

MUNICIPAL OFFICE : JHARSUGUDA

No. 1053 / JM Dt. 11/03/2025

EXPRESSION OF INTEREST

Expression of Interest is invited in sealed cover from interested SHGs to engage Manpower for operation and maintenance of Prasanna Panda Glow Garden under Jharsuguda Municipality. The sealed expression of interest accompanied with cost of Tender paper and EMD in shape of Demand Draft in favour of Executive Officer, Jharsuguda Municipality should be submitted to the address of aforesaid ULB on or before 24.03.2025 by Regd. / Speed Post only.

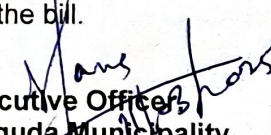
1. Cost of Tender paper : Rs. 200/-
2. Cost of EMD : Rs. 2000/-

The technical bid will be opened on Dt. 25.03.2025 at 3.30 PM in the office chamber of Executive Officer, Jharsuguda Municipality. The sealed envelope should be superscripted with EOI for operation and maintenance of Prasanna Panda Glow Garden by SHG. The detailed terms and conditions of the EOI is available in Jharsuguda District NIC website : <https://jharsuguda.odisha.gov.in> and Jharsuguda Municipality Website : <https://jharsugudamunicipality.in>. The undersigned reserves the right to cancel any or all the tenders without assigning any reason thereof.


Executive Officer
Jharsuguda Municipality.

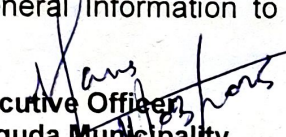
Memo No. 1054 / JM, Dt. 11/03/2025

Copy submitted to the Deputy Director, I. & P.R. Department, Odisha, Bhubaneswar for publication of the above tender notice in one Odia daily news paper for once publication using minimum space within a cost of Rs. 2500.00 or less and submit the bill (attached) after publication (in duplicate) for payment. Copy of specified publication should be along with the bill.


Executive Officer
Jharsuguda Municipality.

Memo No. 1055 / JM, Dt. 11/03/2025

Copy to MIS Programmer, Jharsuguda Municipality for publication in Jharsuguda Municipality official website / copy to Office Notice Board for General Information to the Public.


Executive Officer
Jharsuguda Municipality.


Memo No. 1056 / JM, Dt. 11/03/2025

Copy submitted to the DEGM, Collectorate, Jharsuguda for kind information and necessary action with a request to upload and publish this tender in the District Website of Jharsuguda - <https://jharsuguda.odisha.gov.in>.


Executive Officer
Jharsuguda Municipality.

Memo No. 1057 / JM, Dt. 11/03/2025

Copy to the Collector, Jharsuguda / P.D. DUDA, Jharsuguda for kind information and necessary action.

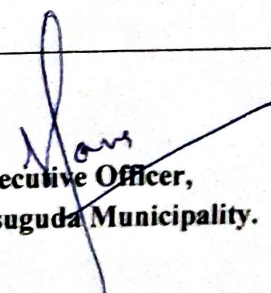

Executive Officer
Jharsuguda Municipality.

ELIGIBILITY CRITERIA FOR SHGs.

Sl. No.	Parameter	Criteria
1	Group Formation	On or before Dt. 24.03.2025
2	Group Management	Strictly adhering to Panchsutra (Regular Meetings, Regular Internal Loading, Regular Repayment, Regular Record Keeping)
3	PAN Number	Must have Permanent Account Number (PAN)
4	Involvement in IGA	Most have been previously engaged in Income Generating Activities
5	Financial Behavior	No financial irregularities (such as Loan declared as NPA, write off, one time Settlement of loan etc.
6	Group Integrity	No record of involvement in any anti-social or criminal activities
7	Same ward	Preference will be given to the SHG where the Garden is located
8	Criminal Activity	The SHG should ensure person to be engaged for watchmen purpose should neither have any criminal background nor involved in any criminal activities or case

TECHNICAL BID

Sl. No.	Item	Details
1	Name of the SHG	
	SHG Registration Number	
	SHG PAN Number	
	Communication Address	
	Contact Phone No./Mobile No.	
2	Documents to be furnished :-	
	a. Group Profile	
	b. SHGs Registration Sheet (downloaded from portal)	
	c. Bank Passbook front page photocopy	
	d. Bank account statement for last 3 years (2022-23, 2023-24, 2024-25)	
	e. PAN Card photocopy (attested)	
	f. Resolution copies of group meeting for last 6 months.	
	g. Group Loan Statement for last 3 years (2022-23, 2023-24, 2024-25)	


Executive Officer,
Jharsuguda Municipality.

TENTATIVE ESTIMATE FOR O&M OF PRASANNA PANDA GLOW GARDEN

Sl. No.	Item	Nos.	Rate (as per rate approved by Labour Commissioner, Odisha)	Amount (in Rs.)
1	Ticket Collector	01	Rs. 552.00 / Day	16560.00
2	Supervisor	01	Rs. 552.00 / Day	16560.00
3	Parking Space Management	01	Rs. 452.00 / Day	13560.00
4	Security Guard (Unskilled)	03	Rs. 452.00 / Day	40680.00
5	Gardener (Unskilled)	01	Rs. 452.00 / Day	13560.00
6	Helper (Unskilled)	01	Rs. 452.00 / Day	13560.00
7	Sanitation Worker (Unskilled)	02	Rs. 452.00 / Day	27120.00
8	Cleaning Materials	--	Per month Rs. 5000.00	5000.00
9	SHG Profit (for Sl. No. 1, to S. No. 7)	7.5%		

TERMS AND REFERENCE
FOR OPERATION AND MANAGEMENT OF PRASANNA PANDA GLOW GARDEN BY SHGs.

1. The last date and time for submission of the Expression of Interest (EOI) is on Dt. 24.03.2025 at 3.00 PM and the technical bid will be opened on Dt. 25.03.2025 at 3.00 PM in the Office Chamber of Executive Officer, Jharsuguda Municipality.
2. The interested SHGs may download the EOI documents including formats of Technical Bid from the Jharsuguda Municipality Website : <https://jharsugudamunicipality.in> and Jharsuguda District NIC website <https://jharsuguda.odisha.gov.in>.
3. The EOI may be submitted through Registered Post / Speed Post / Tender Box in Jharsuguda Municipality upto 3.00 PM on Dt. 24.03.2025.
4. The authorized representative of the bidding SHGs may remain present at the time of opening of the EOI. In case of absence of the bidders or their representatives, the committee has the right to open the EOI.
5. The Executive Officer reserves the right to reject the bid quoted by SHGs, if the credibility and past performance record of the concerned SHG is found unsatisfactory.
6. No communication shall be entertained over telephone/mobile phone, Fax, e-Mail or in person questioning the decision of the Tender Committee.
7. Any dispute arises on the quality of the service will be verified by the designated officials of ULB.
8. Initial contract period for the engagement of these human resources will be for one year and shall be subject to renewal for the next one year if the performance of the agency found satisfactory.
9. Only the qualifying SHGs will be considered for the said assignment.
10. Daily Collection / Cash Book should be updated maintained by SHG.
11. When the wages of labour will be enhanced by the Labour and Employment Department, Govt. of Odisha then the wages in enhanced rate will be paid to the Manpower engaged by Jharsuguda Municipality.
12. If any damage or any disturbances will be occurred then it will be short out by the quotationer.