



GOVERNMENT OF ODISHA

**H & UD DEPARTMENT  
SUNDARGARH MUNICIPALITY,  
SUNDARGARH**



Project Name: - "Preparation of Detailed Project Report (DPR) and Project Management Consulting Services for implementation of different Infrastructural Developmental Projects under SUNDARGARH Municipality."

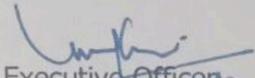
**OFFICE OF THE MUNICIPAL COUNCIL,  
SUNDARGARH**

**EXPRESSION OF INTEREST**

No. 991 dated 23/02/2026

The Executive Officer, SUNDARGARH Municipality, SUNDARGARH invites sealed proposal from interested from Registered / Experienced / Reputed Consulting firms for "Preparation of Detailed Project Report (DPR) and Providing Consulting Services for implementation of different Infrastructural Developmental Projects under SUNDARGARH Municipality". The Eol documents can be obtained from the office of the Municipal Council, SUNDARGARH during office hours on payment of Rs. 6,000/- (Rupees Six Thousand only) which is non-refundable or the Eol document can also be downloaded from the district website i.e. <https://sundargarh.odisha.gov.in/> from dt. 24.02.2026 to dt. 07.03.2026. Paper cost shall be paid as per the same method mentioned in the Eol.

The complete application as per the instructions in the Eol document, should reach to the Office of the Executive officer, SUNDARGARH Municipality by Speed Post/ Registered Post on or before dt. 10.03.2026 up to 5:00 P.M. The Eol applications will be opened on dt. 11.03.2026 at 11:00 A.M in the presence of the bidders or their authorised representatives. The authority reserves right to accept or cancel any or all quotations without assigning any reasons thereof.

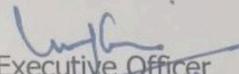
  
Executive Officer  
Sundargarh Municipality

Memo No 992 dt 23/02/26

Copy submitted to the Collector & District Magistrate, Sundargarh/ Project Director-DUDA, Sundargarh 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 SUNDARGARH Municipality office Notice Board for wide publication.

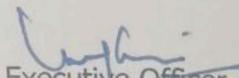
Memo No 993 dt 23/02/26

Copy to the District e-Governance Manager, Sundargarh for information with a request to upload the notice in the Sundargarh district website for wide publication.

  
Executive Officer  
Sundargarh Municipality

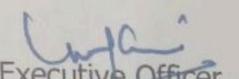
Memo No 994 dt 23/02/26

Copy submitted to the Director, I & PR Department, Govt. of Odisha, Bhubaneswar for information with a request to publish the same in any one English daily News Paper and one Odia daily News Paper.

  
Executive Officer  
Sundargarh Municipality

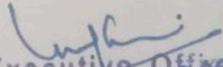
Memo No 995 dt 23/02/26

Copy submitted to the Chairperson/ Vice- chairperson, Sundargarh Municipality favour of kind information.

  
Executive Officer  
Sundargarh Municipality

**EXPRESSION OF INTEREST (EOI)  
SCHEDULE AND OTHER IMPORTANT INFORMATION**

S.N	PARTICILARS	DETAILS
1	Availability of Bid Documents	Office of the Municipal Council, SUNDARGARH by paying requisite fees or the EOI can be downloaded from website <a href="https://sundargarh.odisha.gov.in/">https://sundargarh.odisha.gov.in/</a>
2	Date of Issue of EOI	23-02-2026
3	Last Date and Time for submission of Technical and Financial Proposal (Sealed Envelope Separately)	10-03-2026 at 05:00 PM
4	Date of opening	11-03-2026 at 11:00 AM
5	Mode of Tendering	Mode of tendering LCS (JV) Joint venture is not allowed
6	Contact Person	Junior Engineer/Assistant Engineer SUNDARGARH Municipality
7	Paper cost	Online of Rs. 6,000/- (Six Thousand) only in favour of Executive Officer, SUNDARGARH Municipality payable at SUNDARGARH.
8	Earnest Money Deposit (EMD) (Refundable)	BG/NSC/KVP of Rs. 10,000/- (Rupees Ten Thousand) only from any Nationalized Bank in Pledged in favour Executive Officer, SUNDARGARH Municipality payable at SUNDARGARH. [MSME,(Odisha) registered firm is exempted from depositing the EMD initially. In this regard the prospective bidder (s) have to submit the valid MSME registration certificate along with the bid documents.]
9	Address for Submission of Proposal	Executive Officer, SUNDARGARH Municipality, SUNDARGARH, PIN- 770001 Phone No: 06722 222307
10	Mode of submission of Proposal	Speed Post/ Registered Post/ Courier only to the address as specified above during office hour only. Submission of bid through other mode and late bid will be rejected.

  
Executive Officer  
Sundargarh Municipality

# OFFICE OF THE MUNICIPAL COUNCIL, SUNDARGARH

## EXPRESSION OF INTEREST FOR "PREPARATION OF DETAILED PROJECT REPORT AND PROVIDING PROJECT MANAGEMENT CONSULTING SERVICES FOR IMPLEMENTATION OF DIFFERENT INFRASTRUCTURAL DEVELOPMENTAL PROJECTS UNDER SUNDARGARH MUNICIPALITY".

Executive Officer, SUNDARGARH Municipality, SUNDARGARH invites Expression of Interest (EOI) for the above-mentioned work from Registered / Experienced / Reputed Consulting firms involved in the work with Survey, Designs, preparation of DPR, Detailed Estimates, Rate Analysis and PMC services for construction supervision works with the State Government and Central Government etc.

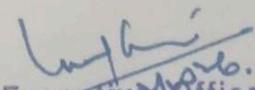
### 1. OBJECTIVE OF THE ASSIGNMENT

The consulting firms will be assigned to provide services as per scope of work to develop the different individual infrastructural development projects under SUNDARGARH Municipality. The projects are mentioned below;

- 1.1. Rejuvenation, Development & Beautification of Different Water Bodies
  - Bramhani Bandh, Ward No-05
  - Abul Hussain Band, Ward No – 05
  - Nua Bandh, Ward No - 05
- 1.2. Smart Park Ward no-01
- 1.3. Construction of new Market Complex at SBI Chowk ward no-10
- 1.4. Construction of Thana Pada Market Complex ward no-05
- 1.5. Smart Crematorium

### 2. SCOPE OF THE WORK

- 2.1. The consultants shall carry out all necessary engineering surveys and investigations such as topographical survey, hydrological survey, geotechnical Investigation as per the requirement and latest BIS Code, NBC or which are relevant to the works.
- 2.2. Preparation of detailed Survey and Soil investigation Report, Architectural Drawings, structural designs and drawings, cost estimates as per prevailing MEP Drawings, Detailed Cost estimate based on Odisha of SoRs. If any non-scheduled items included in cost estimate necessary supporting to be enclosed.
- 2.3. Preparations of Draft Detailed Project Reports.
- 2.4. Preparations of Detailed Project Reports
- 2.5. Preparation of tender documents and assist in tender evaluations

  
Executive Officer  
Sundargarh, Municipality

2.6. Periodical Construction supervision by deploying qualified and experienced engineers, if required.

2.7. Necessary Approval from concern ILW

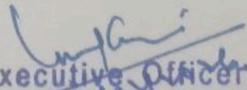
### **3. ELIGIBILITY CRITERIA**

- 3.1. The bidder/Consultant must be a company registered under the Indian Companies Act 2013/1956 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 Proprietorship Firm.
- 3.2. The bidder/ Consultant should have been in the consulting business for more than Five years from the date of Incorporation on the last date of submission of the proposal.
- 3.3. The Bidder should be operating its local office in Odisha and must submit tenant agreement copy/electricity bill/ telephone bill/ any other/ paid latest professional tax receipt to Government of Odisha.
- 3.4. The annual turnover of the agency should have minimum Rs. 5.00 Crores in any one year in the last 03 years from consultancy service. The bidder should have positive net worth during the last 5 (Five) Financial Years. (A statement showing annual turnover certified by a Chartered Accountant must be furnished with bid documents)
- 3.5. The consultant should have previous experience of preparation of Detailed Project reports or providing Project management consulting services to any infrastructure projects like building/ amenities/ park/ architectural/ Water Supply/ Sewerage/ Drainage project etc. in similar nature of work/ under any Development authority / Urban Local Bodies/ State Government and Central Government.
- 3.6. Any Joint Venture (JV)/ Consortium/ group of companies/ sub consultancy is not allowed.
- 3.7. The Bidder /Consultant shall furnish an undertaking about no black listed or debarred from any projects.

### **4. DOCUMENTS/FORMATS NEEDS TO BE SUBMITTED ALONG WITH TECHNICAL PROPOSAL:**

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

- 4.1. Covering letter (Annexure - I) on bidder's letter head requesting to participate in the selection process.
- 4.2. Bidder's Organization (General Details - Annexure - II)
- 4.3. List of completed/ ongoing assignments of similar nature (Past Experience Details,) along with copies of Completion certificates/ work orders from previous Clients. (Annexure - III)
- 4.4. Turnover Certificate along with certified copies of audited Balance Sheets & Profit & Loss Statement/ Chartered Accountants Certificates are to be enclosed for each financial year. (Annexure - IV)

  
Executive Officer  
Sundargarh Municipality

4.5. Self-Declaration for not having been black-listed by any Central / State Government / Any other autonomous bodies/International & National Organization in the recent past.

## **5. VALIDITY OF THE PROPOSAL**

Proposals shall remain valid for a period of 90 (Ninety Days) from the date of opening of the technical proposal. 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. The bid validity period may be extended on mutual consent.

## **6. MARKING AND SUBMISSION OF PROPOSALS**

- Sealed proposals must be received at the specified address no later than the closing date and time.
- Proposals shall be submitted in English and sealed in outer and inner envelopes (Outer envelopes containing two envelopes)

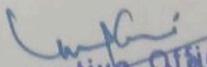
All envelopes shall indicate the bidder's name and address. The outer envelope shall be addressed to The Executive Officer, Sundargarh Municipality, District:- Sundargarh, PIN-770001 (Odisha) with the full address of the applicant and super scribed as "Preparation of Detailed Project Report and Providing Project Management Consulting Services for implementation of different Infrastructural Developmental Projects Under SUNDARGARH Municipality"

## **7. ANTI-CORRUPTION MEASURE:**

- 7.1. 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.
- 7.2. A recommendation for award of Contract shall be rejected if it is determined that their commended 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.

## **8. LEGAL JURISDICTION:**

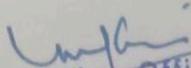
All legal disputes are subject to the jurisdiction of civil court of Sundargarh, Odisha. The Client and the agency shall make every effort to resolve amicably, by

  
Executive Officer  
Sundargarh Municipality

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 Department of Housing and Urban Development, Government of Odisha.

9. **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, earth quake, 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 Client 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 Client 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, Client reserves the right to cancel the contract without any obligation to compensate the agency in any manner for what so ever reason.

  
Executive Officer  
Mansundargar, Municipality

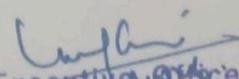
## 10. PAYMENT SCHEDULE

The payment to the consulting agency to be released as per the schedule mentioned herein;

Sl. No.	Milestone to be Achieved	Corresponding time frame (Monthly)	Installments of Payments
1	Upon completion of required survey, soil testing, soil report, submission of Design, drawings, estimate and Draft DPR for the work	1-14 Days	40% of the Consulting fees
2	Upon submission and approval of Final DPR, submission.	14-20 Days	45% of the Consulting fees
3**	Upon submission Tender documents.	20-25 Days	10% of the Consulting fees
4	Upon Completion of works or	After 9 Month whichever is lesser	5% of the Consulting fees

## 11. SPECIAL CONDITIONS OF CONTRACT

- 11.1. The payments will be made within two weeks upon submission of invoice by the consultant.
- 11.2. The ULB will extend all necessary coordination with different depts. for providing of all necessary information's during preparation of DPR. The ULB authority shall be extend all necessary cooperation to Scrutiny of the Technical Feasibility of the (DPR) detailed project Report with formed committee by ULB. Any delay of deliver the work attributes to consultant & decision of ULB is mandate for consultant.
- 11.3. The bidder should be visiting the SUNDARGARH Municipality area with its own arrangement for study and analysis of geographical & topographical situation of area before submission of the EOI.
- 11.4. The consultant has to present the Draft and final report in front of formed committee by ULB and justified about the proposed technology as per guideline of statutory body of Government of Odisha & India and briefs about estimation feasibility to the ULB.

  
Executive Officer  
Sundargarh, Municipality

**Format of Covering Letter  
(On the Applicant Letter  
Head)**

To,

The Executive Officer,  
SUNDARGARH Municipality,  
SUNDARGARH- 770001

Sub: PREPARATION OF DETAILED PROJECT REPORT AND PROVIDING PROJECT  
MANAGEMENT CONSULTING SERVICES FOR IMPLEMENTATION OF \_\_\_\_\_ PROJECT  
UNDER SUNDARGARH MUNICIPALITY.

Dear Sir,

We the undersigned, offer to provide service as per the EOI floated by your  
good office, i.e., "Engagement of Project Management Consultants (PMC) for  
\_\_\_\_\_ Project  
under SUNDARGARH Municipality".

In accordance with your EOI document Notice No. ....Dated:..... We have  
examined the details given in this EOI notice, Performa etc.

I/We hereby certify that all the statements made, and information furnished in the  
enclosures is true and correct.

I/We have furnished all information and details necessary for EOI and have no further  
pertinent information to supply.

I/We also agree that the authorized representatives can approach individuals,  
employers firms to verify our competence and general reputation.

I/We submit certificates in support of our suitability, technical knowhow, and  
capability for having successfully completed the projects, in prescribed format.

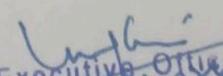
I/We agreed that the discretion and decision of the SUNDARGARH Municipality in  
respect of selection of the agencies with accomplished expertise in final and binding.

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

**Signature of the Applicant**

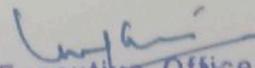
**Name & Designation of Signatory:**

**Date:**

  
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Sundargarh Municipality

## Bidder's Organization (General Details)

Sl. No.	Description	Full Details
1	<b>Name of the Bidder/ Consultant</b>	
2	<b>Address for communication:</b> Tel : Fax: Email id:	
3	<b>Name of the authorized person signing &amp; submitting the bid on behalf of the Bidder:</b> Mobile No. : Email id:	
4	<b>Registration/Incorporation Details</b> Registration No: Date &Year.:	Copy of certificate to be enclosed
5	<b>Local office in Odisha</b> <b>Please furnish contact details</b>	Address Proof of local office in Odisha.
6	<b>Bid Processing Fee Details</b> Amount : Reference No. : Date:	
7	<b>EMD Details</b> Amount: Reference No. : Date:	
8	PAN Number	Copy of PAN to be enclosed
9	Goods and Services Tax Identification Number (GSTIN)	Copy of GSTN to be enclosed

  
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 Sundargarh, Municipality

List of Completed Assignments of similar in nature

SI No.	Name of the Work/ Project with Address	Short Description of the Assignment	Name and Address of Owner/ Client	Cost of Work/ Project	Date of Start of Work/ Project	Date of Completion of Work/Project

Note: copies of Completion certificates/ work orders from previous Clients are to be enclosed.

## NOTE:

Work/ Projects mean similar nature of works as per the objectives and broad scope of the assignment. The list of works / project mentioned should be substantiated with documentary evidence such as work orders or contract agreement or completion certificates from the owner/ client.

Place:

Date:

Signature of the applicant

Name &amp; Designation:

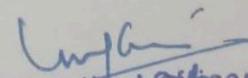
*[Signature]*  
Executive Officer,  
Sundargarh Municipality

Financial Status of Firm/Organization

SI No.	Financial year	Annual Turnover (Rs.)
1	2022-23	
2	2023-24	
3	2024-25	
Average Annual Turnover		

Note: Certified copies of audited Balance Sheets & Profit & Loss Statement/ Chartered Accountants Certificates are enclosed for each financial year.

(Seal and Signature of Statutory Auditor)

  
Executive Officer  
Mandarganah, Municipality

**FINANCIAL PROPOSAL - II**  
(COVERING LETTER ON BIDDERS LETTER HEAD)

Ref No:

Date:

To

The Executive Officer,  
SUNDARGARH Municipality, SUNDARGARH  
SUNDARGARH, Pin- 770001

Sub: PREPARATION OF DETAILED PROJECT REPORT AND PROVIDING PROJECT MANAGEMENT CONSULTING SERVICES FOR IMPLEMENTATION OF DIFFERENT INDIVIDUAL INFRASTRUCTURAL DEVELOPMENTAL PROJECTS UNDER SUNDARGARH MUNICIPALITY.

Sir,

I, the undersigned, offer to provide the consulting services for the above mentioned project for different Infrastructural Developmental Projects under SUNDARGARH Municipality in accordance with your EoI No. \_\_\_\_\_ Date. \_\_\_\_\_

Sl. No.	Name of the Work	Quote in Percentage of the DPR cost.	
		In Figure %	In Words %
1	Preparation Of Detailed Project Report And Providing Project Management Consulting Services For Implementation Of  _____ Project Under Sundargarh Municipality.		

GST will be paid extra as per the prevailing rate.

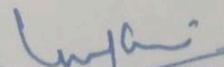
I do hereby undertake that, in the event of acceptance of our bid, the services shall be provided in respect to the terms and conditions as stipulated in the EOI document.

Place:

Authorized signatory of the Bidder

Date:

Name & Designation with seal:

  
**Executive Officer**  
Sundargarh Municipality