

**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 401/23

Date 08/02/23

Gunupur Municipality invites Expression of Interest in sealed cover from interested Mission Shakti SHGs of Gunupur Municipality area 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-22/02/2023 Time-5.00 pm by registered/speed post only.

The Technical Bid will be opened on date-23/02/2023 at-11.00 am in the Office Chmaber of Executive Officer, 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...402/23

Copy to this Office Notice Board.

Executive Officer

Gunupur Municipality

Date..08/02/23

Memo...403/23

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

Executive Officer

Gunupur Municipality

Date..08/02/23

Memo...404/23

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.

Executive Officer

Gunupur Municipality

Date..08/02/23

Executive Officer

Gunupur Municipality

Memo...405/23

Date...08/02/23

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

Executive Officer

Gunupur Municipality

Date...08/02/23

Memo...406/23

Copy to the Programme Manager (Finance), Zilla Parisad, Rayagada/ Asst Collector O/o Sub-Collector Office, Gunupur for favour of kind information and necessary action.

Executive Officer

Gunupur Municipality

Date...08/02/23

Memo...407/23

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

Executive Officer

Gunupur Municipality

Date...08/02/23

Memo...408/23

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

Executive Officer

Gunupur Municipality

Date...08/02/23

Memo...409/23

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

Executive Officer

Gunupur Municipality

Date...31.1.23

# **EOI for Operation & Maintenance of Smart Park by Mission Shakti Group.**

Last Date: 22/02/2023

Technical Bid		
SL No	Item	Details
1	MISSION SHAKTI SHG Name	
	MISSION SHAKTI Formation Date	
	MISSION SHAKTI SHG Registration Number(Mandatory)	
	MISSION SHAKTI SHG PAN Number(Mandatory)	
	Communication Address	
	Contact Phone number	
	2	<b>Documents to be furnished</b>
1.Group Profile ( <b><u>Annex as Form-ii</u></b> )		
2.MISSION SHAKTI SHG Registration Sheet (downloaded from portal)		
3.Bank Passbook front page photocopy		
4.Bank account statement for last 1years (2021-22)		
5.PAN Card photocopy		
6.MSG Resolution regarding Interested for Operation & Maintenance of Smart Park.		

**Annexure-ii**

**MSG Member Details:**

SL No	Name of Member	Address	Aadhaar No	Qualification	Contact No
1	2	3	4	5	6

President

MSG Name with Seal

Secretary

MSG Name with Seal

Treasurer

MSG Group Name with Seal

## 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, 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- 22/02/2023 at-5.00 PM and the technical bid will be opened on dated-23/02/2023 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 22/02/2023.
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.