

Letter No. RSCL/1848/2025

Date. 19/12/2025

Expression of Interest (EOI) for selection of agency for "Operation and maintenance of DAV Pond, Rourkela" for (5+2) years.

SL.NO	INFORMATION / SUBJECT	DETAIL
1	NAME OF WORK	Selection of agency for Operation and Maintenance of DAV Pond, Rourkela for (5+2) years
2	DATE OF PUBLICATION OF BID	20/12/2025
3	SECURITY DEPOSIT	Rs. 40,00,000/-
4	BID SECURITY TO BE DEPOSITED	Rs. 2,25,000/- (Rupees Two Lakhs Twenty Five Thousand only)
5	BID PROCESSING FEE	11,800/- inclusive of GST
6	LAST DATE AND TIME FOR BID SUBMISSION	02/01/2026, 5:00 PM
7	BID SUBMISSION PLACE	Rourkela Smart City Limited, 3 rd Floor, ICCC Building, rOURkela One, Panposh, Rourkela-769004
8	DATE AND TIME FOR TECHNICAL BID OPENING	03/01/2026, 11:00 AM
9	DATE OF FINANCIAL BID OPENING	05/01/2026, 4:00 PM
10	BID OPENING PLACE	Office Chamber of CEO, RSCL
11	NAME AND OFFICE FOR INVITING TENDER	CEO, RSCL
12	HELPLINE NO AND EMAIL ADDRESS	rourkelascl@gmail.com

NOTE:- For further detail please visit (<https://rmc.nic.in>) or contact Mr. Sarthak Sourav Rath, Architect, Rourkela Smart City Limited on Mob No-8984353513 on all working days between 10.00 AM to 5.00 PM.

Chief Executive Officer
Rourkela Smart City Limited
Rourkela

Expression of Interest

Rourkela Smart City Limited (RSCL) invites EOI from prospective agencies for Operation and Maintenance of DAV Pond at Rourkela.

No	Name of Work	Deliverables
01	Selection of agency for Operation and maintenance of DAV Pond at Rourkela.	Interest Parties shall have to submit documents as provided in the EOI.

1. Preamble

DAV Pond has started attracting tourists to the region. Upon realizing the potential of the pond, RSCL has already developed the area and installing various fun and recreational-equipment for the tourists. On a daily basis around 300-350nos of visitors are coming to this place. This pond consists of total 11 acres and DAV Pond is having the children park, 14 Shops, pathway, water jetty, 2 nos motor boats, Open Air Theatre (OAT). For watering purpose, water sprinkler has already been installed. The boating facilities can be set up for the visitors and tourists. For the operation and maintenance of DAV pond area with boating related activities Rourkela Smart City Limited is looking for an agency.

2. Scope of Work

Rourkela Smart City Limited is looking for a prospective agency that is ready to work with us as per terms and conditions defined In EOI. The Brief Scope of work involves:

- i. The Successful bidder will be responsible for the operation and maintenance of the DAV Pond area, Rourkela.
- ii. The Successful bidder will be responsible for the event management like birthday parties, marriage parties, picnics and other get-together parties, cultural events. Photography and film shooting will also be allowed. The bidder will ensure that such an event does not create any inconvenience to the other tourist. This will be the potential source for revenue generation.
- iii. The successful bidder will be responsible for the maintenance of all the assets such as toilets, benches, lights, pavers, railing, water fountains and other equipments installed by the authority.
- iv. The successful bidder will be responsible for the security of all assets of the entire pond area. For this purpose Agency need to deploy required nos of security guard for safe custody of equipments and public.
- v. Agency should have valid registration and abide by all statutory acts/rules enacted by the government and amendments there on.
- vi. The successful bidder will be responsible for boating facility. Agency must take NOC and clearance certificate from competent authority before starting boating operation.
- vii. Agency will ensure that no plastic is used at park, in the boating area. Smoking and drinking (Alcohol) will be strictly prohibited in and around the park and in the boating area. For this purpose, the agency will install signages to prevent such activities at appropriate locations visible to the visitors.
- viii. The selected agency shall have to arrange to display the details of facilities/service provisions with unit price & availability time on site for the general information of the public.
- ix. The price of tickets/booking shall be determined by the RSCL authority from time to time. The ticket price is fixed and shall not be changed. Price for children (6 to 12 Years) will be Rs. 10/- & for other persons Rs. 15/-.

The price for daily morning walk will be collected by the agency on monthly basis i.e. Rs. 200/- (Rupees two hundred only) per month. The agency has to provide the money receipt/pass to the persons for smooth entry & exit. The timing for morning walk will be from 05.00 AM to 09.00 AM.

- x. Agency will provide paddle boat, motor boat, shikara, water scooter with life jackets and rescue equipment for boating activities from a reputed brand with quality assurance certificates.
- xi. The successful bidder will be responsible for operating the boating activities at the site with their own trained employees having valid certificates provided by government recognized body. For this purpose, RSCL will provide only 2 nos of motor boats to the agency. If the agency

wants more nos of boat, then the agency can arrange at his own cost. RSCL will not provide fuel for the above purpose.

xii. All the boating equipment shall be maintained by the successful bidder in excellent running condition throughout the contract period.

xiii. The agency can also run restaurant kiosk or temporary camping tent in the allotted park area with prior permission from RSCL authority. Also the agency will be allowed to use 14 nos. of shops (area- 14' X 14') for food court/ selling of other items (jewellery, cosmetics, stationary) purpose.

xiv. The agency will be responsible for arranging and maintaining the parking area. No vehicle is allowed inside the DAV Pond.

xv. The successful bidder shall maintain an uniform dress code for its employees along with a photo identify card with a neckband having a separate unique identification number to his staff deployed for the service at his/her own cost.

xvi. The successful bidder shall print the tickets /booking forms at his own cost and submit them to RSCL office for due authentication for the final use.

xvii. The successful bidder shall have to submit a quarterly report as per the format provided by RSCL.

xviii. The successful bidder will provide lifeguards and first aid medical equipment at the spot. Agency will ensure all safety measures to prevent any mishappening. In case of any mishappening RSCL will not be held responsible.

xix. The successful bidder will provide adequate manpower for the smooth operation of Pond area and boating activities. Also the bidder will provide adequate manpower for sweeping of pathway and park area, grass cutting, trimming of trees, watering of lawn area, toilet cleaning, cleaning of hyacinth on the pond area, etc.

xx. Any waste material generated out of the running of the recreational activities in the park and boating area will be disposed by the agency as per statutory requirement.

xxi. The agency can use the digital variable message signboard (VMS), which is installed by RSCL for advertisement purpose for revenue generation by the agency.

xxii. The successful bidder will be responsible for maintenance of water fountain, street light, post up lights, bollards, play equipments, water jetty.. etc. For any breakage / theft of items, the agency will be held responsible and will bear the cost of the same.

xxiii. Fishing will not be allowed in the pond.

xxiv. The successful bidder will be responsible to submit the electricity bill and other charges of that area

xxv. The agency can use the open area for car riding (for kids), bouncy, pickle ball, box cricket, flower show and other activities for revenue generation purpose.

xxvi. The lessee shall have to pay all the utility charges including electricity charges, water charges and other applicable charges during the entire lease period.

xxvii. Abide by all laws/statutes applicable in connection with this project including insurance.

xxviii. Lessee has to ensure that no activities (other than approved and permitted by Chief Executive Officer, Rourkela Smart City Limited) take place, which can create noise.

xxix. Ensuring that the premise is maintained as per prevailing acts, rule and regulations related to storage, transport. Use of dangerous and explosive material within the project area is strictly prohibited.

xxx. Opening hours-as per the permission from the authority.

xxxi. Lessee has no right to sublet or give on rent the project premises to the other vendor or collection of revenue from the project assets without the prior permission of Chief Executive Officer of RSCL.

xxxii. Chief Executive Officer, Rourkela Smart City Limited and his/her representative shall have full access and authority to the site at any time.

xxxiii. Lessee shall provide the required firefighting equipment conforming to relevant standards and the applicable rules and regulations

xxxiv. Lessee has to ensure that water supply, drainage, electricity services, variable message sign board to the project facility be fully operational during the lease period or till handing over to authority, whichever is later.

xxxv. Lessee has to ensure that project site remains free from all encroachments and take necessary steps to remove them.

xxxvi. Lessee has to ensure that project site and facilities created are not defaced by any kind of writings/posters.

xxxvii. The lessee is also responsible for repair and replacement of damaged tiles, electrical fixture, fittings and gates.

03. Activities not permitted in any case in the project premises:

1. Any activities resulting into pollution to ground water
2. Any activities creating breach of urban design guidelines of Rourkela
3. Any activities of hazardous nature to environment and the society
4. Activities resulting air and noise pollution
5. Any unlawful activities
6. Opening of Liquor shop/Gamble shop

The above prohibited activities are not exhaustive and can include any act or omission, which is violation and against this agreement.

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Chief Executive Officer
Rourkela Smart City Limited
Rourkela

Technical Bid:

Sl. No	Technical Criteria	Documentary Proof
1	Should not have defaulted/black listed by any Govt. Dept./PSU of India and there should not be any pending litigation against a bidder with the Central/State Government department	Self-declared affidavit on non-judicial stamp of value 100 INR to be submitted.
2	Agency should be a proprietor/company/MSME registered.	Self-certified copy of incorporation or Udyog Aadhar.
3	Should have GST registration.	Self-certified copy of the certificate is to be submitted.
4	Should have PAN registration number.	Self-certified copy of PAN to be submitted.
5	Must have a minimum average turnover of 40 lakhs in the last 3 years i.e. FY 2022-23, 2023-24, 2024-25.	Copy of the Audit report from authorized CA to be submitted.
6	The company should have a local office based in Rourkela or to be open a local office at Rourkela.	Self-certified copy of the certificate
7	Must have work experience in event management/park management/water bodies management etc.	Self-certified copy of experience and photographs.
8	Bid security	Rs. 2,25,000/-
9	Bid processing fee	Rs. 11,800/- inclusive of GST
10	Profile of the organization.	Self-certified copy of the organization profile.

Note: Payment shall be made through NEFT/RTGS/UPI/POS in following bank a/c details:

Rourkela Smart City Limited
State Bank of India
Uditnagar Branch, Rourkela
A/c No.-36450132867
IFSC: SBIN0007474

Financial Bid:

1. The Bidder should quote only one rate for the bid otherwise the proposal will not be considered.
2. Prices will be quoted in Indian rupees in annexure I.
3. The administration will not bear the burden of any other charges such as installation, maintenance, transportation charges etc. related to the project/scope of work.
4. Bidders are requested to quote their price per month above the reserve price payable to the Rourkela Smart City Limited.

Terms and Conditions:

1. The bidder should submit (self-attested) documentary proof in support of the above condition and shall also submit a clause by clause compliance certificate. The incomplete offers i.e. financial or technical bids for partial items instead of bidding for the whole list of requirement will be summarily rejected without any further correspondence.
2. The bidder must also submit an affidavit of assurance of no change in the quoted of price for one-year.
3. Payment terms- The successful bidder is required to pay security deposit of Rs. 40,00,000/- (Forty Lakhs) within 15 days of receiving the LoA. The successful bidder to pay the monthly rental fees of each quarter in advance, failing of which, RSCL has reserves all the right to terminate the agreement.
4. Period of Contract- The contract will be valid for 5 years from the agreement signing date. The contract can be extended further 2 years based on the report of satisfactory performance by Rourkela Smart City Limited.
5. Submissions of Bids – The bids have to be submitted in physical form at 3rd Floor, ICCC Building, rOURkela One, Panposh, Rourkela-769004. The bidder shall be required to submit a technical and financial bid in separate sealed envelopes put in bigger sealed envelope super scribed his/her name, name of the agency, address, contact and email.
6. The base rental price for DAV pond is Rs. 2,25,000/- (Rupees Two Lakhs Twenty Five Thousand only) per month. Bidder has to quote accordingly. The highest quoted price will be the H1 bidder.

Evaluation of Bids:

- a. Tendering authority shall evaluate the bids in respect to the substantive responsiveness of the bid or otherwise. Tendering authority shall carry out a detailed evaluation of the substantially responded bids. Tendering authority shall check the bid to determine whether they are complete, whether any computational errors have been made or required sureties have been furnished.
- b. Arithmetical error shall be rectified on the following basis:

1. If there is a discrepancy between the unit price and total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected by the purchaser.
2. In case of discrepancy between words and figures, the amount in words shall prevail.

- c. If any bid is found substantially non-responsive shall be rejected by the evaluation committee.
- d. Tendering Authority may waive any minor infirmly or non-conformity or irregularity in the bid which does not constitute a material/service deviation.
- e. Tendering Authority shall evaluate in detail and compare the substantially responsive bids.
- f. The Financial bid will be opened only when a bidder qualifies in the technical bid.**
- g. The shortlisted agency quoting the highest price bid shall be the preferred bidder.
- h. The decision taken by the tender committee shall be final and binding to all participating bidders. It cannot be challenged in any court of law.

Termination of Default:

Tendering authority may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the agency, terminate this contract in whole or in part.

- a. If the agency fails to deliver any or all the services/goods within the time specified in the contract, or any extension thereof granted by tendering authority
- b. If the agency fails to perform any other obligation (s) under the contract; and
- c. If the agency, in either of the above circumstances, does not remedy his failure within 15 days (or such longer period as the competent authority may authorize in writing) after receipt of the default notice from tendering authority.

Note: The above services and charges are indicative only subject to charges upon mutual agreement between Rourkela Smart City Limited and selected agency.

Annexure-1**Financial Bid Format**

Sl. No	Reserve bid price Rs. 2,25,000/- (Rupees Two Lakh Twenty Five Thousand only)	Agency Name	Quoted price per month in Rs.
In words			