

DISTRICT URBAN DEVELOPMENT AGENCY, SUNDARGARH.



District Urban Development Agency,
Sundargarh - 770001
E-mail - dudasundargarh@gmail.com

EXPRESSION OF INTEREST

Bid identification No. 293 /DUDA Dated. 11 July, 2018

DUDA, Sundargarh invites Expression of Interest (EOI) in prescribed formats (Annexure-A & B) in sealed cover from the intending reputed Non-Government Organisations (NGO)/Community Based Activity (CBO) having credibility and experience in the field of Social mobilization/Rights based Activity/Socio-Economic Household Survey and Spatial Survey for the projects to be taken up in slum areas of Sundargarh/Rajgangpur/Biramitrapur Municipalities, who may carry out the door to door slum House Hold Survey named as "Urban Slum House Hold Area Survey" with the involvement of Slum Dwellers Association.

01	Available of Bid documents in website	From 09.07.2018 to 18.07.2018 (5.00 PM)
02	Date of opening of bids.	19.07.2018 (11.00 AM)
03	For downloading the Bid documents and the set of Other terms & conditions of contract, please visit the website of Sundargarh district.	www.sundergarh.nic.in

The authority reserves right to reject any or all the bids without assigning any reason thereof.


Collector-cum-Chairman,
DUDA, Sundargarh.

Memo No 294 /DUDA Dated 11 July, 2018

Copy submitted to DIO, NIC, Sundargarh with a request to upload this Notice in the Sundargarh District Web Site www.sundergarh.nic.in for wide publication and timely response by the intending interested NGOs/CBOs.

Copy to ADM, Sundargarh/All Sub-Collectors/EO, Rajgangpur, Sundargarh and Biramitrapur Municipalities/ all BDOs of the district for information. They are requested to display a copy of this Notice in their Notice Board for wide publicity among the intending bidders.


Collector-cum-Chairman,
DUDA, Sundargarh

Memo No 295 /DUDA Dated 11 July, 2018

Copy forwarded to the Editor, SAMBAD (E.Mail-debabrata.g@sambad.in) and SAMAJ ([E-mail:samaja.sng@gmail.com](mailto:samaja.sng@gmail.com)) with a request to publish in their Daily Odia Newspapers for wide publication & circulation of this Expression of Interest. Complimentary copy of newspaper containing this notice must be submitted to this office along with bills. The advertisement should be made in small letter, single space and bill should be submitted in the approved rate of I & PR Deptt., Govt. of Odisha.


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A slum dweller refers to "any landless person in occupation within the limits of a slum area" as per **Odisha Land rights to Slum Dwellers Ordinance 2017**.

NB:

If any Bidders desires to work in one or more ULBs, they are required to submit separate bid for each Municipality and Corporation.

Tender Fees

Tender papers can be downloaded from www.sundargarh.nic.in. However, the bidders are required to submit the cost of tender paper @ Rs. 5000/- (Rupees five thousand) only in shape of account payee demand draft in favour of Project Director, DUDA, Sundargarh, payable at Sundargarh.

Scope of work

The illustrative scope of work shall include as given below. However, the detailed scope of work shall be intimated to the selected NGO/CBO at the time of final selection and award of work. The details are at Annexure-C.

1. Conducting house to house survey and Community Mobilization of the selected slums, both socio-economic household survey and spatial surveys.
2. To support the revenue authorities during the measurement of the land in actual occupation of the slum dwellers and preparation of layout plan.
3. Assistance/ perspective sharing in preparation of slum redevelopment/rehabilitation plans.
 - a. Assisting the slum redevelopment and rehabilitation committee in analysis of spatial and socio economic data.
 - b. Activities for dissemination of information and dialogues with different stakeholders.
 - c. To capture the basic profile of the Slum Dweller and link the beneficiary identification with Aadhar/Biometric systems.

4. Facilitation to the Slum Dwellers Association:

- a. Conducting Meeting with Members of the Slum Dwellers association.
- b. Preparing the list of eligible Slum Dwellers for issue of certificates of land rights.
- c. Identifying the quantity of land to be settled with each slum dwellers.
- d. To assist in preparing and finalization of plan for re-layout of the slum area if any within the boundaries of the slum fixed by the ULB.
- e. Inviting objection/suggestion to the plan and arriving at consensus.
- f. Comiling the final plan and submit to the Urban area slum Re-habitation and Re-development Committee for final approval.

Pre-Qualification Criteria:

All EOs will primarily be evaluated on the basis of pre-qualification criteria. The District Level Committee will carry out a detail evaluation of the proposals, only those who have submitted documents as detailed below:

SI NO	Basic Requirement	Specific Requirement	Documents Required for submission with the Bids
1	Legal Entity	<ul style="list-style-type: none"> ❖ The NGO/CBO must be registered under S.R. Act-1860/Indian Trust Act,1920,Indian Companies Act,1956 & be in existence for more than 05 Year. ❖ The NGO/CBO must be registered with GST, PAN and have up-to-Date IT Return for last 3 Year. 	<ul style="list-style-type: none"> ❖ Certificate of Registration of Entity. ❖ GST Registration certificate. ❖ PAN/TAN Registration card. ❖ Income Tax returns for last 03 Year.
2	Technical Capability	<ul style="list-style-type: none"> ❖ The NGO/CBO firm has to successfully undertaken at least one project in Govt. Sector. ❖ The NGO/CBO must have experience in working with different Govt. Agencies. 	<ul style="list-style-type: none"> ❖ Award of contract/work order issued by the office/Agency Client. ❖ Work completion certificate issued by the Office/Agency/Client.
3	Average Annual Turn Over	<ul style="list-style-type: none"> ❖ Annual turnover during last three financial Years(as per the last published balance sheet) should be more than Rs. 5.00 	<ul style="list-style-type: none"> ❖ Copy of the Audited balance sheet for last three financial years(2015-16, 2016-17 and 2017-18)
4	Proffessional qualification of key staffs	<ul style="list-style-type: none"> ❖ CBO/NGO shall provide the no. of staff to be engaged ULB-wise rationally in view of given timeline to complete all the task as per assignment.The details to be submitted in the technical bid at Annexure-A 	<ul style="list-style-type: none"> ❖ Relevant Educational qualification certificates issued by the concerned Educational Institutions/Board/University.
5	Local presence of NGO/CBO	<ul style="list-style-type: none"> ❖ The NGO/CBOs local presence is desirable,but not essential. 	<ul style="list-style-type: none"> ❖ Self certified letter on existence of local office along with supporting evidence.

Award to contract

The contract will be awarded to the successful bidder whose proposal has been determined to be substantially responsive and has been determined as the most responsive as per the above criteria.

Payment Terms

Payment will be made by the concerned ULBs to the CBO/NGO on final approval by the slum Rehabilitation and Redevelopment Committee and distribution of certificate of Land Rights to Slum Dwellers.

Arbitration

The District Selection Committee reserves all rights to reject or accept any or all applications without assigning any reason thereof. However, All disputes, differences, claims and demands arising under the contract shall be referred to PD DUDA for final decision and the same shall be binding on all the parties.


Collector-cum-Chairman,
DUDA, Sundargarh.



TECHNICAL BID
APPLICATION FORM

Annexure:A

1 Name of the NGO/CBO: _____

2 Registered Office Address: _____

3 Branch Office address in Sundargarh _____

4 Nodal officers of the NGO/CBO(Address For correspondence)

Name of the officer: _____

Address: _____

Mobile No _____

e-mail Id: _____

5 Registration No _____ Year _____

6 Address & Designation of registration Authority

Name of the officer: _____

Designation: _____

Address: _____

7 Organization registration Under .(put Mark in the box provided)

(i) Societies registration Act-1860 (ii) Inadian trust Act-1920

(iii) others : _____ (mention the Act)

8 Annual turn Over of the last three year.

Fiscal Year	Amount in Lakhs		
	PBT	PAT	ATO
2014-15			
2015-16			
2016-17			

9 Number of years of proven experience of providing similar services:.....Years.(With Certificate)

Declaration

I do hereby declare that all the informations provided above are trure and genuine to the best of my knowledge and belief.

Date :

Place:

Authorised Signatory & Seal

FINANCIAL BID

Annexure-B

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Name of the NGO/ CBO: _____

Quotation

Particulars	Rate quoted in Rs.
Per Slum Dweller House Hold	

(Rupees: _____)Only.

Note:

1. The rate shall be quoted including GST & all other applicable taxes.
2. No other statutory dues like TA, DA shall be paid/ quoted by the NGO/CBO.

DECLARATION

I do hereby declare that the BID price is for the entire scope of work as specified by Govt.

Date:
Place:

Signature of Authorized Signatory & seal

Scope of work for NGO

Sl.No.	Activity	Output/ Deliverables
1	Discussion on the scope of the work with NAC/Municipality, slum dwellers and other stakeholders;	Sensitise all related stakeholders
2	Mobilisation and formation of Slum Dweller's Association (SDA) in each slum;	SDA formed in all intervening slums
3	Sticking of households	All households in slums are numbered and the list of head of the households along with the house number submitted to NAC/Municipality
4	Door-to-door slum household data collection for all households in agreed questionnaire	Electronic USHA survey data collected verified, final USHA survey and application form along with required supporting documents are submitted to the NAC/ Municipality
5	Providing assistance and undertaking consensus building activities during physical land survey process undertaken by NAC/Municipality and Tahasil officials;	Physical survey undertaken by NAC / Municipality completed
6	Empowering and enabling the SDA in preparing the list of slum dwellers eligible for issue of certificate of land rights;	List of eligible slum dwellers is prepared by SDA and submitted to NAC/Municipality
7	Facilitate the SDA and support the NAC/Municipality officials in identifying the quantum of land to be settled with each slum dweller;	Land area to be settled for each households has to be finalized by SDA and NAC/Municipality officials
8	Facilitate the SDA in preparing a plan for re-layout of the slum area, if agreed, within the boundaries of the slum fixed by the NAC/ Municipality;	Re-layout plan of slum is done in consultation with SDA
9	Inviting objections and suggestions to the plan and final proposal in two phase i.e. one by SDA and 2 nd one by Urban Area Slum Rehabilitation and Redevelopment Committee;	Final plan and proposal is submitted to NAC / Municipality in the first phase by SDA and in 2 nd phase if any objection or suggestion comes in response to the publication by the Committee
10	Coordination with the technical agency / NAC/Municipality and SDA for finalizing the slum layout plan and sharing with the Urban Area Slum Rehabilitation and Redevelopment Committee, for vetting and final approval	Re-layout plan is prepared for vetting and final approval of Urban Area Slum Rehabilitation and Redevelopment Committee
11	Coordinate with different agencies working for the same project	Coordination done for above mentioned activities
12	Monitoring of field level functionaries and surveyor of the implementing partners	The timeline of implementation is met and all required documents submitted to NAC / Municipality