

# OFFICE OF THE MUNICIPAL COUNCIL: GUNUPUR

DIST-RAYAGADA  
PIN CODE-765022, ODISHA

Email ID: [eomun-gunupur@gov.in](mailto:eomun-gunupur@gov.in)

## Expression of Interest (EOI)

### For Operation & Maintenance of Smart Park by Mission Shakti SHG

No 4010

Date 23.12.22

Gunupur Municipality invites Expression of Interest in sealed cover from interested Mission Shakti SHGs of only Ward no-11 to be engaged for Operation & Maintenance of Smart Park, Old Gunupur, Ward no-11, Gunupur Municipality. The sealed Expression of Interest should be submitted to the address of respective ULBs on or before date-07/01/2023, Time-5.00pm by registered/speed post only.

The Technical Bid will be opened on date-08/01/2023 at-11.00 am in the conference hall of Gunupur Municipality. The sealed envelope should be superscripted with "**EOI for Operation & Maintenance of Smart Park, Old Gunupur, Ward No-11 by Mission Shakti SHG.**" The detailed terms and conditions of the Expression of Interest is available in website.

<http://www.gunupurmunicipality.com/>

<http://rayagada.nic.in/>

Memo.....4011

Copy to this Office Notice Board.

*Quint*  
23.12.2022  
Executive Officer  
Gunupur Municipality  
Date.....

*Quint*  
23.12.2022  
Executive Officer

Gunupur Municipality

Memo.....4012

*Quint*  
23.12.22

Date 23.12.22

Copy to MIS & Computer Programmer, Gunupur Municipality for publication in ULB Official Website.

*Quint*  
23.12.2022  
Executive Officer

Gunupur Municipality

Memo.....4013

*Quint*  
23.12.22

Date 23.12.22

Copy submitted to ICDS Office, Gunupur/ITDA Office, Gunupur/Block Office, Gunupur/ Tahasil Office, Gunupur/Sub Collector Office, Gunupur for publish in Office Notice Board.

*Quint*  
23.12.2022  
Executive Officer

Gunupur Municipality

*Quint*  
23.12.22

Memo.....4014

Date. 22.12.22

Copy forwarded to D.I.O, NIC, Rayagada for kind information with request to publish in NIC portal.

*Quint*  
23.12.2022  
Executive Officer  
Gunupur Municipality

Memo.....4015

Date. 22.12.22

Copy submitted to PD DUDA, Rayagada for favour of kind information.

*Quint*  
23.12.2022  
Executive Officer  
Gunupur Municipality

Memo.....4016

Date. 22.12.22

Copy submitted to Collector & District Magistrate, Rayagada for favour of kind information.

*Quint*  
23.12.2022  
Executive Officer  
Gunupur Municipality

Memo.....4017

Date. 22.12.22

Copy submitted to Project Director, SUDA, H & UD Department, BBSR, Odisha for favour of kind information

*Quint*  
23.12.2022  
Executive Officer  
Gunupur Municipality



## **TERMS AND REFERENCE**

### **For Operation & Maintenance of Smart Park by Mission Shakti SHG**

Gunupur Municipality decided Smart Park managed by the Mission Shakti SHG functioning under, Ward No-11 of Gunupur Municipality area, In this connection, "Expression of Interest" is invited from interested Mission Shakti Groups as per the following terms.

1. The last date for submission of the Expression of Interest (EOI) is on dated- 07/01/2023 at-5.00 PM and the technical bid will be opened on dated-08/01/2022 at-11.00 AM in the Chamber of Executive Officer, Gunupur Municipality.
2. The interested Mission Shakti SHGs may download the EOI documents including formats of Technical Bid from the Gunupur Municipality website <http://www.gunupurmunicipality.com> and [rayagada.nic.in](http://rayagada.nic.in).
3. The EOI will be valid up to the end of the 07/01/2023.
4. The authorized representative of the bidding Mission Shakti SHG will be present at the time of opening of the EOI. In case of absence of the bidders or their representative, the Committee has the right to open the EOI.
5. The bids will be evaluated on the basis of criteria such as year of Group Formation, Group Management, PAN Number, Involvement in IGA, Financial Behaviour, Group Integrity etc by a committee constituted for the purpose and the findings of committee will be final and binding. The same cannot be challenged at any forum thereafter. Intending bidder will have to submit under taking in this regard.
6. The ULB with its representative the Executive Officer reserves the right to reject the bid quoted by Mission Shakti SHG, if not satisfied with concerned Mission Shakti SHGs' credibility and past performance record.
7. No communication shall be entertained over telephone, Fax, email or in person questioning the decision of the committee.
8. Any dispute arises over the quality of the service will be verified by the designated officials of ULB.
9. There should not be any precondition of advance payment or time limit, what so ever. The bid submitted will be taken as absolute without any precondition

10. The Mission Shakti SHG will be empanelled for one subsequent year for Operation & Maintenance of the Smart Park. The contract extension may be happening on the basis of satisfactory services and an evaluation report by the ULB

11. Only the qualifying Mission Shakti SHGs will be considered for the said assignment.

#### 12. Eligibility criteria for Mission Shakti SHG

SL No	Parameter	Criteria
1.	MSG EOI Format	Filled EOI format.
2.	Group Management	Regular MSG
3.	PAN Number	Must have Permanent Account Number (PAN)
4.	MSG Registration Number	Download from WEB-Portal
5.	Financial Behaviour	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.

#### 13. Terms of Engagement

- The engagement of Mission Shakti SHG is purely on voluntary basis with incentive to encourage community participation in urban governance for transformation of Operation & Maintenance of Smart Park.
- The ULB will sign a MoU with the selected Mission Shakti SHG with detailed terms of reference.
- The period of engagements of Mission Shakti SHG is particularly for the period mentioned in the MOU.
- Mission Shakti SHG members cannot claim to be an employee or permanent staff of the ULB.
- The selected Mission Shakti SHGs will be thoroughly trained on the Maintenance of Smart Park and their duties and responsibilities.

#### 14. Role and responsibility of Mission Shakti SHG in Smart Park.

- Cleanliness & hygiene of Smart Park.
- Ticket Booking, mowing of grass, watering of plant, pruning trees & clearing garbage etc.
- Maintenance of Gym & Child Play equipments.
- Maintenance of Cash book for recording of financial transaction.
- Provision of Night Watchman for safety & security of Smart Park.
- Maintaining of Visitors Register.