

**EXPRESSION OF INTEREST (EOI)**

**For**

**“Selection of SHG for Participation in Water Bodies  
rejuvenation under Keonjhar Municipal Corporation”**

**“DARKHALA POKHARI AT WARD NO:-04”**

EOI No. 2472 / Date: 03-04-23 /



**KEONJHARGARH MUNICIPALITY**

Near Kali Padia, Keonjhar,

PINCODE – 758001, TEL:-0676-255413

[www.keonjharhmc.in](http://www.keonjharhmc.in)

### **Schedule of EOI**

<b>Sr. No.</b>	<b>Description</b>	<b>Date &amp; Time</b>
1	Issue of EOI	04.04.2023
2	Last date of receiving of Pre-Application queries	17.04.2023
3	Pre-Application meeting (In the mini conference hall of Keonjhargarh Municipality Office.	11.04.2023
4	Date of uploading of Pre-Application query reply	10.04.2023
5	Submission of EoI at the Diary section of Keonjhargarh Municipality,Keonjhar.	17.04.2023
6	Opening of EOI Applications in the Conference Hall of Keonjhargarh Municipality.	19.04.2023
7	Responsible Officer	Subhasis Sahu,CMM
8	e-mail id for contact	keonjharm.hud@rediffmail.com
9	Telephone no. for contact	(06766) 255413

## BACKGROUND

Tanks and water bodies form important surface water storage. The existing ponds and tanks available in the Urban Local Bodies have been silted over the years and thereby make the water bodies less functional for recharge. Under this restoration project, the water bodies will be de-silted, inlet and outlet will be cleaned from obstruction and the bunds will be strengthened. A recharge well or shaft within water bodies may be taken up wherever necessary depending upon the geological nature of terrain.

Apart from available rainwater and reuse of treated wastewater, waterbodies (lakes, ponds) especially in urban areas have enormous value in terms of resource provision (for drinking or irrigation), regulating services (climate mediation, flood and drought management) and cultural service (religious, historic value). However, these lakes and ponds are extremely sensitive to environmental stress caused by anthropogenic activities in the basin or catchment, which reduces the natural capacity of the waterbody to restore itself and results in its deterioration.

The Benefits of rejuvenating the Water bodies

- Comprehensive improvement and restoration of water bodies thereby increasing tank storage capacity.
- Groundwater recharge.
- Increased availability of drinking water.
- Improvement in catchment areas of tank commands.
- Environmental benefits through improved water use efficiency by promotion of conjunctive use of surface and groundwater.
- Community participation and self-supporting system for sustainable management for each water body.
- Capacity building of communities, in better water management.
- Development of tourism, cultural activities etc.

1. The last date of submission of EOI is on **17/04/2023** at **1:30PM** time & the technical bid will be opened on **19/04/2023** at **10:30AM** in the Keonjharhargh Municipality Conference Hall.
2. The interested SHGs may be download the EOI documents including formats of Technical Bid from the - Official Website of Keonjharhargh Municipality:-  
<http://www.keonjharmc.in> & [www.kendujhar.nic.in](http://www.kendujhar.nic.in).
3. The EOI will be valid up to the end of the **17/04/2023**.
4. The authorized representative of the bidding SHGS will be present at the time of opening of the EOI. In case of absence of the bidders or their representative, the committee has the right to open the EOI.
5. The bids will be evaluated on the basis of criteria such as year of SHGs formation, Group Management, PAN Number, Involvement in IGA by their MSGs, Financial Behaviour, Group Integrity & qualification of members by a committee constitutes for the purpose and the findings of committee will be in final & binding. The same cannot be challenged at any other forum thereafter. In tending bidder will have to submit undertaking in this regard.
6. The Executive Officer, Keonjharhargh Municipality will reserve the right to reject the bid quoted by SHGS, if not satisfied with the concerned SHGs credibility & past performance record etc.

7. No communication shall be entertained over telephone, fax, and email or in person questioning the decision of the committee.
8. Any dispute arising over the quality of the service will be verified by the Executive Officer, Keonjhargarh Municipality.
9. There should not be any pre-condition of advance payment or time limit, whatsoever the bid submitted will be taken as absolute without any pre condition.
10. Only the qualifying SHGs will be considered for the said assignment.

SL NO	PARAMETER	CRITERIA
1	Group Formation	Date of Formation of group shall be minimum 3 years prior to the date of submission of application .
2	Group Management	Strictly adhering to Panchasutra(Regular Meeting, Regular Savings, Regular Internal Lending, Regular Repayment, Regular Record Keeping)
3	Pan Number	Must have Permanent Account Number(PAN)
4	Involvement of SHG& their MSGs in IGA	Most have been previously engaged in Income generating Activities
5	Financial Behavior of SHG	No financial irregularities( Such as Loan declared as NPA,

		right of, One time settlement of Loan etc)
6	Annual Financial Turnover	Turnover of 2 lakhs at least once in last 3 years
7	Groups Integrity	No record of involvement in any anti social or criminal activities.
8	Qualification	The minimum qualification of any member the group should be matriculation or above
9	Location	MSG must belongs to the same Ward.

### **Terms of Engagement**

- a) Keonjharhargh Municipality will sign an MOU with the selected SHGs with detailed terms of reference.
- b) The period of engagement of SHGs is particularly for the period mentioned in the MOU.
- c) The Selected SHGs will be thoroughly trained on the functioning of rejuvenation of water body and their duties & responsibilities.

### **Roles & responsibilities of Keonjharhargh Municipality:**

- a) Keonjharhargh Municipality has the discretionary power to take decisions as & when the situation demands pertaining to the overall maintenance of the Water Body / Ponds etc.
- b) The SHGs has to abide the day today directions issued by Keonjharhargh Municipality in future,

- c) If there is any discrepancy while performing the duties relating to the up keeping of the water body then Keonjhargarh Municipality has to take the final call or Keonjhargarh Municipality is the sole deciding authority.

**Roles & responsibilities of SHGs assigned to manage Water Body:**

- a) The SHGs will be responsible for the day to day functioning of the assigned water body in their vicinity.
- b) SHGs engaged in the maintenance of the water body will responsible to manage surroundings of the Ponds / water body user friendly from all aspects.
- c) Liaison with Keonjhargarh Municipality & other SHGs to collect day to day information pertaining to the well being & maintenance of the water body or Ponds.
- d) SHGs shall be responsible for the hygienic condition and no silt/garbage should be dumped near the water body at any cost.

**Eligibility criteria for SHG**

- a) Must have active members with good proven record of good conduct.
- b) Must have active bank account, PAN Card.
- c) Must not have defaulted in repayment to any loan taken from Banks (either group or personal loans) at any point of time.
- d) Must not have any court / criminal case.

**Termination of Contract**

- a) If the SHGs fails to comply a failure in the performance of its obligations hereunder, as specified in notice of suspension pursuant to clause within thirty (30) days of receipt of such notice of suspension or within such further period as the "Keonjhargarh Municipality" may have subsequently approved in writing.
- b) If the SHGs becomes ( or, if the SHGS consists of more than one entity, if any of its members becomes and which has substantial bearing on providing services under the contract) insolvent go into liquidation or receivership whether compulsory or voluntary.
- c) If the SHGs fails to comply with any final decision reached as a result of arbitration proceedings pursuant to the decision.
- d) If the SHGs, in the judgement of the "Keonjhargarh Municipality", has engaged in corrupt or fraudulent practises in competing for or in executing the contract.
- e) If the SHGs submits to the "Keonjhargarh Municipality" a false statement which has a material effect on the rights, obligations or interests of the Keonjhargarh Municipality.
- f) If the SHGs places itself in position of conflict of interest or fails to disclose promptly any conflict of interest to the CMC.
- g) If the SHGs FAILS to provide the quality time / services as envisaged under this contract. The consultancy monitoring committee (CMC) formulated to monitor the progress of the

assignment may make judgement regarding the poor quality of services, the reasons for which shall be recorded in writing. The Committee may decide to give one chance to the SHGs to improve the quality of the services.

- h) If, as the result of force majeure, the SHGs is unable to perform a material portion of the services for a period of not less than sixty (30) days.
- i) If the Committee, in its sole discretion and for any reason whatsoever, decides to terminate this contract.

**Annexure III**

SL NO	PARAMETER	CRITERIA
1	Group Formation	Date of Formation of group shall be minimum 3 years prior to the date of submission of application .
2	Group Management	Strictly adhering to Panchasutra(Regular Meeting, Regular Savings, Regular Internal Lending, Regular Repayment, Regular Record Keeping)
3	Pan Number	Must have Permanent Account Number(PAN)
4	Involvement of SHG & their MSGs in IGA	Most have been previously engaged in Income generating Activities
5	Financial Behavior of SHG	No financial irregularities( Such as Loan declared as NPA, right of, One time settlement of Loan etc)
6	Annual Financial Turnover	Turnover of 2 lakhs at least once in last 3 years
7	Groups Integrity	No record of involvement in any anti social or criminal activities.
8	Qualification	The minimum qualification of any member the group should be matriculation or above
9	Location	MSG must belongs to the same Ward.

**Annexure IV****Application for selection of SHG as "Implementing Partner"**

Keonjharh Municipality invites application from mission shakti groups to identify & select IPs for the project on "Renovation & Management of Darkhala Pokhari through Community Participation". The interested Mission Shakti Group is hereby requested to furnish following information as per the details given below:

**"EXPRESSION OF INTEREST (EOI)"**

For

**"Selection of SHG for Participation in WaterBodies rejuvenation under Keonjharh Municipality"**

Last Date-

**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.	<b>Documents to be furnished</b>	
	i. Group Profile ( <b>Annex as Form-B</b> )	
	ii. MISSION SHAKTI SHG Registration Sheet (downloaded from portal)	
	iii. Bank Passbook front page photocopy	
	iv. Bank account statement for last 3years (2019-20, 2020-21, 2021-22)	
	v. PAN Card photocopy (attested)	
vi. Resolution copies of group meeting for last 6 months.		

**Annexure V**

**BANK DETAILS**

Account No.

Name of the Bank:

IFSC Code:

**DECLARATION**

We do hereby declare that our group has never been involved in any anti-social/ illegal activities & the information furnished above regarding our group\_\_\_\_\_ ( Name of the group) in Ward No\_\_\_\_\_ under Keonjhargarh Municipality is true to the best of our knowledge & belief.

Signature of the President

Signature of the Secretary

Mobile No:

Mobile No:

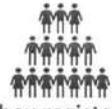
N.B: Kindly attach a xerox copy of cover page & last page updated bank passbook for our ready reference.

**Annexure VI**

Name of the MSG-

Registration number-

Group Details:

	<input type="text"/>		<input type="text"/>		<input type="radio"/>	<input type="radio"/>
Month – Year of Registration		No of members		Are they enrolled with ALF?		
	<input type="text"/>		<input type="text"/>		<input type="radio"/>	<input type="radio"/>
Type of Group		Ward		Are they registered at CLC?		
	<input type="text"/>		<input type="text"/>		<input type="radio"/>	<input type="radio"/>
Bank Account Opened		Name of Bank		RF Received		
	<input type="text"/>		<input type="text"/>		<input type="radio"/>	<input type="radio"/>
Does SHG member have Business/ Enterprise		What is the enterprise of the SHG member?		Has SHG member taken Loan for business enterprise under SEP?		
	<input type="text"/>		<input type="text"/>			
Have they signed any MOU/contract with ULB?		Have they received Skill Training?				

Member detail

SL No	Name of Member	Existing livelihood	No of family member	Area of Residence	Contact No
1	2	3	4	5	6

**Annexure VII**

**List of Documents to be submitted by MSGs during Scrutiny**

1. First resolution on formation of the group & saving amount per member per month.
2. Latest resolution to know the regularity of meetings.
3. Updated Group bank passbook
4. Cashbook- To know the detail of Financial transaction.
5. List of income generation activities
6. Involvement in govt program i,e MUKTA,SeTP, AAHAAR etc
7. Group PAN Card

**Annexure VIII**

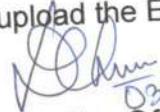
**Rating Assessment-**

1. The MSG which secures the maximum marks will be selected for water Body rejuvenation work. If more than one MSG secure the Highest mark, then selection will be done through lotter.

**2. The selection committee shall consists of following members:**

- |                                  |             |
|----------------------------------|-------------|
| a) Executive Officer             | Chairperson |
| b) Municipal Engineer            | Member      |
| c) BPC, Mission Shakti           | Member      |
| d) CMM, NULM                     | Convener    |
| e) (Mukta) Implementation Expert | Member      |
| f) Community Organiser           | Member      |
| g) Designated Ward Officer       | Member      |

Memo No- 2478 Dt- 03-04-23  
Copy to Office Notice Board for wide publication and copy to MIS, Keonjhargarh Municipality for information and directed to upload the EOI in the office website.

  
03/04/23  
Executive Officer

Keonjhargarh Municipality

Memo No- 2479 Dt- 03-04-23  
Copy to Community Organiser/ CMMU/ Ward Officers, Keonjhargarh Municipality for information and they are directed to make it wide publicity among the MSGs.

  
03/04/23  
Executive Officer

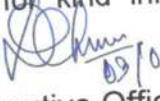
Keonjhargarh Municipality

Memo No- 2480 Dt- 03-04-23  
Copy forwarded to the District National Informatics Centre (NIC), Keonjhar for kind information with request to host in NIC portal.

  
03/04/23  
Executive Officer

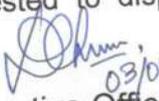
Keonjhargarh Municipality

Memo No- 2481 Dt- 03-04-23  
Copy forwarded to the CDPO, ICDS, Keonjhar for kind information and necessary action to display in their Notice Board.

  
03/04/23  
Executive Officer

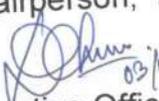
Keonjhargarh Municipality

Memo No- 2482 Dt- 03-04-23  
Copy forwarded to the Block Development Officer, Sadar, Keonjhar/ Tahasildar, Sadar, Keonjhar for kind information and requested to display in their Notice Board for wide publicity.

  
03/04/23  
Executive Officer

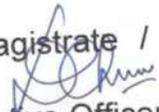
Keonjhargarh Municipality

Memo No- 2483 Dt- 03-04-23  
Copy Submitted to the Chairperson/ Vice-Chairperson, Keonjhargarh Municipality for kind information.

  
03/04/23  
Executive Officer

Keonjhargarh Municipality

Memo No- 2484 Dt- 03-04-23  
Copy Submitted to the Collector & District Magistrate / PD, DUDA, Keonjhar for kind information and necessary action.

  
03/04/23  
Executive Officer

Keonjhargarh Municipality