



**GOVERNMENT OF ODISHA  
HOUSING & URBAN DEVELOPMENT  
DEPARTMENT**



**PREPARATION OF DPR FOR  
"INTERIOR & FURNITURE WORKS FOR  
MUNICIPALITY OFFICE BUILDING"  
OF  
JALESWAR MUNICIPALITY**

**EXECUTIVE OFFICER  
JALESWAR MUNICIPALITY**



No. 2520

Date 22.11.24

**EXPRESSION OF INTEREST (EOI)**

The Executive Officer, Jaleswar Municipality, Jaleswar, (Odisha) on behalf of Jaleswar Municipal Council invites expression of interest (EOI) for "preparation of DPR for Interior & Furniture works for Municipality Office Building of Jaleswar Municipality" from registered and eligible firm/ Consultant for tendering their bids in sealed cover addressed to the Executive Officer, Jaleswar Municipality, Jaleswar, Balasore, Odisha 756032. The EOI may be downloaded from the websites <https://balasore.odisha.gov.in/> / [www.jaleswarmunicipality.co.in](http://www.jaleswarmunicipality.co.in) and can be submitted in sealed envelope containing hard & soft copies by speed post or can be dropped in the specified Drop Box at the office of the Executive Officer, Jaleswar Municipality.

Name of the work: **Preparation of DPR for Interior & Furniture works for Municipality Office Building of Jaleswar Municipality.**

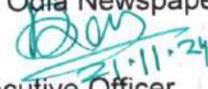
1. EOI may be downloaded from web sites [www.jaleswarmunicipality.co.in](http://www.jaleswarmunicipality.co.in) / <https://balasore.odisha.gov.in/> from 22.11.2024, 10.00 Hrs to 02.12.2024 up to 17.00Hrs.
2. Date of submission of sealed envelope containing their bids is up to 02.12.2024 up to 17.00 Hrs.
3. The EOI will be opened on Dt 03.12.2024 at 11.00 Hrs in the office of the Executive Officer, Jaleswar Municipality in presence of the bidders or their authorized representatives, who wish to attend.
4. The bids received after due date shall not be considered for evaluation.

All other details are available in the mentioned websites.

  
Executive Officer  
Jaleswar Municipality

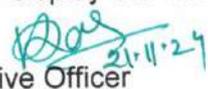
Memo No. 2521 Date. 22.11.24

Copy submitted to 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 minimum size.

  
Executive Officer  
Jaleswar Municipality

Memo No. 2522 Date. 22.11.24

Copy submitted to the Collector and District Magistrate, Balasore / the Director NIC, Balasore / The Project Director, DUDA, Balasore / Additional Chief Engineer-cum -ILW, PH Division, Balasore / Executive Engineer, (R & B) Division, Balasore / Executive Engineer NH Division, Balasore / Asst Engineer P.H Sub division, Balasore / Sub-Collector, Balasore / Tahsildar, Jaleswar, / BDO, Jaleswar for information. They are requested to display the notice in their office notice board for wide publication.

  
Executive Officer  
Jaleswar Municipality

Memo No. 2523 Date. 22.11.24

Copy submitted to DeGM, Balasore for hoisting the same in Balasore District Website.

  
Executive Officer  
Jaleswar Municipality

## EXPRESSION OF INTEREST

Expression of interest in sealed covers is invited from the Consultants for participation in who are expertises in the same field.

## PROJECT

### **Preparation of DPR for Interior & Furniture works for Municipality Office Building of Jaleswar Municipality**

Duration for completion of Project is for 15 days.

## PROPOSED

Proposed site is the Jaleswar Town of Balasore District in the State of Odisha, 248Km East of Capital. Nearest Railway Station is Jaleswar of South-East Railway. The city lies on NH No. 60 that connects all major cities of the country.

## BIDDER

The Bidder may be a single entity or a multiple entity consortium coming together to prepare the detailed project report.

## BIDDER PROFILE REQUIREMENT

- Eligibility: -i. The bidder / Agency / Firms / Consortium should have experience offering similar consultancy service in preparation of DPR for Interior decoration of a building in any of the institution for past 3 years.  
ii. The annual turnover of the bidder should not be less than **Rs.5.00 Lakh** in any one year during the last 3 years.

## PURCHASE OF TENDER DOCUMENT

Tender documents containing detailed qualification and eligibility criteria, scope of work, terms of reference and conditions of Contract may be downloaded from the websites [www.jaleswarmunicipality.co.in](http://www.jaleswarmunicipality.co.in) / <https://balasore.odisha.gov.in/> from 22.11.2024, 10.00 Hrs to 02.12.2024 up to 17.00 Hrs. **The bidder shall have to furnish Rs. 2, 000/- (Rupees Two thousand) (non-refundable) towards cost of tender documents in the form of money receipt obtained from Office of the Jaleswar Municipality, Jaleswar failing which the bid will be automatically rejected.**

## PROCEDURE FOR SUBMISSION OF EMD

The bidder shall have to furnish Rs.10,000/- (Rupees ten thousand) towards earnest money deposit along with the tender documents either in shape of Demand Draft in favour of Executive Officer, Jaleswar Municipality payable at Jaleswar/ Bank Guarantee as per the format failing which the bid shall be considered non-responsive and will be rejected.

## TIME SCHEDULE

Consultants have to submit their sealed tenders on or before 17.00 hour of 02.12.2024. The bid will be opened at 11.00 hours on 03.12.2024 in the office of the Executive Officer, Jaleswar Municipality in presence of the bidders or their authorized agents who wish to be present.

The bidders may present their proposal to a Committee to be formed by the Executive Officer, Jaleswar Municipality on 03.12.2024 at 11.30 hours during opening of EOI at the Office of the Executive Officer, Jaleswar Municipality, Jaleswar, Odisha in written format.

The Executive Officer, Jaleswar Municipality reserves the right either to accept or reject any or all tenders at any stage without assigning any reason thereof.

Address for communication: Executive Officer, Jaleswar Municipality, Jaleswar, Balasore, Odisha, Pin-756032, Mob. No - 6370414957

E-mail: [jaleswarmunicipality@gmail.com](mailto:jaleswarmunicipality@gmail.com)

  
21.11.24  
Executive Officer  
Jaleswar Municipality

**Schedule of EOI & Other important Information**

SL No	Particular	Details
1	Last Date and Time of Submission of EOI by Speed Post/Registered Post/Courier or by Hand(Bid due Date & Time)	02-12-2024 till 5.00 PM
2	Date & Time of opening of the Bid	03-12-2024 at 11.00 am
3	Cost of EOI Document	Rs. 2,000/- in the form of Money Receipt paying at Municipality Office on or before Dt: 27.11.2024
4	Earnest Money Deposit	DD of Rs. 10,000/- from any Nationalized/ Scheduled bank in favor of Executive Officer, Jaleswar Municipality payable at Jaleswar.
5	Address where bidder must send proposal	Executive Officer, Jaleswar Municipality, Jaleswar-756032

  
21.11.24  
Executive Officer  
Jaleswar Municipality

- Technical Bid: Envelope – “A (A1 & A2) wherein Envelop A1 shall contain receipt of tender fee documents and earnest money deposit and documents related to eligibility criteria duly signed by the authorized representative of the bidder. The envelope A2 shall contain Financial Bid and complete Bid documents to be submitted offline only.
- Entire Bid Documents related to eligibility criteria and Financial Bids are to be submitted.
- The project DPR value is within 30 lakh.
- The bidder may put upto 2% of the project cost for this EOI.
- The preference may be given to the consultants who have more experience.
- However, documents related to eligibility criteria & other requirements as per bidding documents and complete set of bid documents duly signed by the bidder including original EMD, corrigendum & addendum if any ( Envelope A) will also be submitted physically (hard copy) on or before the last date of submission of Tender.
- Corrigendum, if any, published, would appear only on the office notice Board and will be uploaded in the website.
- In case any information/ details mentioned at two or more places in Tender documents is unclear / does not match, interpretation / clarification given by Employer shall be final and binding to the Bidder.
- In case of any dispute in the award of work or terms & condition of award and execution of works, the decision of Executive Officer, Jaleswar Municipality is final and binding on all the parties.

(To be submitted in separate cover)

**EOI-Part II**

**(Price Bid)**

**PAGE- I OF THE TENDER DOCUMENT – PART II (PRICE BID) IS TO BE SUBMITTED AS FOLLOWS.**

From,  
(Name of Consultant  
With full address)

To,  
The Executive Officer,  
Jaleswar Municipality  
Jaleswar-756032, Orissa.

Sub: Consultancy Services for "**Preparation of DPR for Interior & Furniture works for Municipality Office Building of Jaleswar Municipality** –Financial Proposal regarding.

Ref: EOI- Identification No.

Sir,

I/We \_\_\_\_\_ Consultant / Consortium Firms are willing to offer our Consultancy Services for the above mentioned work at the following rates.

Sl. No.	Item	Unit	% of project cost	
			In Figure	In Words
1.	Preparation of DPR for Interior & Furniture works for Municipality Office Building of Jaleswar Municipality ( <b>may put upto 2% of the project cost</b> )	For whole project		

I/ We agreed to keep the offer in this tender valid for a period of 60 days as mentioned in the tender notice and not to modify the whole or any part of it for any reason within above period. If the tender is withdrawn by me/us for any reasons whatsoever, then the earnest money paid by me/us will be forfeited to the Executive Officer, Jaleswar Municipality.

For Name of the firm/ consultants