



## OFFICE OF THE MUNICIPAL COUNCIL: BALANGIR

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Letter No. 1454 /BM/

Date. 3.4.25

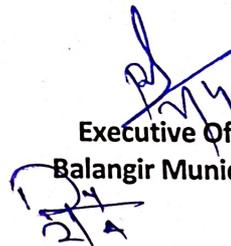
### Notice Inviting Expression of Interest

Sealed Expression of Interest (EOI) are invited in two bid system from eligible reputed Firms/Architecture/ Technical Organizations for suitable feasibility, study of required data as per OPWD and other structural code and related guideline for preparation of plan, site Map, detailed Drawing, Structural Design, in respect of the following projects.

SI No	Title of Project	Security Deposit	Time for submission of project	Paper cost
1	2	3	4	5
A	1. Construction of New Municipality Office Building, Balangir	Rs.50,000/-	30 calendar days	Rs.6000/-

The standard Bidding documents can be downloaded from the Website [www.balangir.nic.gov.in](http://www.balangir.nic.gov.in) & [www.balangirmunicipality.in](http://www.balangirmunicipality.in) from Dt.04.04.2025 to Dt.15.04.2025. Last date and time of receipt of bid is 4.30PM, dt.15.04.2025 through speed post/ registered post only. Balangir Municipality will in no way be responsible for any delay in receipt of the Bid document. The tender papers will be opened on Dt.16.04.2025 at 11.00 AM in the conference Hall, Balangir Municipality in presence of bidder or their representative if they wish.

The undersigned reserves the right to accept/reject any or all proposal at any state without assigning any reason thereof.

  
Executive Officer  
Balangir Municipality

Memo No. 1455 Dtd 3.4.25 //

Copy submitted to the Collector & District Magistrate, Balangir/ Sub-Collector, Balangir/ P.D, DUDA, Balangir /Executive Engineer (R&B), Balangir/Executive Engineer(P.H Division), Balangir for favour of kind information and with a request to publish the same in their notice board for wide publication.

  
Executive Officer  
Balangir Municipality

Memo No. 1456 Dt. 3.4.25 //

Copy submitted to the DIO, NIC, Balangir, to publish the above EOI in the District Web Portal for wider publication.

  
Executive Officer  
Balangir Municipality  


Memo No. 1457 Dt. 3.4.25 //

Copy submitted to the Director, I&PR Department, Bhubaneswar for publication of the above notice once in One leading Odia daily news paper & one English daily news paper for wider publication and submit complementary copies to the undersigned for filing and necessary Payment.

  
Executive Officer  
Balangir Municipality  


Memo No. 1458 Dt. 3.4.25 //

Copy forwarded to General Notice Board for wider publication.

  
Executive Officer  
Balangir Municipality  


Memo No. 1459 Dt. 3.4.25 //

Copy submitted to MIS, Balangir Municipality to publish the above EOI in the web portal of Balangir Municipality for wider publication.

  
Executive Officer  
Balangir Municipality  


**GOVTRMENT OF ODISHA**  
**(HOUSING & URBAN DEVELOPMENT DEPARTMENT OF ODISHA)**

**OFFICE OF THE MUNICIPAL COUNCIL, BALANGIR**

**DISTRICT: BALANGIR**

**DETAILED EXPRESSION OF INTEREST (EOI)**  
**FOR**  
**Preparation of DPR**

**Construction of New Office Building.**

**in**  
**BALANGIR MUNICIPALITY**

**COST OF TENDER PAPER:RS.6,000/- (RUPEES SIX THOUSAND) ONLY**

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Signature of Bidder

  
Executive Officer  
Balangir Municipality  


## Terms and condition:-

1. The cost of bid documents (non-refundable) should be deposited in shape of money Receipt or Demand Draft/Banker's cheque only from any nationalized Bank drawn in favour of the Executive Officer, Balangir Municipality Payble at Balangir.
2. The intending Organization / Architect firm should submit its Technical & financial bid in individual envelopes within a Single cover super scribing the title (EOI call notice Number & date), not to be opened". Any query in this regard can be clarified from the Office, Balangir Municipality.
3. The cost of Security Deposit mentioned should be deposited in shape of Demand Draft/Banker's Cheque only from any nationalized Bank drawn infavour to the Executive Officer, Balangir Municipality payable at Balangir.
4. Quoted (%) rates should be quoted clearly in both figures & words with corrections duly attested by the quotationer.
5. The bids received will be opened on Dt.16.04.2025 at 11.30 PM in presence of the agency or his authorized representative if any. If the date of opening falls on holidays, then the next working date will be treated as date of opening at the same time.
6. The quotationer should submit details & satisfactory establishment information capable for preparation & supervision of such project.
7. The firm/ institution should have GST Registration Certificate, PAN as well as I.T.C up to date No undertaking would be allowed against non-submission of any required document
8. It would be the responsibility of the quotationer to get the Project duly vetted from Govt. Organization Like GED, Govt. Engineering Collage etc. Required fees for the same will be reimbursed additionally. The structural design should be prepared and certified by qualified structural Engineer as per I.R.C Codes. It would be responsibility of the quotationer to get the DPR duly technically sanctioned by competent authority as per Codes.
9. It is responsibility of Successful bidder to carry out required tests such as soil tests etc. No additional cost will be provided above quoted price for such site tests. It is also responsibility of bidder to obtained required data for preparation of DPR from various agencies such as Historical rainfall data, catchment area etc.
10. The document i.e estimate, BOQ, drawings, structural Designs Calculations etc should be submitted in both hard as well as soft copy for power point presentation
11. The qualified and appointed firm shall submit complete drawing, designs & document such as Feasibility report, Plan , Site Plan Detailed Drawings, Structural Designs, and other services as per requirement (MEP) along with relevant estimate and DPR within 30(Thirty) calendar days, failing which work order would automatically stand cancelled without any correspondence.

## 12. SCHEDULE OF PAYMENT TO THE CONSULTANTS

The consultant shall be paid professional fees in the following stages consistent with the work done;

Stage-1	On submission of conceptual designs and rough estimate cost	10% of the total fees payable.
Stage-2	On submission of the required preliminary scheme for the Employers approval along with the preliminary estimated cost.	20% of the total fees payable less payment already made at stage-1.
Stage-3 (a)	On incorporating employers suggestions and submitting drawing for approval from the Employer/statutory authorities, if required.	30% of the total fees payable less payment already made at stage-1 and 2.
Stage-3 (b)	Upon employers/statutory approval necessary for commencement of construction.	35% of the total fees payable less payment already made at stage-1 to 3(a).
Stage-4	Upon preparation of working drawings, specifications and schedule of quantities sufficient to prepare estimate of cost and preparation of tender documents.	45% of the total fees payable less payment already made at stage-1 to 3(b).
Stage-5	On inviting, receiving and analyzing tenders, advising the employer on appointment of contractors.	55% of the total fees payable less payment already made at stage-1 to 4.
Stage-6(a)	On submitting working drawings and detail required for commencement of work at site.	65% of the total fees payable less payment already made at stage-1 to 5.
Stage-6(b)(i)	On completion of 20% of the work.	70% of the total fees payable less payment already made at stage-1 to 6(a).
Stage-6(b)(ii)	On completion of 40% of the work.	75% of the total fees payable less payment already made at stage-1 to 6(b) (i).
Stage-6(b)(iii)	On completion of 60% of the work.	80% of the total fees payable less payment already made at stage-1 to 6(b) (ii).
Stage-6(b)(iv)	On completion of 80% of the work.	85% of the total fees payable less payment already made at stage-1 to 6(b) (iii).
Stage-6(b)(v)	On virtual completion of the work.	90% of the total fees payable less payment already made at stage-1 to 6(b) (iv).
Stage-7	On submitting completion report and issue of as built drawings.	100% of the total fees payable less payment already made at various stages.

13. EFFECTING PAYMENT TO THE CONSULTANT:

- i. The fee payable to the consultant shall be computed on the actual cost of works on completion. The payment due to the consultant at different stages shall be computed on the following basis:
    - a. At Stage-1 : On rough estimate of cost
    - b. At Stage-2 to 4 : On preliminary estimate of cost
    - c. At Stage-5 to 6b : On accepted tender cost
    - d. At Stage-7 : On actual total cost
  - ii. Progressive, on account, payments shall be made by the client to the employer against any of the above stages based on the quantum of work done during that stage , as may be mutually agreed between the Employer and the consultant.
14. During Preparation of Structural Design, all relevant codes of OPWD have to followed.
15. Authority reserves all right to reject any or all quotations without assigning any reason thereof & shall bear no responsibility consequent upon such decision.

Signature of Tenders

  
Executive Officer  
Balangir Municipality  


**ANNEXURE-I (FINANCIAL BID)**

**FORM FOR BIDDING**

1. Name of Applicant :  
2. Address :  
3. PAN NO :  
4. Aadhar No :  
5. GST Regd. No :  
6. Details of EMD :

Name of Bank	Demand draft No/ Date	Amount

**7. Proposed Charges:**

SI No	Description of work	Qty.	Rate in Percentage	
			(% in figures)	(% in words)
1	2	3	4	5
1	Preparation DPR for Construction of New Municipality Office Building, Balangir	1(one) Job		

The above quoted amount is complete in all respect including all taxes, Cess etc. and excluding GST applicable as per GST Act. 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.

Yours faithfully,

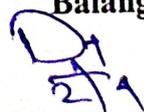
**Authorized Signatory (in full and initials)**

**Name and designation of Signatory with Date and Seal:**

**No. of Cutting:**

**No. of overwriting:**

**No of correction:**

  
**Executive Officer**  
**Balangir Municipality**  


**Bidder's Organization (General Details)**

SI No	Description	Full Details
1	Name of the Bidder/ Organization	
2	Address for communication: Tel: Fax: Email id:	
3	Name of the authorized Person signing & submitting the bid on behalf of the Bidder: Mobile No: Email id:	
4	Registration / Incorporation Details Registration No: Date & Year:	
5	Local Office in Odisha Please furnish contact details	
6	Bid Processing Fee Details Amount: DD/No: Date: Name of the Bank:	
7	EMD Details Amount: TDR/FD/Postal Deposit No: Date: Name of the Bank:	
8	PAN Number	
9	Goods and Services Tax Identification Number (GSTIN)	
10	Willing to carry out assignment as per scope of work	
11	Willing to accept all the terms and condition as specified	

Authorized Signatory (In Full and Initials): \_\_\_\_\_

Name and Designation with Date and seal: \_\_\_\_\_

## BIDDERS PAST EXPERIENCE DETAILS

Table-1(List of <Nos>completed assignments only of similar nature\*\*in any sector During last<3> years)

SI No	Period	Name of the Assignment	Name of the Client	Contact value (In INR)	Date of award/commencement of assignment	Date of completion of assignment	Remarks if any
A	B	C	D	E	F	G	H

Authorized Signatory (In full and initials):

Name and Designation with Date and Seal: