

## SHORT TERM NOTICE

### Inviting Interested Firms for Door-to-Door Garbage Collection in 34 Wards of Municipal Corporation Shimla

Municipal Corporation Shimla

No MCS/CHO/2026- 655

Dated: 16th May, 2026

#### 1. INTRODUCTION

Municipal Corporation Shimla (hereinafter referred to as "MC Shimla") invites sealed bids from interested firms/contractors/agencies for outsourcing of **door-to-door garbage collection services** across **34 wards** of Shimla city covering approximately **62,000 garbage collection points/IDs**. This is a short-term engagement for **collection and loading operations only; transportation of waste shall not form part of this contract.**

#### 2. SCOPE OF WORK

- Daily door-to-door collection of domestic, commercial, and institutional waste from all households, shops, offices, and establishments within assigned ward(s);
- Collection of segregated waste (wet/dry) as per SWM Rules, 2016;
- Manual loading of collected waste onto designated MC Shimla vehicles at pre-identified loading points;
- Cleaning and upkeep of community bins and collection points within the ward;
- Daily collection reports to the Sanitation Inspector of the concerned ward.
- Regular sweeping and cleaning of all roads, streets, lanes, and public pathways within the ward to ensure dust-free, litter-free, and hygienic conditions.

**Two-Time Collection in Commercial Areas:** In designated commercial zones (including but not limited to Lower Bazaar, Upper Bazaar, Lakkar Bazaar, and other notified commercial pockets), the agency shall undertake **two rounds of collection per day** — first round between 06:00 AM to 08:00 AM and second round between 06:00 PM to 08:00 PM — to ensure commercial waste does not accumulate during peak business hours.

**Note:** Transportation of waste to processing/disposal sites shall be undertaken by MC Shimla through its own designated vehicles and shall not form part of this contract.

#### 3. ELIGIBILITY CRITERIA

- Registered firm/company/NGO/SHG under relevant Indian law (Certificate of Registration);
- Proven track record of undertaking work of similar nature including street sweeping, drain cleaning, public toilet maintenance, waste segregation, or any

- other sanitation/hygiene related services in urban local bodies / Government institutions / PSUs / private establishments;
- Financial turnover of minimum ₹25 lakh in any one of the preceding three financial years (Audited balance sheet / CA certificate);
  - Valid GST registration (GST Certificate);
  - PAN & TAN registration (Copies);
  - No blacklisting by any Government department/ULB (Self-attested declaration);
  - Compliance with Labour Laws, EPF, ESI (Undertaking-cum-declaration).

#### 4. TENURE OF CONTRACT

##### Contract Period:

- 12 months (extendable by 6 months on mutual consent).
- Commencement within 15 days of issuance of Work Order.
- **Performance Security:** 5% of total contract value (Bank Guarantee/DD).

#### 5. BID DOCUMENT FEE & EARNEST MONEY

- **Total Project Cost:** ₹1 Crores (excluding transportation cost)
- **Cost of Bid Document** (Non-refundable): ₹5,000/-
- **Earnest Money Deposit** (EMD): ₹2,50,000/- (refundable to unsuccessful bidders) (2.5% of Total Project Cost)
- **Mode of Payment:** Demand Draft in favour of “Commissioner, Municipal Corporation Shimla”, payable at Shimla

#### 6. KEY TERMS & CONDITIONS

- The agency shall deploy adequate Safai Karamcharis (minimum 1 per 150 households) equipped with safety gear (gloves, masks, gumboots, reflective jackets);
- Handcarts, tricycles, push-carts, and non-motorized collection equipment shall be provided by the agency at its own cost;
- Collection shall commence daily by 06:00 AM and loading completed by 10:00 AM for residential areas; commercial areas shall have two-time collection as specified above;
- GPS tracking of collection staff and QR-code based attendance shall be mandatory;
- Deduction of 2% of monthly payment per instance of missed collection; repeated default shall attract termination;
- The agency shall bear full responsibility for wages, EPF, ESI, and accident insurance of deployed workers.

## 7. SCHEDULE OF BIDDING

Date of Issue of Notice	16th May, 2026
Pre-Bid Meeting	18th May, 2026 at 11:00 AM in O/o Commissioner, MC Shimla
Last Date for Submission of Queries	20th May, 2026
Last Date & Time for Submission of Bids	25th May, 2026 up to 03:00 PM
Opening of Technical Bids	1 <sup>st</sup> June, 2026 at 03:30 PM
Commencement of Work	Within 15 days of issuance of Work Order

## 8. SUBMISSION OF BIDS

Sealed bids (Technical & Financial in separate covers, super-scribed accordingly) shall be submitted to **The Commissioner, Municipal Corporation Shimla, Civic Centre, Near Lift, Shimla – 171001, Himachal Pradesh**. Incomplete bids, late submissions, and bids without EMD shall be summarily rejected.

## 9. CONTACT DETAILS

Commissioner, MC Shimla: [commissioner.mcs\\_shimla@yahoo.com](mailto:commissioner.mcs_shimla@yahoo.com)

## RIGHT OF MC SHIMLA

- Accept or reject any or all bids without assigning any reason;
- Cancel/withdraw this Notice at any stage without liability;
- Seek clarifications and additional documents from bidders;
- Split the work among multiple agencies for operational efficiency.

  
Commissioner

Municipal Corporation  
Shimla