



**ଫୂଲବାଣି ପରିଷଦ କାର୍ଯ୍ୟାଳୟ, କନ୍ଦହାଲ**  
**Office of the Municipal Council, Phulbani, Kandhamal**

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**Letter No.5593/**

**Date:12/10/2026**

**EXPRESSION OF INTREST (EOI)**

**INVITATION OF PROPOSALS / EXPRESSION OF INTEREST (EOI) FOR PREPARATION OF CONCEPT AND PRELIMINARY DESIGN PROPOSALS FOR (1) RENOVATION, BEAUTIFICATION AND THEMATIC REDEVELOPMENT OF NARAYANI PARK; AND (2) DEVELOPMENT OF A HAUNTED ZONE AND UPGRADATION OF OTHER PARK MENITIES AT SCIENCE PARK, PHULBANI.**

EOI/Tender Reference No.: 5593

Date of Publication: 12.10.2026

Authority Inviting Proposals: Executive Officer, Phulbani Municipality, Kandhamal, Odisha

Phulbani Municipality invites proposals from eligible and experienced architectural firms, landscape designers, thematic design consultants, creative design agencies, urban-design consultants and other competent professional entities for conducting mandatory physical site visits and preparing concept and preliminary design proposals for the two projects identified in this document. Interested bidders may download the complete EOI document from the official website of Phulbani Municipality: <https://phulbanimunicipality.com> This assignment is limited to site assessment, theme development, concept preparation and submission of preliminary design proposals. It does not include execution of civil/electrical works, construction, supply, installation, detailed engineering design, construction supervision or physical implementation. Any subsequent execution shall be taken up separately through the applicable procurement process.

The applicant whose theme/design is selected and finalized by the Tender Committee of Phulbani Municipality shall be treated as the selected bidder for this concept assignment. The selected bidder shall be paid a consolidated fee of ₹10,000/- (Rupees tEN Thousand only) for the each project theme/design proposal covering both projects, subject to approval of the competent authority, submission and acceptance of the required deliverables, and completion of applicable financial formalities. The amount is for both projects together and is not payable separately for each project.

## 1. EOI SCHEDULE

| Sl. No. | Particulars                                 | Details                                                                                                                      |
|---------|---------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| 1       | Name of Authority                           | Executive Officer, Phulbani Municipality, Kandhamal, Odisha                                                                  |
| 2       | Assignment                                  | Concept and preliminary design proposals for Narayani Park and Science Park                                                  |
| 3       | EOI/Tender Reference No.                    | 5593                                                                                                                         |
| 4       | Date of Publication                         | 12.10.2026                                                                                                                   |
| 5       | Availability of EOI document                | From 12.10.2026                                                                                                              |
| 6       | Last date for queries/clarifications        | 21.10.2026 up to 5:00 PM                                                                                                     |
| 7       | Mandatory site-visit period                 | 13.10.2026 to 22.10.2026 (subject to coordination with Municipality)                                                         |
| 8       | Last date and time for submission           | 22.10.2026 up to 1:00 PM                                                                                                     |
| 9       | Opening of proposals                        | 22.10.2026 at 4:00 PM                                                                                                        |
| 10      | Place of opening                            | Conference Hall, Phulbani Municipality.                                                                                      |
| 11      | EOI processing fee                          | Not applicable                                                                                                               |
| 12      | Earnest Money Deposit                       | Not applicable                                                                                                               |
| 13      | Payment for selected/finalized theme/design | ₹10,000/- consolidated fee for the selected theme/design covering each projects, subject to approval and acceptance          |
| 14      | Mode of submission                          | By hand / Speed Post / Courier, in a sealed envelope                                                                         |
| 15      | Address for submission                      | Executive Officer, Phulbani Municipality, Phulbani, District Kandhamal, Odisha                                               |
| 16      | EOI document download                       | Interested bidders may download the EOI from <a href="https://phulbanimunicipality.com">https://phulbanimunicipality.com</a> |

## 2. BACKGROUND AND OBJECTIVES

Phulbani Municipality intends to improve the recreational value, visual appeal, visitor experience, safety and public utility of Narayani Park and Science Park, Phulbani. Professional concept proposals are being invited to support informed planning and consideration of suitable themes and improvements.

- Develop a renovation, beautification and thematic redevelopment concept for Narayani Park.
- Develop a distinctive, attractive and visitor-oriented concept for a Haunted Zone at Science Park.
- Identify opportunities to improve existing amenities, circulation, lighting, landscape and visitor facilities.

- Ensure that proposed interventions respond to actual site conditions and existing infrastructure.
- Consider aesthetics, functionality, public safety, accessibility, durability, operations and maintenance.
- Provide concept-level material that the Municipality can assess before deciding on any subsequent detailed design or implementation.

### **3. PROJECTS AND INDICATIVE DESIGN COMPONENTS**

#### **3.1 Project No. 1: Renovation, Beautification and Thematic Redevelopment of Narayani Park, Phulbani**

The concept proposal shall consider the following components, to the extent relevant to the site conditions and directions of the Municipality:

- Renovation of the main entrance gate – Narayani Park.
- Container-type Haunted House mock-up
- Thematic open-air stage and recreational zone, including the concept of a monumental FRP stage façade.
- Heritage garden pole lights and underground cabling for civic beautification.
- Illuminated FRP arc benches and associated electrical/cabling considerations, if applicable.
- 60-seater heavy-duty modular spectator gallery.
- Structural repair and waterproofing concept for the dual fountain pool tanks.
- Comprehensive structural repair and renovation of Narayani Café.
- Professional 4K laser projection system concept.
- Generator/DG and internal/external electrical works, where required and subject to site verification.

The consultant shall identify which items are feasible and appropriate after the mandatory site visit. The EOI seeks concept-level proposals only; it does not authorize construction or supply.

#### **3.2 Project No. 2: Development of Haunted Zone and Upgradation of Other Park Amenities at Science Park, Phulbani**

The concept proposal shall consider the following components, as applicable and subject to site verification:

- Renovation of the main entrance gate – Science Park.
- Development of a container-type Haunted House mock-up / Haunted Zone, including visitor entry and exit, circulation, themed environments, lighting and sound concepts.
- Heritage garden pole lights and underground cabling for civic beautification.

- FRP cartoon figures and metal waste-to-art feature(s), including a lion / Make in India theme with suitable base, as directed by the Municipality.
- Comprehensive structural repair and renovation of Narayani Café only if the Municipality confirms that the facility falls within the Science Park assignment; otherwise, it shall be treated under Project No. 1.

The proposed Haunted Zone shall give due consideration to age-appropriate experiences, emergency access, safe movement, supervision, accessibility, ease of operation and maintenance.

### **3.3 Common Planning Requirements**

- Base all proposals on the actual conditions observed during the site visit.
- Clearly distinguish existing facilities from proposed additions, modifications or removals.
- Prefer practical, durable, maintainable and context-appropriate solutions.
- Consider visitor circulation, universal accessibility, lighting, safety, emergency access and service requirements.
- Make optimum use of existing infrastructure where feasible.
- Provide concept drawings and visual material sufficiently clear for evaluation.
- Identify key assumptions, constraints and information requiring confirmation by the Municipality.

### **4. SCOPE OF ASSIGNMENT**

1. Conduct physical inspections of both Narayani Park and Science Park.
2. Record existing infrastructure, structures, access, pathways, open spaces, landscape features, utilities and visitor facilities, to the extent observable.
3. Prepare a separate Site Visit and Assessment Report for each project.
4. Develop a distinct concept, theme and design rationale for each project.
5. Prepare preliminary layouts, indicative circulation/functional zoning and concept illustrations or 3D views as appropriate.
6. Identify proposed amenities, interventions, safety measures and maintenance considerations.
7. Provide preliminary feasibility observations and broad indicative cost considerations, clearly marked as non-binding and concept-stage only.
8. Make a concise presentation of the combined proposals if requested by the Municipality.

The assignment excludes detailed engineering/structural designs, working drawings, detailed quantity estimates, tender-ready documents, statutory approvals, construction supervision, procurement of materials and execution of works, unless separately commissioned through a lawful subsequent process.

## **5. MANDATORY SITE VISIT**

1. Each applicant must physically visit both project sites before submitting a proposal.
2. The applicant shall coordinate the visit with the designated municipal engineering officials and comply with site-access directions.
3. A separate site assessment report for Narayani Park and Science Park shall be submitted in the prescribed formats at Annexure B and Annexure C.
4. Each report shall state the date and time of visit, personnel attending, existing conditions observed, opportunities, constraints, proposed interventions and photographs/sketches where permitted.
5. The Municipality may arrange a common visit schedule or nominate an official to facilitate site access.
6. Failure to visit either site or submit both site assessment reports may render the proposal non-responsive.

## **6. ELIGIBILITY AND QUALIFICATION**

Applicants shall submit documentary evidence to establish the following. The Municipality shall finalize these criteria before publication and apply them uniformly to all applicants.

- The applicant is a legally constituted firm / company / partnership / proprietorship / consultancy or other eligible professional entity.
- The applicant has relevant experience in architecture, landscape design, parks, public spaces, thematic environments, recreational attractions or comparable assignments.
- The applicant has access to suitably qualified design personnel and can prepare concept plans, illustrations and presentations.
- The applicant can complete the site visits and deliverables within the period specified by the Municipality.
- The applicant submits applicable registration, PAN, GST and other statutory documents, as relevant.
- The applicant submits a declaration of non-blacklisting/non-debarment, in the format prescribed or an equivalent signed declaration.
- The applicant accepts the scope, submission requirements and payment condition stated in this EOI.

Experience in immersive/theme-based attractions, visitor-experience design, landscape development or public-space improvement will be relevant to the assignment.

## **7. DOCUMENTS TO BE SUBMITTED BY THE APPLICANT**

1. Covering letter signed by the authorized representative.
2. Completed Bidder/Applicant Information Form (Annexure A).
3. Proof of legal constitution and applicable registration documents.

4. PAN and GST particulars, where applicable.
5. Profile of the firm and details of key personnel.
6. Relevant experience list supported, where available, by work orders, completion certificates or client references.
7. Portfolio of relevant concepts, plans, photographs, renderings or presentations.
8. Signed non-blacklisting/non-debarment declaration.
9. Confirmation of mandatory site visits to both locations.
10. Site Visit and Assessment Reports for both projects (Annexures B and C).
11. Combined concept proposal covering both projects, with preliminary layouts, concept illustrations and feasibility observations.
12. Signed acceptance of the EOI conditions and consolidated payment provision.

## **8. FORMAT AND MODE OF SUBMISSION**

The proposal shall be submitted in a sealed envelope superscribed: “**EOI No. 5593 – Concept and Preliminary Design Proposals for Narayani Park and Science Park, Phulbani**”. The envelope shall show the applicant’s name, address, email address and contact number. The proposal shall be paginated and signed by the authorized representative. Documents may be arranged in the order listed in Section 7. The applicant is responsible for ensuring delivery to the designated office by the prescribed deadline. Proposals received after the deadline may be rejected, subject to the final EOI conditions. Queries must be submitted in writing to the Executive Officer, Phulbani Municipality, by 21.10.2026 up to 5:00 PM. Clarifications or corrigenda issued by the Municipality shall form part of the EOI.

## **9. SELECTION AND FINALIZATION OF THEME/DESIGN**

The Tender Committee of Phulbani Municipality shall examine the proposals submitted in accordance with this EOI and finalize the theme/design considered suitable for the two projects. The theme/design finalized by the Tender Committee of Phulbani Municipality shall be final and binding for the purpose of this EOI. Applicants shall prepare proposals in accordance with the stated scope and may not claim any right to require adoption of a different theme/design.

The Municipality may verify completeness of submissions, seek clarifications that do not materially alter a proposal, and accept or reject proposals in accordance with applicable rules and the terms of this EOI.

## **10. DELIVERABLES**

1. Firm profile, credentials and relevant experience portfolio.
2. Site Visit and Assessment Report for Narayani Park.
3. Site Visit and Assessment Report for Science Park.
4. Separate concept note for each project, including theme and design rationale.

5. Preliminary concept layouts showing proposed activity areas, circulation and major interventions.
6. Concept illustrations, perspectives, mood boards or 3D visualizations, as appropriate.
7. Preliminary feasibility observations addressing safety, accessibility, durability, maintenance and existing infrastructure.
8. Broad indicative cost considerations, if feasible, explicitly marked as preliminary and non-binding.
9. A concise presentation of both concepts.

The selected firm shall submit the final accepted deliverables in hard copy and, if requested, in a commonly usable digital format. The number of copies and digital format shall be confirmed by the Municipality before award.

## **11. PAYMENT**

The applicant whose theme/design is selected and finalized by the Tender Committee of Phulbani Municipality shall be paid a consolidated fee of ₹10,000/- (Rupees Ten Thousand only) for each proposal covering both Narayani Park and Science Park. The fee is not payable separately for each theme or all bidders. Payment shall be made subject to approval of the competent authority, submission and acceptance of the required deliverables, and completion of applicable financial formalities, deductions and statutory requirements. The EOI is for selection of a concept proposal and does not guarantee award of any subsequent detailed design, consultancy, supply or execution contract. Any further engagement shall be subject to separate approval and applicable procurement rules.

## **12. GENERAL TERMS AND CONDITIONS**

1. The EOI is an invitation for concept proposals and does not constitute a commitment to execute any proposed work or to award a future contract.
2. The Municipality reserves the right, for recorded reasons and in accordance with applicable rules, to accept or reject any or all proposals, cancel the process, seek clarifications or issue corrigenda.
3. Applicants shall bear their own costs for site visits, preparation, printing, presentations and submission. No reimbursement shall be made except as expressly stated in the final EOI.
4. All information supplied by applicants must be true, complete and verifiable. Misrepresentation may lead to rejection or other action permitted by law.
5. Proposals shall be prepared specifically for the two sites and shall not knowingly infringe third-party intellectual-property rights.
6. The Municipality shall be permitted to retain and use the selected proposal for evaluation and planning purposes, subject to the final agreement and applicable law. Ownership, licensing and permitted use of the selected and non-selected concepts should be expressly settled in the award/acceptance terms before payment.

7. Site measurements, underground utilities, structural condition, statutory constraints and other technical matters shall require verification by qualified personnel before any implementation decision.
8. The consultant shall not undertake any physical work, procurement, installation or construction under this EOI.
9. Any conflict or ambiguity in the EOI shall be referred to the Executive Officer, Phulbani Municipality, whose written clarification, subject to applicable law, shall govern the process.
10. All applicable laws, procurement rules, municipal instructions and financial/codal requirements shall be followed.

**Executive Officer  
Phulbani Municipality**

**Memo No. 5594 / Date: 12.10.2026**

Copy to the Office Notice Board of Phulbani Municipality for wide publication.

**Executive Officer,  
Phulbani Municipality.**

**Memo No. 5595 / Date: 12.10.2026**

Copy submitted to Deputy Director, advertisement section, I&PR Department, Bhubaneswar with request for publication of the notice in one odia and one English daily newspaper on one edition on or before **14.10.2026**.

**Executive Officer,  
Phulbani Municipality.**

**Memo No. 5596 / Date: 12.10.2026**

Copy to the MIS Consultant, Phulbani Municipality, for information and necessary action to upload the Expression of Interest (EOI) on the official website of Phulbani Municipality.

**Executive Officer,  
Phulbani Municipality.**

**ANNEXURE-A**  
**BIDDER / APPLICANT INFORMATION FORM**

| Sl. No. | Particulars                                                                  | To be filled by applicant |
|---------|------------------------------------------------------------------------------|---------------------------|
| 1       | Name of firm/entity                                                          |                           |
| 2       | Type of entity<br>(company/partnership/proprietorship/co<br>nsultancy/other) |                           |
| 3       | Registered office address                                                    |                           |
| 4       | Correspondence address, if different                                         |                           |
| 5       | Name and designation of authorized<br>representative                         |                           |
| 6       | Telephone/mobile number                                                      |                           |
| 7       | Email address                                                                |                           |
| 8       | Year of establishment                                                        |                           |
| 9       | Registration/incorporation number and<br>issuing authority                   |                           |
| 10      | PAN                                                                          |                           |
| 11      | GSTIN, if applicable                                                         |                           |
| 15      | Confirmation of site visit to Narayani Park                                  | Yes / No; date:           |
| 16      | Confirmation of site visit to Science Park                                   | Yes / No; date:           |
| 17      | Confirmation of acceptance of EOI terms<br>and payment condition             | Yes / No                  |
| 18      | List of documents enclosed                                                   |                           |

**DECLARATION:**

I/We certify that the information and documents submitted with this proposal are true and correct to the best of my/our knowledge. I/We have read and understood the EOI and agree to abide by its terms.

**Name of authorized signatory:**

**Designation:**

**Signature:**

**Date:**

**Seal of firm:**

## ANNEXURE B

### SITE VISIT AND ASSESSMENT REPORT

#### Project No. 1: Narayani Park, Phulbani

To be completed by the applicant after physical site inspection. Attach dated photographs, sketches or marked-up plans wherever permitted.

| Particulars                                               | Details to be recorded by applicant |
|-----------------------------------------------------------|-------------------------------------|
| Name of applicant / firm                                  |                                     |
| Date and time of visit                                    |                                     |
| Names/designations of persons attending                   |                                     |
| Municipal official contacted, if any                      |                                     |
| Weather/site conditions during visit                      |                                     |
| Existing entrance and access arrangements                 |                                     |
| Existing structures and amenities observed                |                                     |
| Pathways, circulation and open spaces                     |                                     |
| Landscape, trees, plantation and water features           |                                     |
| Lighting, electrical and other visible utilities          |                                     |
| Visitor facilities, seating and accessibility             |                                     |
| Observed maintenance / structural concerns (visual only)  |                                     |
| Key opportunities for improvement                         |                                     |
| Constraints, risks and information requiring verification |                                     |

|                                                        |  |
|--------------------------------------------------------|--|
| Proposed theme and design approach                     |  |
| Proposed interventions by component                    |  |
| Safety, accessibility and emergency considerations     |  |
| Maintenance and operations considerations              |  |
| Photographs/sketches attached<br>(number and captions) |  |
| Other observations / assumptions                       |  |

**Applicant's certification:**

I/We confirm that this report is based on a physical site visit conducted on the date stated above and that the observations are accurate to the best of our knowledge.

**Name of authorized signatory:**

**Designation:**

**Signature:**

**Date:**

**Seal of firm:**

## ANNEXURE C

### SITE VISIT AND ASSESSMENT REPORT

#### Project No. 2: Science Park, Phulbani

To be completed by the applicant after physical site inspection. Attach dated photographs, sketches or marked-up plans wherever permitted.

| Particulars                                         | Details to be recorded by applicant |
|-----------------------------------------------------|-------------------------------------|
| Name of applicant / firm                            |                                     |
| Date and time of visit                              |                                     |
| Names/designations of persons attending             |                                     |
| Municipal official contacted, if any                |                                     |
| Existing entrance and access arrangements           |                                     |
| Potential Haunted Zone location and area            |                                     |
| Existing structures, amenities and landscape        |                                     |
| Visitor circulation and proposed entry/exit options |                                     |
| Lighting, electrical, sound and visible utilities   |                                     |
| Emergency access, supervision and safe movement     |                                     |
| Opportunities to upgrade other park amenities       |                                     |
| Integration with existing Science Park activities   |                                     |
| Potential thematic elements                         |                                     |

|                                                              |  |
|--------------------------------------------------------------|--|
| and visitor experience                                       |  |
| Accessibility, age-appropriateness and safety issues         |  |
| Maintenance, operation and supervision requirements          |  |
| Key opportunities and constraints                            |  |
| Information requiring verification by Municipality/engineers |  |
| Proposed theme and design approach                           |  |
| Proposed interventions by component                          |  |
| Photographs/sketches attached (number and captions)          |  |
| Other observations / assumptions                             |  |

Applicant's certification:

I/We confirm that this report is based on a physical site visit conducted on the date stated above and that the observations are accurate to the best of our knowledge.

**Name of authorized signatory:**

**Designation:**

**Signature:**

**Date:**

**Seal of firm:**

**ANNEXURE D**  
**NON-BLACKLISTING DECLARATION**

I/We, ....., being the authorized representative of ....., having its office at ....., hereby declare that, as on the date of submission, the firm/entity has not been blacklisted or debarred by any Government department, public authority or public-sector organization, except as disclosed below. Details of any current/past debarment or exception, if applicable:  
.....

I/We understand that any false declaration or material concealment may result in rejection of the proposal and such further action as may be permissible under applicable rules.

**Name of authorized signatory:**

**Designation:**

**Signature:**

**Date:**

**Seal of firm:**