

OFFICE OF THE NOTIFIED AREA COUNCIL, NUAPADA

No- 3020

/Date- 25.11.2024

Expression of interest (EOI) for Management of Public Toilets/Community Toilets by Mission Shakti SHGs

NAC Nuapada, invites Expression of Interest in sealed cover from interested Mission Shakti SHGs to be engaged for managing Public Toilets/Community Toilets of Urban Local Bodies (ULBs) for a period of 3 years. The sealed Expression of Interest should be submitted to the office of the Executive Officer, NAC, Nuapada, Pin-766105 on or before 3 PM of 09-12-2024, by Registered Post/Speed Post/or Courier Post only and the same will be opened on date 10-12-2024 at 11AM in presence of the bidder or their authorised representative in the meeting hall of the NAC. The sealed envelope should be superscripted with "**EOI for Management of Public Toilets /Community Toilets by Mission Shakti SHGs**". The detailed terms and conditions of the Expression of Interest is available in website <https://nuapada.odisha.gov.in>

The authority reserves the rights to accept or reject any or all the EOIs without assigning any reason thereof.


Executive Officer
NAC Nuapada

Memo No. 3021

/Date- 25.11.2024

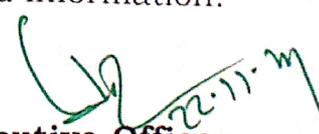
Copy Submitted to the PA to Collector, Nuapada/ PD, DUDA, Nuapada/ Sub-Collector, Nuapada/DSWO, Nuapada/ Tahasildar, Nuapada/ BDO, Nuapada/ CDPO, Nuapada for information and necessary action with a request to display the EOI in their office notice board for wide publication.


Executive Officer
NAC Nuapada

Memo No. 3022

/Date- 25.11.2024

Copy submitted to the Chairperson, NAC Nuapada for kind information.


Executive Officer
NAC Nuapada



Memo No. 3023

/Date- 25.11.2024

Copy submitted to the District E- Governance Manager, Collectorate, Nuapada for favor of kind information and necessary action. He is requested to kindly publish <https://nuapada.odisha.gov.in> for wide publication.


Executive Officer
NAC Nuapada

Memo No. 3024

/Date- 25.11.2024

Copy to Office Notice Board for information of general public for wide publication.


Executive Officer
NAC Nuapada

Memo No. 3025

/Date- 25.11.2024

Copy submitted to the Deputy Director (Advertisement), I & PR Govt. of Odisha, Bhubaneswar for information and with a request to publish the same in the one Local Odia daily newspaper on or before 05.12.2024 with Minimum size within Rs. 2000/-only. A complimentary copy of the newspaper containing advertisement may please be send to this office for reference and record.


Executive Officer
NAC Nuapada

TERMS AND REFERENCE for Management of Public Toilets/Community Toilets by Mission Shakti SHG

"Expression of Interest is invited from interested Mission Shakti Groups for Operation and Management of Community Toilets/Public Toilets".

1. The last date for submission of the Expression of Interest (EOI) is on 09-12-2024 at 3 PM and the bid will be opened on 10-12-2024 at 11 AM in the meeting hall of NAC Nuapada.
2. The interested Mission Shakti SHGs may download the EOI documents including formats of Bid from the District website www.nuapada.odisha.gov.in and submit along with paper cost of Rs. 400/- to be deposited in the form of Money Receipt duly deposited in the ULB or Demand Draft duly drawn in favour of Executive Officer, Nuapada payable at Nuapada.
3. The authorized representative of the bidding Mission Shakti SHG will be present at the time of opening of the EOI. In case of absence of the bidders or their representative, the Tender Committee has the right to open the EOI.
4. The bids will be evaluated on the basis of criteria such as year of Group Formation, Panchasutra, PAN Number, Similar Experience if any, SHG nearest to Toilet & SHG having more numbers of needy women like widow, nirasaya will give preference over other and if tie persists a transparency lottery will be held for selection of SHG. The same cannot be challenged at any forum thereafter. Intending bidder will have to submit under taking in this regard.
5. The ULB with its representative the Executive Officer reserves the right to reject the bid quoted by Mission Shakti SHG, if not satisfied with concerned Mission Shakti SHGs' credibility and past performance record.
6. No communication shall be entertained over telephone, Fax, email or in person questioning the decision of the committee.



7. Any dispute arises over the quality of the service will be verified by the designated officials of ULB.
8. There should not be any precondition of advance payment or time limit, what so ever. The bid submitted will be taken as absolute without any precondition.
9. The Mission Shakti SHG will be empanelled for management of PT /CT. The contract extension may be happening on the basis of satisfactory services and an evaluation report by the ULB.

10. Terms of engagement.

- a. The engagement of Mission Shakti SHG is purely on voluntary basis with incentive to encourage community participation in urban governance for transformation of functioning of Community Toilets/ Public Toilets.
- b. The ULB will sign an MoU with the selected Mission Shakti SHG with detailed terms of reference.
- c. The period of engagements of Mission Shakti SHG is particularly for the period mentioned in the MOU.
- d. Mission Shakti SHG members cannot claim to be an employee or permanent staff of the NAC.
- e. The selected Mission Shakti SHGs will be thoroughly trained on the functioning of Public Toilets/Community Toilets and their duties and responsibilities.

11. Role and responsibility of Mission Shakti SHG assigned to manage Public Toilets/Community Toilets.

The Mission Shakti SHG will be responsible for the day-to-day functioning of Public Toilets/Community Toilets.

1. Regularly maintaining Public Toilets/Community Toilets regularly.
2. Regularly opening and closing Toilets.
3. Regularly check water availability and switch on and off water pump as and when required.
4. Regularly check Lights, Switches, Water Jetting Machine, Napkin Incinerator, Vending Machine, Water Tap etc. and it is the responsibility of the SHG to guard toilet properties.
5. Use Water Jetting Machine minimum thrice a day for cleaning of toilets.
6. Minor repair & maintenance cost limited to Rs. 1000.00 per an instance to be conducted by the SHG itself.
7. Cleaning the surrounding of the toilets and maintain cleanness.
8. It is the responsibility of the SHG to provide Safety equipment's like Gum Boot, Mask, Gloves to the members who is engaged in cleaning the toilet. No one is allowed to work in toilet without wearing safety equipment's.

12. Role and responsibility of office:

1. Office will provide 10 kg of bleaching powder to the O&M SHG once in a month.
2. Gum Boot 2 pair once in 3 month and two pair of gloves once in a week, 2 pair of masks in a week.
3. Toilet Brush, Cleaning liquid, Phynile, Detergent, Hand Wash, Napkins, Door Mat, Wiper etc. as and when required.

13. Incentives and payments:

- a.** A monthly incentive of Rs. 6000/- will be paid to Mission Shakti SHG towards Operation & Maintenance.
- b.** For any additional work, no additional payment is to be made.

Which MSGs are not eligible to submit Expression of Interest (EOI)

- Mission Shakti Groups already engaged in activities such as Aahaar, SeTP, Wealth Centre, PDS Distribution etc. are not eligible to apply.

Toilet List

- 1. Aspirational Toilet, Near NH 353 Bargarh Road, Nuapada, Ward No-6.**

Notified Area Council, Nuapada

Expression of interest (EOI)

for Management of Public Toilets/Community Toilets by Mission Shakti SHGs During the Year 2024-25.

Technical Bid

SL No	Item	Details
1.	Name of the Mission Shakti SHG	
	Name of the Toilet for which O&M	
	MISSION SHAKTI SHG Registration Number	
	MISSION SHAKTI SHG PAN Number	
	Communication Address	
	Contact Phone number	
2.	Documents to be furnished	
	i. Group Profile (<u>Annex as Form-B</u>)	
	ii. MISSION SHAKTI SHG Registration Sheet (downloaded from portal)	
	iii. Bank Passbook front page photocopy	
	iv. PAN Card photocopy (attested)	
v. Resolution copies of group meeting for any of the last 3 months.		
3.	An undertaking in a Rs.10/- Non-Judicial stamp paper stating the following has to be attached with the technical bid: <ul style="list-style-type: none">➤ I (name designation and group name) will be responsible for managing the Public Toilets/Community Toilets _____.➤ Our MISSION SHAKTI SHG (name of the MISSION SHAKTI SHG) belongs to the ward No. -----.➤ All the members of our MISSION SHAKTI SHG are following the Pancha sutra.➤ (the name of the MISSION SHAKTI SHG or member) is not in default on a loan obtained from a bank or a non-bank financial institution (NBFI).➤ We are agreed and undertake to maintain the toilet clean and hygienic.➤ If we (name of the MISSION SHAKTI SHG) fail to deliver our responsibility or deliverables during the contract period after selection, we will not be considered for government programmes for the next two years.➤ We (the name and address of the MISSION SHAKTI SHG) have not been blacklisted in any previous assignment. <p>We will abide by the terms of the Memorandum of Understanding (MOU) between the ULB and the group.</p>	

Signature of President

Signature of Secretary



Finance Bid

Name of SHG	
Name & Address of Toilet.	
Agreed to maintain the toilet @3000.00 per month	

Signature of President

Signature of Secretary



Annexure-B : Group Profile

<p>Name of the MSG registration number</p>

Group detail:


Month – Year of Registration


No of members


Are they enrolled with ALF?


Type of Group


Ward


Are they registered at CLC?


Bank Account Opened


Name of Bank


RF Received


Does SHG member have Business/ Enterprise?


What is the enterprise of the SHG member?


Has SHG member taken Loan for business enterprise under SEP?


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

Signature of President

Signature of Secretary