

OFFICE OF THE MUNICIPALITY: PATTAMUNDAI

Expression of Interest (EOI)
for Management of JAL CHATRA POINTS by Mission Shakti SHG

No 1538

Date 4/4/26

Pattamundai Municipality, invites Expression of Interest in sealed cover from interested Mission Shakti SHGs to be engaged for Operation and Maintenance of Jala Chatra Points. The Interested Mission Shakti Group should submit their EOI in sealed envelope written on top "**O&M of Jala Chatra Points**"

The Technical Bid will be opened on date 10-04-2026 at 11AM in the Council Hall of Municipality.

Memo No. 1539

Date. 4/4/26

hm
4/4/26
Executive Officer
Pattamundai Municipality
M. S. S.
4/4/26

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.

Memo No. 1540

Date. 4/4/26

hm
4/4/26
Executive Officer
Pattamundai Municipality
M. S. S.
4/4/26

Copy to the DeGM, Kendrapara for information with a request to publish the EOI at District Website "<https://kendrapara.odisha.gov.in/>" for wide publication.

Memo No. 1541

Date. 4/4/26

hm
4/4/26
Executive Officer
Pattamundai Municipality
M. S. S.
4/4/26

Copy to the CDPO, Pattamundai for display of EOI in concerned ward Anganwadi Centre's for wide circulation of EOI Notice and informed Anganwadi Workers to make awareness among MSGs.

Memo No. 1542

Date. 4/4/26

hm
4/4/26
Executive Officer
Pattamundai Municipality
M. S. S.
4/4/26

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

Memo No. 1543

Date. 4/4/26

hm
4/4/26
Executive Officer
Pattamundai Municipality
M. S. S.
4/4/26

Copy Forwarded to the Office Notice Board for wide publication.

hm
4/4/26
Executive Officer
Pattamundai Municipality
M. S. S.
4/4/26

TERMS AND REFERENCE
for Management of Jal Chatra Kendra's

"Expression of Interest" is invited from interested Mission Shakti Groups for Operation and Management of Jala Chatra Pionts.

1. The interested Mission Shakti SHGs may download the EOI documents including formats of Technical Bid from the District Office website <https://kendrapara.odisha.gov.in> and submit along with paper cost of Rs. 500.00 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.
2. 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.
3. The bids will be evaluated on the basis of lowest Incentive amount claimed by MSG and if tie remains the SHG based on year of Group Formation, having PAN Number will got preference over others and if again tie persist a transparency 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.**
4. 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.
5. No communication shall be entertained over telephone, Fax, email or in person questioning the decision of the committee.
6. Any dispute arises over the quality of the service will be verified by the designated officials of ULB.
7. 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

8. 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 managements of Jalachatra Points.
- 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 continues till Heatwave Continues .
- 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 Jala Chatra Points and their duties and responsibilities.

9. Role and responsibility of Mission Shakti SHG assigned to manage of Jalachatra Points a

The Mission Shakti SHG will be responsible for the day-to-day functioning of Jalachatra Points.

1. Regularly Cleaning at Jala Chatra Points.
2. Regularly opening and Maintaining Drinking Water.
3. Only use water from municipal supplies or deep bore wells tested for potability
4. Clay Pots: Must be emptied, scrubbed with a clean brush and soap, and sun-dried every 24 hours.
5. Clay Pots: Must be covered with Cotton Cloth in order to protect from dust, insects etc.
6. Stainless steel ladle with a handle long Spoon supplied to be used for providing water to the citizens only.

10. Role and responsibility of office:

1. **Office will provide proper shades with all necessary articles like** clay pots, Long Handle Spoon, Steel Glass, Cotton Cloths, Cleaning Brush, Soaps and Bleaching etc to each Jalachatra Points

11. Incentives and payments

- a) A monthly incentive of Rs. 3000/- maximum 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, O&M of Toilets etc. are not eligible to apply.

**Pttamundai Municipality
Expression of Interest (EOI)**

**for Management of Jalachatra Points by Mission Shakti Groups During the Summer
Season 2026**

Last Date: 10-04-2026

Technical Bid

SL No	Item	Details
1.	Name of the Mission Shakti SHG	
	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.	

Finance Bid

Name of SHG	
Name & Address of JalaChatra Points.	
Incentive Amount to be Claimed per Month for O&M Of Jala Chatra Points.(Maximum Incentive to be Claimed 3000.00 Three Thousand Only)	Rs.
Incentive Amount to claimed per month per Jala Chatra Points in Words.	

- One SHG can submit interest for multiple Jala Chatra Points.

Signature of President

Signature of Secretary

Annexure-B : Group Profile

LIST OF Jala Chatra Points

1. Court Campus, Ward No. 19
2. Municipal Market Complex near Electric Office, Ward No. 19
3. Medical Chhak, Ward No. 14
4. Giri Sahi ATM Chowk, Ward No.10
5. Rajnagar Auto Stand, Ward No. 10
6. Aul Auto Stand, Ward No. 10
7. Baktarpur Chhak, Ward No. 12
8. Khandei Ghar Chhak, Ward No. 10
9. Near Old Municipal Office, Ward No. 18
10. Dakbangala Chowk, Ward No. 14
11. Alava Market, Ward No. 15
12. Govt. ITI College, Ward No. 16

