



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



**EXPRESSION OF INTEREST FOR  
“IEC ACTIVITIES”  
CONDUCTING UNDER  
JALESWAR MUNICIPALITY**

**EXECUTIVE OFFICER  
JALESWAR MUNICIPALITY**

ଜଳେଶ୍ୱର ପୌର କାର୍ଯ୍ୟାଳୟ, ଜଳେଶ୍ୱର  
Office of the  
Jaleswar Municipality, Jaleswar

Dist.: Balasore, Odisha - 756032

Ph : (06781) 222407 \* E mail - jaleswarmunicipality@gmail.com



No. 616

Date. 01.03.2025

**EXPRESSION OF INTEREST (EOI)**

The Executive Officer, Jaleswar Municipality, Jaleswar, (Odisha) on behalf of Jaleswar Municipal Council invites expression of interest (EOI) for "Supplying and installation of Hoardings, banners, wall paintings and other IEC related activities under Jaleswar Municipality" from registered and eligible printing firm/ supplier/ agency 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: **Supplying and installation Hoardings, banners, wall paintings and other IEC related activities under 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 05.03.2025, 10.00 Hrs to 12.03.2025 up to 13.00Hrs.
2. Date of submission of sealed envelope containing their bids is up to 12.03.2025 up to 13.00 Hrs.
3. The EOI will be opened on Dt 12.03.2025 at 13.30 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. 617

Date. 01.03.2025

Copy submitted to the Director, I & PR, Govt. of Odisha, Bhubaneswar for information with request to publish the same in any two Odia Newspapers with minimum size within an amount of 1500/-.

Executive Officer  
Jaleswar Municipality

Memo No. 618

Date. 01.03.2025

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. 619

Date. 01.03.2025

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 printing firm/ supplier/ agency for participation in who are expertise in the same field.

## PROJECT

**Supplying and installation Hoardings, banners, wall paintings and other IEC related activities under Jaleswar Municipality**

## 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 nature of work in Supplying and installation Hoardings, banners, wall paintings and other IEC related activities under Jaleswar Municipality for past 3 years.

ii. The annual turnover of the bidder should not be less than **Rs.2.00 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 05.03.2025, 10.00 Hrs to 12.03.2025 up to 13.00 Hrs. **The bidder shall have to furnish Rs. 600/- (Rupees Six hundred) (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 successful bidder shall have to furnish 5% of the order value 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 after awarding of tender.

TIME SCHEDULE

Consultants have to submit their sealed tenders on or before 13.00 hour of 12.03.2025. The bid will be opened at 13.30 Hrs on 12.03.2025 in the office of the Executive Officer, Jaleswar Municipality in presence of the bidders or their authorized agents who wish to be present.

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.

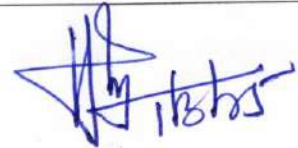
Address for communication: Executive Officer, Jaleswar Municipality, Jaleswar, Balasore, Odisha, Pin-756032, Mob. No - 9853386750  
**E-mail: [jaleswarmunicipality@gmail.com](mailto:jaleswarmunicipality@gmail.com)**



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)	12-03-2025 till 01.00 PM
2	Date & Time of opening of the Bid	12-03-2025 at 01.30 PM
3	Cost of EOI Document	Rs. 600/- in the form of Money Receipt paying at Municipality Office on or before closing date of the EOI
4	Earnest Money Deposit	Successful bidder should deposit 5% of the total order value after awarding of work order in the form of DD 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
6	Validity of quoted rate	3 years



Executive Officer  
Jaleswar Municipality

- Technical Bid: Envelope – “A (A1 & A2) wherein Envelop A1 shall contain receipt of tender fee documents and documents related to eligibility criteria like experience, turn over etc 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 preference may be given to the supplying agency/ firm who have more experience, more turn over and local area.
- 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.
- The rate quoted by the bidder will be exclusive of all taxes.

  
11/5/20

(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 "Supplying and installation Hoardings, banners, wall paintings and other IEC related activities under Jaleswar Municipality – Financial Proposal regarding.

Ref: EOI- Identification No.

Sir,

I/We \_\_\_\_\_ Consultant /  
Consortium Firms are willing to offer our best rate for the below mentioned work.

Sl. No.	Item	Unit	Rate quoted per unit (exclusive of all taxes)	
			In Figure	In Words
1.	Supplying and installation of hoardings in bamboo frame in the approved places	Sq. ft.		
2	Supplying and installation of hoardings at approved places	Sq. ft.		
3	preparation and Supplying of Banner	Sq ft.		
4	Supplying and installation of Light board	Sq. ft.		
5	Supplying and preparation of sticker	A5 size		
6		A4 size		
7		A3 size		
8	Printing of certificate (130 Gsm paper)	A4 size		
9	Preparation of pla card (A4 size) vinyl print in sun board	Per Pc.		
10	T-Shirt with print	Per Pc		
11	Wall painting	Sq. ft.		
12	Leaflet	A4 size single side		
13		A4 size double side		
14		A5 size single side		
15		A5 size double side		
16	Poster	A3 size		
17		A4 size		

I/ We agreed to keep the offer in this EOI valid for a period of 3 years as mentioned above in EOI 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 by the Executive Officer, Jaleswar Municipality.

For Name of the firm/ agency