar (NP)
77	Moradabad	Bijnor	Nagina (NPP)
78	Moradabad	Bijnor	Najibabad (NPP)
79	Moradabad	Bijnor	Nehtaur (NPP)
80	Moradabad	Bijnor	Noorpur (NPP)
81	Moradabad	Bijnor	Sahanpur (NP)
82	Moradabad	Bijnor	Sahaspur (NP)
83	Moradabad	Bijnor	Seohara (NPP)
84	Moradabad	Bijnor	Sherkot (NPP)
85	Moradabad	Bijnor	Warhapur (NP)
86	Moradabad	Moradabad	Bhojpur Dharampur (NP)
87	Moradabad	Moradabad	Bilari (NPP)
88	Moradabad	Moradabad	Kanth (NP)
89	Moradabad	Moradabad	Kundarki (NP)
90*	Moradabad	Moradabad	Moradabad (M Corp.)
91	Moradabad	Moradabad	Thakurdwara (NPP)
92	Moradabad	Moradabad	Umri Kalan (NP)
93	Moradabad	Rampur	Bilaspur (NPP)
94	Moradabad	Rampur	Kemri (NP)
95	Moradabad	Rampur	Maswasi (NP)
96	Moradabad	Rampur	Milak (NPP)
97*	Moradabad	Rampur	Rampur (NPP)

SI No	Division	District	ULB
98	Moradabad	Rampur	Shahabad (NP)
99	Moradabad	Rampur	Swar (NPP)
100	Moradabad	Rampur	Tanda (NPP)
101	Moradabad	Sambhal	Babrala (NP)
102	Moradabad	Sambhal	Bahjoi (NPP)
103	Moradabad	Sambhal	Chandausi (NPP)
104	Moradabad	Sambhal	Gawan (NP)
105	Moradabad	Sambhal	Gunnaur (NP)
106	Moradabad	Sambhal	Narauli (NP)
107*	Moradabad	Sambhal	Sambhal (NPP)
108	Moradabad	Sambhal	Sirsi (NP)
Cluster 5			
SI No	Division	District	ULB
1*	Chitrakoot	Banda	Banda (NPP)
2	Chitrakoot	Banda	Atarra (NPP)
3	Chitrakoot	Banda	Baberu (NP)
4	Chitrakoot	Banda	Bisanda Buzurg (NP)
5	Chitrakoot	Banda	Mataundh (NP)
6	Chitrakoot	Banda	Naraini (NP)
7	Chitrakoot	Banda	Oran (NP)
8	Chitrakoot	Banda	Tindwari (NP)
9*	Chitrakoot	Chitrakoot	Chitrakootdham Karwi (NPP)
10	Chitrakoot	Chitrakoot	Manikpur Sarhat (NP)
11	Chitrakoot	Chitrakoot	Rajapur (NP)
12	Chitrakoot	Hamirpur	Gohand (NP)
13*	Chitrakoot	Hamirpur	Hamirpur (NPP)
14	Chitrakoot	Hamirpur	Kurara (NP)
15	Chitrakoot	Hamirpur	Maudaha (NPP)
16	Chitrakoot	Hamirpur	Rath (NPP)
17	Chitrakoot	Hamirpur	Sarila (NP)
18	Chitrakoot	Hamirpur	Sumerpur (NP)
19	Chitrakoot	Mahoba	Charkhari (NPP)
20	Chitrakoot	Mahoba	Kabrai (NP)
21	Chitrakoot	Mahoba	Kharela (NP)
22	Chitrakoot	Mahoba	Kul Pahar (NP)
23*	Chitrakoot	Mahoba	Mahoba (NPP)
24*	Allahabad	Allahabad	Allahabad (M Corp.)
25	Allahabad	Allahabad	Bharatganj (NP)
26	Allahabad	Allahabad	Handia (NP)
27	Allahabad	Allahabad	Jhusi (NP)
28	Allahabad	Allahabad	Koraon (NP)
29	Allahabad	Allahabad	Lal Gopalganj (NP)
30	Allahabad	Allahabad	Mau Aima (NP)
31	Allahabad	Allahabad	Phulpur (NP)
32	Allahabad	Allahabad	Shankargarh (NP)
33	Allahabad	Allahabad	Sirsa (NP)
34	Allahabad	Fatehpur	Bahuwa (NP)

Sl No	Division	District	ULB
35	Allahabad	Fatehpur	Bindki (NPP)
36*	Allahabad	Fatehpur	Fatehpur (NPP)
37	Allahabad	Fatehpur	Hathgaam (NP)
38	Allahabad	Fatehpur	Khaga (NP)
39	Allahabad	Fatehpur	Kishunpur (NP)
40	Allahabad	Fatehpur	Kora Jahanabad (NP)
41	Allahabad	Kaushambi	Ajhuwa (NP)
42	Allahabad	Kaushambi	Bharwari (NP)
43	Allahabad	Kaushambi	Chail (NP)
44	Allahabad	Kaushambi	Karari (NP)
45*	Allahabad	Kaushambi	Manjhanpur (NP)
46	Allahabad	Kaushambi	Sarai Aquil (NP)
47	Allahabad	Kaushambi	Sirathu (NP)
48	Allahabad	Pratapgarh	Antu (NP)
49*	Allahabad	Pratapgarh	Bela Pratapgarh (NPP)
50	Allahabad	Pratapgarh	Katra Medniganj (NP)
51	Allahabad	Pratapgarh	Kunda (NP)
52	Allahabad	Pratapgarh	Manikpur (NP)
53	Allahabad	Pratapgarh	Patti (NP)
54	Allahabad	Pratapgarh	Pratapgarh City (NP)
55*	Mirzapur	Bhadohi	Bhadohi (NPP)
56	Mirzapur	Bhadohi	Ghosia Bazar (NP)
57	Mirzapur	Bhadohi	Gopiganj (NPP)
58	Mirzapur	Bhadohi	Gyanpur (NP)
59	Mirzapur	Bhadohi	Khamaria (NP)
60	Mirzapur	Bhadohi	Nai Bazar (NP)
61	Mirzapur	Bhadohi	Suriyawan (NP)
62	Mirzapur	Mirzapur	Ahaura (NPP)
63	Mirzapur	Mirzapur	Chunar (NPP)
64	Mirzapur	Mirzapur	Kachhwa (NP)
65*	Mirzapur	Mirzapur	Mirzapur (NPP)
66	Mirzapur	Sonbhadra	Chopan (NP)
67	Mirzapur	Sonbhadra	Churk Ghurma (NP)
68	Mirzapur	Sonbhadra	Dudhi (NP)
69	Mirzapur	Sonbhadra	Ghorawal (NP)
70	Mirzapur	Sonbhadra	Obra (NP)
71	Mirzapur	Sonbhadra	Pipri (NP)
72	Mirzapur	Sonbhadra	Renukoot (NP)
73*	Mirzapur	Sonbhadra	Sonbhadra- Robertsganj (NPP)
74	Kanpur	Auraiya	Achhalda (NP)
75	Kanpur	Auraiya	Atasu (NP)
76*	Kanpur	Auraiya	Auraiya (NPP)
77	Kanpur	Auraiya	Babarpur Ajitmal (NP)
78	Kanpur	Auraiya	Bidhuna (NP)
79	Kanpur	Auraiya	Dibiyapur (NP)
80	Kanpur	Auraiya	Phaphund (NP)
81	Kanpur	Etawah	Bakewar (NP)

Sl No	Division	District	ULB
82	Kanpur	Etawah	Bharthana (NPP)
83	Kanpur	Etawah	Ekdil (NP)
84*	Kanpur	Etawah	Etawah (NPP)
85	Kanpur	Etawah	Jaswantnagar (NPP)
86	Kanpur	Etawah	Lakhna (NP)
87*	Kanpur	Farrukhabad	Farrukhabad (NPP)
88	Kanpur	Farrukhabad	Kaimganj (NPP)
89	Kanpur	Farrukhabad	Kamalganj (NP)
90	Kanpur	Farrukhabad	Kampil (NP)
91	Kanpur	Farrukhabad	Mohammadabad (NP)
92	Kanpur	Farrukhabad	Shamsabad (NP)
93	Kanpur	Kannauj	Chhibramau (NPP)
94	Kanpur	Kannauj	Gursahaiganj (NPP)
95*	Kanpur	Kannauj	Kannauj (NPP)
96	Kanpur	Kannauj	Samdhan (NP)
97	Kanpur	Kannauj	Saurikh (NP)
98	Kanpur	Kannauj	Sikanderpur (NP)
99	Kanpur	Kannauj	Talgram (NP)
100	Kanpur	Kannauj	Tirwaganj (NP)
101	Kanpur	Kanpur Dehat	Akbarpur (NP)
102	Kanpur	Kanpur Dehat	Amraudha (NP)
103	Kanpur	Kanpur Dehat	Derapur (NP)
104	Kanpur	Kanpur Dehat	Jhinhak (NP)
105*	Kanpur	Kanpur Dehat	Pukhrayan (NPP)
106	Kanpur	Kanpur Dehat	Rasulabad (NP)
107	Kanpur	Kanpur Dehat	Rura (NP)
108	Kanpur	Kanpur Dehat	Shivli (NP)
109	Kanpur	Kanpur Dehat	Sikandra (NP)
110	Kanpur	Kanpur Nagar	Bilhaur (NPP)
111	Kanpur	Kanpur Nagar	Bithoor (NP)
112	Kanpur	Kanpur Nagar	Ghatampur (NPP)
113*	Kanpur	Kanpur Nagar	Kanpur (M Corp.)
114	Kanpur	Kanpur Nagar	Shivrajpur (NP)
Cluster 6			
Sl No	Division	District	ULB
1	Varanasi	Chandauli	Chakia (NP)
2	Varanasi	Chandauli	Chandauli (NP)
3*	Varanasi	Chandauli	Mughalsarai (NPP)
4	Varanasi	Chandauli	Saiyad Raza (NP)
5	Varanasi	Ghazipur	Bahadurganj (NP)
6	Varanasi	Ghazipur	Dildarnagar (NP)
7*	Varanasi	Ghazipur	Ghazipur (NPP)
8	Varanasi	Ghazipur	Jangipur (NP)
9	Varanasi	Ghazipur	Mohammadabad (NPP)
10	Varanasi	Ghazipur	Sadat (NP)
11	Varanasi	Ghazipur	Saidpur (NP)
12	Varanasi	Ghazipur	Zamania (NPP)

Sl No	Division	District	ULB
13	Varanasi	Jaunpur	Badlapur (NP)
14	Varanasi	Jaunpur	Jafarabad (NP)
15*	Varanasi	Jaunpur	Jaunpur (NPP)
16	Varanasi	Jaunpur	Kerakat (NP)
17	Varanasi	Jaunpur	Khetasarai (NP)
18	Varanasi	Jaunpur	Machhlisahar (NP)
19	Varanasi	Jaunpur	Mariahu (NP)
20	Varanasi	Jaunpur	Mogra Badshahpur (NPP)
21	Varanasi	Jaunpur	Shahganj (NPP)
22	Varanasi	Varanasi	Gangapur (NP)
23	Varanasi	Varanasi	Ramnagar (NPP)
24*	Varanasi	Varanasi	Varanasi (M Corp.)
25	Azamgarh	Azamgarh	Atrauliya (NP)
26*	Azamgarh	Azamgarh	Azamgarh (NPP)
27	Azamgarh	Azamgarh	Azmatgarh (NP)
28	Azamgarh	Azamgarh	Bilariaganj (NP)
29	Azamgarh	Azamgarh	Jiyanpur (NP)
30	Azamgarh	Azamgarh	Katghar Lalganj (NP)
31	Azamgarh	Azamgarh	Mahrajganj (NP)
32	Azamgarh	Azamgarh	Mahul (NP)
33	Azamgarh	Azamgarh	Mehnagar (NP)
34	Azamgarh	Azamgarh	Mubarakpur (NPP)
35	Azamgarh	Azamgarh	Nizamabad (NP)
36	Azamgarh	Azamgarh	Phulpur (NP)
37	Azamgarh	Azamgarh	Sarai Mir (NP)
38*	Azamgarh	Ballia	Ballia (NPP)
39	Azamgarh	Ballia	Bansdih (NP)
40	Azamgarh	Ballia	Belthara Road (NP)
41	Azamgarh	Ballia	Chitbara Gaon (NP)
42	Azamgarh	Ballia	Maniyar (NP)
43	Azamgarh	Ballia	Rasra (NPP)
44	Azamgarh	Ballia	Reoti (NP)
45	Azamgarh	Ballia	Sahatwar (NP)
46	Azamgarh	Ballia	Sikanderpur (NP)
47	Azamgarh	Mau	Adari (NP)
48	Azamgarh	Mau	Amila (NP)
49	Azamgarh	Mau	Dohrighat (NP)
50	Azamgarh	Mau	Ghosi (NP)
51	Azamgarh	Mau	Kopaganj (NP)
52*	Azamgarh	Mau	Maunath Bhanjan (NPP)
53	Azamgarh	Mau	Muhammadabad Gohna (NP)
54	Azamgarh	Mau	Walidpur (NP)
55	Gorakhpur	Deoria	Bhatni Bazar (NP)
56	Gorakhpur	Deoria	Bhatpar Rani (NP)
57*	Gorakhpur	Deoria	Deoria (NPP)
58	Gorakhpur	Deoria	Gaura Barhaj (NPP)
59	Gorakhpur	Deoria	Gauri Bazar (NP)

Sl No	Division	District	ULB
60	Gorakhpur	Deoria	Lar (NP)
61	Gorakhpur	Deoria	Majhauriraj (NP)
62	Gorakhpur	Deoria	Rampur Karkhana (NP)
63	Gorakhpur	Deoria	Rudrapur (NP)
64	Gorakhpur	Deoria	Salempur (NP)
65	Gorakhpur	Gorakhpur	Bansgaon (NP)
66	Gorakhpur	Gorakhpur	Barhalganj (NP)
67	Gorakhpur	Gorakhpur	Gola Bazar (NP)
68*	Gorakhpur	Gorakhpur	Gorakhpur (M Corp.)
69	Gorakhpur	Gorakhpur	Mundera Bazar (NP)
70	Gorakhpur	Gorakhpur	Pipiganj (NP)
71	Gorakhpur	Gorakhpur	Pipraich (NP)
72	Gorakhpur	Gorakhpur	Sahjanwan (NP)
73	Gorakhpur	Kushinagar	Hata (NP)
74	Gorakhpur	Kushinagar	Kaptanganj (NP)
75	Gorakhpur	Kushinagar	Khadda (NP)
76*	Gorakhpur	Kushinagar	Kushinagar (NP)
77	Gorakhpur	Kushinagar	Padrauna (NPP)
78	Gorakhpur	Kushinagar	Ramkola (NP)
79	Gorakhpur	Kushinagar	Sewarhi (NP)
80	Gorakhpur	Maharajganj	Anandnagar (NP)
81	Gorakhpur	Maharajganj	Ghughuli (NP)
82*	Gorakhpur	Maharajganj	Maharajganj (NPP)
83	Gorakhpur	Maharajganj	Nautanwa (NPP)
84	Gorakhpur	Maharajganj	Nichlaul (NP)
85	Gorakhpur	Maharajganj	Siswa Bazar (NP)
86*	Basti	Basti	Basti (NPP)
87	Basti	Basti	Bhabnan Bazar (NP)
88	Basti	Basti	Harraiya (NP)
89	Basti	Basti	Rudhauri Bazar (NP)
90	Basti	Sant Kabeer Nagar	Hariharpur (NP)
91*	Basti	Sant Kabeer Nagar	Khalilabad (NPP)
92	Basti	Sant Kabeer Nagar	Maghar (NP)
93	Basti	Sant Kabeer Nagar	Mehdawal (NP)
94	Basti	Siddharth Nagar	Bansi (NPP)
95	Basti	Siddharth Nagar	Barhani Bazar (NP)
96	Basti	Siddharth Nagar	Domariyaganj (NP)
97	Basti	Siddharth Nagar	Shohratgarh (NP)
98*	Basti	Siddharth Nagar	Siddharthnagar (NPP)
99	Basti	Siddharth Nagar	Uska Bazar (NP)
100*	Devipatan	Bahraich	Bahraich (NPP)
101	Devipatan	Bahraich	Jarwal (NP)
102	Devipatan	Bahraich	Nanpara (NPP)
103	Devipatan	Bahraich	Risiya (NP)
104*	Devipatan	Balrampur	Balrampur (NPP)
105	Devipatan	Balrampur	Pachperwa (NP)
106	Devipatan	Balrampur	Tulsipur (NP)

Sl No	Division	District	ULB
107	Devipatan	Balrampur	Utraula (NPP)
108	Devipatan	Gonda	Colonelganj (NPP)
109*	Devipatan	Gonda	Gonda (NPP)
110	Devipatan	Gonda	Katra (NP)
111	Devipatan	Gonda	Khargupur (NP)
112	Devipatan	Gonda	Mankapur (NP)
113	Devipatan	Gonda	Nawabganj (NPP)
114*	Devipatan	Sravasti	Bhingra (NP)
115	Devipatan	Sravasti	Ikauna (NP)

Note:

1. * District Headquarter Level ULB where District Programme Manager cum IT Specialist will be positioned.
2. Other than Headquarter Level ULB, Multi Tasking cum Computer Operator will be positioned.
3. Selection of candidates will be based on applicable "Reservation Norms" (SC/ST/OBC).
4. Selected tender will submit the names of the candidates to SMD for approval. SMD may verify their credentials by way of interview or otherwise. If a candidate is found to be unsuitable, replacement will have to be provided by Agencies.
5. SMD will not bear any cost incurred by Agency/Candidate in the verification process/.

5.3 PAYMENT ARRANGEMENTS TO PMU/PIU

a) The remuneration details of PMU/PIU is given as under:

Sl. No	Position	Remuneration
State level Project Management Unit (PMU)		
1	Finance cum Accounts Specialist	Rs. 60000/- per month
2	Data Entry cum Computer Operator	Rs. 15000/- per month
3	Multi Tasking Staff	Rs. 10000/- per month
4	Sweeper (Safai Karamchari)	Rs. 265/ per day
ULB level Project Implementation Unit (PIU)		
1	District Programme (SBM-Urban) Manager cum IT Specialist	Rs. 35000/- per month
2	Multi Tasking Staff cum Computer Operator	Rs. 10000/- per month

- b) TA and DA (if any) to the personnel will be paid (as per state govt. norms) by the respective ULB/SMD to concerning directly.
- c) Payment Mode to Agency: Reimbursement Claim.
- d) All personnel's should be insured (Group Insurance).
- e) Employer part of EPF and ESI will be paid to the agency in additional.
- f) All Taxes (Service Tax, Swachh Cess, Krishi Kalyan Cess etc) will be paid as per norms.

Section 6: Bid Proposal Formats

The State Mission Directorate (SBM-Urban) invites the Proposals from Agencies for the establishment of State level Project Management Unit (PMU) and ULB level Project Implementation Unit (PIU) funder Swachh Bharat Mission.

Bidders are required to submit following proposal formats for submitting their Proposals:

S.No.	Form	Description
1.	Form-1	Covering Letter
Technical Forms		
2.	Form-2a	Past Relevant Experience
3.	Form-2b	Understanding of Deployment of Manpower and Work Plan
Commercial Form		
4.	Form-3	Commercial Proposal Format

6.1 Form-1: Covering Letter

Date:

Reference No. :

[Bidders are required to submit the covering letter as given here on their letterhead]

To,

State Mission Director (SBM)/Director,
Urban Local Bodies Directorate,
8th Floor, Indira Bhawan,
Ashok Marg, Lucknow: 226001

Sub: Proposal for the Selection of Manpower Supply Agencies for the Establishment of State level Project Management Unit (PMU) and ULB level Project Implementation Unit (PIU) to implement Swachh Bharat Mission (Urban) in Uttar Pradesh.

Dear Sir,

1. We, the undersigned, having carefully examined the referred RFP, offer to propose for the selection as **Agency**, in full conformity with the said RFP.
2. We have read the all the provisions of RFP and confirm that these are acceptable to us.
3. We further declare that additional conditions, variations, deviations, if any, found in our proposal shall not be given effect to.
4. We agree to abide by this Proposal, consisting of this letter, our Pre-qualification, Technical and Commercial Proposals, the duly notarized written power of attorney, and all attachments, for a period of 90 days from the date fixed for submission of proposals as stipulated in the RFP and modifications resulting from contract negotiations, and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.
5. Until the formal final Contract is prepared and executed between us, this Proposal, together with your written acceptance of the Proposal and your notification of award, shall constitute a binding contract between us.
6. We declare that we do not have any interest in downstream business, which may ensue from the RFP prepared through this assignment.
7. We hereby declare that all the information and State Mission Director amends made in this proposal are true and accept that any misrepresentation or misinterpretation contained in it may lead to our disqualification.
8. We understand you are not bound to accept any proposal you receive, not to give reason for rejection of any proposal and that you will not defray any expenses incurred by us in bidding.
9. Online Payment (NEFT/RTGS) receipts of Rs.2.00 Lakhs is enclosed towards EMD.

Signature.....

In the capacity of.....

Duly authorized to sign Proposal for and on behalf of.....

Date and Place.....

6.2 Form-2a: Past Relevant Experience

[Bidders are required to provide details of relevant experiences in the format give below]

S. No.	Particular	Details
1.	Description of Project	
2.	Name of Client	
3.	Address of Client	
4.	Contact Person Name & Mobile/ Telephone	
5.	Total Assignment Value (Rs)	
6.	Project Duration (Start & End Date)	
7.	Whether completed or ongoing	
8.	No. of personnel man-months provided by the Agency	

Signature.....

In the capacity of..... Duly authorized to sign Proposal for and on behalf of.....

Date..... Place.....

6.3 Form-2b: Understanding of Deployment of Manpower and Work Plan under Proposed Assignment

Based on the broad areas of work outlined in the RFP and bidder's own experiences, bidders are required to provide details of bidder's understanding regarding:

1. Functions of the Department
2. Requirements of the assignment and activities under this.
3. Approach & methodology intended to be adopted to address the requirements
4. Any other

6.4 Form 3: Commercial Proposal Format

[To be submitted by the bidder as per the format given below on their letterhead in a separate sealed cover]

Date:

Reference No. :

Note:

1. Our financial quotation for the assignment is given as under:

SI No	Cluster	Service Charge (in %)
ULB Level PIU		
1	Cluster 1	
2	Cluster 2	
3	Cluster 3	
4	Cluster 4	
5	Cluster 5	
6	Cluster 6	
SI No	State	Service Charge (in %)
State Level PMU		
1	State PMU	

2. All taxes quoted will be assumed to be as on 10th day prior to the date of submission of bid. Any changes in the statutory taxes or levies affected by Central/State/Other Government bodies after this date will be considered and applied after due authorization.

Dated this [day / month / year]

Authorized Signatory (in full and initials):

Name and title of signatory:

Duly authorized to sign this Proposal for and on behalf of [Name of Consultant]

Name of Firm:

Address:

Section 7: Earnest Money Deposit (EMD)**7.1.1 Annexure A: EMD Receipt Details**

Sl No	Description	Remark
1	RTGS/NEFT Reference Number with Date	
2	EMD Receipt	Copy Attached (Yes/No)

7.1.2 Annexure B: Agency Bank Details

Sl No	Description	Remark
Depositor Details		
1	Name of Agency/Account Holder	
2	Bank Account Number	
3	Bank and Branch	
4	IFS Code	

Place:

Date:

(Signature of Authorized signatory)

7.2 Annexure B: Performance Bank Guarantee Format

1. This deed of Bank Guarantee made this<Day> day of<Month> <Year> by<Name of Bank> having its office at<Office address of the Bank>, hereinafter referred to as “The Bank” which expression shall include their successors, in favor of<State> (hereinafter referred to as “The Department” which expression shall include their successors).
2. Whereas the Department has issued RFP notification no. <Notification no.> dated < Date of notification> to M/s<Name of the Agency> a firm/company incorporated in India under the Companies Act, 1956 and having its registered office at<Registered office address><Registered office address>(India) and place of business at<Business Address of Agency> hereinafter referred to as “The Agency” (which term or expression unless excluded by or repugnant to the subject or context shall mean and include its successors-in-office and assigns) for *Selection as Manpower Agency for the Establishment of PMU and PIU under Swachh Bharat Mission (Urban) in Uttar Pradesh*.
3. In consideration the Department selecting the Agency as *Manpower Supply Agency to implement Swachh Bharat Mission (Urban)* as per the terms and conditions of the Agreement entered into between the Department and the Agency, we the Bank, hereby irrevocably and unconditionally guarantee to pay the Department on first demand without demur any sum up to **Rs.-----Lakhs (5 % of Contract value)** merely on claim or demand by the Department along with reason of breach by the Agency of any of the terms or conditions contained in the said Agreement or by reason of the Agency’s failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee.
4. We, the Bank, undertake to pay to the Department any money so demanded notwithstanding any dispute(s) raised by the Agency in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the Agency shall have no claim against us for making such payment.
5. The Bank’s liability herein contained in this guarantee shall not be impaired or discharged by any extension of time or any forbearance of neglect on the part of the Department or any variations or alterations made, considered or agreed to with or without knowledge or consent of the Bank by or between the Department and the Agency.
6. The guarantee shall remain in all force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Department under or by virtue of the said Agreement have been fully paid and its claim satisfied or discharged or up to **12 (Twelve) months** from the date of its execution i.e. up to<Day> day of <Month> <Year> or the Department certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the Agency and accordingly discharges this guarantee.
7. We, the Bank, further agree with the Department that the Department shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said Agency from time to time or to postpone for any time or from time to time any of the powers exercisable by the Department against the Agency and to forbear or enforce any terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the Agency or for any forbearance, act or omission on the part of the Department or any indulgence by the Department to the said Agency or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

8. The Bank Guarantee shall not be discharged due to any change in the constitution of the Bank or the Company.
9. NOTWITHSTANDING anything contained herein,
 - a) Our liability under this Bank Guarantee is restricted to **Rs.-----Lakhs (5 % of Contract value)**,
 - b) This Bank Guarantee shall be valid up to **<dd.mm.yyyy>** inclusive of the claim period, and
 - c) We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if the Department serve upon us a written claim or demand on or before **< dd.mm.yy.>**
10. We, the Bank, undertake not to revoke this Bank Guarantee during its currency except with the previous written consent of the Department in writing and the guarantee shall be continuous and irrevocable up to the sum stated hereinabove

Place:

Date:

(Signature of Authorized signatory & Stamp of Bank)