

OFFICE OF THE MUNICIPALITY: PATTAMUNDAI

Expression of Interest (EOI)

for Management of Public Toilets and Community Toilets by Mission Shakti SHG

No 461

Date 7/2/24

Pattamundai Municipality, invites Expression of Interest in sealed cover from interested Mission Shakti SHGs to be engaged for managing Public Toilets and Community Toilets of Urban Local Bodies (ULBs) for a period of 3 years. The sealed Expression of Interest should be submitted to the address of respective ULBs on or before 5PM of 17-02-2024, by registered/speed post/or deposited physically.

The Technical Bid will be opened on date 19-02-2024 at 11AM in the Council Hall of Municipality. The sealed envelope should be superscripted with "**EOI for Management of Public Toilet and Community Toilets by Mission Shakti SHGs**". The detailed terms and conditions of the Expression of Interest is available in website.

<http://www.kendrapara.nic.in>

7/2/24
Executive Officer
Pattamundai Municipality

Memo No. 462 Date. 7/2/24

The Director, I &PR, Govt. of Odisha, Bhubaneswar for information with request to publish the same in any one English Newspaper and one Odia Newspaper with a request to publish the advertisement limited to Rs. 3000.00 only per newspaper.

7/2/24
Executive Officer
Pattamundai Municipality

Memo No. 463 Date. 7/2/24

Copy submitted to the Collector and District Magistrate Kendrapara / the Director NIC, Kendrapara/ The Project Director DRDA,-Cum-PD DUDA, Kendrapara/ Sub-Collector, Kendrapara/ Tahsildar, Pattamundai,/ BDO, Pattamundai for information. They are requested to display the notice in their office notice board for wide publication.

7/2/24
Executive Officer
Pattamundai Municipality

Memo No. 464 Date. 7/2/24

Copy submitted to the Chairperson/Councillor, Pattamundai Municipality for information.

7/2/24
Executive Officer
Pattamundai Municipality

Memo No. 465 Date. 7/2/24

Copy Forwarded to the Office Notice Board for wide publication.

7/2/24
Executive Officer
Pattamundai Municipality

TERMS AND REFERENCE
for Management of Public Toilets by Mission Shakti SHG

“Expression of Interest” is invited from interested Mission Shakti Groups for Operation and Management of Community Toilet and Public Toilets.

1. The last date for submission of the Expression of Interest (EOI) is on 17-02-2024 at 5PM and the technical bid will be opened on 19-02-2024 at 11AM in the Council Hall of Pattamundai Municipality.
2. The interested Mission Shakti SHGs may download the EOI documents including formats of Technical Bid from the District Office website www.kendrapara.nic.in and submit along with paper cost of Rs. 400.00 to be deposited in the form of Money Receipt duly deposited in the ULB or Demand Draft duly drawn in favour of Executive Officer, Pattamundai Municipality payable at Pattamundai.
3. 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 Tender Committee has the right to open the EOI.
4. The bids will be evaluated on the basis of criteria such as year of Group Formation, PAN Number, Similar Experience if any, SHG nearest to Toilet & SHG having more numbers of needy womens like widow, nirasaya will gives preference over other and if tie persist a trasparancy lottery will be held for selection of SHG. The same cannot be challenged at any forum thereafter. Intending bidder will have to submit under taking in this regard.
5. 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 SHG s’ credibility and past performance record.
6. No communication shall be entertained over telephone, Fax, email or in person questioning the decision of the committee.
7. Any dispute arises over the quality of the service will be verified by the designated officials of ULB.
8. 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
9. The Mission Shakti SHG will be empanelled for management of PT & CT. The contract extension may be happening on the basis of satisfactory services and an evaluation report by the ULB

10. Terms of Engagement

- a) The engagement of Mission Shakti SHG is purely on voluntary basis with incentive to encourage community participation in urban governance for transformation of functioning of Community Toilets and Public Toilets.
- b) The ULB will sign an MoU with the selected Mission Shakti SHG with detailed terms of reference.
- c) The period of engagements of Mission Shakti SHG is particularly for the period mentioned in the MOU.
- d) Mission Shakti SHG members cannot claim to be an employee or permanent staff of the Municipality.
- e) The selected Mission Shakti SHG s will be thoroughly trained on the functioning of Public Toilets & Community Toilets and their duties and responsibilities.

11. Role and responsibility of Mission Shakti SHG assigned to manage Public Toilets and Community Toilets

The Mission Shakti SHG will be responsible for the day-to-day functioning of Public Toilets.

1. Regularly maintaining Public Toilets and Community Toilets regularly.
2. Regularly opening and closing Toilets.
3. Regularly check water availability and switch on and off water pump as and when required.
4. Regularly check lights, switches, Water jetting machine, napkin incinerator , Vending machine , water tap etc and it is the responsibility of the SHG to safe guard toilet properties.
5. Use water jetting machine minimum thrice a day for cleaning of toilets.
6. Minor repair & maintenance cost limited to Rs. 1000.00 per a instance to be conducted by the SHG itself.
7. Cleaning the surrounding of the toilets and maintain cleanness.
8. It is the responsibility of the SHG to provide Safety equipment's like Gum Boot, Mask, Gloves to the members who is engaged in cleaning the toilet. No one is allowed to work in toilet without wearing safety equipment's.

12. Role and responsibility of office:

1. Office will provide 10 kg of bleaching powder to the O&M SHG once in a month.
2. Gum Boot 2 pair once in 3 month and two pair of gloves once in a week, 2 pair of mask in a week.
3. Toilet Brush, Cleaning liquid, Phynle, detergent, hand wash, napkins, door mat, wiper etc as and when required.

13. Incentives and payments

- a) A monthly incentive of Rs. 3000/- will be paid Mission Shakti SHG toward Operation and Maintenance.
- b) For any additional work, no additional payment is to be made.

Which MSGs are not eligible to submit Expression of Interest (EOI)

- Mission Shakti Groups already engaged in activities such as Aahaar, SeTP, Wealth Centre, etc. are not eligible to apply.

Pattamundai Municipality
Expression of Interest (EOI)
for Management of Public Toilets/Community Toilets by Mission Shakti Groups
During the Year 2023-24

Last Date: 17-02-2024

Technical Bid

SL No	Item	Details
1.	Name of the Mission Shakti SHG	
	Name of the Toilet for which O&M	
	MISSION SHAKTI SHG Registration Number	
	MISSION SHAKTI SHG PAN Number	
	Communication Address	
	Contact Phone number	
2.	Documents to be furnished	
	i. Group Profile (<u>Annex as Form-B</u>)	
	ii. MISSION SHAKTI SHG Registration Sheet (downloaded from portal)	
	iii. Bank Passbook front page photocopy	
	iv. PAN Card photocopy (attested)	
	v. Resolution copies of group meeting for any of the last 3 months.	
3.	<p>An undertaking in a Rs.10/- Non-Judicial stamp paper stating the following has to be attached with the technical bid:</p> <ul style="list-style-type: none"> ➤ I (name designation and group name) will be responsible for managing the Public Toilets/Community Toilets _____. ➤ Our MISSION SHAKTI SHG (name of the MISSION SHAKTI SHG) belongs to the ward No. -----. ➤ All the members of our MISSION SHAKTI SHG are following the Pancha sutra. ➤ (the name of the MISSION SHAKTI SHG or member) is not in default on a loan obtained from a bank or a non-bank financial institution (NBFI). ➤ We are agreed and undertake to maintain the toilet clean and hygienic. ➤ If we (name of the MISSION SHAKTI SHG) fail to deliver our responsibility or deliverables during the contract period after selection, we will not be considered for government programmes for the next two years. ➤ We (the name and address of the MISSION SHAKTI SHG) have not been blacklisted in any previous assignment. <p>We will abide by the terms of the Memorandum of Understanding (MOU) between the ULB and the group.</p>	

Finance Bid

Name of SHG	
Name & Address of Toilet.	
Agreed to maintain the toilet @3000.00 per month	

- One SHG can submit multiple application but submit separate application for each toilets

Signature of President

Signature of Secretary

LIST OF TOILETS

WARD WISE TOILET			
SL.NO	Ward No	Location	NOS
1	1	Sandhapalli MAC back side	1
2	3	Tanupur school side	1
3	4	Near Anantasayana	1
4	4	Nandini nagar Hanuman statue side	1
5	4	Nandini nagar school Back side	1
6	5	Kasananta stadium	1
7	5	Kasananta Siba mandir side	1
8	5	Kasananta Siba mandir back side(LOO MUKTA)	1
9	8	Near pond	1
10	8	Near Balipada school (LOO MUKTA)	1
11	10	Mahabir bajar	1
12	13	Praharajpur school	1
13	14	Near M.N High School	1
14	15	Alava bridge	1
15	16	Near ITI college	1
16	19	Near aaharkendra side	1
17	20	Beltal Hanuman temple(LOO MUKTA)	1
18	20	Near Beltal Gayatri pitha(LOO MUKTA)	1
TOTAL			18