

TOOL # 2: PLAYER ASSESSMENT CHECKLIST

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Overview

The objective of this tool is to help the ULB evaluate the availability, expertise, and interest of private sector players to engage for the proposed IFSM project. It covers questions across 3 aspects:

1. Background questions about the private sector player
2. Questions related to expertise and experience on specific IFSM activities
3. Interest, and preferences in engaging with the public sector

The tool has been developed to capture relevant inputs in identifying potential private sector actors who could partner with the ULB for the proposed project. In addition, it gathers inputs that will be utilized in subsequent sections of the toolkit, especially in identifying activities to be outsourced, type of contracts to be prepared, and key clauses that will be included in the final contract.

How to use this tool

- The Tool has 3 sections:
 1. Section 1. Background Questions
 2. Section 2: Questions on specific aspects of IFSM
 3. Section 3: Assessing the interest of private sector players to engage
- Within each section there are questions that cover various operational, technical and financial aspects of the private players
- **Inputs:** The ULB should launch an Expression of Interest (EOI) to capture these inputs from private sector operators. The EOI would require companies to fill out the template below, and submit the completed form, along with relevant documents to the ULB.
- The ULB can then use this information in engaging the most relevant private sector player
- Based on the inputs provided, the tool will provide a summarized list of shortlisted players, as well as detailed individual player profiles

Section 1. Background Questions

- 1) What year did you commence your operations in?
- 2) Are you certified/ accredited by any National/ International agency?
- 3) Are you registered with the required government department? If yes, please provide the relevant details.
- 4) Please share your Income Tax Returns for the last 3 years
- 5) Which of the following services do you presently offer?

Activity	Have undertaken in the past, and offer currently (mark applicable fields with "√")	Have undertaken in the past, but do not offer now (mark applicable fields with "√")	Not undertaken in the past but planning to in the near future (mark applicable fields with "√")	Not undertaken in the past; do not plan to offer in the near future (mark applicable fields with "√")
Refurbishment of septic tanks/ pits with manhole covers <i>(Replacing septic tanks/ pits with manhole covers and repairing broken onsite systems)</i>				
Regular septic tank/ pit emptying <i>(Emptying septic tanks/ pits using suction units and disposing waste safely)</i>				
Construction of Treatment Plant <i>(Construction of unplanted beds used to dry and treat fecal waste along with their operation and cleaning)</i>				
O&M of Treatment Plant and sale of septage <i>(Cleaning and maintenance of the facility, along with sale of septage)</i>				

- 6) In addition to the services mentioned above, what other services do you offer or plan to offer in the future?

Activity	Have undertaken in the past, and offer currently (Yes/ No)	Have undertaken in the past, but do not offer now	Not undertaken in the past but planning	Not undertaken in the past; do not plan

		(Yes/ No)	to in the future (Yes/ No)	to offer in the future (Yes/ No)
Activity: <i>Description (1-2 sentences):</i>				
Activity: <i>Description (1-2 sentences):</i>				
Activity: <i>Description (1-2 sentences):</i>				

7) Which states/cities/areas do you offer these services in? How far are these areas from your location?

City	State	Distance from project location (kilometers)	Active in the city since (year)

8) Are you planning to expand into other cities in the future? If yes, please fill out the table below:

City	State	Distance from project location (kilometers)	Expected start date of operation (year)

9) Do you have prior experience of working with the public sector? If yes, please fill out the table below:

City (State)	Relevant government body	Year of engagement	Status (yet to commence/ ongoing/ completed)	Key activities undertaken

Section 2: Questions on specific aspects of IFSM

Section 2.1: Related to the septic tank/ pit emptying business

10) What mechanisms do you employ for cleaning septic tanks/ pits?

Name of the technology	Description of the technology	Key activities performed by your organization (2-3 points on specific role taken on by your company)

11) On average, how many septic tanks/ pits do you clean daily (number of tanks cleaned/ day)?

12) On average, how frequently do you clean each septic tank/ pit (number of months per cleaning cycle)?

13) How many suction units do you have (number of trucks)?

14) What is the capacity of each suction unit (kiloliters per truck)?

15) How many staff members do you have for cleaning septic tanks/ pits, including drivers of trucks (number of staff members)?

16) How old are the suction units operated by your company (years)?

Section 2.2: Related to the Treatment Plant business

17) What type of Treatment Plants have you constructed?

S. No.	Type of Treatment Plant (Technology)	Description
1		
2		
3		
4		
5		

18) What types of O&M activities do you provide for Treatment Plants?

Type of Treatment Plant (Technology)	O&M activity	Frequency of activity (daily/weekly/monthly/yearly)

19) How many Treatment Plants have you i) constructed ii) operated and maintained since the start of your business?

Type of Treatment Plant (Technology)	Number of Treatment Plants constructed	Number of Treatment Plants operated and maintained

20) How many people do you employ for i) construction ii) O&M, and what are their typical qualifications?

Type of Treatment Plant (Technology)	Construction		O&M	
	Number of people employed (number of staff members/ Treatment Plant)	Typical qualification	Number of people employed for O&M (number of staff members/ Treatment Plant)	Typical qualification

21) What kind of machinery do you have for i) construction ii) O&M of Treatment Plants?

Type of Treatment Plant (Technology)	Construction		O&M	
	Type of machinery	Number of equipment	Type of machinery	Number of equipment

Section 3: Assessing the interest of private sector players to engage

22) Are you interested in working with the ULB going forward (Yes/ No)?

Questions 23-25 are applicable **only** if the response to question 22 is “Yes”:

- 23) What is your typical annual expectation on return (%) on investment from a project?
- 24) Are you willing to put in the capital expenditure (if necessary)? If not, why not?
- 25) What are the perceived risks? Do you have suggestions on how to manage these?

Type of risk	Brief description	Recommended solution

Questions 26-27 are applicable **only** if the response to question 22 is “No”:

- 26) Why are you not interested in working with the ULB?
- 27) What changes would you like to see before engaging with the public sector?