

Terms of Reference (TOR)

for the

Dismantling, Removal and Safe Disposal of Prefabricated Structures

1. Background

The Motorable Local Roads Bridge Programme, Phase IV (MLRBP-IV), funded by the Swiss Agency for Development and Cooperation (SDC) and implemented by the joint venture of CIVIL Informatics and Solutions (P) Ltd. & MEH Consultants (P) Ltd., is coming to an end on 30 June 2025. As part of the project closure plan, the office building, consisting of the following prefabricated structures, needs to be dismantled and removed:

- Two-storey Office Building (plinth area: 1119 sq. ft.)
- Big Meeting Room (plinth area: 104 sq. ft.)
- Small Meeting Room (plinth area: 63 sq. ft.)
- Store (plinth area: 36 sq. ft.)
- Kitchen (plinth area: 21 sq. ft.)

The dismantling process must be conducted efficiently while ensuring the maximum reuse of salvaged materials, such as metal pipes, aluminum doors/windows, and other valuable items.

2. Objective

The main objective of this assignment is to safely dismantle the office buildings and associated structures up and inclusive concrete foundation structures.

3. Scope of Work

The selected vendor shall:

1. Provide a detailed dismantling plan, including safety measures and methodology.
2. Deploy the necessary manpower, tools, and equipment.
3. Dismantle and remove all prefabricated structures as listed above.
4. Segregate and handle reusable materials (e.g., metal pipes, aluminum doors/windows) responsibly.
5. Offer a monetary value for reusable materials as part of the bid proposal.
6. Restore and clean the site after dismantling.
7. (attend regular site meetings with the client)

4. Deliverables

The vendor shall provide:

1. A dismantling plan outlining the methodology, safety measures, and timeline.
2. An inventory and valuation of reusable materials.
3. A clean, clear and levelled site after dismantling.

5. Timeline

- Bid submission deadline: 8 May 2025
- Work commencement: 1 July 2025
- Work completion: 25 July 2025
- **(Any delay in contract implementation will result in a penalty payment or the termination of the contract)**

6. Eligibility Criteria

Interested vendors must meet the following criteria:

1. Registered Company/Firm.
2. VAT/PAN Registration
3. Tax Clearance for FY 2080/81
4. Proven experience in building dismantling and material recovery.
5. Compliance with safety and environmental regulations.

7. Evaluation Criteria

Bids will be evaluated based on:

- Financial Evaluation [Net of Cost of dismantling & removal and value offered for reusable materials] (80%).
- Technical Evaluation [Vendor's experience and technical capability] (20%).

8. Submission Requirements

Interested vendors must submit the following documents:

- A technical proposal detailing the dismantling plan, safety measures, and timeline.
- A financial proposal, including the cost for dismantling and the value offered for reusable materials.
- Proof of experience in similar projects (self-declared in technical proposal or experience letters)
- Valid Registration document including TAX/VAT registration and tax clearance certificate.
- List of equipment and its intended use at site.

9. Penalty

Non adherence to the timely implementation ultimately leads to a penalty not less than the monthly rent.