GOVERNMENT OF ODISHA

H & UD DEPARTMENT
PARADEEP MUNICIPALITY
PARADEEP

"FOR OPERATION, MAINTENANCE & MANAGEMENT OF ONE 50 BEDDED RENTAL HOUSING COMPLEX (RHC) (EXCLUSIVELY RENT OUT TO GENTS) AT ATHARBANKI, PARADEEP"

PERIOD OF SALE OF BID DOCUMENTS: 01.01.2022 to 15.01.2022
LAST DATE OF RECEIVED BID DOCUMENTS: 17.01.2022 up to 4.00PM
DATE & TIME OF OPENING THE BID DOCUMENTS: 17.01.2022 at 4.00PM
COST OF TENDER PAPER: Rs. 500/- (Rupees five hundred) only.
COST OF EMD: Rs. 10,000/- (Rupees ten thousand) only.

Name of the Bidder
MR No. Dt.

EXECUTIVE OFFICER
PARADEEP MUNICIPALITY
PARADEEP, ODISHA
Sealed expression of interest are invited from registered outsourcing agencies for Operation, Maintenance and Management of one 50 bedded Rental Housing Complex (RHC) (exclusively rent out to Gents) at Atharbanki, Paradeep. The interested bidder/applicant for this work may submit the bidding documents after observing the following points to the undersigned on or before dt.31.12.2021 at 1:00 P.M and the same will be opened at 4 PM in the same day in the chamber of the undersigned with the presence of the bidders. The interested bidder will collect the bidding forms from the cashier of this office in the office hour i.e. from dt.1.1.2022 to dt.15.1.2022 upto 4 PM at the cost of Rs. 500/- (Rupees Five hundred) only per bid. The bidder can download the expression of interest from the official website of Paradeep Municipality i.e. www.paradipmunicipality.org

1. **Introduction:** Mission Director (I/C), Odisha Urban Housing Mission of Housing & Urban Development Department, Govt. of Odisha, Bhubaneswar enclosing the Resolution No.2625/ dt.30.04.2020 of Labour & Employees State Insurance Department & the “Minimum Benchmark of Quality of Operation & Maintenance” finalized by Housing & Urban Development Department in consultation with Labour Commissioner-cum-Member Secretary, OB & OCWWB has intimated to the Executive Officer, Paradeep Municipality alongwith others vide letter No.1181 dt.06.09.2021. In the said letter, it has been mentioned that Mission Director (I/C) OUHM has directed to say that as per Resolution No.2625 dt.30.04.2020 of the Labour & Employees State Insurance Department, the Rental Housing Complexes have to be operated, maintained and managed by the concerned ULBs either directly or through outsourced agencies to be decided by the District Level Committee headed by the Collector subject to the minimum benchmark of quality of operation and management outlined by the OUHM. In this regard, it is relevant to mention here that two nos. of 50 bedded Rental Housing Complexes along with other infrastructures have been constructed by the Executive Engineer (R & B), Jagatsinghpur at Atharbanki, Paradeep for rent out to migrant construction workers and handed over to the District Labour Officer, Jagatsinghpur, who has already handed over the same to the Executive Officer, Paradeep Municipality for operation & management.

2. **Operation, maintenance & management of Rental Housing Complexes:** As per Resolution No.2625 dt.30.04.2020 of the Labour & Employees State Insurance Department, Govt. of Odisha, Bhubaneswar a District Level Committee meeting has already been conducted on
dt.07.12.2021 under the Chairmanship of the Collector & District Magistrate, Jagatsinghpur consisting of following members.

1. Executive Engineer (R & B), Jagatsinghpur --------- Member
2. The District Labour Officer, Jagatsinghpur --------- Member
3. The Executive Officer, Paradeep Municipality --------- Member convener

In the above said District Level Committee, it has been decided that one RHC will be rented out exclusively to gents migrant construction workers & another RHC will be rented out exclusively to Ladies migrant workers. Ladies RHC will be operated & managed by Mission Shakti WSHG/ ALF & Gents RHC will be operated & managed by outsourcing agencies. Further, as regards the quality of operation & management of RHCs, it has been decided by the District Level Committee meeting that minimum benchmark of quality of operation & RHC i.e. (i) Electricity (ii) Drinking water (iii) Sanitation (iv) Medical First aid facility (v) other facility as outlined by the OUHM vide letter No.1181 dt.06.09.2021 is to be maintained. (Minimum Benchmark of quality of operation and management of 50 bedded Rental Housing Complex as outlined by OUHM is enclosed as Annexure-A)

3. Booking procedure/selection of Beneficiary

Migrant construction workers (both inter-state & inter district) having valid registration with the Building and Other Construction Workers Welfare Board (B & OCWW Board) who come to the area of Paradeep Municipality as single or with their families in search of employment are eligible to get benefit under this scheme. The beneficiary who intends to stay in the Rental Housing Complex shall make an application in form-X (Annexure-B) along with self attested copies of his identify card issued by the B&OCWW Board, money receipts in support of payment of his annual contribution and voter ID card/Aadhaar card before the Executive Officer, Paradeep Municipality or person who remain in charge of the RHC (for inter-state migrant contribution workers, who are members of other State Board, only identify card issued by their Board shall be ensured as documentary evidence of BOC workers). The above application shall be processed online and the relevant information to be uploaded in the data base.

The entire process of selection of allottees and allotment of RHC facilities shall be made online by developing an appropriate software application. For this, the Board should provide online access to Paradeep Municipality. Till development of such online software, the application may be processed offline to facilitate early operation of the scheme.

However, the online processing should be simple & user friendly and the software should have provisions for forwarding the applications to (the authorized official of Paradeep Municipality as decided by the Collector, Jagatsinghpur) who will approve the admission subject to vacancy within 48 hours failing which it will be deemed to have been approved. The allotment
shall be made immediately after the uploading of the documents and deposit of requisite fees on a first come first serve basis. If the document found to be defective or the information submitted by the applicant is found to be incorrect the allotment shall be cancelled and double the prescribed daily rent for the number of the days of occupation shall be deducted from the security amount/entire amount paid for the period may be forfeited.

A system generated approved list of application in Form. Y (Annexure-C) to be displayed in the Notice Board of the Paradeep Municipality & Rental Housing Complexes at Atharbanki, Paradeep. However, before possession an agreement will be signed between the occupant of the Rental Housing Complex and the operation/management unit covering rate of user fees/rent, security deposit, duration of stay etc. so as to avoid any further litigation. The maximum stay of the occupant should not exceed 3 months during a particular year. The person who remains in charge of the RHC will maintain a register in Form-Z (Annexure-D) & will give temporary possession to the applicant on receipt of requisite user fees and security deposit. Proper books of account shall be maintained for the purpose. The security money is to be refunded back during vacation of the occupant.

4. **Collection of user fees, security deposit, monthly rent**

1. User fees will be collected by the outsourcing agencies.
2. User fees @ Rs.30/- will be deposited by a migrant construction worker per day.
3. If a migrant construction worker book R.H.C. for 30 days, he/she will deposit Rs.500/- toward security fees in addition to user fees.
4. If case of any damaged/loss occurred by the occupant, same will be deducted from the security deposit.
5. In case of no damaged/loss occurred by the applicant, full security deposit is refundable.
6. Additional Performance Security Rs.50,000/- (Rupees fifty thousand) only should be deposited by the outsourcing agency after selection & before execution of agreement.

The operation/management charges shall responsibility of Paradeep Municipality, the cost of charges of which may be met from the rent/user fees to be collected from the migrant construction workers. Deficit/balance requirement, if any, may be borne by the OB & OCWW Board for an initial period of 5 years, subject to maximum 5% of the fund allocated to OUHM for construction, which can be provided by Board per year of operation/management/maintenance of R.H.C.s.

Document to be submitted alongwith full proposal

1. EMD of Rs.10,000/- & paper cost of Rs.500/- (DD/shape in cash).
2. The bidder will submit the PAN, EPF, ESI, Labour License Certificate & GST with the bid.
3. The bidder will submit the experience certificate, regarding operation, maintenance, & management of any Housing complex or such type of other experience in any Municipal/ N.A.C. area or in the state.
4. The bidder will give certificate for no litigation, defaulter in the name of outsourcing agencies.
5. The bidder must not have any political affiliation.

The under signed has the right to accept, cancel or reject any or all the bids without assigning any reason thereof.

Executive Officer
Paradeep Municipality

Memo No. 6875 Dt. 31.12.2021
Copy submitted to the ADM-Cum-Administrator, Paradeep Municipality, Paradeep/ Secretary P.P.T. for kind information with a request to display this notice in their Office Notice Board for wide publicity.

Executive Officer
Paradeep Municipality

Memo No. 6976 Dt. 31.12.2021
Copy to the Office Notice Board, Paradeep Municipality for wide circulation to the general public.

Executive Officer
Paradeep Municipality
Approximate Estimate for Operation, Maintenance & Management of one 50 bedded Rental Housing Complex (exclusively rent out for Gents) at Atharbanki, Paradeep.

Bid Form

<table>
<thead>
<tr>
<th>Sl No</th>
<th>Items</th>
<th>Amount per month</th>
</tr>
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<tbody>
<tr>
<td>1</td>
<td>Charges for Operation, Maintenance &amp; Management of one 50 bedded Rental Housing Complex (exclusively for Gents) at Atharbanki, Paradeep</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Supervision Charges</td>
<td></td>
</tr>
</tbody>
</table>

Signature of the Bidder

CERTIFICATE

I Sri............................................. of Ward No..............Certify that I will operate, maintain & manage one 50 bedded Rental Housing Complex (exclusively rent out for gents) at Atharbanki, Paradeep as per the guideline of minimum Benchmark of quality of operation & management outlined by OUHM.

Signature of the Bidder

Date:

Place: