

MAHARASHTRA POLLUTION CONTROL BOARD

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MPCB/EIC/IMIS/250731-FTS-0167

Date 31/07/2025

To
M/s Ravi Energie Pvt Ltd.
5-15 A/B India Bulls Mega Mall,
Jetalpur Road, Vadodara,
Gujarat-390020

Kind Attention: Ms. Smita M. Joshi, Director

Sub: Work Order for conducting Field Assessment (Site Visit for Direct Observation and Citizen Feedback Collection- *Majhi Vasundhara Abhiyan 5.0*)

Ref: 1) MPCB notice inviting e-Tender (RFP Reference No: MPCB/EIC/250430-FTS-0130 and Tender ID: 2025_MPCB_1175972_1. through Govt. e-Tendering portal (URL: <https://mahatenders.gov.in>) dated 1st May 2025.
2) Your pre-qualifying bid uploaded on e-tendering portal, opened on 27th May 2025.
3) Your technical bid uploaded on e-tendering portal, opened on 27th May 2025.
4) Your financial bid uploaded on e-tendering portal, opened on 3rd July 2025.

With reference to the above subject and as a successful bidder for the above referred e-Tender Maharashtra Pollution Control Board is pleased to issue this Work Order to M/s. Ravi Energie Pvt Ltd for conducting Field Assessment (Site Visit for Direct Observation and Citizen Feedback Collection- *Majhi Vasundhara Abhiyan 5.0* for a **total contract value of ₹ 2,42,40,000 + 43,63,200 + [18% GST] = ₹ 2,86,03,200/- (₹ Two Crores Eighty Six Lakhs Three Thousand Two Hundred only) inclusive of GST.**

The scope of work shall be as following but not limited to: -

1. Your firm should conduct field visit of approx. 1,600 local bodies (Urban and Rural) as per below given details under 'Direct Observation' to assess the progress by covering number of locations in the local bodies, the field visit must be done as prescribed in the Field Assessment MVA 5.0 Toolkit. This will also include brief interaction with citizens, conducting citizen feedback by referring citizen feedback toolkit, capturing geotagged photos/videos of best practices etc.

Sr. No.	Categories	Total count
1.	Amrut Cities	43
2.	Municipal Councils / Nagar Panchayats	188
3.	Gram Panchayat	1,369
	Total	1,600

2. You will have to verify and 'Independently Validate' the progress claimed by the ULBs/PRI's under desktop assessment by on-ground checking/verification.
3. You will have to set-up a dedicated Helpdesk/on-call support system for real time assistance to assessors during their field visits.
4. You will have to provide a schedule for field assessment, and it should be finalized in consultation with *Majhi Vasundhara* Mission office. The finalized schedule must be strictly followed.
5. The Field assessors (FA) recruited by you must have completed their bachelor's degree and an assessor pursuing their bachelor's must not be a part of the final assessment team. The field assessors must be well equipped with the knowledge of environment and climate change themes pertaining to *Majhi Vasundhara Abhiyan*.
*Assessors previously blacklisted by *Majhi Vasundhara* Mission office should not be a part of field assessment team.
6. You will have to provide a daily update on the number of local bodies surveyed, infrastructure assessed, citizens interviewed etc. Format for the daily update should be finalized by you in consultation with *Majhi Vasundhara* Mission office.
7. A series of Internal Capacity building workshops for the QAs and FAs shall be conducted by agency to prepare the team to carry out exhaustive field data observation and collection.
 - a. The Field Assessor are required to collect the citizen feedback in Mobile APP provided by the *Majhi Vasundhara Abhiyan* Mission office. Sample size for collecting citizen feedback should be in the following manner:

ULB		PRI	
Population	Sample Size	Population	Sample Size
Less than 15K	50	Less than 1K	50
15K-25K	50	1K-1.5K	50
25K-40K	100	1.5K-2K	50
40K-1Lakh	125	2K-3K	50
1 Lakh - 3 Lakh	150	3K-5K	50
3 Lakh- 10 Lakh	150	5K-10K	50
More than 10 Lakh	175	More than 10k	50

- b. You will have to conduct site visit to validate the data submitted by the ULBs/PRI's with geotagged photographs and locations.
- c. Based on the direct field observation and citizen feedback, you have to provide final scoring and final ranking to the ULBs/PRI's for all fourteen verticals as per *Majhi Vasundhara Abhiyan 5.0* Field Assessment Toolkit
- d. Provide detailed report and graphical presentations on the basis of the analysis of field assessment data, scores and performance under all fourteen verticals, and preparation of compendium on best practices found during field assessment.
- e. To identify and resolve issues promptly during field assessment, you will have to appoint single Point of Contact (POC).

The detailed Scope of Work is attached herewith in Annexure-1.

The Project schedule should be followed as shown below.

Sr. No.	Deliverables	Submission deadlines
1	Resources & Infrastructure Mobilization, Training & Capacity Building specific to the project.	T0* + 5 days
2	Site Visits	T0 + 25 days
3	Ranking of participants under fourteen Verticals along with detailed indicator wise and aggregated scores	T0 + 30 days
4	Detailed presentation on the entire evaluation	

***T0 – date of issuance of Work Order to successful bidder**

Site visits(surveys) must be completed within 20 days.

Performance Bank Guarantee:

You shall pay Performance Security in the form of Bank Guarantee @ 5% of the contract value i.e., **₹. 14,30,160/-** within **Five (05)** days from the date of issuance of this Work Order, valid for a period of Three (03) months beyond the contract completion period (i.e. for a period of 120 days).

Payment Terms:

- The payments will be made post completion of the entire scope of work. You will have to submit the invoice along with following supporting documents:
 - Daily status reports on the completed assessment for the entire project as mentioned in the scope of work (ref. Annexure-1);
 - MIS report generated from the *Majhi Vasundhara Abhiyan 5.0* toolkit;
 - Completion Certificate from Mission Director, *Majhi Vasundhara Abhiyan*.
 - Any other document as may be required by MPCB.
- The payment to the Successful Bidder shall be made for the completed field assessment only post receiving acceptance of report by Mission Director, *Majhi Vasundhara Abhiyan*.
- The field assessment shall be considered to be completed only when following activities are carried out to the satisfaction of Mission Director, *Majhi Vasundhara Abhiyan*:
 - Site Visits
 - Ranking of participants under fourteen Verticals along with detailed indicator wise and aggregated scores
 - Detailed presentation on the entire evaluations
- All the payments will be made after deducting penalties with applicable GST, if applicable.
- All payments will be made vide a crossed cheque payable in Mumbai / online through NEFT/RTGS, within Thirty (30) days of submission of invoice.

Penalty:

- The date of delivery of the services stated above shall be the essence of the contract and delivery shall be completed no later than the dates specified therein. Extension of time shall only be granted if MPCB is convinced about the cause stated by your firm, or the cause of the delay is not in the control of the agency.
- In case of any delay in deliverables, MPCB shall be entitled to recover penalty as per provision in the RFP Section 6, clause 6.1 KPI & Penalty.

Contract Signing:

As per Section 3, clause 3.8 of the RFP, **M/s. Ravi Energie Pvt. Ltd.** shall execute the contract with MPCB within Three (03) Days from the date of issue of Work Order and initiate working based



on the defined Scope of Work. If the signing of contract is not completed within Three (03) Days after receiving of Work Order, (or with extension granted), INR 2000/- penalty will be levied per day for everyday delay. The contract can be extended subject to satisfactory performance of the agency and mutual consent.

Terms and Conditions:

1. You will undertake execution of the Scope of Work as mentioned in the **Annexure-1** of this Work Order within the stipulated time-frame of One (01) month failing which MPCB will levy the penalties as prescribed below.
2. You will mobilise the resources as mentioned in clause 4.3 of RFP and **Annexure-2** attached herewith well in advance to meet the project schedule. The resources will fulfil the qualifications and experience criteria as mentioned in the RFP, failing which MPCB has the right to reject and ask for a replacement of the resources during the course of the execution of this project.
3. All other clauses in the RFP shall be adhered to.

The Agency shall comply with all clauses stipulated herein within the prescribed time frame. Failure to do so shall render this Work Order null and void, and the MPCB reserves the right to initiate appropriate legal or administrative action as deemed necessary.

You are requested to acknowledge and provide acceptance for this Work Order and return the signed duplicate copy of the Work Order as acknowledgement thereof (Letter of Acceptance), within Two (02) days and submit Security Deposit / Performance Bank Guarantee within Five (05) days from the date of issuance of this Work Order. In the event the duplicate copy of the Work Order duly signed by **M/s. Ravi Energie Pvt. Ltd.** is not received by the stipulated date, MPCB may, unless it consents to extension of time for submission thereof, MPCB may take appropriate action i.e., forfeiture of Earnest Money Deposit of the agency.


(Dr. Avinash Dhakne, IAS)
Member Secretary

Copy for information to:

1. Asst. Secretary (Technical), MPCB, Sion (East) Mumbai
2. Chief Account Officer, MPCB, Sion (East) Mumbai
3. Mission Director-*Majhi Vasundhara Abhiyan*
4. Statistical Officer, MPCB, Sion (East) Mumbai

Annexure- 1 Scope of Work

The *Majhi Vasundhara Abhiyan* Mission Office, in consultation with stakeholders had finalized indicators and sub indicators on Action Areas for *Majhi Vasundhara Abhiyan* 5.0 toolkit (2024-25). The office has also developed the Desktop and Field Assessment toolkit for marking system of the Abhiyan. Also, the mission office has developed a MIS system for the *Majhi Vasundhara Abhiyan* 5.0 (2024-25), where the participant local bodies are required to fill up the data along with required documentations as prescribed in *Majhi Vasundhara Abhiyan* 5.0 (2024-25) Toolkit.

For details refer to - <https://majhivasundhara.in/en/majhi-vasundhara-abhiyan>

- You will have to deploy appropriate no. of staff with hands on experience in carrying out quantitative and qualitative Field assessment. It is highly desirable that you have a national or regional presence in terms of office, staff, etc.

The scope of work can be classified as: -

- Your firm should conduct field visit of approx. 1,600 local bodies (Urban and Rural) as per below given details under 'Direct Observation' to assess the progress by covering number of locations in the local bodies, the field visit must be done as prescribed in the Field Assessment MVA 5.0 Toolkit. This will also include brief interaction with citizens, conducting citizen feedback by referring citizen feedback toolkit, capturing geotagged photos/videos of best practices etc.

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- b. You will have to conduct site visit to validate the data submitted by the ULBs/PRI with geotagged photographs and locations.
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- d. Provide detailed report and graphical presentations on the basis of the analysis of field assessment data, scores and performance under all fourteen verticals, and preparation of compendium on best practices found during field assessment.
- e. To identify and resolve issues promptly during field assessment, you will have to appoint single Point of Contact (POC).

Assessment Parameters

The indicators and assessment criteria are as follows:

Applicable for ULBs:

(A) EARTH (BHUMI)

S. No.	Action points	Assessment Criteria
1.1	Green Cover and Biodiversity	
1.1.1	Trees planted and survived during <i>Majhi Vasundhara Abhiyan 5.0</i>	Location check of ULB.
1.1.3	Implementation of the Maharashtra (Urban Areas) Protection and Preservation of Trees Act 1975	Location check of ULB.
1.1.4	Creation of Nursery	Location check of ULB.
1.1.5	Newly created green areas and their maintenance	Location check of ULB.
1.1.9	Bamboo/Vetiver/Moringa Plantation	Location check of ULB.
1.2	Solid Waste and Management	
1.2.2	SWM: Wet waste processing	Location check of ULB.
1.2.3	SWM: Dry Waste Processing /Disposal	Location check of ULB.
1.2.4	Scientific treatment of legacy solid waste	Location check of ULB.
1.2.5	Plastic Waste Management (Ban on Single Use Plastic)	Citizen feedback.

(B) AIR (VAYU)

Sr. No.	Action points	Assessment Criteria
2.2	Reduction of Air Pollution	
2.2.1	Initiative towards banning of firecrackers	Citizen feedback.
2.2.2	Promotion of good habits in citizen - Creation of cycling track	Location check of ULB.
2.2.3	C&D waste management	Location check of ULB.
2.3	Effective implementation of EV Policy	
2.3.1	EV Charging stations	Location check of ULB.

(C) WATER (Jal)

Sr. No.	WATER (JAL)-Action points	Assessment Criteria
3.2	Fresh water consumption Monitoring & Reduction	
3.2.1	Rainwater harvesting in public buildings	Location check of ULB.
3.2.2	Rainwater percolation pits	Location check of ULB.
3.2.3	Aquifer Recharge (Wells/Borewells)	Location check of ULB.
3.4	Waste Water Treatment and reuse of treated water	Location check of ULB.

(D) FIRE(Agni)

Sr. No.	ENERGY (AGNI)-Action points	Assessment Criteria
4.1	Promotional and awareness for renewable energy activities	Citizen feedback.
4.2	Adoption of Low carbon Electricity	
4.2.1	Green Street lighting	Location check of ULB.
4.2.2	Renewable installations in public and private buildings	Location check of ULB.

(E) ENHANCEMENT(AKASH)

Sr. No.	Action points	Assessment Criteria
5.2	Promotion of <i>Majhi Vasundhara Abhiyan</i> by conducting Awareness Events and Competitions and use of social media	Citizen feedback.
5.5	Promulgating <i>Majhi Vasundhara</i> principles in public areas (Wall painting)	Location check at PRI.

Applicable for PRI:

(A) EARTH(BHUMI)

Sr. No.	Action points	Assessment Criteria
1.1	Green Cover and Biodiversity	
1.1.1	Trees planted and survived during <i>Majhi Vasundhara Abhiyan 5.0</i>	Location check at PRI.
1.1.3	Creation of Nursery	Location check at PRI.
1.1.4	Newly created green areas and their maintenance	Location check at PRI.
1.1.7	Bamboo/Vetiver/Moringa Plantation	Location check at PRI.
1.2	Solid Waste and Management	
1.2.2	SWM: Wet waste processing	Location check at PRI.

Sr. No.	Action points	Assessment Criteria
1.2.3	SWM: Dry Waste Processing /Disposal	Location check at PRI.
1.2.4	Scientific treatment of legacy solid waste	Location check at PRI.
1.2.5	Plastic Waste Management (Ban on Single Use Plastic)	Citizen feedback.

(B) AIR(VAYU)

Sr. No.	Action points	Assessment Criteria
2.2	Reduction of Air Pollution	
2.2.1	Initiative towards banning of firecrackers	Citizen feedback.
2.2.2	Agricultural waste management (stubble/open burning of the farm waste)	Citizen feedback.
2.3	Effective implementation of EV Policy	
2.3.2	Number of EV Charging stations	Location check at PRI.

(C) WATER(JAL)

Sr. No.	Action points	Assessment Criteria
3.2	Water Harvesting	
3.2.1	Rainwater harvesting in public buildings	Location check at PRI.
3.2.2	Rainwater Percolation Pits	Location check at PRI.
3.2.3	Aquifer Recharge (Wells/Borewells)	Location check at PRI.
3.4	Water Management	
3.4.3	Wastewater Management	Location check at PRI.
3.5	Promotion of Sustainable festivals	Citizen feedback.

(D) ENERGY(AGNI)

Sr. No.	Action points	Assessment Criteria
4.1	Promotional and awareness for renewable energy activities	Citizen feedback.
4.2	Adoption of Low Carbon Electricity	
4.2.1	Green Streetlighting	Location check at PRI.
4.2.2	Solar installation on public and private buildings	Location check at PRI.
4.2.3	Bio-gas plants as a source of renewable energy	Location check at PRI.
4.2.4	Solar Pumps	Location check at PRI.
4.2.5	Decentralized Solar Energy Plants	Location check at PRI.

(E) ENHANCEMENT(AKASH)

Sr. No.	Action points	Assessment Criteria
5.2	Promotion of <i>Majhi Vasundhara Abhiyan</i> by conducting Awareness Events and Competitions and use of social media	Citizen feedback.
5.5	Promulgating <i>Majhi Vasundhara</i> principles in public areas (Wall painting)	Location check at PRI.

Exit Management

- Vendor shall hand over the entire project asset created during the Implementation for successful handover of the project. This process will be initiated Fifteen (15) days before the ending of the project contract.
- Detailed inventory of all the assets, Infrastructure, source code, its location, condition, licenses, documents, manuals, etc. created under the Project.
- Method of Transition including roles and responsibilities of both the parties to handover and takeover the charge of project regular activities and support system.
- Proposal for necessary setup or institution structure required at Majhi Vasundhara Abhiyan Mission Office level to effectively maintain the project after contract ending.
- Training and handholding of Majhi Vasundhara Abhiyan Mission office Staff or designated officers for maintenance of project after contract ending.
- Majhi Vasundhara Abhiyan Mission Office will approve this plan after necessary consultation and start preparation for transition



Annexure-2
Team structure

Sr. No.	Role	Qualifications	Area of Specific Expertise	Responsibility
1	Project Manager 1 No.	<ul style="list-style-type: none"> ▪ Postgraduate in Environmental Science/Environmental Engineering /Environmental Management/Mechanical Engineering/Electrical Engineering/ Civil Engineering/ Management degree with at least one subject on environment ▪ Professional experience of minimum Fifteen (15) years. ▪ Should have good command over the Marathi Language, written as well as verbal. 	Experience in Environment related projects especially implementation assessment, Surveying, Environmental Footprint, Data Analytics, Project Management, Environment Management Planning (EMP) with leadership qualities to lead the team effectively.	<ol style="list-style-type: none"> 1. Shall oversee the team and shall be responsible for all communications/ interaction with Majhi Vasundhara Mission office. 2. Shall be responsible for supervising the conduct of the entire scope of work under this RFP. 3. Shall be the single point of contact (SPOC) for Majhi Vasundhara team from the agency. 4. Shall review and edit all deliverables to the satisfaction of Majhi Vasundhara Mission Office 5. Shall work with Majhi Vasundhara team to fine tune and refine the deliverables 6. Shall implement the relative marking system and shall be accountable for the results. 7. Shall be responsible for daily coordination with the Client on behalf of the Successful Bidder, ensuring recording and relaying of communications. 8. Shall be responsible for submission of final analysis of all the reports as mentioned under Scope of Work section.
2	QA Lead 12 Nos.	<ul style="list-style-type: none"> ▪ Postgraduate in Environmental Science/ Environmental Engineering / Mechanical Engineering/ Electrical Engineering/ Civil Engineering ▪ Professional experience of minimum 10 years. 	Experience in Environment related projects especially implementation assessment, Surveying, Environmental Footprint, Data Analytics, Project Management,	<ol style="list-style-type: none"> 1. Shall be responsible for Quality Control of the project. 2. Shall review the work of surveyors and ensure quality output to the satisfaction of Majhi Vasundhara Mission Office.



Sr. No.	Role	Qualifications	Area of Specific Expertise	Responsibility
		<ul style="list-style-type: none"> Should have good command over the Marathi Language, written as well as verbal. 	Environment Management Planning	3. If certain results/markings are "out of band", shall initiate necessary actions to ensure maximum quality and correctness. 4. Will be responsible for final scrutiny and marking for the participant ULB/PRI. 5. Will be responsible for providing the consolidated reports on the basis of field
3	Surveyors 200 Nos.	<ul style="list-style-type: none"> Postgraduate/ Graduates in any discipline with minimum experience of one (01) year Should have good command over the Marathi Language, written as well as verbal. IT literacy is mandatory. 	Experience in Surveying in Environmental related projects. Knowledge of Environment studies and related field, Strong practical experience in Excel and excellent communication skills are desirable.	1. Shall be responsible for site visit, on site evaluation and Citizen feedback Collection. 2. Shall be responsible for document verification.
4	Help Desk Support 3 Nos.	<ul style="list-style-type: none"> Postgraduate/ Graduates in any discipline with minimum experience of Two (02) year Should have good command over the Marathi Language, written as well as verbal. 	Experience in field survey & collection of field survey data and analysis of field survey data of Amrut cities / Councils/ Nagar Panchayats/Gram Panchayats at local level, projections, creation of urban and rural database using primary sources.	Shall be responsible for supporting the ULB/PRIs with their queries during the <i>Majhi Vasundhara Abhiyan 5.0</i> (2024-25) Evaluation Period.

