



OFFICE OF THE ROURKELA MUNICIPAL CORPORATION

Uditnagar, Rourkela, Sundargarh, Pin-769012

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Letter No. 2156 /

Dated 09/03/2026

Expression of Interest (EoI) For Operation and Maintenance of Parks

The Rourkela Municipal Corporation (RMC) invites sealed Expressions of Interest (EoI) from interested Women Self Help Groups (SHGs) for engagement in the operation and maintenance of selected parks under RMC jurisdiction for a period of 02 Years which will be extended to another 01 Year on satisfactory performance.

The sealed EoI must be submitted to the Commissioner, Rourkela Municipal Corporation, Rourkela – 769012 on or before 23/03/2026 by 5:00 PM. The bids will be opened on 24/03/2026 at 11:00 AM in the Council Hall of RMC.

The sealed envelope should be superscribed as: "EOI for Operation and Maintenance of Parks".

Detailed terms and conditions are available on the RMC website: <https://rmc.nic.in>.

The authority reserves the right to accept or reject any or all EoIs without assigning any reason thereof.


Commissioner

Rourkela Municipal Corporation

Memo No. 2157

Date: 09/03/2026

Copy to the Notice Board and MIS for uploading on the RMC Notice Board and the official website (<https://rmc.nic.in>) for wide publicity.


Commissioner

Rourkela Municipal Corporation

Memo No : 2158

Date : 09/03/2026

Copy to Director, I&PR Dept., Govt. of Odisha, Bhubaneswar for information and requested to publish the copy of above-mentioned notice in One highly circulated Odia newspaper and One highly circulated English Daily newspaper on 10/03/2026. The front size should be 8 points and raze should be as I&PR.


Commissioner

Rourkela Municipal Corporation

Annexure – A

Eligibility Criteria for Self Help Groups (SHGs)

- 1. Group Formation:** The SHG must have completed at least 2 years as on the cut-off date 01.02.2026.
- 2. Group Address:** The members of the SHG must belong to the ward where the concerned park is located.
- 3. Group Functioning:** Strict adherence to Panchasutra principles – regular meetings, savings, internal lending, repayment, and record maintenance.
- 4. Financial & Legal Compliance:** The SHG must have a PAN number and an updated bank account (updated for the last 2 year). No financial irregularities (such as Loan declared as NPA, Write-off, one-time Settlement of loan etc.
- 5. Group Integrity:** No record of involvement in any anti-social or criminal Activities.
- 6. Reputation:** Corporation not have been blacklisted by the Rourkela Municipal at any point in the past.
- 7. Involvement in IGA:** Must have been previously engaged in Income Generating Activities.
- 8. Financial Activity:** SHG must maintain sound and regular financial transactions. All monetary dealings should be properly recorded, transparent, and reflected in the bank account. The SHG should demonstrate consistent savings, internal lending activities, timely repayment, and updated financial records to establish financial discipline and credibility.

NB: SHGs who those are currently doing Operation & Maintenance of CT / PT / FSTP / MCC / MRF / Cold Storage / Aahaar / SUH, or any other developmental Projects would not be preferred. The monthly allowance to SHG will be Rs. 7,000.00.

Annexure - B

To

The Commissioner,
Rourkela Municipal Corporation,
Rourkela

Subject: Application for Operation and Maintenance of _____ Park.

Sir,

We hereby inform that we, _____ Self Help Group, Address:
_____, Ward No. _____,
Rourkela, are interested in undertaking the responsibility for operation and maintenance of
_____ Park. All required documents are enclosed herewith.

Declaration: We hereby declare that all information furnished in this proposal is true and correct. If any information is found to be incorrect, we shall be treated as disqualified for park operation and maintenance.

Signature with Seal of President: Date: _____

Signature with Seal of Secretary: Date: _____

Annexure – C

Details of Documents Submitted by SHG:

Sl. No.	Subject	Details
1	Name of SHG	
2	Address of SHG	
3	Details of SHG Formation Resolution	Yes/No
4	Registration Number & Date of Registration	
5	Name, Address & Mobile Number of SHG President	
6	Name, Address & Mobile Number of SHG Secretary	
7	PAN Number of SHG	
8	Documents to be furnished	
	i. Bank passbook front page photocopy	Yes/No
	ii. Bank account statement for the last 2 years (2023-24, 2024-25)	Yes/No
	iii. PAN card photocopy (attested)	Yes/No
	iv. NOC from the bank stating that SHG has: <ul style="list-style-type: none">• A regular repayment history• No OTS (One-time Settlement) history• No NPAs (non-performing assets)• No write-offs	Yes/No
9	Copy of Meeting Register (Last 2 Year)	Yes/No
10	Annexure – A	Yes/No
11	Annexure – B	Yes/No
12	Annexure- E	Yes/No

Signature with Seal of President:

Date: _____

Signature with Seal of Secretary:

Date: _____

Annexure - D

List of Parks:

Sl. No.	Name of the park	Area / location
1	XX AND YY BLOCK (DHANJAYA PARK)	CIVIL TOWNSHIP
2	PARK AT CCC BLOCK	CIVIL TOWNSHIP
3	PARK NEAR O BLOCK AT O & EEE/6	CIVIL TOWNSHIP
4	PARK NEAR V BLOCK AT V/5	CIVIL TOWNSHIP
5	PARK NEAR L-BLOCK	BASANTI COLONY
6	PARK NEAR CL/34	BASANTI COLONY
7	PARK NEAR INFRONT OF LCR-65	CHHEND
8	PARK AT KALINGA VIHAR NEAR S2/H69	CHHEND
9	PARK AT KALINGAVIHAR MI-128	CHHEND
10	LCR/506	CHHEND
11	LCR/40	CHHEND
12	INFRONT OF PLOT NO. E/70, E/77	CHHEND
13	INFRONT OF I/80 SHIV TEMPLE	CHHEND
14	INFRONT OF L/91, L/12	CHHEND
15	HIG - B310, 312	CHHEND
16	B BLOCK NEAR B/35	KOELNAGAR
17	PARK NEAR A-BLOCK, NEAR A/527	KOELNAGAR
18	PARK AT C BLOCK NEAR C/410	KOELNAGAR
19	PARK AT B BLOCK CIVIC CENTRE	KOELNAGAR
20	PARK AT A BLOCK NEAR B-406	KOELNAGAR
21	MADHUSUDAN PARK, KOELNAGAR C-BLOCK	KOELNAGAR
22	CHILDREN PARK	UDITNAGAR
23	CHILDREN PARK	UDITNAGAR
24	SANJIVANI PARK	CIVIL TOWNSHIP
25	MADHUSUDAN PARK, CIVIL TOWNSHIP	CIVIL TOWNSHIP
26	M21	CHHEND
27	C3M-17	CHHEND
28	C2M 145	CHHEND
29	HIG 63	CHHEND
30	C2L2 336	CHHEND
31	ABM HOSPITAL	CIVIL TOWNSHIP

Annexure - E

Declaration

We _____ hereby declare that our SHG has never been blacklisted by the Rourkela Municipal Corporation or any other organization at any time in the past.

Signature with Seal of President:

Signature with Seal of Secretary:

Date: _____

Date: _____