



**Office of the Executive Officer,
Jagatsinghpur Municipality
PIN – 754103**

REQUEST FOR PROPOSAL (RFP)

For

Providing Consultancy Services for:

**“Preparation of DPR for Different Projects
under Jagatsinghpur Municipality, in the
District of Jagatsinghpur, Odisha.”**

Bid Processing Fee (Non-Refundable):

Rs.2000/- + GST @ 18% = Rs.2360/-

(Rupees Two thousand three hundred Sixty only)

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DATA SHEET

Sl. No.	Particulars	Details
1.	Name of the ULB	Executive Officer, Jagatsinghpur Municipality, Jagatsinghpur District
2.	Method of Selection & Proposal Validity	Least Cost Based Selection (LCBS)
3.	Date of Issue of RFP	Dt. 11.05.2026
4.	Online Proposal Due Date	Dt. 25.05.2026 Time: 17.00
5.	Date of opening of Technical Proposal	Dt. 26.05.2026 Time: 11.30
6.	Date of opening of Financial Proposal	Intimated Later on
7.	Expected Date of commencement of the Assignment	Will be intimated later
8.	Bid Processing Fee (Non-Refundable)	Rs.2360/- (Rupees Two thousand three hundred Sixty) Online Remittance through Payment Gateway provided under the e-procurement portal, Govt. of Odisha.
9.	Earnest Money Deposit (EMD) (Refundable)	50,000/- (Fifty Thousand) Only Online Remittance through Payment Gateway provided under the eprocurement portal, Govt. of Odisha.
10.	Contact Person	Executive Officer, Jagatsinghpur Municipality, Jagatsinghpur District. Phone: ----- e.mail : -----
11.	Place of Opening of Proposal	Office of the Executive Officer, Jagatsinghpur - Municipality, Jagatsinghpur District



OFFICE OF THE JAGATSINGHPUR MUNICIPALITY, JAGATSINGHPUR

No. 2605 Date 11/5/2026

INVITATION FOR BIDS NO- JSPURM/ /2026 OPEN TENDER,

Executive Officer, Jagatsinghpur Municipality Invites Item Wise Rate tenders in Double Cover System through *ONLINE MODE ONLY* for the works below.

1	<u>Name of the work</u>	Providing Consultancy Services for "Preparation of DPR of Different Projects under Jagatsinghpur Municipality, in the District of Jagatsinghpur, Odisha."
2	<u>No of work</u>	<u>03 nos.</u>
4	<u>Availability of Bid document in Portal</u>	<u>11.hours on dt. 14.05.2026 to 17.0 hours on dt. 25.05.2026</u>
5	<u>Last date of receipt of tender in portal</u>	<u>17.00 hours on dt. 25.05.2026</u>
6	<u>Last date and time of receipt of Bid cost and EMD at Tender Portal</u>	<u>16.00 hours on dt. 25.05.2026</u>
7	<u>Date and time of opening of Bid</u>	<u>11.30 hours on dt. 26.05.2026</u>

Any Corrigendum/Addendum/Date of Extension, if any to the above tender would appear only on the website <https://tendersodisha.gov.in>

S. Singh
11.5.26
Executive Officer,
Jagatsinghpur Municipality.

Memo No. 2606 Dt. 11/5/2026

Copy submitted to the Collector & District Magistrate, Jagatsinghpur/ Project Director, DUDA, Jagatsinghpur/ADM, Jagatsinghpur/S.E, Jagatsinghpur(R&B) Division, Jagatsinghpur/S.E, Drainage Division, JAGATASINGHPUR/S.E, Irrigation Division, Jagatsinghpur/S.E, RD Division, Jagatsinghpur /S.E, NH Sub Division, Jagatsinghpur for favour of kind information with a request to display the same in the notice board for wide publication and one copy displayed in the Jagatsinghpur Municipality Office Notice Board for wide publication.

S. Singh
11.5.26
Executive Officer
Jagatsinghpur Municipality

Memo No. 2607 /Dt. 11/5/2026

Copy submitted to the D.I.O, NIC, Jagatsinghpur /DeGM, Jagatsinghpur for kind information with a request to display the notice in the district website & Municipality website, Jagatsinghpur Municipality for wide publication

S. Singh
11.5.26

Executive Officer
Jagatsinghpur Municipality

Memo No. 2608 /Dt. 11/5/2026

Copy submitted to the Director, I&PR, Govt. of Odisha, Bhubaneswar for information with a request to publish the same on or before .2026 in anyone English News Paper and two Odia News Paper with Minimum PR Rate.

S. Singh
11.5.26

Executive Officer
Jagatsinghpur Municipality

Memo No. 2609 /Dt. 11/5/2026

Copy submitted to the Additional Chief Engineer, PH Circle, Cuttack-cum-ILW, Jagatsinghpur Municipality for kind information.

S. Singh
11.5.26

Executive Officer
Jagatsinghpur Municipality

Memo No. 2610 /Dt. 11/5/2026

Copy submitted to the Chairperson, Jagatsinghpur Municipality for favour of kind information.

S. Singh
11.5.26

Executive Officer
Jagatsinghpur Municipality

Memo No. 2611 /Dt. 11/5/2026

Copy submitted to the H.A/Accountant/Cashier, Jagatsinghpur Municipality for favour of kind information.

S. Singh
11.5.26

Executive Officer
Jagatsinghpur Municipality

SECTION – 1

LETTER OF INVITATION

**Office of the Executive Officer,
Jagatsinghpur Municipality**

PIN = 754103 11.05.
RFP No. 120..... Dt. 12.04.2026

REQUEST FOR PROPOSAL (RFP)

Providing Consultancy Services for “Preparation of DPR of Developmental Projects under Jagatsinghpur Municipality in the District of Jagatsinghpur, Odisha.”

1. Proposals are invited in **Online mode**, from experienced, eligible Architectural firms / Consulting Engineering firms / Technical Societies, in respect of the following development Projects “**Proving Consultancy Services for preparation of DPR** for
 - i) Renovation, Development and Construction of 1st floor of Sarala Devi Kalyan Mandap at Ward No.21
 - ii) Construction of Night Shelter on top floor of Kalyan Mandap in front of Sanskruti Bhawan
 - ii) Renovation of Town Hall at Panisalia in Ward No.16

and to conduct the assignment and submit the deliverables under Jagatsinghpur Municipality in the District of Jagatsinghpur, Odisha.”, in accordance with the formats, terms and conditions of the RFP, as provided at **Section - 4: Terms of Reference (ToR)** of this RFP Document.

/ The firm is advised to examine carefully all instructions in the RFP Document.

2. The RFP will be available for download, at <https://tendersodisha.gov.in>. All Bidders must submit a sum of Rs.2360/- (Rupees Two thousand three hundred Sixty only), towards the cost of the RFP Document in the form of Online Remittance only. This is inclusive of GST.
3. The eligible amount of Rs.50,000/- (Fifty Thousand) only as Bid Security [EMD] by Online Remittance only along with their Proposal as per the conditions outlined in this RFP.
4. A bidder / consultant will be selected under **Least Cost Based Selection (LCBS)** procedure as prescribed in the RFP Document in accordance with the procedures prescribed herewith circulated vide *Office Memorandum No.37323/F, Dated:30.11.2018* of Finance Department, Govt. of Odisha.
5. The proposal completed in all respect, as specified in the RFP Document must be accompanied with the proof of remitting Bid Processing Fees & EMD, failing which, the bid will be rejected.
6. The complete RFP document can be viewed / downloaded from the portal at <https://tendersodisha.gov.in> **from dt. 14.05.2026 (11.00) to dt. 25.05.2026- (17.00)**.

7. The last date and time for submission of proposal complete in all respects is dt. 25.05.2026 at 17.00- (time),
The date of Opening of the Technical Proposal is dt. - 26.05.2026 - at -11.30- (time), at the specified address, as mentioned in the Bidder Data Sheet (SI. No.15). Representatives of the bidders may attend the meeting, with due authorization letter on behalf of the bidder.

This RFP includes following sections:

- a. Letter of Invitation [Section – 1]
- b. Information to the Bidder [Section – 2]
- c. Procedure of e – tendering [section – 3]
- d. Terms of Reference [Section – 4]
- e. Technical Proposal Submission Forms [Section – 5]
- f. Financial Proposal Submission Forms [Section –6]
- g. Annexure [Bid Submission Checklist & Performance Bank Guarantee Format and any other relevant assignment related material need to be provided]

While all information / data given in this RFP are reasonable within the consideration of scope of the proposed assignment to the best of the ULBs knowledge, the ULB holds no responsibility for accuracy of information and it is the responsibility of the bidder / consultant to check the validity of information / data included in this RFP.

The ULB reserves the Right to accept / Reject, any / all proposals / cancel the entire selection process at any stage, without assigning any reason thereof.

Interested bidders may download the Request for Proposal Documents (the “RFP” document) from the above website, to see further details for participation in the online bidding.

Name & Address of the Officer Inviting RFP:

Name:

Executive Officer, Jagatsinghpur Municipality, District -Jagatsinghpur,.

Phone: -----

e.mail : -----

SECTION – 2

INFORMATION TO THE BIDDER

Pre-Qualification Criteria:

1. Before opening and evaluation of the technical proposals, each bidder / consultant will be assessed based on the following pre-qualification criteria. The bidder / consultant is required to produce the copies of the required supportive documents / information as part of their technical proposal failing which the proposals will be rejected.

Sl.	Eligibility Criteria	Supportive Documents
a)	Bidder / Consultant <i>must be</i> a Company as registered under Indian Companies Act, 2013 or a Society registered under The Societies Registration Act, 1860 or a Trust registered under the Indian Trusts Act, 1882 or a Partnership Firm registered under the Indian Partnership Act, 1932 or a Limited Liability Partnership registered under The Limited Liability Partnership Act, 2008 or a single proprietary firm.	Certificate of Incorporation / Partnership deed / Service Tax Registration
b)	The bidder / Consultant should have been in the consulting business for more than five years from the date of Incorporation, as on the last date of submission of the proposal.	
c)	The bidder / consultant must have a registered office in Odisha.	Copy of Tenant Agreement / electricity bill / telephone bill / any other
d)	Joint Venture / Consortium	Not Allowed.

Note:

I. Local Micro and Small Enterprises / Start-ups, as defined in Odisha MSME Development Policy, 2016 (Noting-121 MSME Development Policy 2016'Page1) with subsequent amendments issued as Finance Deptt. Office Memorandums (Noting121 20241029 fdom msme'Page1), are exempted from payment of Bid Security / EMD and allowed concessional payment of performance Security @25% of the value of Performance Security on being selected in the bidding process.

II. The condition of prior turnover and prior experience may be relaxed / waived for local MSEs / Start-ups subject to meeting of quality & technical specifications as per the guidelines issued by MSME Department, Govt. of Odisha.

2. Documents / Formats need to be submitted along with TECHNICAL PROPOSAL:

The bidder / consultants have to furnish the following documents duly signed in along with their Technical Proposal:

- a) Filled in Bid Submission Check List in Original (**Annexure-I**)
- b) Covering letter (**TECH- 1**) on bidder's letterhead requesting to participate in the selection process.
- c) Bid Processing Fee & Earnest Money Deposit (EMD) as applicable
- d) Copy of Certificate of Incorporation / Registration
- e) Copy of PAN
- f) Copy of Goods and Services Tax Identification Number (GSTIN) Copy of the latest GST clearance certificate.
- g) Copies of IT Return for the last Three Assessment Years 2022-23,2023-24 & 2024-25
- h) Copy of Proof of Address of Registered Office in Odisha.
- i) General Details of the Bidder (**TECH – 2**)
- j) Financial Details of the bidder (**TECH – 3**) along with all the supportive documents as applicable duly signed as per the instruction.
- k) Power of Attorney (**TECH – 4**) in favour of the person signing the bid on behalf of the bidder.
- l) Undertaking for not having been black-listed by any Central / State Government / Any other autonomous bodies / International & National Organization in the recent past.
- m) Self-Declaration regarding Conflict of Interest (**TECH - 6**)

Bidders should submit the required supporting documents as mentioned above. Bids not conforming to the eligibility criteria and non-submission of required documents as listed above will lead to rejection of the bid. Submission of forged documents will also result in rejection of the bid. Bidders are advised to study all instructions, forms, terms & conditions and other important information as mentioned in the RFP Document. The proposal must be complete in all respect, indexed and hard bound. Each page should be numbered and signed by the authorized representative.

3. Bid Processing Fee:

The bidder must furnish as part of technical proposal, the required bid processing fee amounting to Rs.2360/- (Rupees Two thousand three hundred Sixty Only) Remitting as shown in the Data Sheet.

4. Earnest Money Deposit (EMD) :

The bidder must furnish, as part of the technical proposal, an Earnest Money Deposit (EMD) amounting to Rs.50,000/- (Fifty Thousand) only Remitting as shown in the Data Sheet.

The EMD of unsuccessful bidders shall be refunded after finalization of selection process and award of contract. The EMD of the successful bidder will be released only after furnishing of the required Performance Bank Guarantee (PBG) and signing of the contract.

The EMD will be forfeited on account of the following reasons:

- i. If the Bidder withdraws or modifies (not acceptable to ULBs), its proposal, during the bid validity period as specified in RFP.
- ii. If the Bidder does not respond to requests for clarification of its proposal.
- iii. If the Bidder fails to provide the required information during the evaluation process or is found to be non-responsive, or has submitted false information, in support of its qualification.

If the bidder fails to:

- iv. Provide any clarifications to the ULBs.
- v. Do To sign the contract within the prescribed time period.
- vi. Do To furnish the required Performance Bank Guarantee, in time.

Any other circumstance that holds the interest of the ULBs during the overall selection process.

5. Validity of the Proposal:

- i. Proposals shall remain valid for a period of 120 (One Hundred Twenty Days) from the date of opening of the technical proposal.
- ii. The Client reserves the rights to reject a proposal valid for a shorter period as non-responsive and will make the best efforts to finalize the selection process and award of the contract within the bid validity period.
- iii. The bid validity period may be extended on mutual consent.

6. Preparation & Submission of Proposal:

6.1 Preparation of Proposal:

The Consulting Firm is requested to submit proposal online as per the information provided in the datasheet, in Two Parts strictly, using the formats enclosed herewith (Refer Section: 2, 3, 4, 6 & 7 for Part-1 and refer Section:5 for Part-2) in 2 separate covers.

The two parts shall be: **Part 1: Fee / Pre-Qualification / Technical Proposal**

6.2 Technical Proposal:

The Technical Proposal (Section: 2, 3, 4, 6 &7) shall be uploaded in electronic form in the web portal along with proof of Remittance of Bid Processing Fee and EMD shall be sealed and superscripted as "Technical Proposal - <Proposed Project Name>" and to be furnished inside one envelope.

6.3 Part 2: Financial Proposal.

Bidder must submit **Hard Copy** of the Technical Proposals by **Registered Post / Speed Post** only to the specified address before stipulated date of opening the Technical Bid as mentioned in Bidder Data Sheet. The ULBs will not be responsible for postal delay / any consequence in receiving of the proposal.

i) **Financial Proposal:**

The Consultant shall quote his rates on prescribed form of the Bill of Quantities (BoQ) provided in the RFP.

The rate offered shall remain fixed for the whole contract period or for the extended agreed period.

The financial proposal shall be inclusive all costs, direct or indirect, for successful delivery of the services defined in the ToR but exclusive of GST. Consultants shall express the price of their services in the Local currency (Indian Rupees).

ii) **Proposal Submission:**

The completed proposal must be submitted on or before the time and date stated in the Data Sheet.

7. Opening of the Proposal:

Opening of Proposals will be done as per the schedule date and time.

- i) The TECHNICAL PROPOSAL received as mentioned in Clause No. 6.2 (i) on dt.27.01.2026 at 17.00- (time) will be opened in the initial stage by the ULBs in presence of the bidder's authorized representatives, who wish to remain present at the location, date and time specified in the Data Sheet.
- ii) For participating in the tender, the authorized signatory holding Power of Attorney shall be the Digital Signatory. In case the authorized signatory holding Power of Attorney and Digital Signatory are not the same, the bid shall be considered nonresponsive.

- iii) The **FINANCIAL PROPOSAL** only of the **Technically qualified bidders** will be opened on dt. ----- at ----- (time) after completion of technical evaluation stage.

8. Evaluation of Proposal:

A Two stage evaluation process will be conducted as explained below for evaluation of the proposals:

8.1 Technical Evaluation (Part-I):

Technical proposal will be opened and evaluation of the proposals will be done to determine whether the proposal comply to the prescribed eligibility condition and the requisite documents / information have been properly furnished by the bidder or not. Submission of following documents / information will be verified:

- i. Filled in Bid Submission Check List in Original (**Annexure-I**)
- ii. Covering letter (**TECH – 1**) on bidder's letterhead requesting to participate in the selection process.
- iii. Receipt of Bid Processing Fee & Earnest Money Deposit (EMD) as applicable.
- iv. Copy of Certificate of Incorporation / Registration.
- v. Copy of PAN.
- vi. Copy of Goods and Services Tax Identification Number (GSTIN)
- vii. Copy of the latest GST Clearance Certificate.
- viii. Copies of IT Return for the last **3** assessment years
- ix. General Details of the Bidder (**TECH – 2**).
- x. Financial Details of the bidder (**TECH – 3**) along with all the supportive documents as applicable duly signed and certified as per the instruction.
- xi. Power of Attorney (**TECH – 4**) in favour of the person signing the bid on behalf of the bidder.
- xii. List of completed assignments of similar nature (Past Experience Details, **TECH-5**) along with copies of contracts / work orders / completion certificate from previous Clients.
- xiii. Self-Declaration on Conflict of Interest (**TECH - 6**).

Undertaking for not having been black-listed by any Central / State Government / Any other Autonomous Bodies/ International & National Organization in the recent past.

All the pages of the proposal and enclosures/attachments are signed by the authorized representative of the bidder.

** Bids not complying to any of the above requirement, will be out rightly rejected at the discretion of the ULBs authority.*

8.2 Financial Evaluation:

The financial proposals of the bidders qualifying the Technical Evaluation only shall be opened at this stage in the presence of the bidder's representative, who wishes to attend the meeting with proper authorization letter. The name of the bidder along with the quoted financial price will be announced during the meeting / online through e-procurement portal.

9. Evaluation Process:

Least Cost Selection method will be followed during the overall selection process. The financial bids of qualified bidders will be opened on the prescribed date in the presence of bidders' representatives. The bidder, who submits the lowest financial price bid shall be adjudged as the **L1 bidder** and shall be called for further process leading to the award of the contract. Only fixed price financial bids indicating total price for all the deliverables and services specified in this RFP document will be considered. In case of a tie with respect to the bid price for **L1**, the bidder having higher technical score will be considered the preferred bidder.

The bid price will include all taxes as applicable and shall be in Indian Rupees. Prices quoted in the bid must be firm and final, and shall not be subject to any modifications on any account whatsoever. The Tender Evaluation Committee will correct any computational errors. When correcting computational errors, in case of discrepancy between partial amount and the total amount, or between word and figures the former will prevail. All required items must be priced accordingly in the financial bid.

For the purpose of evaluation, the total evaluated cost shall be inclusive of all taxes & duties for which the Client will make payment to the consultant including overhead expenses, such as travel, accommodation, logistics, training / workshop, preparation of reports / formats, printing & other secretarial expenses etc.

10. Contract Negotiation:

Contract negotiation, if required will be held at a date, time and address as intimated to the selected bidder(s). The bidder will, as a pre-requisite for attendance at the negotiations, confirm availability of all the proposed staff for the assignment. Representative conducting negotiations on behalf of the bidder must have written authority to negotiate and conclude a contract. Negotiation will be performed covering technical and financial aspects, if any and availability of proposed professionals etc.

11. Award of Contract:

After completion of the contract negotiation stage, the ULBs will notify the successful bidder in writing by issuing an offer letter for signing the contract and promptly notifying all other bidders about the result of the selection process. The successful bidders will be asked to sign the contract after fulfilling all formalities within 15 days of issuance of the offer letter. After signing of the contract, no variation or modification of the terms of the contract shall be made except by written amendment signed by both the parties. The contract will be valid for **6 (six) Months** from the date of effectiveness of the contract and will be extended on mutual consent.

12. Conflict of Interest:

Conflict of interest exists in the event of:

- (i) Conflicting assignments, typically monitoring and evaluation/environmental assessment of the same project by the eligible bidder;
- (ii) Consultants, agencies or institutions (individuals or organisations) who have a business or family relation with the ULBs directly or indirectly; and
- (iii) Practices prohibited under the anti-corruption policy of the Government of India and the Government of Odisha. The bidders are to be careful so as not to give rise to a situation where there will be any conflict of interest with the ULBs, as this would amount to their disqualification and breach of contract.

13. Disclosure:

- a. Bidders have an obligation to disclose any actual or potential conflict of interest. Failure to do so may lead to disqualification of the bidder or termination of its contract. Bidders must disclose if they are or have been the subject of any proceedings (such as blacklisting) or other arrangements relating to bankruptcy, insolvency or the financial standing of the Bidder, including but not limited to appointment of any officer such as a receiver in relation to the Bidder's personal or business matters or an arrangement with creditors, or of any other similar proceedings.
- b. Bidders must disclose if they have been convicted of, or are the subject of any proceedings relating to:
 - a criminal offence or other serious offence punishable under the law of the land, or where they have been found by any regulator or professional body to have committed professional misconduct;
 - corruption including the offer or receipt of an inducement of any kind in relation to obtaining any contract;
 - Failure to fulfil any obligations in any jurisdiction relating to the payment of taxes or social security contributions.

14. Anti-corruption Measure:

- a. Any effort by Bidder(s) to influence the Client in the evaluation and ranking of financial proposals, and recommendation for award of contract, will result in the rejection of the proposal.
- b. A recommendation for award of Contract shall be rejected if it is determined that the recommended bidder has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question. In such cases, the Client shall blacklist the bidder either indefinitely or for a stated period of time, disqualifying it from participating in any related bidding process for the said period.

15. Language of Proposals:

The proposal and all related correspondence exchanged between the bidder and the Client shall be written in the **English** language. Supporting documents and printed literature that are part of the proposal may be in another language provided they are accompanied by an accurate translation of the relevant passages in English with self-certification for accuracy, in which case, for the purposes of interpretation of the Proposal, the translated version shall govern.

16. Cost of bidding:

The Bidder shall bear all costs associated with the preparation and submission of its proposal. The Client shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process. Bidder/s is/are not allowed to submit more than one proposal under the selection process. Alternate bids are also not allowed.

17. Legal Jurisdiction:

All legal disputes are subject to the jurisdiction of civil court of Jagatsinghpur, in the State of Odisha.

18. Governing Law and Penalty Clause:

The schedule given for delivery is to be strictly adhered to in view of the strict time schedule. Any unjustified and unacceptable delay in delivery shall render the bidder liable for liquidated damages and thereafter the Client holds the option for cancellation of the contract for pending activities and completes the same from any other agency. The Client may deduct such sum from any money from their hands due or that becomes due to bidder. The payment or deduction of such sums shall not relieve the bidder from his obligations and liabilities under the contract. The rights and obligations of the Client and the bidder under this contract will be governed by the prevailing laws of the Government of India / Government of Odisha. Failure on bidder's part to furnish the deliverables as per the agreed time line will enforce a penalty **@ 1.5% per month, subject to a maximum of 10% of the total contract value**. The amount will be deducted from the subsequent payment. In addition, the PBG amount shall also be forfeited. The decision of the authority placing the contract, whether the delay in development has taken place on account of reasons attributed to the bidder shall be final.

19. Confidentiality:

Information relating to evaluation of proposals and recommendations concerning awards shall not be disclosed to the bidders who submitted the proposals or to other persons not officially concerned with the process, until the publication of the award of contract. The undue use by any Consultant of confidential information related to the process may result in rejection of its proposal and may be subject to the provisions of the Client's antifraud and corruption policy. During the execution of the assignment except with prior written consent of the Client, the consultant or its personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the contract.

20. Amendment of the RFP Document:

At any time before submission of proposals, the ULBs may amend the RFP by issuing an addendum through the website: <https://tendersodisha.gov.in>. Any such addendum will be binding on all the bidders. To give bidders reasonable time in which to take an addendum into account in preparing their proposals, the ULBs may, at its discretion, extend the deadline for the submission of the proposals.

21. ULBs right to accept any proposal, and to reject any or all proposals:

The Client reserves the right to accept or reject any proposal, and to annul or amend the bidding / selection / evaluation process and reject all proposals at any time prior to award of contract award, without assigning any reason there of and thereby incurring any liability to the bidders.

22. Force Majeure:

For purpose of this clause, "Force Majeure" means an event beyond the control of the agency and not involving the agency's fault or negligence and not foreseeable. Such events may include, but are not restricted, wars or revolutions, fires, floods, riots, civil commotion, earthquake, epidemics or other natural disasters and restriction imposed by the Government or other bodies, which are beyond the control of the agency, which prevents or delays the execution of the order by the agency. If a force Majeure situation arises, the agency shall promptly notify Client in writing of such condition, the cause thereof and the change that is necessitated due to the condition. Until and unless otherwise directed by the ULBs in writing, the Agency shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. The agency shall advise ULBs in writing, the beginning and the end of the above causes of delay, within seven days of the occurrence and cessation of the Force Majeure condition. In the event of a delay lasting for more than one month, if arising out of causes of Force Majeure, ULBs reserves the right to cancel the contract without any obligation to compensate the agency in any manner for what so ever reason.

23. Settlement of Dispute:

The Client and the agency shall make every effort to resolve amicably, by direct negotiation, any disagreement or dispute arising between them under or arising from or in connection with the contract. Disputes not so resolved amicably within 30 days of receipt of notice of such as a dispute shall be resolved by a sole arbitrator nominated by the **Executive Officer, Jagatsinghpur Municipality, PIN – 754103, Odisha.**

The arbitration proceeding shall be held at Jagatsinghpur, in the State of **Odisha.**

24. Disqualification of Proposal:

The proposal is liable to be disqualified in the following cases as listed below:

- i. Proposal submitted without Bid Processing Fee & EMD as applicable.
- ii. Proposal not submitted in accordance with the procedure and formats as prescribed in the RFP;

- iii. During validity of the proposal, or its extended period, if any, the bidder increases his quoted prices;
- iv. Proposal is received in incomplete form;
- v. Proposal is received after due date and time for submission of bid Proposal is not accompanied by all the requisite documents / information A commercial bid submitted with assumptions or conditions;
- vi. Bids, with any conditional technical and financial offer.

Section - 3

PROCEDURE UNDER E-TENDERING

INSTRUCTIONS TO APPLICANTS

DEFINITIONS:

- a) Tender portal: The e-Procurement Portal of Government of Odisha introduced for the process of e-Tendering which can be accessed on <https://www.tendersodisha.gov.in>.
- b) Use of valid Digital Signature Certificate of appropriate class (Class II or class III) issued from registered certifying authorities (CA) as stipulated by Controller of Certifying Authorities (CCA), Government of India such as n- Code, Sify, TCS, MTNL, e-Mudhra is mandatory for all users.
- c) For all purpose, the server time displayed in the e-Procurement portal shall be the time to be followed by all the users.

Words in capital and not defined in this document shall have the same meaning as in the Request for Proposal ("BID").

1. PARTICIPATION IN BID:

1.1 PORTAL REGISTRATION:

The Contractor/Bidder intending to participate in the bid is required to register in the portal using his /her active personal / official e-mail ID as his / her Login ID and attach his / her valid Digital signature certificate (DSC) to his / her unique Login ID. He / She has to submit the relevant information as asked for about the firm / contractor. The portal registration of the bidder / firm is to be authenticated by the State Procurement Cell after verification of original valid certificates / documents such as (i) PAN and (ii) Registration Certificate (RC) / GST Certificate of the concerned bidder. The time period of validity in the portal is at par with validity of RC / GST Certificate. Any change of information by the bidder is to be re authenticated by the State Procurement Cell. After successful authentication bidder can participate in the online bidding process.

1.2 Bidders participating through Joint Venture shall declare the authorized signatory through Memorandum of Understanding duly registered and enrol in the portal in the name and style of the Joint venture Company. It is mandatory that the DSC issued in the name of the authorized signatory is used in the portal. For participating in the tender, the authorized signatory holding Power of Attorney shall be the Digital Signatory. In case the authorized signatory holding Power of Attorney and Digital Signatory are not the same, the bid shall be considered non-responsive.

1.3 Any third party / company / person under a service contract for operation of e-Procurement system in the State or his/their subsidiaries or their parent companies shall be ineligible to participate in the procurement process that are undertaken through the eProcurement system irrespective of who operates the system.

2. LOGGING TO THE PORTAL:

The Contractor/Bidder is required to type his/her Login ID and password. The system will again ask to select the DSC and confirm it with the password of DSC as a second stage

authentication. For each login, a user's DSC will be validated against its date of validity and against the Certificate Revocation List (CRL) of respective CAs stored in system database. The system checks the unique Login ID, password and DSC combination and authenticates the login process for use of portal.

3. DOWNLOADING OF BID:

The bidder can download the tender of his choice and save it in his system and undertake the necessary preparatory work off-line and upload the completed tender at his convenience before the closing date and time of submission.

4. CLARIFICATION ON BID:

The bidder may ask question related to tender online in the e-procurement portal within the period of seeking clarification. The Officer inviting the bid /Procurement Officer-Publisher will clarify queries related to the tender.

5. PREPARATION & SUBMISSION OF BID

5.1 Detailed BID may be downloaded from Tender Portal for detail study and preparation of his bid and the Application may be submitted online following the instructions appearing on the screen.

5.2 The following shall be the form of various documents in the Application:

A. Only Electronic Form (to be uploaded on the Tender Portal) (a)

Power of Attorney for signing the Application

(b) If applicable, the Power of Attorney for Lead Member of JV;

(c) Copy of Memorandum of Understanding between JV partners, if applicable.

(d) Copy of Memorandum of Understanding with Associate, if applicable.

(e) Technical proposal as per format prescribed in the RFP.

(f) Performance Security of 5% of contract value only in the form of a 'Bank Guarantee' from a scheduled bank, to Jagatsinghpur Municipality within 10 days of receiving of LOA/Purchase order. The performance security shall remain valid till five years i.e., one year warranty period and four years AMC period.

(g) Price Bid as per BOQ.

(h) Other documents as per requirement of BID.

5.3 The Applicant shall upload scanned copies of the documents as specified above on the Tender Portal in designated locations of Technical Proposal and Price Bid (BOQ) before closing date.

5.4 It may be noted that the scanned copies can be prepared in file format i.e. PDF and/or JPEG only. The Applicants can upload a single file of size of 5 MB only but can upload multiple files.

5.5 The bidder shall log on to the portal with his /her DSC and more to the desired tender for up loading the documents in appropriate place one by one simultaneously checking the documents.

5.6 Bids cannot be submitted after due date and time. The bids once submitted cannot be viewed, retrieved, or corrected. The Bidder should ensure correctness of the bid prior to uploading and take print out of the system generated summary of submission to confirm successful uploading of bid.

The bids cannot be opened even by the OIT or the Procurement Officer Publisher/ opener before the due date and time of opening.

5.7 Each process in the e-procurement is time stamped and the system can detect the time of log in of each user including the Bidder.

5.8 The Bidder should ensure clarity / legibility of the document uploaded by him to the portal.

5.9 The system shall require all the mandatory forms and fields filled up by the contractor during the process of submission of the bid/tender

5.10 The bidder should check the system generated confirmation statement on the status of the submission.

5.11 The Bidder should upload sufficiently ahead of the bid closure time to avoid traffic rush and failure in the network.

5.12 The tender inviting officer is not responsible for any failure, malfunction or breakdown of the electronic system used during the e-procurement process.

5.13 The Bidder is required to upload documents related to his eligibility criteria and qualification information and Price Bid (BOQ) duly filled in.

5.14 The Bidder will not be able to submit his bid after expire of the date and time of submission of bid (server time). The date and time of bid submission shall remain unaltered even if the specified date for the submission of bids declared as a holiday for the Officer Inviting the Bid.

6. SIGNING OF BID:

The 'online bidder' shall digitally sign on all statements, documents, certificates uploaded by him, owning responsibility for their correctness /authenticity as per IT ACT 2000. If any of the information furnished by the bidder is found to be false / fabricated / bogus, his EMD / Bid Security shall stand forfeited & his name shall be recommended for blocking of portal registration and the bidder is liable to be blacklisted.

7. SECURITY OF BID SUBMISSION:

7.1 All bid uploaded by the Bidder to the portal will be encrypted.

7.2 The encrypted Bid can only be decrypted / opened by the authorized openers on or after the due date and time.

8. RESUBMISSION AND WITHDRAWAL OF BIDS:

- 8.1 Resubmission of bid by the bidders for any number of times before the final date and time of submission is allowed.
- 8.2 Resubmission of bid shall require uploading of all documents including price bid a fresh.
- 8.3 If the bidder fails to submit his modified bids within the pre-defined time of receipt, the system shall consider only the last bid submitted.
- 8.4 The bidder should avoid submission of bid at the last moment to avoid system failure or malfunction of internet or traffic jam or power failure etc.
- 8.5 The Bidder can withdraw his bid before the closure date and time of receipt of the bid by uploading scanned copy of a letter addressing to the Procurement Officer Publisher (Officer Inviting Tender) citing reasons for withdrawal. The system shall not allow any withdrawal after expiry of the closure time of the bid.

9 OPENING OF THE BID:

- 9.1 Bid opening date and time is specified during tender creation or can be extended through corrigendum. Bids cannot be opened before the specified date & time.
- 9.2 All bid openers have to log-on to the portal to decrypt the bid submitted by the bidders.
- 9.3 The bidders & guest users can view the summary of opening of bids from any system. Contractors are not required to be present during the bid opening at the opening location if they so desire.
- 9.4 In the event of the specified date of bid opening being declared a holiday for the Officer inviting the Bid, the bids will be opened at the appointed time on the next working day.
- 9.5 Combined bid security for more than one work is not acceptable.

10. EVALUATION OF BIDS:

- 10.1 All the opened bids shall be downloaded and printed for taking up evaluation.

The officer authorized to open the tender shall sign and number on each page of the documents downloaded and furnish a certificate that "the documents as available in the portal containing--- nos of pages".

- 10.2 The bidder may be asked in writing/ online to clarify on the uploaded documents provided in the Technical Bid, if necessary, with respect to any doubts or illegible documents. The officer inviting tender may ask for any other document of historical nature during Technical evaluation of the tender. Provided in all such cases, furnishing of any document in no way alters the Bidder's price bid. Non submission of legible documents may render the bid non-responsive.
- 10.3 The bidders will respond in not more than 7 days of issue of the clarification letter, failing which the bid of the bidder will be evaluated on its own merit.

- 10.4 The Technical evaluation of all the bids shall be carried out as per information furnished by Bidders.
- 10.5 The Procurement Officer-Evaluators; will evaluate bid and finalize list of responsive bidders.
- 10.6 The financial bids of the technically responsive bidders shall be opened on the due date of opening. The Procurement Officer-Openers shall log on to the system in sequence and open the financial bids.
- 10.7 The Financial Bid will be opened on the notified date & time in the presence of bidders or their authorized representative who wish to be present.
- 10.8 At the time of opening of "Price Bid (BOQ)", bidders whose technical bids were found responsive and qualified will be opened.
- 10.9 The responsive bidders' name, bid prices will be announced.
- 10.10 Procurement Officer-Openers shall sign on each page of the downloaded Price Bid (BOQ).
- 10.11 Bidder can witness the principal activities and view the documents/summary reports for that particular work by logging on to the portal with his DSC from anywhere.
- 10.12 System provides an option to Procurement Officer Publisher for reconsidering the rejected bid with the approval of Authority in H&UD Dept, Government of Odisha.
- 10.13 The L-1 bidder shall have to produce the original documents in support of the scanned copies and statements uploaded in the portal within 7 days of opening of price bid.

DISCLAIMER

The Applicant must read all the instructions in the BID and submit the same accordingly.

SECTION : 4

TERMS OF REFERENCE (ToR)

Introduction (Background)

1. Purpose / Objectives of the Assignment:

GENERAL

The detailed description of the scope of services, deliverables and other requirements relating to this Consultancy are specified in this RFP.

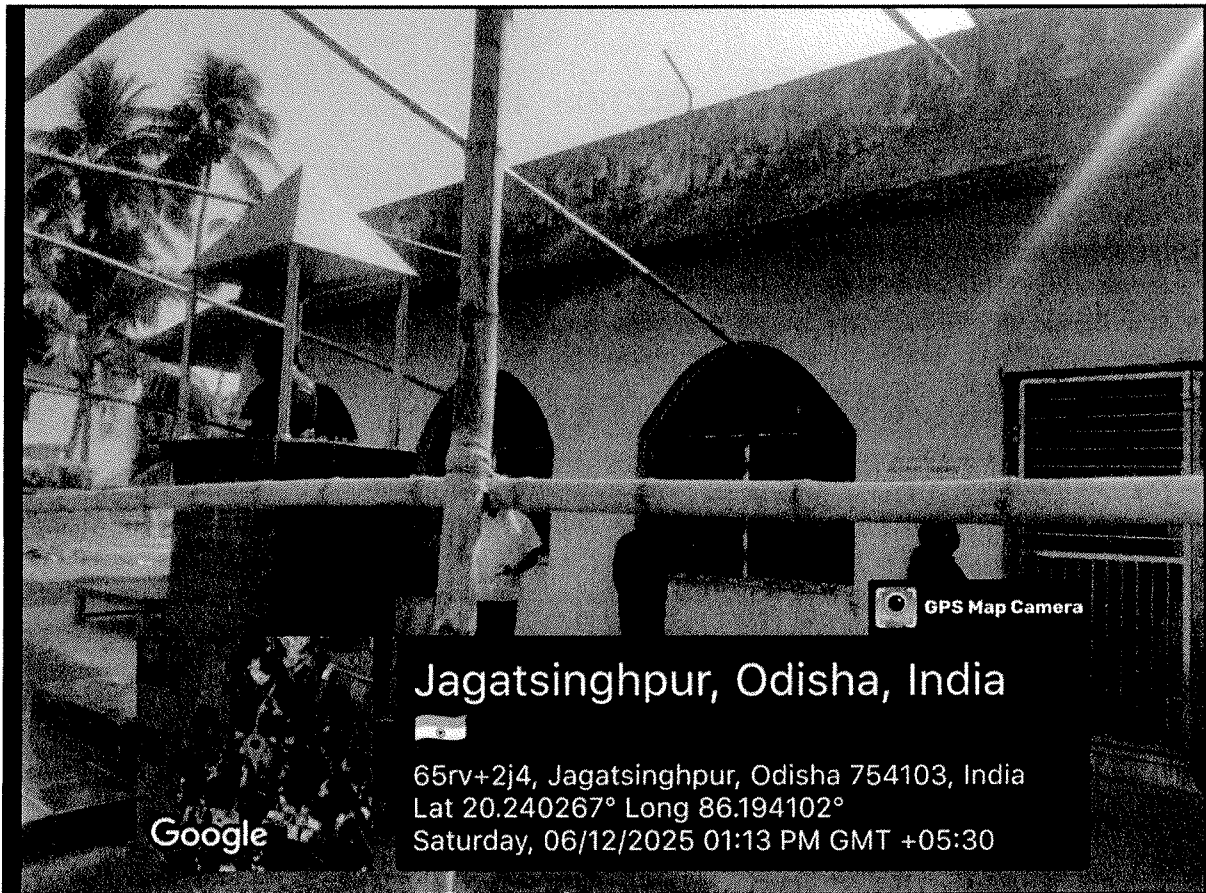
OBJECTIVE:

The Jagatsinghpur Municipality intends to develop the following projects on a Brown field project / Green field project, by way of maximising the appropriate vertical development, in consonance with permissible FAR (Floor – Area – Ratio) over the, the existing land measuring approximately as detailed below against the projects., so as to serve the local citizens effectively, as well as becoming a resource – adding asset of the Jagatsinghpur Municipality.

- i. Renovation, Development and Construction of 1st floor of Sarala Devi Kalyan Mandap at Ward No.21-Approximate Area- Ac.2.59 Dec
- ii. Construction of Night Shelter on top floor of Kalyan Mandap in front of Sanskruti Bhawan. Approximate Area-Ac 1.28 Dec.
- iii. Renovation of Town Hall at Panisalia in Ward No.16- Approximate Area- Ac0.18Dec
- iv. Construction of a Gandhi Museum near Swadhinata Sangram Ashram
- v. Construction of Food court with Selfie zone over Box culvert
- vi. Construction of MPH with recreation centre
- vii. Construction of Multipurpose Hall at Atamara in ward No.13
- viii. Model Park with Boundary wall at Ward No.01
- ix. Construction of Auditorium at Jagatsinghpur Municipality
- x. Construction of Atal Bihari Vajpayee Park at College chowk
- xi. Installation of Solar Dead body Burning Machine at Jagatsinghpur municipality
- xii. Construction of a Modern Library at Chatra closed school- Approximate Area- Ac.0.11 Dec

2. Project Description if any:

Space for Existing Photos if any-



Proposed site for Renovation, Development and Construction of 1st floor of Sarala Devi Kalyan Mandap



Proposed Site for Renovation of Town Hall at Panisalia in Ward No.16

3. Scope of Work:

The consultant shall examine, Design, estimate, & submit the DPR for the following Project comprising the following sub – details, which are in line with the stipulation of BIS (Bureau of Indian Standards), NBC (National Building Code) – 2016 & Planning Norms / standards (SUJOG).

- i. Renovation, Development and Construction of 1st floor of Sarala Devi Kalyan Mandap at Ward No.21-Approximate Area-Ac.2.59 Dec
- ii. Construction of Night Shelter on top floor of Kalyan Mandap in front of Sanskruti Bhawan. Approximate Area-Ac 1.28 Dec.
- iii. Renovation of Town Hall at Panisalia in Ward No.16- Approximate Area- Ac0.18Dec
- iv. Construction of a Gandhi Museum near Swadhinata Sangram Ashram
- v. Construction of Food court with Selfie zone over Box culvert
- vi. Construction of MPH with recreation center
- vii. Construction of Multipurpose Hall at Atamara in ward No.13
- viii. Model Park with Boundary wall at Ward No.01
- ix. Construction of Auditorium at Jagatsinghpur Municipality
- x. Construction of Atal Bihari Vajpayee Park at College chowk
- xi. Installation of Solar Dead body Burning Machine at Jagatsinghpur Municipality
- xii. Construction of a Modern Library at Chatra closed school

The scope in brief for the services required under this consultancy work is as under:

Sl. No	Description of Scope of work
a.	Geo- referenced survey of the assigned existing property, including land area, with the help of T.S. (Total Station) or DGPS (Differential Global Positioning System) or Drone Survey.
b.	'SUJOG – Compatible' Architectural – Concept plan, Layout Drawing, Floor - wise plans, Elevation, Sectional Elevations, Foundation Details, including 3D view for better appreciation of the project.
c.	Soil testing and data analysis & SPT (Standard Penetration Test) & UDS (Un – disturbed Soil Sampling) methods for determination of SBC (Safe Bearing Capacity) (At least 1 Bore - log Test).
d.	Structural design Analysis with Drawings there of
e.	Total MEP (Mechanical, Electrical & Plumbing);

	<ul style="list-style-type: none"> i) All required Plumbing drawing & estimate for Water Supply, Used Water & Sewage Collection & Treatment & Disposal system. ii) All Electrical SLD (Single Line Diagram) drawing, Layout Drawings & DG (Digital Generator), Inverter & External Power Supply Systems. iii) Fire Safety arrangements, including Fighting Alarm & Detection systems, Estimates with supporting documents. iv) Design, Drawing & Estimate for HVAC (Heating Ventilation & Air Conditioning). v) Estimate for Solar Panel system (if any) vi) Drawing & Estimate for AV (Audio – Visual) & Interior Acoustics arrangement (if any). vii) Estimate for Lift Arrangement.
f	Estimate for FACAD (if any) of ACP / Glass / DGB etc.
g	Estimate for Landscape & Arboriculture including the Ground Water Recharge pit (if any)
h	Estimate for Internal Road & Parking etc.

3. Timelines, stages of deliverables and content of each deliverable:

Deliverables vis-a-vis time frame

Deliverables	Description of Items/Deliverables	Corresponding time frame
D1	Topographic Survey and Survey Reports	30 days from receipt of written LOI (Letter of Interest)
D2	Preparation of Detailed Project Report and Approval by Appropriate Authority (Soft copy and hard copy 1no) written approval of concept plan	60 days

D3	Submission of Final DPR Soft Copy (1 set) & Hard Copy – 3 sets	30 days from Final Technical Sanction from competent authority (I.L.W)
D4	Submission of Draft D.T.C.N.	20 days from final technical sanction from I.L.W.

4. Payment Terms and Schedule in a tabular form:

Sl. No.	Payment Terms	Schedule	Disbursement Schedule
1.	Completion of Topographic Survey and Submission of Survey Report (As per – D1)	30 calendar days from receipt of formal LOI (Letter of Intent)	10% (Ten Percent) of the Total accepted Consultancy Fees quoted, upon completion and submission of Survey Report for the ULB.
2.	Preparation of DPR and Submission of draft DPR (As per – D2)	60 calendar days	20% (Twenty Percent) of the Total accepted Consultancy Fees preparation and submission of draft DPR for the ULB.
3.	Preparation of DPR and Submission of Final DPR incorporating observations and compliance (As per - D3)	30 calendar days from the Final Technical sanction by the competent authority (I.L.W.)	60% (Sixty Percent) of the Total accepted Consultancy Fees
4.	Preparation of Specifications and submission of Tender Documents for Construction (As per – D4)	20 calendar days from Final Technical Sanction of competent authority [i.e., within the D3 period]	10% (Ten Percent) of the Total accepted Consultancy Fees
	TOTAL	120 calendar days	100% (Cent Percent)

N.B.: Bid Security, if any, shall be released by ULB, after 90 days from the release of the Final Bill.

Section – 5

TECH 1

Technical Proposal Submission Forms

COVERING LETTER

(ON BIDDER'S LETTER HEAD)

[Location, Date]

To

The Executive Officer,

Jagatsinghpur Municipality, PIN – 754103

Subject: Providing Consultancy Services for preparation of DPR for Jagatsinghpur Municipality, in the District of Jagatsinghpur, Odisha.

Dear Sir,

I, the undersigned, offer to provide the services for the proposed assignment in respect to your Request for Proposal No.

Dated: _____, I, hereby submit the proposal which includes this technical proposal sealed under a separate envelope. Our proposal will be valid for acceptance up to **120 Days** and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before this expiry date.

All the information and statements made in this technical proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal. If negotiations are held during the period of validity of the proposal, I undertake to negotiate on the basis of the proposal submitted by us. Our proposal is binding upon us and subject to the modifications resulting from contract negotiations.

I have examined all the information as provided in your Request for Proposal (RFP) and offer to undertake the service described in accordance with the conditions and requirements of the selection process. I agree to bear all costs incurred by us in connection with the preparation and submission of this proposal and to bear any further pre-contract costs. In case, any provisions of this RFP/ ToR including of our technical & financial proposal is found to be deviated, then your department shall have rights to reject

our proposal including forfeiture of the Earnest Money Deposit absolutely. I confirm that, I have the authority to submit the proposal and to clarify any details on its behalf.

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

Yours faithfully,

Authorized Signatory with Date and Seal:

Name and Designation: _____

Address of Bidder: _____

Bidder's Organization (General Details)

Sl. No.	Description	Full Details
1.	Name of the Bidder / Consultant	
2.	Address for communication: Tel: Fax: Email id:	
3.	Name of the authorized person signing & submitting the bid on behalf of the Bidder: Mobile No.: Email id:	
4.	Registration / Incorporation Details Registration No: Date & Year. :	
5.	Local office in Odisha If yes, please furnish contact details	Yes / No
6.	Bid Processing Fee Details Amount: DD / No.: Date: Name of the Bank:	
7.	EMD Details Amount: TDR/FD/Postal Deposit No.: Date: Name of the Bank:	
8.	PAN Number	
9.	Goods and Services Tax Identification Number (GSTIN)	
10.	Willing to carry out assignments as per the scope of work of the RFP	YES
11.	Willing to accept all the terms and conditions as specified in the RFP	YES

Authorized Signatory [In full and initials]:

Name and Designation with Date and Seal :

Bidder Organization (Financial Details)

Financial Information in INR				
Details	FY	FY	FY	Average
Consulting Turnover (in INR)				
Supporting Documents: Audited certified financial statements for the last Three FYs (to be decided accordingly) (Submission of copies of Income & Expenditure Statement and Balance Sheet for the respective financial years is mandatory along with this form)				

Authorized Signatory [In full initials with Date and Seal]:

Communication Address of the Bidder:

FORMAT FOR POWER OF ATTORNEY (On Bidder's Letter Head)

I, _____, the _____ (Designation) of
(Name of the Organisation) in witness whereof certify that **<Name of person>** is authorized to
execute the attorney on behalf of **<Name of Organisation>**, **<Designation of the person>** of
the company acting for and on behalf of the company under the authority conferred by the
<Notification/ Authority order no.> Dated **<date of reference>** has signed this Power of
attorney at **<place>** on this day of

<day><month>, <year>.

The signatures of **<Name of person>** in whose favour authority is being made under the
attorney given below are hereby certified.

Name of the Authorized Representative:

(Signature of the Authorized Representative with Date)

CERTIFIED:

Signature, Name & Designation of person executing attorney:

Address of the Bidder:

(BIDDER'S PAST EXPERIENCE DETAILS)

Table -1 (List of <Nos> completed assignments only of similar nature in any sector during last <5> years)**

Sl. No.	Period	Name of the Assignment with	Name of the Client	*Contract Value (in INR) and	Date of Award / Commencement of assignment	Date of Completion of assignment	Remarks if Any
A	B	C	D	E	F	G	H
1.							
2.							
3.							

Authorized Signatory [In full and initials]:**Name and Designation with Date and Seal:**

INFORMATION REGARDING ANY CONFLICTING ACTIVITIES AND DECLARATION THEREOF

Are there any activities carried out by your agency which are of conflicting nature as mentioned in Section 2: [Information to the Bidder] under Eligibility Criteria: Para (5). If yes, please furnish details of any such activities.

If no, please certify,

IN BIDDER' S LETTER HEAD

I, hereby declare that our firm / company as an Individual is not indulged in any such activities which can be termed as the conflicting activities as mentioned in **Section 2: [Information to the Bidder] under Eligibility Criteria: Para (6)**.

I, also acknowledge that in case of misrepresentation of any of the information, our proposal / contract shall be rejected / terminated by the Client which shall be binding on us.

Authorized Signatory [In full initials with Date and Seal]:

Communication Address of the Bidder:

SECTION - 5 BID SUBMISSION CHECK LIST

Annexure – I

Sl. No.	Description	Submitted (Yes/No)	Page No.
TECHNICAL PROPOSAL (ORIGINAL online + 1 COPY)			
1	Filled in Bid Submission Check List (ANNEXURE-I)		
2	Covering Letter (TECH - 1)		
3	Bid Processing Fee of Rs.2360 /- payment online		
4	EMD of Rs. 50,000 /- payment online		
5	Copy of Certificate of Incorporation / Registration of the Bidder		
6	Copy of PAN		
7	Copy of Goods and Services Tax Identification Number (GSTIN)		
8	Copies of IT Returns for the last three AYs (to be decided accordingly)		
9	General Details of the Bidder (TECH - 2)		
10	Financial details of the bidder (TECH - 3) along with all the supportive documents such as copies of Profit – Loss Statement and Balance Sheet for the concerned period		
11	Power of Attorney (TECH - 4) in favour of the person signing the bid on behalf of the bidder.		
12	List of completed assignments of similar nature (Past Experience Details) (TECH - 5) along with the copies of work orders for the respective assignments		
13	Self-Declaration on Potential Conflict of Interest (TECH - 6)		
14	Undertaking for not have been black-listed by any Central / State Govt. / any Autonomous bodies during its business career.		

Undertaking:

All the information has been submitted as per the prescribed format and procedure.

Each part has been separately bound with no loose sheets and each page of all the two parts are page numbered along with Index Page.

All pages of the proposal have been sealed and signed by the authorized representative.

Authorized Signatory [In full and initials]:

Name and Designation with Date and Seal:

5. Sub-Rule-(1) of Rule-13 shall be substituted by the following provisions:
XX

6. Sub-Rule-(2) of Rule-13 shall be substituted by the following provisions:
XX

7. Sub-Rule-(4) of Rule-13 shall be substituted by the following provisions:
XX

8. Sub-Rule-(3) of Rule-13 shall be substituted by the following provisions:
XX

9. A Sub-Rule-(5A) shall be added after Sub-Rule-(5) of Rule-13.
XX

10. Sub-Rule-(4) of Rule-15 shall be substituted as follows:

XX

11. Powers of different authorities in respect of projects financed under MLALADS, Special Problem Fund, Critical Gap Fund, Biju KBK Plan, Biju Kandhamal 'O' Gajapati Yojana:

XX
X

12. Sub-Rule-(d) of Rule-20 shall be substituted as follows:

XX

13. The provisions of this Office Memorandum shall come into effect from the date of issue.

By Order of the Governor

Sd/-
(Vishal Kumar Dev)

Principal Secretary to Government

FINANCIAL BID FORMAT

Sl. No.	Items	Quantity	Amount in INR (In Figures and in Wards)
1. A	<p>Consultancy to Preparation & Submission of DPR for the work, <u>“Renovation, Development and Construction of 1st floor of Sarala Devi Kalyan Mandap in Ward No.21”</u></p> <p>Comprising of</p> <ul style="list-style-type: none">• Geo- referenced survey of the assigned existing property, including land area, with the help of T.S. (Total Station) or DGPS (Differential Global Positioning System) or Drone Survey.• ‘SUJOG – Compatible’ Architectural – Concept plan, Layout Drawing, Floor - wise plans, Elevation, Sectional Elevations, Foundation Details, including 3D view for better appreciation of the project.• Soil testing and data analysis & SPT (Standard Penetration Test) & UDS (Un – disturbed Soil Sampling) methods for determination of SBC (Safe Bearing Capacity) (At least 1 Bore - log Test).• Structural design Analysis with Drawings there of• Total MEP (Mechanical, Electrical & Plumbing);<ul style="list-style-type: none">i) All required Plumbing drawing & estimate for Water Supply, Used Water & Sewage Collection & treatment & disposal system.ii) All Electrical SLD (Single Line Diagram) drawing, Layout Drawings & DG (Digital Generator), Inverter & External Power Supply Systems.	1 Lot	

	<p>iii) Fire Safety arrangements including fighting alarm & Detection systems, Estimates with supporting documents.</p> <p>iv) Design, Drawing & Estimate for HVAC (Heating Ventilation & Air Conditioning).</p> <p>v) Estimate for Solar Panel system (if any)</p> <p>vi) Drawing & Estimate for AV (Audio – Visual) & Interior Acoustics arrangement (if any).</p> <ul style="list-style-type: none"> • Estimate for Lift Arrangement. • Estimate for FACAD (if any) of ACP / Glass / DGB etc. • Estimate for landscape & Arboriculture including the ground Water Recharge pit (if any). • Estimate for Internal Road & Parking etc. 		
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FINANCIAL BID FORMAT

Sl. No.	Items	Quantity	Amount in INR (In Figures and in Wards)
1. A	<p>Consultancy to Preparation & Submission of DPR for the work, “Renovation of Town Hall at Panisalia in Ward No.16”.</p> <p>Comprising of</p> <ul style="list-style-type: none">• Geo- referenced survey of the assigned existing property, including land area, with the help of T.S. (Total Station) or DGPS (Differential Global Positioning System) or Drone Survey.• ‘SUJOG – Compatible’ Architectural – Concept plan, Layout Drawing, Floor - wise plans, Elevation, Sectional Elevations, Foundation Details, including 3D view for better appreciation of the project.• Soil testing and data analysis & SPT (Standard Penetration Test) & UDS (Un – disturbed Soil Sampling) methods for determination of SBC (Safe Bearing Capacity) (At least 1 Bore - log Test).• Structural design Analysis with Drawings there of• Total MEP (Mechanical, Electrical & Plumbing);vii) All required Plumbing drawing & estimate for Water Supply, Used Water & Sewage Collection & treatment & disposal system.viii) All Electrical SLD (Single Line Diagram) drawing, Layout Drawings & DG (Digital Generator), Inverter & External Power Supply Systems.	1 Lot	

	<p>ix) Fire Safety arrangements including fighting alarm & Detection systems, Estimates with supporting documents.</p> <p>x) Design, Drawing & Estimate for HVAC (Heating Ventilation & Air Conditioning).</p> <p>xi) Estimate for Solar Panel system (if any)</p> <p>xii) Drawing & Estimate for AV (Audio – Visual) & Interior Acoustics arrangement (if any).</p> <ul style="list-style-type: none"> • Estimate for Lift Arrangement. • Estimate for FACAD (if any) of ACP / Glass / DGB etc. • Estimate for landscape & Arboriculture including the ground Water Recharge pit (if any). • Estimate for Internal Road & Parking etc. 		
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FINANCIAL BID FORMAT

Sl. No.	Items	Quantity	Amount in INR (In Figures and in Words)
1.	<p data-bbox="268 510 943 703">B Consultancy to Preparation & Submission of DPR for the work, “Construction of Night Shelter on top floor of Kalyan Mandap in front of Sanskruti Bhawan” Comprising of</p> <ul data-bbox="316 745 943 1980" style="list-style-type: none"><li data-bbox="316 745 943 925">• Geo- referenced survey of the assigned existing property, including land area, with the help of T.S. (Total Station) or DGPS (Differential Global Positioning System) or Drone Survey.<li data-bbox="316 969 943 1171">• ‘SUJOG – Compatible’ Architectural – Concept plan, Layout Drawing, Floor - wise plans, Elevation, Sectional Elevations, Foundation Details, including 3D view for better appreciation of the project.<li data-bbox="316 1216 943 1395">• Soil testing and data analysis & SPT (Standard Penetration Test) & UDS (Un – disturbed Soil Sampling) methods for determination of SBC (Safe Bearing Capacity) (At least 1 Bore - log Test).<li data-bbox="316 1440 943 1507">• Structural design Analysis with Drawings there of<li data-bbox="316 1552 943 1619">• Total MEP (Mechanical, Electrical & Plumbing);<li data-bbox="316 1664 943 1798">xiii) All required Plumbing drawing & estimate for Water Supply, Used Water & Sewage Collection & treatment & disposal system.<li data-bbox="316 1843 943 1980">xiv) All Electrical SLD (Single Line Diagram) drawing, Layout Drawings & DG (Digital Generator), Inverter & External Power Supply Systems.	1 Lot	

	<p>xv) Fire Safety arrangements including fighting alarm & Detection systems, Estimates with supporting documents.</p> <p>xvi) Design, Drawing & Estimate for HVAC (Heating Ventilation & Air Conditioning).</p> <p>xvii) Estimate for Solar Panel system (if any)</p> <p>xviii) Drawing & Estimate for AV (Audio – Visual) & Interior Acoustics arrangement (if any).</p> <ul style="list-style-type: none"> • Estimate for Lift Arrangement. • Estimate for FACAD (if any) of ACP / Glass / DGB etc. • Estimate for landscape & Arboriculture including the ground Water Recharge pit (if any). • Estimate for Internal Road & Parking etc. 		
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FINANCIAL BID FORMAT

Sl. No.	Items	Quantity	Amount in INR (In Figures and in Words)
1. B	<p>Consultancy to Preparation & Submission of DPR for the work, “Construction of a Gandhi Museum near Swadhinata Sangram Ashram” Comprising of</p> <ul style="list-style-type: none">• Geo- referenced survey of the assigned existing property, including land area, with the help of T.S. (Total Station) or DGPS (Differential Global Positioning System) or Drone Survey.• ‘SUJOG – Compatible’ Architectural – Concept plan, Layout Drawing, Floor - wise plans, Elevation, Sectional Elevations, Foundation Details, including 3D view for better appreciation of the project.• Soil testing and data analysis & SPT (Standard Penetration Test) & UDS (Un – disturbed Soil Sampling) methods for determination of SBC (Safe Bearing Capacity) (At least 1 Bore - log Test).• Structural design Analysis with Drawings there of• Total MEP (Mechanical, Electrical & Plumbing);xix) All required Plumbing drawing & estimate for Water Supply, Used Water & Sewage Collection & treatment & disposal system.xx) All Electrical SLD (Single Line Diagram) drawing, Layout Drawings & DG (Digital Generator), Inverter & External Power Supply Systems.	1 Lot	

	<p>xxi) Fire Safety arrangements including fighting alarm & Detection systems, Estimates with supporting documents.</p> <p>xxii) Design, Drawing & Estimate for HVAC (Heating Ventilation & Air Conditioning).</p> <p>xxiii) Estimate for Solar Panel system (if any)</p> <p>xxiv) Drawing & Estimate for AV (Audio – Visual) & Interior Acoustics arrangement (if any).</p> <ul style="list-style-type: none"> • Estimate for Lift Arrangement. • Estimate for FACAD (if any) of ACP / Glass / DGB etc. • Estimate for landscape & Arboriculture including the ground Water Recharge pit (if any). • Estimate for Internal Road & Parking etc. 		
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	<ul style="list-style-type: none"> • Estimate for landscape & Arboriculture including the ground Water Recharge pit (if any). • Estimate for Internal Road & Parking etc. 		
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Annexure-VI

FINANCIAL BID FORMAT

B Sl. No.	Items	Quantity	Amount in INR (In Figures and in Wards)
1.	Consultancy to Preparation & Submission of DPR for the work, “Construction of Food court with Selfie zone over Box Culvert” Comprising of <ul style="list-style-type: none"> • Geo- referenced survey of the assigned existing property, including land area, with the help of T.S. (Total Station) or DGPS (Differential Global Positioning System) or Drone Survey. • Architectural – Concept plan, Layout Drawing, plans, Elevation, Sectional Elevations, , including 3D view for better appreciation of the project. • Total MEP (Mechanical, Electrical & Plumbing); xxx) All required Plumbing drawing & estimate for Water Supply, Used Water & Sewage Collection & treatment & disposal system. xxxi) All Electrical SLD (Single Line Diagram) drawing, Layout Drawings & 	1 Lot	

	<p>DG (Digital Generator), Inverter & External Power Supply Systems.</p> <p>xxxii) Fire Safety arrangements including fighting alarm & Detection systems, Estimates with supporting documents.</p> <p>xxxiii) Estimate for Solar Panel system (if any)</p> <p>xxxiv) Drawing & Estimate for AV (Audio – Visual) & Interior Acoustics arrangement (if any).</p> <ul style="list-style-type: none"> • Estimate for FACAD (if any) of ACP / Glass / DGB etc. • Estimate for landscape & Arboriculture including the ground Water Recharge pit (if any). • Estimate for Internal Road & Parking etc. 		
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Annexure-VII

FINANCIAL BID FORMAT

Sl. No.	Items	Quantity	Amount in INR (In Figures and in Words)
1.	<p>Consultancy to Preparation & Submission of DPR for the work, “Construction of MPH with Recreation Centre” Comprising of</p> <ul style="list-style-type: none"> • Geo- referenced survey of the assigned existing property, including land area, with the help of T.S. (Total Station) or DGPS (Differential Global Positioning System) or Drone Survey. • ‘SUJOG – Compatible’ Architectural – Concept plan, Layout Drawing, Floor - wise plans, Elevation, Sectional Elevations, Foundation Details, including 3D view for better appreciation of the project. 	1 Lot	

	<ul style="list-style-type: none"> • Soil testing and data analysis & SPT (Standard Penetration Test) & UDS (Un – disturbed Soil Sampling) methods for determination of SBC (Safe Bearing Capacity) (At least 1 Bore - log Test). • Structural design Analysis with Drawings there of • Total MEP (Mechanical, Electrical & Plumbing); <p>xxxv) All required Plumbing drawing & estimate for Water Supply, Used Water & Sewage Collection & treatment & disposal system.</p> <p>xxxvi) All Electrical SLD (Single Line Diagram) drawing, Layout Drawings & DG (Digital Generator), Inverter & External Power Supply Systems.</p> <p>xxxvii) Fire Safety arrangements including fighting alarm & Detection systems, Estimates with supporting documents.</p> <p>xxxviii) Design, Drawing & Estimate for HVAC (Heating Ventilation & Air Conditioning).</p> <p>xxxix) Estimate for Solar Panel system (if any)</p> <p>xl) Drawing & Estimate for AV (Audio – Visual) & Interior Acoustics arrangement (if any).</p> <ul style="list-style-type: none"> • Estimate for Lift Arrangement. • Estimate for FACAD (if any) of ACP / Glass / DGB etc. • Estimate for landscape & Arboriculture including the ground Water Recharge pit (if any). • Estimate for Internal Road & Parking etc. 		
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FINANCIAL BID FORMAT

Sl. No.	Items	Quantity	Amount in INR (In Figures and in Words)
1.	<p data-bbox="268 517 938 663">B Consultancy to Preparation & Submission of DPR for the work, “Construction of Multipurpose Hall at Atamara in ward No.13” Comprising of</p> <ul data-bbox="316 707 943 1581" style="list-style-type: none"><li data-bbox="316 707 943 887">• Geo- referenced survey of the assigned existing property, including land area, with the help of T.S. (Total Station) or DGPS (Differential Global Positioning System) or Drone Survey.<li data-bbox="316 931 943 1133">• ‘SUJOG – Compatible’ Architectural – Concept plan, Layout Drawing, Floor - wise plans, Elevation, Sectional Elevations, Foundation Details, including 3D view for better appreciation of the project.<li data-bbox="316 1178 943 1357">• Soil testing and data analysis & SPT (Standard Penetration Test) & UDS (Un – disturbed Soil Sampling) methods for determination of SBC (Safe Bearing Capacity) (At least 1 Bore - log Test).<li data-bbox="316 1402 943 1469">• Structural design Analysis with Drawings there of<li data-bbox="316 1514 943 1581">• Total MEP (Mechanical, Electrical & Plumbing); <p data-bbox="316 1626 943 1760">xli) All required Plumbing drawing & estimate for Water Supply, Used Water & Sewage Collection & treatment & disposal system.</p> <p data-bbox="316 1805 943 1939">xlii) All Electrical SLD (Single Line Diagram) drawing, Layout Drawings & DG (Digital Generator), Inverter & External Power Supply Systems.</p>	1 Lot	

B	<p>xliv) Fire Safety arrangements including fighting alarm & Detection systems, Estimates with supporting documents.</p> <p>xlv) Design, Drawing & Estimate for HVAC (Heating Ventilation & Air Conditioning).</p> <p>xlv) Estimate for Solar Panel system (if any)</p> <p>xlvi) Drawing & Estimate for AV (Audio – Visual) & Interior Acoustics arrangement (if any).</p> <ul style="list-style-type: none"> • Estimate for Lift Arrangement. • Estimate for FACAD (if any) of ACP / Glass / DGB etc. • Estimate for landscape & Arboriculture including the ground Water Recharge pit (if any). • Estimate for Internal Road & Parking etc. 		
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Annexure-IX

FINANCIAL BID FORMAT

Sl. No.	Items	Quantity	Amount in INR (In Figures and in Words)
1.	<p>Consultancy to Preparation & Submission of DPR for the work, “Construction of Auditorium at Jagatsinghpur Municipality” Comprising of</p> <ul style="list-style-type: none"> • Geo- referenced survey of the assigned existing property, including land area, with the help of T.S. (Total Station) or DGPS (Differential Global Positioning System) or Drone Survey. • ‘SUJOG – Compatible’ Architectural – Concept plan, Layout Drawing, Floor - wise plans, Elevation, Sectional Elevations, Foundation Details, 	1 Lot	

	<p>including 3D view for better appreciation of the project.</p> <ul style="list-style-type: none"> • Soil testing and data analysis & SPT (Standard Penetration Test) & UDS (Undisturbed Soil Sampling) methods for determination of SBC (Safe Bearing Capacity) (At least 1 Bore - log Test). • Structural design Analysis with Drawings there of • Total MEP (Mechanical, Electrical & Plumbing); <p>xlvi) All required Plumbing drawing & estimate for Water Supply, Used Water & Sewage Collection & treatment & disposal system.</p> <p>xlvii) All Electrical SLD (Single Line Diagram) drawing, Layout Drawings & DG (Digital Generator), Inverter & External Power Supply Systems.</p> <p>xlviii) Fire Safety arrangements including fighting alarm & Detection systems, Estimates with supporting documents.</p> <p>l) Design, Drawing & Estimate for HVAC (Heating Ventilation & Air Conditioning).</p> <p>li) Estimate for Solar Panel system (if any)</p> <p>lii) Drawing & Estimate for AV (Audio – Visual) & Interior Acoustics arrangement (if any).</p> <ul style="list-style-type: none"> • Estimate for Lift Arrangement. • Estimate for FACAD (if any) of ACP / Glass / DGB etc. • Estimate for landscape & Arboriculture including the ground Water Recharge pit (if any). • Estimate for Internal Road & Parking etc. 		
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FINANCIAL BID FORMAT

Sl. No.	Items	Quantity	Amount in INR (In Figures and in Wards)
1.	<p data-bbox="268 521 925 712">B Consultancy to Preparation & Submission of DPR for the work, “Construction of Atal Bihari Vajpayee Park at College Chhak, Jagatsinghpur” Comprising of</p> <ul data-bbox="319 750 933 1960" style="list-style-type: none"><li data-bbox="319 750 933 929">• Geo- referenced survey of the assigned existing property, including land area, with the help of T.S. (Total Station) or DGPS (Differential Global Positioning System) or Drone Survey.<li data-bbox="319 974 933 1108">• Layout Drawing, plans, Elevation, Sectional Elevations, Foundation Details, including 3D view for better appreciation of the project.<li data-bbox="319 1120 933 1187">• Total MEP (Mechanical, Electrical & Plumbing);<li data-bbox="319 1220 933 1366">liii) All required Plumbing drawing & estimate for Water Supply, Used Water & Sewage Collection & treatment & disposal system.<li data-bbox="319 1400 933 1512">liv) All Electrical SLD (Single Line Diagram) drawing, Layout Drawings & External Power Supply Systems.<li data-bbox="319 1523 933 1556">lv) Estimates with supporting documents.<li data-bbox="319 1568 933 1624">lvi) Estimate for Solar Panel system (if any)<li data-bbox="319 1635 933 1736">lvii) Drawing & Estimate for AV (Audio – Visual) & Interior Acoustics arrangement (if any).<li data-bbox="319 1780 933 1881">• Estimate for landscape & Arboriculture including the ground Water Recharge pit (if any).<li data-bbox="319 1915 933 1960">• Estimate for Internal Road & Parking etc.	1 Lot	

	<ul style="list-style-type: none"> • Estimate for landscape & Arboriculture including the ground Water Recharge pit (if any). • Estimate for Internal Road & Parking etc. 		
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Annexure-IX

FINANCIAL BID FORMAT

B No.	Items	Quantity	Amount in INR (In Figures and in Words)
1.	<p>Consultancy to Preparation & Submission of DPR for the work, "Construction of a Modern Library at Chatra closed school" Comprising of</p> <ul style="list-style-type: none"> • Geo- referenced survey of the assigned existing property, including land area, with the help of T.S. (Total Station) or DGPS (Differential Global Positioning System) or Drone Survey. • 'SUJOG – Compatible' Architectural – Concept plan, Layout Drawing, Floor - wise plans, Elevation, Sectional Elevations, Foundation Details, including 3D view for better appreciation of the project. • Soil testing and data analysis & SPT (Standard Penetration Test) & UDS (Un – disturbed Soil Sampling) methods for determination of SBC (Safe Bearing Capacity) (At least 1 Bore - log Test). • Structural design Analysis with Drawings there of • Total MEP (Mechanical, Electrical & Plumbing); 	1 Lot	