



Email: dssokhurda1@gmail.com

OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, KHORDHA
(SOCIAL SECURITY SECTION)

No. 2783

Dated 6.08.2021

[NOTICE INVITING EXPRESSION OF INTEREST FOR SELECTION OF NGOS FOR RUNNING OF EXISTING SCHOOL FOR VISUALLY IMPAIRED & SCHOOL FOR INTELLECTUAL DISABILITY ALONGWITH INVITING PROPOSALS FOR SETTING UP OF NEW SCHOOL FOR VISUALLY IMPAIRED & INTELLECTUAL DISABILITY IN INTEGRATED INFRASTRUCTURE COMPLEX, KHUHPUR, JATNI, KHORDHA]

District Administration invites sealed proposals from the intending registered NGOs/ Organizations for setting up existing School for Visually Impaired and School for Intellectual Disability alongwith inviting proposals for setting up of School for Visually Impaired & Intellectual Disability (new) in Integrated Infrastructure Complex, khudupur, Jatni, Khordha as specified in the EoI Notice.

The detailed EoI notice containing terms and conditions & other statutory requirement etc. can be downloaded from the District website www.khordha.nic.in. The cost of application form for submission of proposal is Rs. 2000/- (Rupees two thousand) only which is non-refundable. The proposal completed in all respect along with all required documents should reach in sealed cover to the District social Security officer, Khordha on or before 23.08.2021 up to 1.00 PM by registered/ Speed Post & in person only. The application of proposal shall be opened on 25.08.2021 in the Conference Hall of Collectorate, Khordha at 11.00 AM in presence of the members of the Selection Committee and applicants or their authorized representatives. The application/ proposal received beyond the scheduled date and time shall not be taken into consideration.

The Collector reserves the right to reject any or all the proposals without assigning any reason thereof and shall bear no liability what so ever consequent upon such decision.


Collector, Khordha 5/8/2021

Memo No. 2784 /SS, dated 6.08.2021

Copy forwarded to the DIO, NIC, Khordha for information with a request to get the tender Call Notice and Tender document hoisted immediately in the Official website of NIC, Khordha for wide publicity.

Collector, Khordha

Memo No. 2785 /SS, dated 6.08.2021

Copy forwarded to the Deputy Commissioner (Welfare), BMC, BBSR/ Project Director, DRDA, Khordha/ Sub-Collector, Khordha, Bhubaneswar/ CDM & PHO, Khordha/ District Education Officer, Khordha/ All Block Development Officers/ All Tahasildars/ All CDPOs of Khordha District / All Collectors/ DSSOs of the state of Odisha for information and necessary action with a request to display the EOI notice in the Notice Board of their respective offices for wide publicity.

Collector, Khordha



Email: dssokhurda1@gmail.com

**OFFICE OF THE COLLECTOR & DISTRICT MAGISTRATE, KHORDHA
(SOCIAL SECURITY SECTION)**

**EXPRESSION OF INTEREST
FOR
SELECTION OF REGISTERED NGOS FOR RUNNING OF EXISTING SCHOOL
FOR VISUALLY IMPAIRED & SCHOOL FOR INTELLECTUAL DISABLED
ALONGWITH SETTING UP OF NEW SCHOOLS FOR VISUALLY IMPAIRED &
INTELLECTUAL DISABLED CHILDREN IN INTEGRATED INFRASTRUCTURE
COMPLEX, KHUDUPUR, JATNI, KHORDHA.**

Issuer:

Collector and District Magistrate, Khordha

Collectorate, Khordha-PIN-752056

Phone: 06755-220001

Email: dm-khurda@nic.in

DISCLAIMER

The information contained in this Expression of Interest (hereinafter referred to as "EOI") document provided to the intending applicants by the District Social Security Office, Khordha, hereinafter referred to as DSSO.

The purpose of this EOI document is to invite applications from the Organizations having existing School for Visually Impaired & School for Intellectual Disability along with new project proposal from the intending registered Organizations for setting up of Schools at Integrated Infrastructure Complex, Khudupur, Jatni, Khordha.

Each applicant should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this EOI document and wherever necessary obtain independent advice from appropriate sources. The District Social Security Officer and their employees shall have no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the EOI document.

The Collector, Khordha may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this EOI document.

Fact Sheet

Sl. No.	Milestone	Date
1	Last date and time for receipt of EOI	23.08. 2021 (by 1.00 PM)
2	Place of submission of EOI	District Social Security Office, Khordha
3	Place, date & time of opening of EOI	Conference Hall of Collectorate, Khordha on 25.08.2021 at 11.00 A.M.
4	For further details	Office of the District Social Security Officer, Khordha.
5	Cost of application form.	Rs.2,000/- (Rupees two thousand only) for one bidder. (Non-refundable)

Note:

1. The Collector, Khordha reserves the right to change any schedule.
2. The EOI must be submitted before the scheduled date, time and venue mentioned in the fact sheet. The EOIs received after the dateline will not be entertained.

Introduction:

The Department of Social Security & Empowerment of Persons with Disabilities, Odisha have decided to establish the existing School for Visually Impaired/ School for Intellectual Disability at Integrated Infrastructure Complex, Khudupur, Jatni, Khordha by inviting applications and proposals from intending NGOs.

Background:

- a. Action Plan for implementation of 5Ts includes developing Integrated Infrastructure Complexes as National Centers of Excellence with multiple facilities to be provided to the Children with special needs. This Infrastructure will aim at holistic care and improving the socio-economic standard of the children with special needs with an effective future. These categories of children usually eke out a miserable existence and are subject to exploitation, abuse and neglect causing depression, anguish and resentment. Such children are to be provided social, economic and emotional support & develop an environment congenial to their full & effective particular in social life.

Programmes: The Integrated Infrastructure Complex (IIC) is conceived at the District level which will house the following Schools.

- a). School for Visually Impaired
- b). School for Intellectual Disability

Selection of NGOs

- Existing school management/ NGO is allowed to use the infrastructure at the IIC for running the Schools.
- The NGO will relocate the Special School to the IIC.
- The premises will not be handed over to the management of the NGO and will continue to remain under the administrative control of District Social Security Officer and maintenance will be with R&B Department.
- Management will run the School as per the guidelines of SSEPD Department. District Administration will identify the NGO following due process.
- NGO will be responsible for providing security inside the premises of the individual units. Security will be ensured round the clock.

- A centralized kitchen will be made operational in the IIC. Its operation will be outsourced to a competent Organization. A Committee will be constituted under the chair of the Consultant with participation of managing NGOs for overall supervision of the centralized kitchen.
- Provide facilities to the beneficiaries in the shelter premises as per norms of their project.

Release of Funds: Funds will be released in two installments to the management (NGO). The first instalment will be released to the management during the first week of April. On submission of the inspection report and UC for the previous year, the second installment will be released during September.

Separate electric meter will be installed for the common areas. Electricity dues for the common areas will be paid separately by the Department. Electricity dues for the individual units will be paid by the management and the cost will be built into the overall management cost.

Outcomes:

- Support will be provided to the children with disabilities for special or inclusive education, vocational training and other rehabilitation guidance.
- Students will avail opportunities for yoga and meditation, sports, spiritual, cultural and other recreational facilities.

Instruction to the applicants

- I. The EoI Document can be obtained from the Office of the District Social Security Officer, Khordha/ web site www.khordha.nic.in as per the date and time mentioned in the EoI Notice.
- II. Applicants are advised to study all instructions, forms, terms, requirements and other information in the EOI documents carefully. Submission of bid shall be deemed to have been done after careful study and examination of the EOI document with full understanding of its implications. In response to this EOI should be full and complete in all respects. Failure to furnish all information required by the EOI document or submission of a proposal not substantially responsive to the EOI documents in every respect will be at the Applicant's risk and may result in rejection of their proposal.

- III. The Applicant is responsible for all costs incurred in connection with participation in this process, but not limited to costs incurred in the conduct of informative and other diligence activities, participation in meetings/ discussions/presentations, preparation of its Application, in providing any additional information required by DSSO, Khordha. To facilitate the application process the DSSO, Khordha in no case will be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- IV. The selected bidder shall provide professional, objective, and impartial advice and at all times hold DSSO's interest paramount.
- V. The cost of application form for each bidder is **Rs.2,000/-** (Rupees two thousand) only which is not refundable.
- VI. The applications must reach on or before **23.08.2021** by **1.00 P.M.**.The DSSO, Khordha won't be responsible for any delay.
- VII. The application including supporting documents shall be typed or written in indelible ink and the applicant shall initial in each page. The applicant should fill up the information in prescribed format to qualify as mentioned in the EoI document. The applicant shall submit all supporting documents in the format as prescribed in the EoI document along with suggested documentary evidence with the application.
- VIII. Proposal shall be submitted in a separate sealed envelope clearly marked as, **"PROPOSAL** for shifting up of existing School for Visually Impaired/ School for Intellectual Disability and setting up of new Special School at Integrated Infrastructure Complex (IIC), Khudpur, Jatni, Khordha.

The envelope containing the Proposal shall be submitted in an outer envelope and sealed. This outer envelope shall be clearly marked as **"PROPOSAL FOR SHIFTING UP OF EXISTING SCHOOL FOR VISUALLY IMPAIRED & SCHOOL FOR INTELLECTUAL DISABILITY OR SETTING UP OF NEW SCHOOL FOR VISUALLY IMPAIRED & SCHOOL FOR INTELLECTUALLY DISABLED CATEGORY AT INTEGRATED INFRASTRUCTURE COMPLEX, KHUDUPUR, JATNI, KHORDHA"**

- IX. The NGO or their authorized representative shall initial in all pages of the proposal. The authorization shall be in the form of a written power of attorney

accompanying the proposal or in any other form demonstrating that, the representative has been duly authorized to sign.

- X. The Collector, Khordha reserves the right to accept or reject any or all the applications without assigning any reason thereof.
- XI. The proposals must reach in the Office of the District Social Security Officer, Khordha at the below mentioned address latest by **23.08.2021 till 1:00 PM.**
- XII. The proposal shall be sent by Registered Post/ Courier/ Speed Post/ in person. Proposals sent through facsimile, email is not allowed. The sealed proposals shall be addressed to

District Social Security Officer, Khordha.
Address: Old Collectorate Building, Khordha,
P.O.-Pallahat, Dist.-Khordha, PIN - 752056

Eligibility Criteria for Selection of NGOs

The NGOs can have their registered Office in any District inside the State of Odisha for running Special School for Visually Impaired and School for those with Intellectual Disability. An NGO can be also selected for running multiple institutions and he can also apply in one form.

The applicant must possess the requisite experience, strength and capability in providing the services necessary to meet the requirements as described in the EOI document.

Initial scrutiny will be made and incomplete details as given below will be treated as non-responsive if Proposals

- i. are not submitted in as specified in the EOI document
- ii. received without the Letter of Authorization (Power of Attorney)
- iii. submitted without documents required as per EOI.

All responsive applications will be considered for further processing as below.

The Committee will prepare a list of responsive applicants who have comply with all the Terms and Conditions as per the EOI. The decision of the Committee will be final & binding in this regard.

Proposal shall be opened in the presence of applicants or their authorized representatives who intend to attend at their cost. The applicants or their authorized representatives present shall sign in the attendance sheet.

Proposal document shall be evaluated as per the scoring sheet in pursuance of the instruction of the Govt. in SSEPD Deptt., Odisha.

Evaluation of document:- Applications/documents received would be assigned score based on the parameters defined in the guidelines. All supporting documents submitted in support of eligibility and technical evaluation matrix should comply with the following:

NGOs will be chosen purely based on technical evaluation. 50 marks will be given for the parameters mentioned in the application form. Another 50 marks will be for the technical presentation. Decision of the Committee will be final in this regard.

Default of Service

Deviation and/ or Refusal and/ or non-Performance towards in any of the obligations described in the Scope of Services would be treated as default of service of the selected NGO. Upon default of service, the Collector would reserve the right to forfeit the Performance Security and the payment outstanding for the said job. In addition, the Collector would also have the right to terminate the agreement with the selected NGO.

Application Form Fee

Non-refundable application cost in shape of Demand Draft from any scheduled commercial Bank in favour of DSSO, Khordha payable at Khordha for Rs.2,000/- (Rupees two thousand only) is to be furnished by the intending NGO along with the application. The application without the requisite documents cost shall be treated as non responsive and liable to be rejected.

Disputes

All legal disputes are subject to the jurisdiction of Khordha & Bhubaneswar Court only.

Right to reject any or all Proposals

Notwithstanding anything contained in this invitation document, the Collector, Khordha reserves the right to accept or reject any proposal and to annul the selection process and reject all proposals, at any time without any liability or any obligations for such acceptance, rejection or annulment without assigning any reasons thereof.

Late Submission

Proposals received after the dateline as prescribed in EoI will not be entertained and shall be rejected.



**Form of Application for accommodation in Integrated Infrastructure Complex
PART-A**

1. Name & complete address of managing Organization
(PIN Code, Phone, Fax, website, Email etc. :
2. Date of Establishment :
3. Registration Details :
(Act under which registered with no. & date)
(Enclose copies of certificates & Byelaws)
4. If registered under FCRA Act, 2010 :
Registration number, date & validity period.
(Enclose copy)
5. Registration under Income Tax Act 1961 :
(PAN number, 12 AA, 80G etc.)(Enclose copies)
6. Registration under Niti Ayog :
(NGO Darpan) MWPSA Act, 2007,
RPwD Act 2016 and NTMR Act, 1999.
(enclose copies)/ Others (Specify)

7. Details of Governing Body/Managing Committee of the organization (in Format)

Sl. No.	Name & Address	Occupation	Tel. No.	Educational Qualification
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8. Financial status of the Organization :
(encloses Auditor's Report & balance sheet with IT
Return certificate for last 3 years (2017-18, 2018-19, 2019-20).

9. Details of assets of the organization (in format)

Sl. No.	Items	No. of Units	Value
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10. List of staff available

Sl.	Name & Address	Qualification	RCI Registration No.
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11. Activities/ programmes of the organization :
(please enclose latest annual report)

12. Projects/ programmes under implementation (in format)

Sl. No.	Project Name	Location	Beneficiaries (category & no.)	Project cost
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13. Whether the organization is ever black listed :
or charge sheeted by any authorities? If yes details thereof.

14. Name and address of
contact person with mobile & email address :

**Signature of
Authorized person with Seal**

[Handwritten mark]

PART – B

1. Name of the project to be located in IIC
2. Present location with detail address.
3. Whether the building is own/rented
(If owned, status of the building)
4. Year of establishment of project.
5. Sources of funds.
6. Assets of the project
7. List of staff of project.
8. Category and number of beneficiaries
(Enclose list of beneficiaries)
9. Justification/ Reasons for relocating the project
10. Any other

**Signature of
Authorized person with Seal**

Undertaking

EOI Ref. No: _____ /, dated. _____

In response to the EOI reference No.datedfor selection of NGO to shift & run the School for Visually Impaired and School for Intellectual Disability in the Integrated Infrastructure Complex, Khudupur, Jatni, Khordha. I/ We hereby declare that presently our NGO is having unblemished record and is not declared ineligible for corrupt and fraudulent practices either indefinitely or for a particular period of time by the Government of India / any State Government

I/We further declare that presently our NGO..... is not blacklisted and not declared ineligible for reasons other than corrupt and fraudulent practices by any State/ Central Government on the date of submission of application.

If this declaration is found to be incorrect then without prejudice to any other action my/our Application may be rejected and may take any other action as deemed fit.

**Authorized Signatory
(With official stamp)**