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भारत सरकार
MINISTRY OF HOUSING AND URBAN AFFAIRS
GOVERNMENT OF INDIA
सत्यमेव जयते

स्वच्छ भारत
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Swachh Bharat Mission Urban - 2.0

Guidance document on Bulk Waste Generators (BWGs) under Solid Waste Management (SWM) Rules 2026



Central Public Health and Environmental Engineering Organization (CPHEEO)

Ministry of Housing and Urban Affairs
Department of Urban Development, GoI

October 2026

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Chapter 1: Introduction

The Solid Waste Management Rules, 2026 were notified by the Ministry of Environment, Forest and Climate Change (MoEF&CC) under the Environment (Protection) Act, 1986, superseding the Solid Waste Management Rules, 2016, and came into effect from 1st April 2026. The Rules mandate segregation of solid waste at source into four streams - wet, dry, sanitary and special care waste. The rule prescribe clear responsibilities for Bulk Waste Generators (BWGs) to ensure that waste is collected, transported and processed in an environmentally sound manner.

This Guidance document has been prepared to explain the duties of BWG in simple and actionable terms. It will assist establishments in self-identifying whether they are BWGs, registering with the concerned local body, managing their solid waste in accordance with the Rules, and fulfilling their Extended Bulk Waste Generator Responsibility (EBWGR). The guidance document shall also support Local Bodies in verifying BWG information and monitoring compliance.

1.1 Role of Bulk Waste Generators in Solid Waste Management

The SWM Rules, 2026 define *BWGs as the entities, if they satisfy at least one of the following criteria; (i) buildings with floor area of 20,000 sq.m. or above or (ii) water consumption of 40000 litres per day or (iii) solid waste generation of 100 kg per day.* Clear guidance is therefore needed to help BWGs to correctly assess these criteria, to understand the records available and to avoid confusion between similar terms such as plot area, ground coverage, carpet area and total floor area etc.

The Rules also require BWGs to segregate waste into wet, dry, sanitary and special-care waste; register through the Centralised Online Portal developed by CPCB; manage waste through appropriate on-site, decentralised or authorised off-site arrangements; and submit annual returns. Effective implementation of these requirements under SWM Rules, 2026 can reduce the burden on municipal collection, transportation and disposal systems, improve recovery of recyclable materials and promote processing of wet waste through composting, biomethanation or other approved methods.

This guideline document therefore provides a common and practical framework for BWGs and Local Bodies. It explains the SWM Rules, 2026 in simple language, provides standard methods for assessment and verification, and supports consistent implementation across ULBs while allowing necessary adaptation to local conditions.

Chapter 2: SWM Rules & BWG

2.1. Definition of a Bulk Waste Generator (BWG)

As per the SWM Rules, 2026, an establishment is classified as a BWG if they satisfy at least one of the following criteria;

i. buildings with floor area of 20,000 sq.m. or above; or
ii. water consumption of 40,000 litres per day; or
iii. solid waste generation of 100 kg per day, namely:-

a) Institutional users including buildings occupied by the,-
   i. Central Government departments or undertakings, State Government departments or undertakings;
   ii. local bodies;
   iii. public sector undertakings or private companies;
   iv. schools, colleges, universities, other educational institutions; and
   v. community places or like;

b) Commercial users including,-
   i. commercial establishments including railways, bus stations or depots, airports, ports;
   ii. industrial units and industrial areas;
   iii. malls, multiplexes;
   iv. hotels;
   v. hospitals, nursing homes;
   vi. hostels;
   vii. wholesale markets, including “Mandis”, for agricultural and horticultural produce, fish and meat;
   viii. Stadium, sports complexes;
   ix. Community halls, convention halls, auditorium;
   x. Marriage or banquet halls;
   xi. conference centres, Expo centres, exhibition areas; and
   xii. tourist spots.

c) *Residential societies.*

2.2. Duties of Bulk Waste Generator

The main duties of BWGs are given below; for detailed provisions, Rule (6) of SWM Rules, 2026 may be referred.

Table 1: Duties of BWG

<table>
<tr><th colspan="4">DUTIES OF BWGs regarding segregation of waste into 4 streams and handling</th></tr>
<tr><th>Wet waste</th><th>Dry waste</th><th>Sanitary waste</th><th>Special care waste</th></tr>
<tr><td>ONSITE
Set up and operate a processing facility using composting or bio-methanation</td><td colspan="3" rowspan="2">Hand over segregated waste only to authorized agencies by the ULBs.</td></tr>
<tr><td>OFF SITE
Existing BWGs unable to process onsite must obtain exemption and hand over to ULB / authorized agency & procure EBWGR certificate for complete quantity of wet waste generated</td></tr>
</table>

- Register with the concerned local body through the centralised online portal and submit an annual return by 30 June each year.
- Fulfil Extended Bulk Waste Generator Responsibility for
  i. processing of wet waste and
  ii. ensure environmentally sound management of collected dry waste, special care waste, sanitary waste.
- Procure Extended Bulk Waste Generator Responsibility Certificates from local body.
- Not engage with any entity not having registration mandated under these rules.
- Give residual/inert waste left after on-site processing to authorised waste collectors or the agency designated by the local body.
- Construction sites must promptly clear and manage waste left over from construction activity;
- Entities running public transport (roadways/railways) must ensure waste is not littered during transit and at stations; etc.
- Entities managing large public facilities (malls, airports, bus/rail stations) or executing area redevelopment must develop their own collection and processing arrangements.
- Any change in the information provided during registration specified in the registration shall be notified to the local body and also on the centralized portal of CPCB.

Chapter 3: Assessment and Registration of BWGs

3.1. Self-Assessment of BWGs

Before registration, an entity should work through three independent sub-checks, meeting at least one of the following criterion: (i) buildings with floor area of 20,000 sq.m. or above; or (ii) water consumption of 40000 litres per day; or (iii) solid waste generation of 100 kg per day any single threshold is sufficient to qualify as a BWG based on the definition.

Table 2: Floor area

Criteria 1: Floor Area *"Buildings with floor area of 20,000 sq.m. or above"*	
Scenario 1: Documents are available *Check the documents below, whether the entity has them or not.*	
What to check?	Highest area of the below to be considered: • **Sanctioned / approved building plan** • **Occupancy / completion certificate** • **Property-tax record**
Result: If the built-up area is 20,000 sq.m. or above, this check alone is sufficient to classify the establishment as a BWG.	
Scenario 2: Documents are not available *Measure the floor area on site. Floor area is the total floor space constructed within the building, measured floor by floor and added together.*	
What is included ✓	Constructed space on each floor, including: • Enclosed occupied and common areas • Corridors, lobbies, stairs and lifts • Basements, balconies, podiums and covered parking areas • Service areas and mezzanines
What is excluded ✗	Not to be treated as floor area merely because they lie within the plot: • Open gardens and open playgrounds • Driveways and surface parking • Setbacks and terraces • Vacant land and open-to-sky courtyards
Examples for checking whether a unit is a BWG or not on the basis of floor area are given in Annexure A.	
Note: Definitions of area terms *These terms are often used interchangeably; the exact definition may vary with the local building bye-laws.*	
Plot area	Total area of the land parcel, as per title/ownership documents, within the plot boundary (includes open land).
Floor area	Total covered area of a floor at any level of the building, measured floor by floor. For BWG screening, the floor areas of all floors are added together.

Built-up area	Covered area of a building at all floors, including the thickness of walls, plus projections such as balconies, if closed/ or under the roof but excluding open areas such as terraces and gardens. This can be considered for BWG screening.
Plinth area	Built-up covered area measured at the floor level of the plinth/basement or any storey (NBC / CPWD usage), including wall thickness. Usually **plinth area * number of floors** gives the total built-up area.
Total covered area	Sum of the covered areas on all floors, including basements and constructed mezzanines. This can be considered for BWG screening.

3.1.1. Water Consumption

Water consumption can be verified in more than one way depending on the source(s) the establishment uses. Water consumption is an **independent BWG test**. A premises with a floor area below 20,000 sq. m. may still be a BWG if its water consumption is at least 40,000 litres per day.

Table 3: Water Consumption

Criteria 2: Water Consumption *"water consumption of 40,000 litres per day or more"*	
Water consumption means the total volume of water used by the establishment in a typical day, from all sources, not merely the volume supplied by the municipal water connection, including water used for drinking, cooking, sanitation, bathing, handwashing, kitchens, laundry, cleaning, cooling, production, gardening and other normal activities, supplied through municipal connections, borewells, tankers and other sources.	
Formula	Average daily consumption = Total water consumed during the assessment period ÷ Number of days in that period
Section 1: Piped water supply (with connecting meter) *Applicable where the Jal Board / municipal water supply is metered.*	
What to check?	• Take the meter readings for an average of 7 days and calculate the average daily consumption in litres/day • Co-relate the meter reading with the water bill (use the actual billing period) • Where available, check the last 6–12 months of bills for consistency
Supporting records	Water bills, meter photographs, meter reading register

Section 2: Groundwater (own borewell) *Applicable where water is drawn from the establishment's own borewell.*	
What to check?	• Check against the State Ground Water Authority / SPCB extraction permit, where applicable • Flow meter: if the meter is installed on the borewell outlet, take the readings for an average of 7 days • Pump method: pump discharge (from the nameplate / pump details, in LPM or m^3/h) × pump running hours per day (from the pump log or operator) • Electricity method: pump running hours = pump energy consumption (kWh, from the electricity bill or sub-meter) ÷ pump rating (kW); then multiply by the pump discharge • Tank capacity: count the no. of tanks, note the capacity of each, and check how many times they are filled in a day. Daily Consumption = no. of tanks * tank capacity * number of fills per day Eg., 4 no. of 10 KL tanks filled once a day = 4 * 10 KLD * 1 = 40 KLD And if two of these tanks are filled a second time, add one extra fill for those two tanks = (4 * 10 KLD) + (2 * 10 KLD) = 60 KLD • Back calculation where there is STP: As an indicative planning assumption, sewage generation is commonly taken as 80% of water supplied or used Estimated water consumption = (Metered sewage flow at STP inlet/ outlet) ÷ 0.8
Supporting records	CGWA NOC/ SPCB permit, details of tanks, tank filing record
Section 3: Tanker supply *Applicable where water is purchased or received through tankers.*	
What to check?	• Multiply the number of tanker trips per week by the tanker capacity, for the last 3 months, especially during March-May. • Average the total to a daily figure (litres/day)
Supporting records	Tanker delivery register / invoices

<table>
<tr><td colspan="2">Section 4: Water demand as per per-capita norms
Estimation only, where there is no meter or billing history (e.g., new construction or proposed project).</td></tr>
<tr><td>What to check?</td><td>• Estimate demand as occupancy/population × per-capita water demand for that category of institution
• Use Table 2.6 of the CPHEEO Manual on Water Supply and Treatment (2024), category-wise for institutions, hospitals, hotels, offices, industries, etc. (reproduced in Annexure B for reference)
• Use this only where actual metered or billed data is unavailable</td></tr>
<tr><td colspan="2">Result: If the average daily water consumption is 40,000 litres/day (40 kL/day) or above, this check alone is sufficient to classify the establishment as a BWG.</td></tr>
<tr><td colspan="2">Examples for checking whether a unit is a BWG or not on the basis of water consumption are given in Annexure A.</td></tr>
<tr><td colspan="2">Note:
• For multiple sources, add the average daily volumes from piped supply, tanker supply and groundwater.
• The per-capita method is only a planning/estimation proxy; it is not a substitute for actual metered or billed consumption where that data exists.</td></tr>
</table>

3.1.2. Solid Waste Generation

Solid-waste generation means the average weight of solid waste produced by the establishment in one day, from all its normal activities, before the waste is taken away, processed, recycled or sold. The threshold includes 100 kg/day exactly.

Table 4: Solid Waste

Criteria 3: Solid Waste Generation *"Buildings generating 100 kg or more of solid waste per day"*
A small office or restaurant may be a BWG even if its floor area is below 20,000 sq.m. and its water consumption is below 40,000 litres/day, provided it generates **100 kg or more of solid waste per day**.

Step 1: What to check? *Total solid waste generated by the establishment.*	
Include ✓	Total waste generated from the premises' normal activities for all four streams (Wet, dry, sanitary and special care waste), including: • Food and kitchen waste • Vegetable, fruit and market waste • Paper, cardboard, packaging, plastics, glass, metals and textiles • Sanitary and special-care waste • Horticulture waste, where generated
Exclude ✗	• Construction and demolition (C&D) waste • Bio-medical waste which is being managed under a contract/system under BMW Management Rules 2016-2026. • Any other waste which does not fall under the category of solid waste.
Step 2: How to check? *Weigh the waste; do not guess.*	
Weighing	• Install a weighing scale (platform or hanging type) at the waste storage/collection point • Weigh the waste daily for all 4 streams (dry, wet, sanitary and special-care waste), before segregated waste is dispatched, processed, recycled or sold
Record	• Maintain a record of all the waste streams in a register / logbook • Note the date, stream-wise weight, total weight and any unusual occurrence for each day
Duration	• Do this continuously for one week, including weekdays, weekend, holidays, and festive-season days, if any.
Average	Average daily waste generated = Total weight of waste (all streams) over the period ÷ Number of days weighed
Special cases *Seasonal / event-driven and new establishments.*	
Seasonal or event-driven	For marriage halls, restaurants, hotels etc., weigh during a period of typical operation or the peak-season figures for planning purposes. Average may be considered one day before and one day after the event.

New establishment	• Estimate daily waste = occupancy / population × per-capita waste generation rate for that category of source (residential, commercial, institutional, etc.) • Estimation of per-capita waste quantity, of CPHEEO Manual on Municipal Solid Waste Management, 2016, (reproduced in Annexure B for reference)
Result: If the average daily solid waste generated is 100 kg/day or above, this check alone is sufficient to classify the establishment as a BWG.	
Note: • The per-capita figures are planning ranges, not universal BWG classification values. • Examples for checking whether a unit is a BWG or not on the basis of solid waste generation are given in Annexure A.	

Self-assessment summary

Table 5: Self-assessment summary

Criterion	Threshold	How verified	Meets threshold?
Floor area	≥ 20,000 sq.m.	Approved building plan	Yes / No
Water consumption	≥ 40,000 litres/day	Bills / meter / tanker records / CPHEEO estimate	Yes / No
Waste generation	≥ 100 kg/day	One week weighment	Yes / No

3.2. Registration on the Centralized Portal of CPCB

Every establishment that qualifies as a BWG must register with the concerned local body through the centralised online portal operated by the CPCB.

Information required to be uploaded on the centralized portal:

- Establishment name, category (institutional/ commercial/ residential) and complete address with geo-location.
- Ownership/occupier details and a designated contact person for waste management compliance.
- Self-assessment data, floor area, water consumption and/or waste generation figures, and which threshold(s) are met.
- Existing waste management arrangement, whether the BWG processes waste in-house, through an empanelled agency, or both.

Once an establishment has assessed itself against the prescribed criteria and determined that it qualifies as a BWG, it is required to register on the centralized BWG portal (https://swm.cpcb.gov.in) and comply with the waste management obligations specified under the Solid Waste Management Rules, 2026. Registration serves as the formal basis for monitoring compliance and enables Local Bodies (LBs) to track waste generation, processing arrangements and fulfilment of Extended Bulk Waste Generator Responsibility (EBWGR) obligations. Following registration, BWGs must establish

systems for source segregation, processing of wet waste, channelization of dry, sanitary and special care waste through authorised entities, maintenance of records, and submission of annual returns. The next chapter provides detailed guidance on these operational requirements and the various options available to BWGs for achieving compliance.

Chapter 4: Solid Waste Management by BWGs

4.1. Mandatory Four-Stream Segregation at Source

Every waste generator, and BWGs in particular, must segregate solid waste into four distinct streams at the point of generation, mixing streams at any stage defeats the purpose of downstream processing and recycling.

Table 6: Four stream segregation

Stream	What it includes	How it is handled
Wet waste	Kitchen waste, food waste, vegetable and fruit waste, flower waste, meat waste, and similar biodegradable material etc.	Never mixed with dry, sanitary or special care waste; collected daily to prevent putrefaction; processed on-site (Section 11) or handed to a registered wet-waste facility.
Dry waste	Plastic, paper, glass, metal, packaging material, and other non-biodegradable, recyclable/non-recyclable material etc.	Stored dry and covered; where feasible, recyclables and non-recyclables are kept in separate sub-bins; handed to an authorised waste picker, recycler or Material Recovery Facility. Not to be mixed with other waste streams.
Sanitary waste	Used diapers, sanitary napkins/towels, tampons, condoms, incontinence sheets, and similar waste etc.	Wrapped securely in the pouch supplied by the manufacturer, or in suitable wrapping material, before being placed in a separate, clearly marked bin. Not to be mixed with other waste streams.
Special care waste	Discarded paint drums, pesticide cans/containers/bottles, CFL bulbs and tube lights, expired medicines, broken mercury thermometers, waste batteries, and used needles, syringes and contaminated gauze etc.	Stored in a secured, labelled area; never crushed, compacted or punctured; handed over to an authorised waste picker, recycler or agency for domestic-hazardous-type handling. Not to be mixed with other waste streams.

BWGs should follow their own ULB's notified colour-coding and labelling. For detailed guidance on source segregation, refer to the "*Guidelines for Source Segregation of Municipal Solid Waste (Guidelines for Source Segregation of Municipal Solid Waste.pdf)"* issued by Ministry of Housing & Urban Affairs.

4.2. Managing Wet Waste: Choosing the Right On-Site Option

“Wet waste” means **source-segregated biodegradable organic waste**, such as:

- Food and kitchen waste.
- Vegetable and fruit waste.
- Leftover food.
- Canteen and restaurant waste.
- Market and flower waste.
- Garden waste, where the selected process can accept it.
- Food-processing organic waste.

Wet waste must never be sent to a landfill or dumpsite, 100% of biodegradable waste (kitchen, canteen, food waste, etc.) has to be processed within the premises of BWG as far as possible, through composting, bio-methanation, or another technology mentioned by CPCB/SPCB/PCC.

After dry waste is segregated and handed over to an authorised recycler, the BWG must ensure that its **wet waste is processed scientifically**, preferably within the premises or at the nearest suitable decentralised/centralised facility.

The two principal options are:

- **Aerobic treatment:** Composting including windrow, vermicomposting, in-vessel composting etc.
- **Anaerobic treatment:** Bio-methanation, producing biogas and digestate.

The choice of wet-waste processing option should be made based on the quantity, type and consistency of wet waste; the land and covered area available; the distance from residences or other sensitive uses; the availability of water, power and trained operators; the arrangements for odour and leachate control; the intended use of compost, biogas and digestate; the capital and operating cost; and the ability to manage process rejects and failures. Only after checking these factors, the BWG should select composting, biomethanation or a combination of both.

4.2.1. Composting

Composting is the controlled **aerobic** (oxygen-requiring) decomposition of biodegradable organic waste by microorganisms (bacteria, actinomycetes and fungi). The result is a stable, dark, soil-like material called **compost** that improves soil structure and supplies nutrients. Carbon dioxide, water vapour and heat are given off during the process.

Table 7: Type of Composting

Type of composting	How it works
Pot / Bin / Pit composting	Wet waste is placed in pots, bins or pits and allowed to decompose naturally. It is suitable for small quantities and requires regular mixing, moisture control and protection from rain.
Micro composting (MCCs)	Segregated wet waste from nearby households, markets or establishments is processed at a small decentralised facility through aerobic composting. The compost is cured, screened and used locally or handed over for further utilisation.
Vermicomposting	Earthworms consume partially decomposed organic waste and convert it into vermicompost. It requires clean, non-oily and non-salty waste, controlled moisture and shade.
Windrow composting	Organic waste is placed in long rows called windrows and turned periodically to maintain aeration. It is commonly used for larger quantities of organic waste.
In-vessel composting	Organic waste is processed in an enclosed drum, silo, trench or reactor, where mixing, aeration, moisture and temperature are controlled. It requires less space but higher operation and maintenance.

4.2.2. Bio-methanation

Bio-methanation is an **anaerobic digestion process**. Microorganisms break down biodegradable waste in the absence of oxygen and produce **biogas** and **digestate**. It is particularly suitable for clean, wet and relatively homogeneous food or kitchen waste.

Table 8: Four stages of bio-methanation

Stage	Namely	What happens
I	**Hydrolysis**	Complex organic matter is broken down into simpler soluble compounds.
II	**Acidogenesis**	Soluble compounds are converted into organic acids.
III	**Acetogenesis**	Organic acids are converted into acetic acid, hydrogen and carbon dioxide.
IV	**Methanogenesis**	Methane-producing microorganisms convert these intermediates into biogas, mainly methane and carbon dioxide.

The sequential stages of hydrolysis, acidogenesis, acetogenesis and methanogenesis are recognised features of anaerobic digestion.

For detailed guidance on on-site treatment of wet waste “Advisory on On-Site and Decentralized Composting of Municipal Organic Waste” published by Ministry of Housing & Urban Affairs can also be referred.

Table 9: Guidance for processing of wet waste

S.No.	BWG category	Typical wet-waste profile	Preferred on-site option	Essential implementation requirement
1.	Apartments, group housing societies and RWAs	Household kitchen waste, fruit/vegetable waste, leaf litter, garden waste	Aerobic composting for household and garden waste; bio-methanation where food waste is sufficiently large and consistent	Separate food waste from garden waste; use leaf litter as bulking material; appoint trained housekeeping staff; use compost in gardens/ or handover to ULBs.
2.	Offices and institutions	Pantry/cafeteria food waste; tea waste; limited kitchen waste; occasional garden waste	Small aerobic bins, bio-tanks or compact in-vessel composting where canteen waste exceeds a manageable level	Office wet waste may be limited; do not install oversized plants; assess actual cafeteria waste, not total building waste
3.	Educational institutions	Canteen waste, hostel mess waste, fruit/vegetable waste, garden waste	Composting for canteen and garden waste; bio-methanation for large hostel/mess kitchens	Separate classroom dry waste from canteen wet waste; involve students and staff; maintain through an operator even during holidays
4.	Hotels and hospitality establishments	High-moisture kitchen waste, buffet leftovers, plate waste.	Bio-methanation for steady food waste; composting for garden waste and digestate	Install de-packaging/ contamination-control system; ensure daily feed; use biogas in kitchen/hot-water system where feasible Hotels: in-sink crusher for food waste should be prohibited.
5.	Malls and large commercial complexes/ theatres, community places etc.	Food-court waste, restaurant waste, food-preparation waste, public-area waste	Bio-methanation for clean food-court waste; in-vessel composting for smaller quantities; composting for landscaping waste	Food-court tenants must segregate at source; central wet-waste room must be covered, washable and under facility-manager control
6.	Hospitals and nursing homes	Non-clinical kitchen/cafeteria waste; garden waste; food from permitted non-medical areas	Composting or bio-methanation only for clearly segregated non-biomedical food waste	Biomedical waste must never enter the wet-waste system; establish written exclusion and verification procedure. In any condition bio medical waste should not be mixed with municipal waste.

7.	Airports, Railway stations	Waste from food outlets, vendors and passenger areas; highly variable quantities	Centralised compact bio-methanation or composting at terminal/station level where stable feed and operator support are available	Vendor contracts must require segregation; provide a controlled central wet-waste storage and transfer point; account for peak travel periods
8.	Bus stations, Metro stations	Waste from food outlets, vendors and passenger areas	Centralised composting at station level where stable feed is available	Vendor contracts must require segregation; provide a controlled central wet-waste storage and transfer point; account for peak travel periods
9.	Pilgrim and religious places	Flower waste, prasad residues, food offerings, community-kitchen waste, seasonal peaks	Composting for flower and biodegradable offerings; bio-methanation for large, regular kitchen/prasad waste, manufacturing of aggarbattis or fragrances can also be made	Plan for festival peaks; keep flowers, food, plastics and ceremonial materials separate; arrange frequent collection and cleaning
10.	Markets	Fruit/vegetable discards, leaf waste, food-market waste, fish/meat market organic waste where applicable	Aerobic composting for fruit/vegetable waste; bio-methanation for clean high-moisture organic fraction at large markets	Prevent mixing with plastic crates, packaging, soil and inert waste; fish/meat waste requires specialised handling and odour control
11.	Events and gatherings	Catering waste, leftover food, disposable contamination, variable high-volume waste	Temporary on-site segregation and short-term covered storage; use modular composting only for recurring venues with stable volume. Organic waste composting machines can also be used.	Event organiser must appoint a waste coordinator; quantify expected food waste; prohibit mixing at food stalls and back-of-house areas

4.2.3. Products and By-products utilization

Compost produced on-site may be used within the premises, for society gardens, landscaping, or other suitable non-food applications, subject to the compost quality standards prescribed under the SWM Rules 2026. Surplus compost that cannot be used within the premises may be handed over to the local body or an authorized agency for further utilization. Biogas generated from bio-methanation may be used for cooking, heating, or, where technically and legally feasible, power generation.

4.2.4. Where on-site processing is genuinely not feasible, the EBWGR route

An existing BWG that genuinely cannot set up on-site wet-waste processing, due to space constraints, lease restrictions, a heritage building, or similar site limitations, may apply to the local body for an exemption and instead procure EBWGR Certificates equal to the quantity of wet waste it generates. In the case of existing Bulk Waste Generators that are unable to set up and operate own wet-waste processing facility, exemption shall be obtained from the concerned local body in accordance with Rule 6(d) of the Solid Waste Management Rules, 2026. Such BWGs shall procure EBWGR certificates from the local body for the quantity of wet waste equivalent to the complete wet waste generated by them.

Wet waste shall be handed over through the prescribed collection and transportation arrangements to a registered and authorised processing facility. The local body shall generate the corresponding certificates only after the processing facility reports the quantity received and processed on the centralised online portal, as required under Rule 10.

The exemption from on-site processing through EBWGR certificates shall not exempt the BWG from its other obligations under the Rules, including source segregation, authorised channelisation of waste, record maintenance and submission of annual returns.

It may be clarified that BWG will be allowed to by EBWGR certificates limited to its waste generation (in different four streams) in a month or year. No hoarding of EBWGR certificates by BWGs will be permitted. EBWGR certificates will not be transferable/tradeable.

The cost of the EBWGR Certificate shall be determined by the local body in accordance with the guidelines issued by the Central Pollution Control Board in consultation with the Ministry of Housing and Urban Affairs and the Department of Drinking Water and Sanitation. EBWGR Certificates generated by a local body in a particular year shall be valid for meeting the BWG's obligation for a period of three years.

4.3. Other initiatives by BWGs

4.3.1. Storage infrastructure

- Provide a dedicated, covered, pest and vector proof storage area for each of the four streams, sized for at least one full collection cycle.
- Ensure wet-waste storage allows daily removal to on-site processing or hand-over (where on-site processing is not feasible), to prevent odour and putrefaction.
- Keep adequate space around the storage point for bins, a weighing point, washing of bins and vehicle access for collection.

4.3.2. Empanelment / MoUs with authorised vendors

- Sign a written agreement (MoU) with a ULB-empanelled or otherwise authorised collector, recycler or processing agency for every stream not handled in-house, dry, sanitary, special care waste, and wet waste where on-site management is not feasible.
- Verify that the agency itself is empanelled by the local body under the SWM Rules, 2026 and authorised by SPCB/PCC.
- Maintain records, agreements, pickup logs, weighment slips, and compost lab-test reports where applicable, for at least the period required for renewal of EBWGR certificate, or as specified by the local body.

4.3.3. Sensitization and IEC (Information, Education and Communication)

- Run periodic (at least quarterly) awareness sessions for residents, tenants, staff and visitors on why and how to segregate into the four streams.
- Put up clear, local-language signage at every waste collection point showing exactly what goes into each bin.
- In large campuses, nominate “green champions” or floor/ block wardens to monitor day-to-day segregation compliance.
- Build segregation requirements into tenancy/ lease agreements, staff induction material, and vendor/ contractor contracts for large commercial complexes.

4.3.4. Encouraging waste reduction

- Conduct periodic food-waste audits in canteens and messes to identify and reduce over-preparation.
- Switch to reusable crockery and cutlery instead of single-use plastic in cafeterias and at events.
- Route surplus edible food to a food-recovery/ NGOs/ donation organisation before it becomes waste, wherever practicable.
- Mulch or compost garden trimmings in-situ rather than disposing of them as waste.

4.3.5. Do’s and Don’ts for BWGs

Table 12: Do’s and Don’ts

Do ✓	Don't ✗
Segregate all waste into the four streams at the point of generation, every single day.	Mix bio-medical, C&D or e-waste with regular municipal solid waste.
Wrap sharp and sanitary items (needles, syringes, blades, sanitary waste) securely before disposal, to protect sanitation workers.	Let bins overflow, or litter waste on roads, in drains, or in water bodies.
Keep bins labelled, covered and leak-proof, and clean them regularly to control odour and pests.	Burn or bury any solid waste anywhere on the premises.

Provide fire-safety measures, extinguishers, flame arrestors, no-smoking signage, near any bio-methanation/biogas installation.	Allow foul odour or leachate to escape from a compost site, fix drainage, moisture and turning frequency promptly if this happens.
Ensure adequate ventilation and shaded, covered storage for wet-waste processing areas.	Hand over waste to any unauthorised or unregistered waste picker or agency.
Use compost within the premises for gardens/ landscaping, or hand surplus to the ULB for agricultural use, once it meets quality standards.	Crush, compact or puncture special-care items such as bulbs, batteries, needles or syringes, this risks injury and contamination.
Maintain daily logs, weighment slips, vendor MoUs and hand-over manifests for inspection.	Require sanitation staff to hand-sort mixed waste without personal protective equipment.
Train and equip housekeeping/ sanitation staff with proper PPE.	Let compost or biogas digestate accumulate indefinitely without a plan for its use or off-take.
Keep BWG portal registration data current and file the annual return on time.	Operate with a lapsed registration or ignore a notice/inspection finding from the ULB.
Keep waste-storage and processing areas clean, covered and free from stagnant water; carry out regular pest and vector control to prevent mosquitoes, flies, rodents and other disease vectors.	Leave waste uncovered, bins overflowing, or wet waste and leachate lying in open areas, which can attract disease-carrying pests and vectors.

4.3.6 Extended Bulk Waste Generator Responsibility (EBWGR)

- Under the Extended Bulk Waste Generator Responsibility (EBWGR) framework, Bulk Waste Generators (BWGs) are responsible for ensuring the environmentally sound management of the waste generated from their premises.
- This includes processing of wet waste at source and ensuring proper segregation, collection and management of dry waste, sanitary waste and special care waste. The EBWGR obligation is calculated based on the quantity of solid waste generated, as per norms notified by the Central Pollution Control Board (CPCB).
- Where a BWG is unable to establish or operate an on-site wet waste processing facility due to space, technical or operational constraints, it shall fulfil its obligation through agencies that are registered, authorized or empanelled by the Urban Local Body (ULB) for collection, transportation, processing and disposal of waste.
- In such cases, the BWG shall ensure that waste is channelised only through authorized entities and reaches registered waste processing facilities for treatment and resource recovery. BWGs shall procure Extended Bulk Waste Generator Responsibility (EBWGR) Certificates from the local body for the quantity of waste managed through these authorized arrangements as evidence of compliance with their obligations.

- To maintain accountability and traceability, BWGs shall not engage with any entity that does not possess the registrations required under the Rules. They shall also submit annual returns by 30th June every year through the centralized online portal, providing details of waste generation, fulfilment of EBWGR obligations and procurement of certificates.
- The returns shall be made available to the ULB for verification and public disclosure. This framework provides flexibility for BWGs that are unable to process wet waste on-site while ensuring that waste management is undertaken through authorized channels and remains fully compliant with regulatory requirements.

Chapter 5: Responsibilities of Urban Local Bodies under the Extended Bulk Waste Generator Responsibility (EBWGR) Framework

5.1 Background

The Solid Waste Management Rules 2026 introduced the Extended Bulk Waste Generator Responsibility (EBWGR) framework under which Urban Local Bodies (ULBs) are responsible for administering a certificate based compliance mechanism for Bulk Waste Generators (BWGs). The Rules position the ULB as the nodal authority for BWGs registration, waste accounting, verification, certificate generation, fee collection, monitoring and enforcement. To effectively implement the framework, ULBs are required to establish institutional arrangements, engage authorised service providers, maintain digital records and ensure that waste generated by BWGs is scientifically processed through registered facilities.

5.2 Identification, geotagging and Registration of Bulk Waste Generators

ULBs must identify BWGs through a detailed survey. The ULB shall update the list on the portal every year by 1st April, map and geo-tag identified BWGs, such as defined hotels, roadside eateries and commercial, institutional premises and other premises generating bulk waste. The ULB may use property-tax records, building approvals, occupancy certificates, trade licences, water-consumption records and field verification to identify potential BWGs. Each establishment shall be assessed against the three independent eligibility criteria prescribed under the Rules: floor area of 20,000 sq. m. or above, water consumption of 40,000 litres per day or above, or solid waste generation of 100 kg per day or above.

The ULB shall verify the relevant information and facilitate registration, maintain an updated inventory and ensure that changes in the registration particulars are reported in accordance with Rule 6(a).

5.3 Establishing Collection and Transportation Systems

Since EBWGR certificates are linked to the quantity of waste collected and sent for processing, ULBs must ensure the existence of reliable collection and transportation systems for BWGs.

The ULB may:

i. Provide collection and transportation services directly
ii. Engage concessionaires for the collection and transportation

iii. Authorise empanelled service providers
iv. Permit empanelled agencies to provide services to BWGs under ULB oversight

Appropriate arrangements should be made for separate collection of wet waste, dry waste, sanitary waste and special care waste. Wet waste should go to registered wet-waste processing facilities, dry waste to registered MRFs or dry waste processing facilities and sanitary and special care waste to the appropriate registered facilities or designated channels specified under Rule 8. Adequate weighing, record-keeping and tracking mechanisms should also be established to support EBWGR certificate generation.

5.4 Empanelment of Service Providers

ULBs should consider empanelling agencies for collection, transportation, processing, recycling, waste auditing and reporting services. This is particularly important where municipal capacity is limited or where multiple BWGs require specialised waste management services. A sample EOI is enclosed as Annexure – I for reference.

The empanelment may cover:

i. Waste collection and transportation agencies
ii. Composting and biomethanation operators
iii. Material Recovery Facilities (MRFs)
iv. Dry waste recyclers
v. Digital reporting and data management agencies

Empanelment creates a verified pool of service providers which BWGs can engage while enabling the ULB to maintain oversight over waste movement and processing and audit the same.

5.5 Ensuring Processing Through Registered Facilities

The Rules require ULBs to ensure that waste collected from BWGs is processed through registered processors and recyclers.

Accordingly, the ULB should:

i. Maintain a registry of authorised facilities
ii. Verify capacity and operational status of facilities
iii. Ensure traceability of waste from collection to processing
iv. Establish systems for obtaining processor confirmations and processing reports
v. Verify linkages between processors and SLFs

Particular attention should be given to wet waste since certificates can only be generated after a registered waste processor confirms receipt and processing of the waste through the centralised portal. A clear audit trail covering generation, collection, weighment, transport, receipt, processing and certificate issuance needs to be established.

5.6 Generation of EBWGR Certificates

The local body shall issue EBWGR certificates through the centralised online portal in accordance with Rule 10 and Rule 39(38) of the Solid Waste Management Rules, 2026.[1]

The certificate shall correspond to the applicable EBWGR obligation of the BWG, covering wet, dry, sanitary and special care waste. The local body shall maintain records of the quantities collected, transported and sent to registered processors or recyclers and ensure that the supporting records are available for verification.

For wet waste, certificates shall be generated only after the registered and authorised processing facility confirms the quantity received and processed on the centralised online portal. The certificate may specify the stream-wise quantity and the relevant registered processors or recyclers, as applicable under the Rules.

The local body shall maintain records of certificates issued and ensure that the certificate cost is notified and collected in accordance with the prescribed CPCB guidelines and or applicable bye-laws or regulations.

5.7 Notification and Collection of Certificate Fees

The Rules require ULBs to collect the cost of EBWGR certificates from Bulk Waste Generators.

To operationalise this provision, ULBs should:

i. Notify applicable charges through municipal bye-laws or regulations with due approvals from the State Government or Union Territory Administration.

ii. Establish fee collection and accounting mechanisms.

iii. Define payment procedures and timelines.

The fee structure may be linked to the quantity of waste managed and should be aligned with CPCB guidelines.

5.8 Monitoring, Audits and Reporting

Rule 39 requires periodic audits of actual waste generation by different categories of Bulk Waste Generators.

Accordingly, ULBs should:

i. Undertake annual waste generation audits.

ii. Compare actual quantities against prescribed norms.

iii. Verify the accuracy of waste generation data.

[1] Centralized portal is being developed by CPCB, as on 23.10.26

iv. Identify any under-reporting or non-compliance.

v. Submit findings to the State Pollution Control Board/PCC.

vi. Annual BWG audit and reporting of actual generation.

vii. Fines must be prescribed through the applicable ULB bye-laws and follow the statutory framework.

ULB officials shall conduct regular checks of eateries, restaurants, juice shops, canteens, sweet shops and similar food establishments to ensure that they segregate wet waste at source and manage it appropriately, as they generate substantial amount of waste. Even where such outlets do not exceed the BWG threshold, they shall not dispose of wet waste in drains, open spaces, bins meant for public or through unauthorised channels. The ULB shall ensure that such establishments outlets either process their wet waste through an approved on-site or decentralised arrangement or hand it over to an authorised collector or processor, with digital records of collection and disposal. Given the high and regular generation of food, fruit and vegetable waste by these establishments, their compliance shall be verified during routine inspections, trade-licence checks and enforcement drives.

The ULB should also ensure that all transactions relating to collection, transportation, processing and certificate generation are recorded on the centralised online portal and reflected in annual returns.

5.9 Enforcement and Compliance Management

ULBs shall incorporate a self-declaration or verification check in the application process for trade licences, renewals, building occupancy, shop-establishment registrations and other relevant approvals to identify establishments that meet the BWG criteria. Where an establishment is assessed as a BWG, the ULB shall ensure its registration on the Centralised Online Portal before issuing or renewing the relevant licence or approval. The registration status and BWG compliance shall be verified during periodic inspections and enforcement drives.

The Rules require all ULBs to prescribe criteria for imposition of spot fines and other penalties for violations.

The ULB should establish procedures for dealing with:

i. Failure to register as a BWG.

ii. Non-segregation of waste.

iii. Illegal dumping.

iv. Failure to fulfil EBWGR obligations.

v. Submission of incorrect information.

vi. Non-payment of certificate fees.

Successful implementation of the Extended Bulk Waste Generator Responsibility (EBWGR) framework will require ULBs to establish a transparent and accountable system covering identification and

registration of BWGs, waste collection and tracking, processing through authorized facilities, certificate issuance, monitoring and compliance enforcement. By strengthening institutional arrangements, leveraging empaneled service providers and adopting digital record keeping and reporting mechanisms, ULBs can ensure effective compliance with the Rules while promoting scientific waste management and resource recovery. A well-functioning EBWGR system will not only improve accountability across the waste management value chain but also contribute to higher diversion of waste from disposal, greater recycling and recovery, and the advancement of circular economy objectives within urban areas.

These Guidelines provide a practical framework for Bulk Waste Generators and Urban Local Bodies to implement the provisions of the Solid Waste Management Rules, 2026. They explain the method for self-assessment, registration, four-stream segregation, wet-waste processing, channelisation of dry, sanitary and special-care waste, record-keeping, EBWGR compliance and monitoring. Urban Local Bodies should use these Guidelines to identify and verify BWGs, facilitate registration, strengthen collection and processing arrangements, and ensure that waste generated by BWGs is managed through authorised and traceable channels.

These Guidelines shall be reviewed and revised after the Central Pollution Control Board launches or fully operationalises the BWG portal. Until such revision, ULBs and BWGs shall follow the provisions of the Solid Waste Management Rules, 2026, applicable State rules, ULB bye-laws and the directions issued by the competent authority.

Annexure A

Under the Solid Waste Management Rules, 2026, a premises meets the floor-area criterion for BWG classification when its relevant floor area is **20,000 sq. m. or more**. This is one of three independent criteria: a premises that does not meet the floor-area threshold may still be a BWG if it consumes at least 40,000 litres of water per day or generates at least 100 kg of solid waste per day.

Examples for checking whether a unit is BWG or not based on floor area are given below:

S.No.	Example	How to assess the area	Outcome
1	**Multi-storey office on a small plot**	The office stands on a plot of 5,000 sq. m. It has five floors, each with a floor area of 4,200 sq. m. Add the area of all floors: **5 × 4,200 = 21,000 sq. m.** The plot area is not the figure used for this calculation.	**The office meets the floor-area criterion** because its total floor area is at least 20,000 sq. m.
2	**Large plot with a smaller building**	The property has a plot area of 25,000 sq. m. The enclosed building has a floor area of 8,000 sq. m.; the remaining 17,000 sq. m. is open garden and parking. Open land does not become building floor area merely because it is within the property boundary.	**The property does not meet the floor-area criterion** on these figures. It may still be a BWG if it meets the water-consumption or waste-generation criterion.
3	**Building below the floor-area threshold**	A building has a total floor area of 17,500 sq. m. It consumes 28,000 litres of water per day and generates 125 kg of solid waste per day.	**The building is a BWG because it meets the waste-generation criterion**, even though it does not meet the floor-area or water-consumption threshold.
4	**Several buildings in a shared complex**	An office complex contains three buildings of 7,500 sq. m. each. Together they total **22,500 sq. m.** If they share a campus, management, utilities, access and waste arrangements, the ULB should assess the complex as one premises.	**The complex meets the floor-area criterion**, subject to verification of the area and the relationship between the buildings. Separate assessment may be appropriate where buildings are genuinely independent premises with separate management and waste responsibility.
5	**Ground coverage compared with total floor area**	A building occupies 4,000 sq. m. at ground level and has five floors of the same area. Its ground coverage is 4,000 sq. m., but its total floor area is **5 × 4,000 = 20,000 sq. m.**	**The building meets the floor-area criterion.** Ground coverage is the building's footprint; it is not the sum of all floors.

6	**Carpet area compared with total floor area**	A society has 100 flats, each with 120 sq. m. of carpet area: **12,000 sq. m.** The building also has 4,000 sq. m. of common constructed areas and 5,000 sq. m. of other floor areas verified from building records. The total floor area is **21,000 sq. m.**	**The society meets the floor-area criterion.** Carpet area of the flats alone does not show the total floor area of the premises.

Examples for assessing the criterion based on water consumption

Water consumption means the total volume of water used by the establishment in a typical day, from all sources, not merely the volume supplied by the municipal water connection.

S.No.	Example	Calculation and explanation	Outcome
1.	**Municipal bill: standard 30-day period**	The establishment's bill records **1,260 kL over 30 days**. Convert kilolitres to litres and divide by the billing period: **1,260 × 1,000 ÷ 30 = 42,000 L/day**.	**Meets the water-consumption criterion.** The average is above 40,000 L/day.
2.	**Municipal bill: 31-day period**	The bill records **1,100 kL over 31 days**: **1,100 × 1,000 ÷ 31 ≈ 35,484 L/day**. The ULB should check whether the establishment also uses borewell, tanker or other water.	**Does not meet the criterion based on this bill alone.** Add verified consumption from other sources before deciding.
3.	**Meter readings**	The meter reads **1,850,000 L** on 1 July and **3,150,000 L** on 1 August. Consumption is **3,150,000 − 1,850,000 = 1,300,000 L** over 31 days. Average: **1,300,000 ÷ 31 ≈ 41,935 L/day**.	**Meets the criterion.** The ULB should check that the meter serves the premises, is functioning, and records all major inlets.
4.	**Borewell, with verified flow rate**	A field-verified borewell discharge is **12,000 L/hour** and the pump operates for **3 hours/day**: **12,000 × 3 = 36,000 L/day**. The premises also receives **5,000 L/day** from the municipal supply. Total: **36,000 + 5,000 = 41,000 L/day**.	**Meets the criterion through combined consumption.** Use actual flow-meter readings or a verified discharge test; a pump's rated capacity alone does not prove actual use.
5.	**Tanker and municipal supply**	Over 90 days, a society receives **180 tankers**, each verified as **5,000 L**: **180 × 5,000 ÷ 90 = 10,000 L/day**. Add municipal supply of **32,000 L/day**: total **42,000 L/day**.	**Meets the criterion.** Tanker water must be included, even though it does not appear on a municipal bill.

6.	**Day school—estimate where actual records are unavailable**	A school has **1,000 students and 100 staff**. Using the CPHEEO planning norm of **45 L/person/day** for a day school: **1,100 × 45 = 49,500 L/day**.	**Provisionally meets the criterion based on the estimate.** Verify against actual meter or bill data when available. Account separately for additional uses such as a hostel, pool or extensive landscaping, without double-counting.
7.	**Hospital—estimate where actual records are unavailable**	A hospital has **120 beds**. Using the applicable CPHEEO planning norm of **450 L/bed/day** for a hospital with more than 100 beds, including laundry: **120 × 450 = 54,000 L/day**.	**Provisionally meets the criterion based on the estimate.** Check what the selected norm already includes before adding kitchen, laundry or other demand.
8.	**Office—estimate where actual records are unavailable**	An office has **800 employees**. Using the CPHEEO planning norm of **45 L/person/day**: **800 × 45 = 36,000 L/day**.	**Does not meet the criterion on this estimate alone.** Verify any additional use, such as a canteen or landscaping, and assess the floor-area and waste-generation criteria separately.
9.	**Banquet facility with variable use**	The facility uses **20,000 L** on normal days and **80,000 L** on 10 event days. Total consumption over 30 days is **1,200,000 L**; average: **1,200,000 ÷ 30 = 40,000 L/day**.	**Meets the criterion on the 30-day average.** Record event-day peaks as well, since they help explain the facility's variable demand.

Examples for assessing the solid-waste-generation criterion

An establishment meets the BWG solid-waste criterion if it generates **100 kg or more of solid waste per day**. This is one of three independent criteria: meeting any one is sufficient for BWG classification. Waste remains part of the amount generated even when it is composted, recycled or otherwise processed on-site.

S.No.	Example	Calculation and explanation	Outcome
1	**Office operating six days a week**	During six operating days, the office generates: Monday 118 kg, Tuesday 112 kg, Wednesday 105 kg, Thursday 109 kg, Friday 116 kg and Saturday 68 kg. Total: **628 kg**. Average per operating day: **628 ÷ 6 = 104.7 kg/day**. Sunday is recorded as a closed day.	**Meets the threshold based on the operating-day average.** Record the operating schedule and the method used. If the ULB also calculates a calendar-day average, it is **628 ÷ 7 = 89.7 kg/day**. The applicable assessment method should be stated clearly and applied consistently.

2	**Residential society**	Daily generation is wet waste 95 kg, dry waste 48 kg, sanitary waste 9 kg, special-care waste 2 kg and horticulture waste 12 kg. Total: **95 + 48 + 9 + 2 + 12 = 166 kg/day**.	**Meets the threshold.** On-site composting of the wet waste does not remove that waste from the generation calculation.
3	**Restaurants***	Daily generation is kitchen and food waste 72 kg, dry packaging waste 24 kg and sanitary/cleaning-related waste 6 kg. Total: **72 + 24 + 6 = 102 kg/day**.	**Meets the threshold**, even if the restaurant is smaller than 20,000 sq. m. and uses less than 40,000 litres of water per day.
4	**Hotels***	A 150-room hotel records a low-season average of 82 kg/day, a normal-season average of 112 kg/day and a festival/event-period average of 190 kg/day.	The ULB should assess records representative of normal operations and seasonal or event peaks—not rely only on the low-season figure. The hotel meets the criterion if its applicable representative daily generation is **100 kg or more**. It should separately record event-period quantities for operational planning.
5	**Banquet hall with event-based generation**	The hall generates 20 kg on a normal non-event day and 450 kg on each event day. With 12 event days in 90 days, event waste totals **12 × 450 = 5,400 kg**, or **60 kg/day** averaged over the 90-day period. Adding normal-day waste of approximately 20 kg/day gives an indicative combined average of **80 kg/day**.	The average shown is below 100 kg/day, but each event generates 450 kg. For intermittent venues, the ULB should record event-day generation and apply a consistent assessment method that does not obscure substantial event-related waste.

Annexure B

Table 2: Requirement of Water for Institutions (IS 1132, CPHEEO & NBC 2016 norms)

S. No.	Institutions	Litres per head per day
1	Hospital (including laundry)	
	(a) No. of beds exceeding 100	450 (per bed)
	(b) No. of beds not exceeding 100	340 (per bed)
2	Hotels	180 (per bed)
3	Hostels	135
4	Nurses' homes and medical quarters	135
5	Boarding schools / colleges	135
6	Restaurants	70 (per seat)
7	Airports and seaports	70
8	Junction Stations and intermediate stations where mail or express stoppage (both railways and bus stations) is presided	70
9	Terminal stations	45
10	Intermediate stations (excluding mail and express stops)	45 (could be reduced to 25 where bathing facilities are not provided)
11	Day schools / colleges	45
12	Offices	45
13	Factories	45 (could be reduced to 30 where no bathrooms are provided)
14	Cinema, concert halls, and theatre	15

The CPHEEO Manual on Municipal Solid Waste Management reports that municipal solid-waste generation in Indian urban centres has generally been observed in the range of **0.2–0.6 kg per capita per day**, with values up to about 0.6 kg/capita/day observed in metropolitan cities. It also provides broad planning ranges:

Source	Indicative rate
Residential refuse	0.3–0.6 kg/cap/day
Commercial refuse	0.1–0.2 kg/cap/day
Street sweepings	0.05–0.2 kg/cap/day
Institutional refuse	0.05–0.2 kg/cap/day
Industrial waste, when included in municipal collection	Additional 0.1–1.0 kg/cap/day, depending on the activity

Per-capita estimation examples

S.No.	Example	Calculation and explanation	Outcome
1	**Residential society—screening estimate**	The society has 300 occupied flats with an average of 3.5 residents per flat: **300 × 3.5 = 1,050 people**. Using a provisional local rate of 0.32 kg/person/day: **1,050 × 0.32 = 336 kg/day**.	**Provisionally exceeds the threshold.** The ULB should seek actual weighing records to confirm daily generation and quantities by waste stream.
2	**Office—screening estimate**	The office has 900 employees. Using an institutional screening rate of 0.15 kg/person/day: **900 × 0.15 = 135 kg/day**.	**Provisionally exceeds the threshold.** Confirm through weighing. For an office with 500 employees, the same estimate gives **500 × 0.15 = 75 kg/day**; it would not meet this criterion on that estimate alone, but may qualify under either of the other BWG criteria.
3	**Day school—screening estimate**	The school has 1,200 students and staff. Using an institutional screening rate of 0.15 kg/person/day: **1,200 × 0.15 = 180 kg/day**.	**Provisionally exceeds the threshold.** The school should verify actual quantities, including canteen, garden and event waste, and account for changes in attendance during holidays or examinations.

4	**Commercial market—screening estimate**	The market has 50 vendors, 200 workers and avg. 400 customers Using a commercial screening rate of 0.20 kg/ person/ day gives **650 × 0.20 = 130 kg/day**. An additional 40 kg/day of vegetable waste has been measured separately.	**Exceeds the threshold on the screening estimate.** The 40 kg/day should be included only if it is not already covered by the per-person estimate. A market-specific weighing study is preferable.

Note: Use actual weighing wherever reliable records are available, especially when the result is close to 100 kg/day. Per-capita estimates should be used only as preliminary screening where field data is not available. The ULB should document the assessment period, operating days, seasonal or event conditions, estimation method and waste streams included.

Template for Expression of Interest (EOI)

for Empanelment

of

Agencies with Municipality for providing Solid Waste Management / Processing Service to Bulk Waste Generators in Municipality limits.

2026

(LOGO OF ISSUING AGENCY)

Expression of Interest (EOI)
For Empanelment
of
Agencies with Municipality for providing Solid Waste Management / Processing Service to Bulk Waste Generators in Municipality limits.

EoI Reference No: ……

(NAME OF MUNICIPALITY)

(ADDRESS)

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1. Notice For Expression of Interest

1.1 Introduction

The Solid Waste Management Rules, 2026, notified by the Government of India, mandate a transition from conventional waste collection practices to a circular, data-driven, and accountable waste management system, with clearly defined responsibilities for waste generators, service providers, and Urban Local Bodies (ULBs).

Under the Rule (6), Bulk Waste Generators (BWGs) must ensure segregation of waste at source, undertake on-site processing of biodegradable waste through composting, bio-methanation or other approved decentralised technologies, submit annual returns as prescribed, and make arrangements for the collection and handing over of dry waste, sanitary waste and other special care waste to the local body or an agency authorised by it. The rules also provide for the development of a Centralised Online Portal to track all stages of solid waste management, including waste generation, collection, transportation, processing and disposal, as well as biomining and bioremediation of legacy waste dump sites. Registration and authorisation of waste processing facilities with local bodies and State Pollution Control Boards or Pollution Control Committees shall be carried out online through the portal developed by the CPCB.

End-to-end traceability of waste flows and digital reporting is required for compliance monitoring. Maximum material recovery and minimum landfill disposal are key performance outcomes targeted by SWM Rules 2026.

Submission of reports by solid waste processing facilities shall also be undertaken online through the portal, replacing multi-step physical reporting. The rules mandate audits of all waste processing facilities. Audit reports are required to be uploaded on the centralised online portal.

Registration for bulk waste generators on GOI portal have become mandatory under SWM 2026 rules. As per the Rules, any entity meeting at least one of the specified criteria will be classified as a Bulk Waste Generator (BWG). The criteria include buildings with a floor area of 20,000 square metres or above, water consumption of 40,000 litres or more per day, or solid waste generation of 100 kilograms or more per day. Solid Waste Management Rules, 2026 also mandates Four-Stream Segregation under which Waste must be separated into 1: Wet Waste: Food, kitchen waste, fruit peels etc. 2: Dry Waste: Plastic, paper, metal, glass etc. 3: Sanitary Waste: Diapers, napkins etc. and 4: Special Care Waste: Hazardous items (batteries, electronic waste, expired medicines). Solid Waste Management Rules, 2026 also emphasise on strict 'polluter pays' principles, and a centralized digital tracking portal for waste management. Also, all waste processing, composting, and landfill facilities require prior authorization from the State Pollution Control Board (SPCB)/ Pollution Control Committees (PCCs).

The definition of BWG (Rule 3i) covers institutional users, commercial establishments, residential associations and societies, hotels, hospitals, educational institutions, IT parks, marriage halls, shopping malls, markets, industrial units and other large establishments.

As per the Solid Waste Management Rules 2026, all the Bulk waste generators, shall in partnership with the local body ensure segregation of waste at source by the generators as prescribed in these rules, facilitate collection of segregated waste in separate streams, Handover Recyclable Materials to either the authorised Waste Pickers or the Authorized Recyclers. The biodegradable waste shall be processed, treated and disposed off through composting or bio-Methanation within the premises as far as possible. The residual waste shall be given to the waste collectors or agency as directed by the local body. It has been noticed that currently Bulk Waste Generators in the city are lacking adequate in-house expertise. This challenge has led to substantial sub-optimization of waste conversion and increase in the waste disposal at the landfill/ dump yard in the cities.

To fulfil the requirement as per provision of SWM 2026 rules and the objectives of sustainable urban development, the Urban Local Body intends to empanel qualified agencies / service providers for providing end-to-end waste management and compliance services to Bulk Waste Generators (BWGs) through this expression of Interest (EOI).

To facilitate the BWGs for fulfilling their responsibilities, it is proposed to empanel service providers for the following 4 categories. Interested agencies can choose any of the categories:

Category 1: Management of all Waste Streams - Wet, Dry, Special Care & Sanitary Waste. This includes.

a) Services for wet waste and horticulture waste collection, transportation and processing (In-situ and or offsite) through composting/bio methanation or other approved methods.
b) Services for collection, transportation, and further processing of Dry and Special Care & Sanitary Waste. (In-situ and or offsite).

Category 2: Management of wet waste & horticulture waste i.e. supply and providing services for wet waste processing equipment and wet waste processing solutions (In-situ and/or offsite) through composting/ bio-methanation or other approved methods.

Category 3: Management of Dry and Special Care & Sanitary Waste. This includes services for collection, transportation and further processing of Dry, Special Care & Sanitary Waste.

Category 4: Collection, storage, transportation and further processing of e-waste by CPCB/ SPCB/ PCC authorized e- waste dismantlers/ recyclers.

Category 5: Collection of construction & demolition (C&D) waste, this includes services for collection, transportation and further processing of C&D waste through CPCB/ SPCB/ PCC authorized C&D waste recyclers.

This Request for Expression of interest is floated for Empanelment of Agencies with Municipality for providing waste processing Service within the Municipality Limits. The Intending Agencies who meet the minimum said eligibility criteria would be empanelled with Municipality and the list of such empanelled vendors would be published in the Municipality official website so that the Bulk Generators in the city can access the portal and be aware of list of such empanelled service providers and directly avail the services. EoI document can be downloaded from the website (insert website name). Other details can be seen in the EoI document.

The expression of interest document must be mailed to: (E mail id of municipality) / uploaded on the portal (Tick one of above) and physical copy of all documents as uploaded shall also submitted to the Municipality to the following address by registered post. on or before …… hrs. on ……...

All Corrigendum / Addendum (if any) shall be hosted in website only.

Commissioner/ Chief Officer,

(Name & Address of Municipality)

2. Instructions to Agencies

2.1 Key Details of EoI:

	EoI Parameter	**Description**
1	EoI Title	EoI for empanelment of Agencies with ULB/ Municipality (Name ……) for providing Solid Waste Management / Processing service to Bulk Waste Generators in ULB/ Municipality limits.
2	EoI Reference No:	(Details of EoI No.)
3	Details Authority and contact details for Inviting EoI	The Commissioner/ Chief Officer, (Name & Address of Municipality along with details of contact number)
4	Availability of EoI documents on website:	(Mention details of website and date & time for availability on website.)
5	Date and Time of Publication	Date & Time

6	Last Day of receiving queries through email.	(……..)
7	Date & Time of Pre-Bid Meeting	(……..)
8	Replies to the queries uploaded on the website if required	Up to 7 days from last date for submission of EoI.
9	Last date and time for Submission of EoI proposal.	Date & Time (……)
10	EoI – Response Proposal submission details	The EOI proposal must be submitted through mail (Details of Email) and a hard copy shall necessarily be submitted within the above stipulated period addressed to the following address. The Commissioner, (Name & Address) EoI submitted beyond the due date and time shall be summarily rejected.
11	Opening of response proposal for EoI	Date & Time (……) The Commissioner/ Chief Officer (Name & Address)
12	Technical presentation by the Bidders before the committee	Yes, Date & Time to be notified separately.
13	EoI Evaluation Criteria	Compliance of Eligibility and other criteria mentioned in EoI.
14	Mode of Submission	Online Mode
15	Validity of Proposals	90 Days from due date of submission of EoI proposal.
16	Email for Correspondence	(Details of email id)
17	Response proposal requirement	All pages of the response proposal (scanned soft copy and hard copy) to be signed by Authorised signatory of the bidding agency.
18	Evaluation & short listing of Agencies	The response proposal would be scrutinised and shortlisted by the technical committee appointed by the Authority & the empanelled agencies to be intimated by the authority.

19	Validity of Empanelled Panel.	3 Years with option to extend further by 2 years by competent authority.
20	Cost of EoI	EoI's should be accompanied by a DD of Rs. (……) in favor of The Commissioner/ Chief Officer/ ULB/ Municipality payable at (Name of city) (non-refundable.)

2.2. Amendment to the Expression of Interest (EoI)

At the time prior to the deadline for submission of EoI, ULB/ Municipality, for any reason, whether on its own initiative or in response to clarification requested by a prospective intending Agency, may modify, change, incorporate or delete certain conditions in the invitation for EoI by amendment notified to the prospective intending Agencies intent of submitting EoI. Such amendment shall be binding on any firm which may desire to submit an EoI. ULB/ Municipality at its discretion, may extend the deadline for the submission of EoI subsequent to the issue of Amendment and/ or Supplemental information.

2.3. Language of EoI Response Proposal

The language of the EoI Response proposal shall only be in English, all financial figures quoted as project experience shall be in Indian Rupees.

2.4. Cost of EoI

EoI's should be accompanied by a DD of Rs.(……..), (non-refundable) in favour of The Commissioner/ Chief Officer, of the ULB/ Municipality payable at (Name of city)(non-refundable).The intending Agency shall bear all costs associated with the preparation and submission of the EoI, including cost of presentation for the purposes of clarification of the EoI, the preparation or execution of any benchmark demonstrations, simulation or laboratory service or for any work performed prior to the execution of a formal contract if so desired by the intending Agency. For any reason or in any case, Municipality will not take responsibility or liability for these costs. All materials submitted become the property of Municipality and may be returned at its sole discretion.

2.5 Submission of EoI

Intending Agencies are solely responsible for timely submission of their EoI in the format given in Annexures (collectively referred as EoI) as per timelines and details given in the EoI. The Authority may extend the deadline for submission of bids by issuing an amendment, in which case all rights and obligations of the Authority and the intending Agencies previously subject to the original deadline will then be subject to the new deadline. The EoI shall be typed and shall be signed by the persons duly authorized to sign the EoI response proposal. The letter of authorization shall be indicated by written power-of-attorney accompanying the bid as per Annexure.

1. Intending Agencies should examine all Instructions, Scope of Work and Terms and Conditions as given in the EoI document.
2. The EoI shall contain no interlineations, erasures, overwriting except as necessary to correct errors made by the Intending Agency, in which case, such corrections shall be attested with full signature of the Authorized Signatory of the intending Agency.
3. The supporting documents and other documents as given in the Eligibility Criteria shall be submitted in the EoI response proposal. The EoI response proposal shall not contain any indications of the Price whether directly or indirectly otherwise the EoI will be summarily rejected.
4. The response proposal shall be bound, signed on all pages along with original DD of (…….), (non-refundable) in favour of "The Commissioner/ Chief Officer, ULB/ Municipality" payable at concerned city and sealed in a single cover. The cover shall be bear the EoI Reference details, Agency (for Empanelment) inviting Authority' details & address, intending Agencies Organisation name & address. The cover shall be sealed completely devoid any loose/ Breakages in the cover. Also, the bids must be submitted through mail (Mail ID for receiving response)

2.6 Opening of EoI

EoI's shall be opened in presence of bidder's representatives (if they are present else it will be opened in presence of the other representatives, officials present). The EoI shall be opened at the address mentioned above in this section. ULB/ Municipality will open all EoI's as per schedule mentioned in this section. If all documents mentioned in each part of proposal are not found, then EoI will be summarily rejected. The bidder's representative willing to attend the opening of the bids shall bring authorization letter. The bidder's representative shall sign an attendance register.

2.7 Clarifications:

Any firm requiring any clarification may notify in writing / email . Firms should send in their written queries latest by the last date for receiving queries as given in the schedule of events. ULB/ Municipality will respond to any request for clarification as per the calendar of the event prior to the deadline for submission of EoI.

To facilitate evaluation of EoI, ULB/ Municipality at its sole discretion, seek clarifications in writing from any firm regarding its EoI. Notwithstanding anything contained in the EoI document, ULB/ Municipality reserves the right not to take into consideration any such clarifications sought by it for evaluation of the EoI and also reserves the right not to respond to any correspondence received from the firm after the EoI due date.

2.8. Evaluation Process

All the response proposals submitted for this EoI would be evaluated as per EoI Evaluation Criteria mentioned and other terms and conditions mentioned in the EoI. The evaluation committee shall scrutinize the received response proposals for this EoI and shortlist among the top qualified agencies for acceptance or rejection of empanelment of the respective intending Agency.

As part of evaluation, the intending Agencies shall be asked to make a technical presentation of their credentials, process followed, etc. at place of the inviting Authority. During the presentation, the evaluation committee may seek necessary queries from the intending agency. Based on the clarification provided by the intending agencies the technical committee would take the final decision on compliance of the intending agency for empanelment. If required, the Evaluation committee or its designated representatives shall visit the sites of the intending Agency for necessary inspections. The intending agency shall extend all necessary support during any such on-site inspection/ visits paid by the ULB/ Municipality Representatives.

Post evaluation of the intending agency, the ULB/ Municipality would scrutinize list of intending agencies who meet the required pre-requisites for empanelment by ULB/ Municipality for the specified service. The list of such complying intending Agencies and their contact details shall be published in the ULB/ Municipal Website.

2.9. Publishing of Empanelled list of Agencies.

The empanelment process is an on-going activity for the intending agencies who submitted the bids on this EoI submission date would be evaluated and successfully intending Agencies shall be empanelled and their details will be published on Municipality Portal.

Other potential agencies who intend to apply for this empanelment shall wait for subsequent calls and get themselves empanelled with Municipality for the required services as per EoI calls made from time to time.

2.10. Other instructions:

I. All the Intending agencies, for the purpose of submitting an EoI shall treat the content of this document as private and confidential.

II. It may be noted that the intending agency cannot sub-contract any part of the work without prior written approval of the Municipality. However, even if the work is subcontracted, the sole responsibility of completing it on-time and to the satisfaction of the Municipality shall lie with the intending Agency. The intending Agency shall be held responsible for any delay/error/non-compliance etc. of its subcontracted vendor.

3. Eligibility Criteria for Empanelment:

The empanelment of the agency will be done based on completeness of submissions and other evaluation parameters by the nominated technical committee, details of which are as follows:

a) The agency should be registered in India either as a Limited, Private Limited Company, Sole Proprietorship, Partnership, LLP, or public company. Organizations registered as Trust/Society/NGO can also apply for the empanelment. The Agency must have Waste Management as one of its core business. The agencies to submit their MOA/AOA document.

b) The Agency must have a valid PAN, GSTN certificate, ESIC, and EPF registrations as applicable. (Signed copies to be submitted)

c) The applicant agency should not be blacklisted/ debarred/ terminated from any contract by any Government/Government Board/ Corporation Agency/ firm/ Statutory Board/ PSU agency/firm/Non-Government/Private agencies and Funding agencies in the last 05 years. Past /Present litigations, disputes, if any (Refer Annexure IV)

d) In respect of any work done earlier for any ULB in any State, if it is under investigation by any agency/ Government, such agency will not be eligible to participate in this EoI and will be considered disqualified.

e) The agency should have experience of at least 2 years in Collection, Transportation and processing/ Processing of Municipal Solid Waste in the last 5 years with any ULB/ Municipality of average …….. TPD capacity (Refer Annexure V)

f) Copy of letter of award (At least 3 nos over the last 5 years) to be submitted along with performance certificate for completed/ongoing works signed by the Authority in charge of ULB/ Municipality. The agency must have provided services for at least 12 months to at least one ULB/ Municipality.

g) The applicant must have Minimum average annual turnover of ₹10 Lac in the last 3 years and a positive net worth in the last financial year. (Refer Annexure III)

4. **Scope of Work**

The empanelled agencies shall act as authorized waste management and compliance partners for BWGs (As per rule 6,10) and shall be responsible for:

1. Segregation & Compliance Enforcement
   - Establish and ensure 100% segregation at source
   - Support BWGs in achieving compliance with MSW Rules 2026
   - Monitor and report non-compliance
2. Collection, Handling & Transportation
   - Provide segregated waste collection systems
   - Ensure safe, covered, and compliant transportation
   - Maintain service efficiency
3. Decentralized & Scientific Processing.
   - Facilitate on-site or decentralized processing of wet waste through Composting, Bio methanation or other approved methods.
   - Ensure channelization of dry waste to Authorized recyclers, Material Recovery Facilities (MRFs) or Co-processing units.
4. Digital Monitoring & Traceability
   - Implement digital systems for Waste quantity tracking, Category-wise data recording & Generator-wise reporting.
   - Ensure end-to-end traceability from generation to final processing and/ or disposal.
   - Provide real-time or periodic data access to ULB/ Municipality.
5. Circular Economy Integration
   - Maximize Recycling & Resource recovery & Minimize Landfill disposal.

- Enable linkage with recycling industries and secondary material markets.

6. Data Reporting & Compliance Documentation.
   - Submit periodic digital reports on Waste handled, Processing outcomes, Disposal pathways & maintain records for regulatory audits.
7. Awareness & Behavioural Change
   - Conduct structured awareness programs for BWGs waste generation & promote waste reduction, reuse, and segregation practices.
8. Submit data to ULB for facilitation in issuing Extended Bulk Waste Generator Responsibility (EBWGR) Certificates (Rule 10) to BWGs as per scheme in sub rule (38) of Rule 39 of SWM Rules 2026. Also pay to ULB cost of certificate as finalised and notified.

4.1 Other Terms and Conditions

The following are other broad contours of the scope of work envisaged for empanelled vendors to provide service to Bulk Waste Generators in the City,

I. The Agency shall be liable to make compliance with the different provisions for daily segregation, collection, transportation, processing and disposal of Municipal Solid Waste separately as per Solid Waste Management Rules, 2026, Bye-Laws framed by ULB/ Municipality, guidelines/ directions issued by Ministry of Housing and Urban Affairs (MoHUA), Government of India, Central Public Health & Environmental Engineering Organization (CPHEEO), Central Pollution Control Board (CPCB), State Pollution Control Board (SPCB) and amendments thereof made from time to time. In this regard, if any permission/ NOC is required from any Government Department/ Board/ Agency, the same may be taken by the applicant (Agency) at its own risk and cost.

II. Assess the characteristics of the waste generated at the respective site of the Bulk Waste Generator (BWG).

III. Propose an optimal segregation of Waste generated over and above the mandate of SWM Rules 2026 and propose and implement a plan for transition to the compost plant/ bio-methanation any alternative processing for biodegradable waste in situ or its own premises of Empanelled vendor and reducing/ diverting the waste being sent to the landfill.

IV. To channelize the segregated recyclable dry waste to authorized recyclers.

V. Sign up of MoU/ work agreement for the engagement.

VI. The successful Agency has to get itself registered on waste processor/ service provider portal and shall be liable for submitting the daily/ weekly/ monthly data on the portal. If any specific data is demanded by the ULB, the same shall be provided by the Agency within the prescribed time limit.

VII. The Agency shall not liable to collect any Bio-medical waste as defined in Bio-Medical Waste management Rules, 2016 and its amendments from time to time, under this EoI.

VIII. The Agency shall not collect construction and demolition waste (C& D) and dead animals, under this EoI.

IX. The E-waste shall be collected and managed as per E-waste (Management) Rules, 2022 as amended from time to time.

X. To file periodic returns to the ULB/ Municipality with respect to its operations as per directions and format issued by ULB/ Municipality from time to time and the CPCB/ SPCB/ PCC.

XI. If the Agency wants to apply for more than one category of services, in that case also, a single application shall be applied mentioning all the categories of services and all necessary documents shall be attached category-wise.

XII. The Commissioner/ Chief Officer, ULB/ Municipality shall be the competent authority to constitute the technical committee for selection, renewal & termination of empanelment.

*****

APPENDICES

APPENDICES I

BWG Empanelment Form: (To be submitted by the responder on the letter head)

To,

The Municipal Commissioner/ Chief Officer,
Municipal Corporation/ Municipality/ Municipal Board,
(Address)

Sub: Response to the Expression of interest for Empanelment of Reputed Agencies with Municipality for providing Solid Waste Management and/Processing Services for Bulk Waste Generators, (BWG) under SWM Rules 2026.

Dear Sir,

I/ we, the undersigned, offer to provide the services for Bulk Waste Generators waste management in accordance with your Expression of Interest dated _____. We are hereby submitting this letter of interest, which includes the Technical Proposal showcasing our capabilities in the category for which we are applying. The category that we would like to apply are

1. Management of all Waste Streams for BWG (Wet, Dry and Special Care Waste and Sanitary Waste)
2. Management of only Wet waste.
3. Management of Dry, Special care Waste and Sanitary Waste.
4. Management of E-waste.
5. Management of C&D waste

I/ We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

I/ We are willing to submit any other documents which are required to get us empanelled to provide services in the above chosen categories.

I/ We undertake, if our Proposal is accepted, to initiate the services related to the assignment not later than the date indicated in the Notice to Proceed.

I/ We understand that you are not bound to accept any proposal you receive.

Yours Sincerely
Authorized Signature
[Name and Designation]

APPENDICES - II

Agency/ Organization's Details (Provide the details of your company in the format below)

S.No.	Particulars	Details
1	Name of Agency/ Company:	
2	Complete Address of Company: i) Address with Pin Code ii) Telephone / Mobile No. iii) E- Mail Address iv) Website	
3	Company Registration Type (Private Limited Company, Sole Proprietorship, Partnership, LLP, Trust, Society etc.) [Attach registration certificate, if applicable]	
4	Year of Registration	
5	Year of Start of Operations	
6	I. PAN No II. GST Registration (Please attach the GSTIN Certificate, if NA please mention the reasons)	
7	PF Registration (Please attach the PF Registration Certificate, if NA please mention the reasons)	
8	ESIC Registration (Please attach the ESIC Registration Certificate, if NA please mention the reasons)	
9	Any Other Certificates / Registrations (By MSME, State PCB, PCC, CPCB etc.) [Attach registration certificate, if applicable]	
10	Type of Business (Service provider/ Technology provider/ dry waste solution provider / wet waste solution provider, sanitary waste, special care waste, e-waste etc.)	

11	City / Region of Business	
12	Main Line of Business of Company in last five years	
13	Brief Description of Organisation:	
14	Brief Description of Technology (Composting, Biogas, MRF, sanitary waste incinerator, hazardous waste management etc.)	
15	Name, Designation, Address, Phone No, E – Mail Address of Authorised signatory of the Organisation	

Contact Details of official of the intending Agency, as authorized signatory for the EoI

Details	**Primary Contact**	**Secondary Contact**
Name		
Designation		
Company Address		
Phone		
Mobile		
Fax		
E-mail		

Signature [In full]:

Name and Designation of Authorised Signatory:
Name of Agency/Company:
(Agency / Company Seal)
Date & Place

APPENDICES - III

Declaration of the Agency/ Organization's Financial Status

(To be submitted by the responding Agency/ Organization's Statutory Auditor)

Turn Over and Net Worth Details of the Applicant Organization

S.No	Details	Audited Current Year (Y)	Audited Previous Year (Y-1)	Audited Year Before Year (Y-2)	Average for 3 years
1	Net worth (INR)				
2	Turnover from Relevant Services (INR)				

Certificate From the Statutory Auditor

This is to certify that ……. (Name of applicant Agency) has received the payments shown above against the respective years on account of services rendered.

(Signature, Name of the Authorized Auditor/ Chartered Accountant)

Name and Seal of the Audit Firm

Date & Place:

Note:

* The above certificate to be certified by the Statutory auditors/ Chartered Accountant of the applicant agency.

** In case the applicant agency does not have a statutory auditor, it shall provide the certificate from the chartered accountant that ordinarily audits the annual accounts of the applicant.

*** Relevant financial statement / Annual reports to be enclosed.

APPENDICES - IV

Self-Declaration of the Intending Agency's towards blacklisting

(To be submitted on the Letterhead of the responding agency)

EoI Ref. No -

Sub.: Expression of Interest for Empanelment of Reputed Agencies for providing Solid Waste Management services for Bulk Waste Generators, in the Municipal limits of ULB/ Municipality - Reg

Dear Sir,

It is confirmed that our Agency/ Company, ……, is not blacklisted or debarred in any manner whatsoever by any of the Central/ State Government in India or Multi-lateral/ Bilateral funding agencies on any funding including but not limited to indulgence in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

Signature [In full]:

Name and Designation of Authorised Signatory:
Name of Agency/Company:
(Agency / Company Seal)

Date & Place

APPENDICES – V

Prior Work Experience

Agency/ Organization's Experience

[Using the format below, provide information on each assignment for which your organization was legally contracted to carry out services similar to category for which you seek empanelment. Fill up a separate table for each project. Please showcase at least 3 project details executed/under execution in the last 5 years, the project should have successfully run for at least 12 months at a stretch. In case of any deviation in providing the project details, please provide proper justification.]

1	Name of ULB/ Municipality	
2	Address of ULB/ Municipality	
3	Contact Number of Estate Manager	
4	Contact Number of RWA Member/ Management team as applicable	
5	Brief Description of project (up to 100 words)	
6	Scope of work of agency	
7	Size of Project in unit weight (TPD)	
8	Completed or on going	
9	Date of Start & End of project	
10	Photographs of the Project site (Attach)	
11	Waste Reports of last one year from the project (Attach)	
12	Signed copy of Work order / Contract with ULB/ Municipality (Attach)	
13	Attach the experience certificate issued by the ULB/ Municipality	
14	Any other relevant information agency wants to disclose	
15	List of documents Attached 1……. 2……. 3……. etc.	

Signature [In full]:
Name and Designation of Authorised Signatory:
Name of Agency/Company:
(Agency / Company Seal)
Date & Place

APPENDICES VI

Format for Power of Attorney for Authorized Representative/Signatory

(To be executed on non-judicial stamp paper of appropriate value in accordance with relevant Stamp Act. The stamp paper to be in the name of the company who is issuing the power of attorney.)

Power of Attorney

Know all men by these presents, We, …..... (name of Firm and address of the registered office) do hereby constitute, nominate, appoint and authorize Mr / Ms …..... son/daughter/wife and presently residing at ....., who is presently employed with/ retained by us and holding the position of …..... as our true and lawful attorney (hereinafter referred to as the "Authorised Representative") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Proposal for empanelment as the Technical agencies for Solid waste management, by the ..... (the "Authority") including but not limited to signing and submission of all applications, proposals and other documents and writings, participating in pre-bid and other conferences and providing information/ responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with the Authority in all matters in connection with or relating to or arising out of our Proposal for the said Project and/or upon award thereof to us till the entering into of the Agreement with the Authority.

AND, we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Authorised Representative pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Authorised Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, ... THE ABOVE-NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS ..... DAY OF ....., 20.....

For .....

(Signature, name, designation and address)

Witnesses:
1.

2.

Notarized

Accepted

Notes: Signature, name, designation, and address of the Attorney)

• The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.

• Wherever required, the Applicant should submit for verification the extract of the charter documents and other documents such as a resolution/power of attorney in Favor of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.

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APPENDICES -VII

EoI Response Proposal Checklist

i. Covering Letter as per format prescribed in Annexure 1 of this EoI.
ii. Compliance Matrix with respect to the Qualifying Criteria and Supporting Documents required in Section 3.
iii. Organizational Profile as per Annexure II.
iv. Details of at least three ongoing/completed projects executed for last 5 years in format prescribed in Annexure V along with supporting documents.
v. Bid Signing authority: Copy of Power of Attorney (POA) for signing of the EoI Response Proposal (Annexure VI of EOI).
vi. Self-certification signed by Authorized Signatory of intending Agency towards non-blacklisting and non-penalizing of company. (Annexure – IV)
vii. Statutory Auditor certificate for Average Turnover and Net Worth for the last three years indicating Net Worth and Turnover. (Annexure – III).
viii. Cost of EoI's application in the form of DD as prescribed in the EOI.
ix. Copy of certificate of incorporation / registration along with Memorandum and Articles of Association of the Company.
x. Copy of Certificate of registration with PF, ESIC, PAN & GST.
xi. Any other document required as per EOI stipulation. The applicant shall ensure the completeness of submission and enclose the documents as per respective sections/ appendix of EOI.

Prepared by **TSU RITES**

Swachh Bharat Mission - Urban 2.0

www.sbmurban.org

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