



ବିଜ୍ଞାପିତ ଅଞ୍ଚଳ ପରିଷଦ, ବାଲିମେଳା



OFFICE OF THE NOTIFIED AREA COUNCIL, BALIMELA
Odisha, Pin -764051, e-Mail: - eonacbalimela@gmail.com

Letter No. 476/26/NAC

Date: 15 / 04 / 2026

REQUEST FOR PROPOSAL (RFP)

Sealed proposals are invited from eligible Women Self Help Groups (WSHGs) and Area Level Federations (ALFs) for Management, Operation and Maintenance of the SETP Plant near Nadiline under Balimela NAC for the Financial Year 2026-2027. The proposal should reach the Office of the Executive Officer, Balimela NAC on or before 24.04.2026 by 1:00 PM through Speed Post or Registered Post only. The proposals will be opened on 27.04.2026 at 11:00 AM in the presence of the WSHGs/ALFs or their authorized representatives, if present. This office shall not be held responsible for any delay in receipt of proposals. Selection shall be made based on submission of required documents, experience, and capacity of the WSHG/ALF. Preference will be given to WSHGs/ALFs having previous experience in similar activities. To assess the capacity of the WSHG/ALF for maintenance of the SETP plant, details of sufficient manpower and experience must be furnished along with the proposal. The undersigned reserves the right to accept or reject any or all proposals without assigning any reason thereof.

TERMS & CONDITIONS

1. The term of the agreement shall be valid for a period of one years.
2. The Second Party shall provide Personal Protective Equipment (PPE) to all SETP workers as and when required.
3. The Second Party shall be fully responsible for any loss, damage, or theft of equipment and shall ensure proper sanitation and upkeep of the SETP premises.
4. The Second Party must engage adequate security personnel at the SETP plant.
5. The Second Party must engage a TRP for SETP operations.
6. If the maintenance and operation work is found unsatisfactory, the Second Party shall be terminated from the work without prior notice.
7. The First Party (Balimela NAC) shall not be held responsible for any incidental loss inside the SETP premises.
8. Supervision of the SETP plant shall be carried out at regular intervals by officials of Balimela NAC.
9. The First Party reserves the right to modify or change the Terms & Conditions as per requirement or administrative necessity.

1. Eligibility Criteria

- WSHG must be minimum 2 years old
- WSHG/ALF must be registered under Balimela NAC
- Valid PAN Card is mandatory
- Must have sound financial track record
- Must strictly follow PANCHASUTRA principles
- Only active and functional WSHGs/ALFs are eligible

Memo-477/26/NAC

Copy submitted to the Under Secretary to Government, I & PR Department, Odisha, Bhubaneswar for favour of kind information with a request to publish the advertisement in one leading daily Odia newspaper for one day and to furnish the bill for necessary payment.

Date - 15.04.26

[Signature]
15/04/26
Executive Officer
Balimela NAC

Memo-478/26/NAC

Copy submitted to The Addl. Mission Director, SBM (Urban), Odisha for favour of kind information.

Date - 15.04.26

[Signature]
15/04/26
Executive Officer
Balimela NAC

Memo-479/26/NAC

Copy submitted to The Collector & District Magistrate, Malkangiri/ Project Director, DUDA, Malkangiri for favour of kind information.

Date - 15.04.26

[Signature]
15/04/26
Executive Officer
Balimela NAC

Memo-480/26/NAC

Copy submitted to The Chairperson / Vice-Chairperson and all Councillors, Balimela NAC for favour of kind information.

Date - 15.04.26

[Signature]
15/04/26
Executive Officer
Balimela NAC

Memo-481/26/NAC

Copy submitted The District Mission Manager (DMM), The Assistant Engineer (A.E.), The Community Organizer (C.O.), The Sanitation Expert for information and necessary action.

Date - 15.04.26

[Signature]
15/04/26
Executive Officer
Balimela NAC

Memo-489/26/NAC

Copy submitted to the DeGM, Malkangiri with a request to kindly publish the notice in the Dist, Portal for wide publication.

Date - 15.04.26

[Signature]
15/04/26
Executive Officer
Balimela NAC